

REGULAR INSTRUCTION

Regular Instruction includes the costs of elementary, middle, and high schools instruction for all students in a regular classroom setting. The expenses recorded here also include the cost of support services for students in areas such as reading, English as Second Language instruction as well as the cost in extracurricular activities. This section also includes the costs of supervision of regular instruction including program development and evaluation, staff development, supervision and evaluation of staff, and administration and supervision of instruction.

**WEST HARTFORD PUBLIC SCHOOLS
SUPPORTING FISCAL DATA 2019-2020 BUDGET**

FUNCTION							
REGULAR INSTRUCTION		Actual	Actual	Adopted	Budget	Difference	% Change
SUMMARY	GENERAL FUND	2016-2017	2017-2018	Budget	2019-2020		2018-2019 to
				2018-2019			2019-2020
5101	Adm/Prof/Tech Salaries	164,438	172,990	181,895	189,696	7,801	4.29
5109	Director Salaries	447,018	457,164	467,541	479,953	12,412	2.65
5110	Principal & Asst. Salaries	3,884,170	3,905,936	4,011,348	4,094,027	82,679	2.06
5111	Department Supervisors Salaries	2,036,843	1,938,911	1,992,891	2,180,426	187,535	9.41
5112	Teacher Salaries	53,937,982	54,608,126	56,605,066	56,973,476	368,410	0.65
5113	Librarian Salaries	1,471,803	1,521,557	1,584,612	1,601,256	16,644	1.05
5115	Sec/Clerical Salaries	2,569,698	2,570,447	2,678,913	2,607,969	-70,944	-2.65
5116	Technical Support Salaries	211,557	172,683	192,326	195,230	2,904	1.51
5117	Paraprofessional Salaries	1,346,557	1,322,382	1,369,515	1,536,291	166,776	12.18
5118	Secretarial-Temporary	72,345	36,278	75,000	50,000	-25,000	-33.33
5119	Instruction-Tutors	349,158	338,577	390,564	394,950	4,386	1.12
5180	Teacher Substitutes	3,645		12,000	9,000	-3,000	-25.00
5185	Teacher Assistants	839,722	824,931	893,181	871,780	-21,401	-2.40
5188	Summer Curriculum Workshops	90,697	101,255	84,547	100,100	15,553	18.40
	Subtotal	67,425,633	67,971,236	70,539,399	71,284,154	744,755	1.06
5312	Instructional Improvement	41,350	15,591	37,826	48,321	10,495	27.75
5319	Prof. Technical Services	9,746	6,702	7,500	10,366	2,866	38.21
5331	Mileage Allowance	21,886	20,461	24,855	25,130	275	1.11
5335	Conferences & Meetings	32,809	60,910	45,582	56,944	11,362	24.93
5360	Printing & Binding	76,148	75,584	104,940	102,690	-2,250	-2.14
5385	Telecommunications	1,075	1,258	2,500	2,500		0.00
5410	Repair/Maintenance of Equipment	63,751	35,760	54,230	53,050	-1,180	-2.18
5420	Rentals	288,456	300,414	344,359	331,713	-12,646	-3.67
5490	Contracted Services	178,544	169,934	168,392	185,750	17,358	10.31
5510	Instructional Supplies	1,170,825	1,092,182	1,050,847	1,141,784	90,937	8.65
5511	Audio/Visual Software	22,926	21,454	36,685	49,463	12,778	34.83

**WEST HARTFORD PUBLIC SCHOOLS
SUPPORTING FISCAL DATA 2019-2020 BUDGET**

FUNCTION							
REGULAR INSTRUCTION		Actual	Actual	Adopted	Budget		% Change
SUMMARY	GENERAL FUND	2016-2017	2017-2018	Budget	2019-2020	Difference	2018-2019 to 2019-2020
5513	Computer Software	72,175	13,836	30,615	27,825	-2,790	-9.11
5515	Office Supplies	182,269	171,064	199,949	203,770	3,821	1.91
5516	Computer Supplies	660	2,540	2,500	2,500		0.00
5520	Textbooks	264,900	264,598	282,655	202,969	-79,686	-28.19
5525	Workbooks	26,655	20,704	32,512	31,321	-1,191	-3.66
5530	Library Books	152,408	140,544	140,051	136,876	-3,175	-2.27
5540	Periodicals	43,965	35,418	46,735	42,175	-4,560	-9.76
5545	Test Materials	66,858	124,897	118,397	95,255	-23,142	-19.55
5582	Officials	15,260					
5591	Supplies and Fees	18,544	10,914	19,761	21,111	1,350	6.83
5592	Dues and Fees	44,301	53,893	59,642	60,224	582	0.98
	Subtotal	2,795,510	2,638,658	2,810,533	2,831,737	21,204	0.75
5640	Equipment	120,329	105,542	94,136	85,725	-8,411	-8.93
5641	Audio/Visual Equipment	12,065	18,162	16,700	21,100	4,400	26.35
5642	Computer Equipment	95,546	79,665	71,678	66,427	-5,251	-7.33
	Subtotal	227,940	203,369	182,514	173,252	-9,262	-5.07
	Program Total	70,449,083	70,813,264	73,532,446	74,289,143	756,697	1.03

**WEST HARTFORD PUBLIC SCHOOLS
SUPPORTING FISCAL DATA 2019-2020 BUDGET**

FUNCTION		Actual	Actual	Adopted	Budget	Difference	% Change
REGULAR INSTRUCTION ELEMENTARY SUMMARY		2016-2017	2017-2018	Budget	2019-2020		2018-2019 to 2019-2020
5112	Teacher Salaries	22,051,574	22,295,742	22,873,056	22,841,083	-31,973	-0.14
5113	Librarian Salaries	874,412	907,993	947,501	945,248	-2,253	-0.24
5117	Paraprofessional Salaries	685,932	720,600	703,967	888,333	184,366	26.19
	Subtotal	23,611,919	23,924,335	24,524,524	24,674,664	150,140	0.61
5312	Instructional Improvement	1,917	1,299	4,240	4,985	745	17.57
5490	Contracted Services	4,225	2,737	17,625	16,530	-1,095	-6.21
5510	Instructional Supplies	242,762	210,396	241,284	252,592	11,308	4.69
5511	Audio/Visual Software	9,193	11,867	17,782	16,565	-1,217	-6.84
5513	Computer Software	5,258	3,946	7,875	7,810	-65	-0.83
5520	Textbooks	26,895	29,871	47,156	48,399	1,243	2.64
5525	Workbooks	22,756	16,080	25,364	23,763	-1,601	-6.31
5530	Library Books	80,239	78,583	73,639	73,589	-50	-0.07
5540	Periodicals	11,243	7,759	11,840	9,858	-1,982	-16.74
5592	Dues and Fees	542	420	500	500		0.00
	Subtotal	405,029	362,958	447,305	454,591	7,286	1.63
5640	Equipment	2,337		3,275	500	-2,775	-84.73
5641	Audio/Visual Equipment	337	450	100	100		0.00
5642	Computer Equipment	1,020		1,162		-1,162	-100.00
	Subtotal	3,694	450	4,537	600	-3,937	-86.78
	Program Total	24,020,641	24,287,743	24,976,366	25,129,855	153,489	0.61

Function: **REGULAR INSTRUCTION**

Level: **ELEMENTARY SCHOOL**

Program: **Position Summary**

Positions	Actual 2016-17	Actual 2017-18	2018-19		Budget 2019-20	Change Adopted 2018-19 to 2019-20
			Budget	Current		

Teachers:

Classroom	209.00	204.00	204.00	203.00	199.00	(5.00)
Preschool	7.00	7.00	7.00	7.00	7.00	0.00
Magnet School Teachers	4.00	4.00	4.00	4.00	4.00	0.00
Math Support	0.60	0.80	0.80	1.00	1.00	0.20
Early Intervention	10.00	10.00	10.00	10.00	10.00	0.00
Curriculum Specialists	11.00	11.00	11.00	11.00	11.00	0.00
Arts	33.30	32.60	32.60	32.60	32.20	(0.40)
Physical Education	13.20	13.10	13.10	13.10	12.90	(0.20)
World Language	7.05	6.60	6.60	6.50	6.30	(0.30)
Reading Specialists	11.00	11.00	11.00	11.00	11.00	0.00
Library Media Specialists	<u>11.00</u>	<u>11.00</u>	<u>11.00</u>	<u>11.00</u>	<u>11.00</u>	<u>0.00</u>
TOTAL	317.15	311.10	311.10	310.20	305.40	(5.70)
Grant Special Funded	10.90	13.30	13.30	13.50	13.50	0.20
Board Funded	306.25	297.80	297.80	296.70	291.90	(5.90)

**WEST HARTFORD PUBLIC SCHOOLS
SUPPORTING FISCAL DATA 2019-2020 BUDGET**

FUNCTION	PROGRAM	Actual 2016-2017	Actual 2017-2018	Adopted Budget 2018-2019	Budget 2019-2020	Difference	% Change 2018-2019 to 2019-2020
REGULAR INSTRUCTION	ELEMENTARY - CLASSROOM						
5112	Teacher Salaries	15,549,042	15,693,613	15,916,992	15,760,208	-156,784	-0.99
5117	Paraprofessional Salaries	563,962	601,016	608,047	764,310	156,263	25.70
	Subtotal	16,113,003	16,294,630	16,525,039	16,524,518	-521	0.00
5312	Instructional Improvement	1,917	1,299	4,240	4,985	745	17.57
5490	Contracted Services	3,331	2,528	16,440	15,010	-1,430	-8.70
5510	Instructional Supplies	174,982	140,809	166,862	177,337	10,475	6.28
5511	Audio/Visual Software			7,000	6,450	-550	-7.86
5513	Computer Software	5,258	3,946	7,875	7,810	-65	-0.83
5520	Textbooks	26,271	27,971	44,006	45,684	1,678	3.81
5525	Workbooks	22,756	16,030	25,164	23,763	-1,401	-5.57
5540	Periodicals	6,003	2,341	5,825	3,825	-2,000	-34.33
5592	Dues and Fees	45					
	Subtotal	240,563	194,924	277,412	284,864	7,452	2.69
5640	Equipment	1,209		2,525		-2,525	-100.00
	Subtotal	1,209		2,525		-2,525	-100.00
	Program Total	16,354,775	16,489,553	16,804,976	16,809,382	4,406	0.03

Function: **REGULAR INSTRUCTION**

Level: **ELEMENTARY SCHOOL**

Program: **Classroom (Kindergarten, Reading, Language Arts, Mathematics, Science, Social Studies, Health)**

Positions	Actual 2016-17	Actual 2017-18	2018-19		Budget 2019-20
			Budget	Current	
Teachers:					
Classroom	209.00	204.00	204.00	203.00	199.00
Pre-Kindergarten	7.00	7.00	7.00	7.00	7.00
Magnet School Teachers	4.00	4.00	4.00	4.00	4.00
Math Support	<u>0.60</u>	<u>0.80</u>	<u>0.80</u>	<u>1.00</u>	<u>1.00</u>
TOTAL	220.60	215.80	215.80	215.00	211.00
Grant/Special Funded	9.60	13.30	13.30	13.50	13.50
Board Funded	211.00	202.50	202.50	201.50	197.50

Each of our elementary schools has a full-day kindergarten program. Emphasis is placed on the development of foundational skills in literacy and numeracy skills and age-appropriate social and emotional development. Charter Oak, Webster Hill, and Smith schools offer full-day prekindergarten programs.

Current Practice: The number of teacher positions is a function of projected enrollment informed by Board of Education class size guidelines (16 in PK, 23 in grades K through 3; 27 in grades 4 and 5), individual pupil needs, and organizational planning factors for efficient and effective delivery of instruction.

Changes for 2019-2020: 4 fewer elementary teachers based on enrollments. The cause of the increase in the 5117 account is that funding for PreK paras is returning to the general fund.

BUDGET NARRATIVE:

Program Description: The K-5 elementary program fosters children's continued development of foundational concepts and skills, their application, as well as the children's understanding of themselves and the world in which they live. Instruction integrates content and process, concepts and assessments, and is grounded in the belief that children learn through active engagement in their own learning process.

**WEST HARTFORD PUBLIC SCHOOLS
SUPPORTING FISCAL DATA 2019-2020 BUDGET**

FUNCTION	PROGRAM	Actual 2016-2017	Actual 2017-2018	Adopted Budget 2018-2019	Budget 2019-2020	Difference	% Change 2018-2019 to 2019-2020
REGULAR INSTRUCTION	ELEMENTARY - ARTS						
5112	Teacher Salaries	2,395,650	2,431,480	2,529,202	2,578,380	49,178	1.94
	Subtotal	2,395,650	2,431,480	2,529,202	2,578,380	49,178	1.94
5490	Contracted Services	893	209	1,185	1,520	335	28.27
5510	Instructional Supplies	42,135	43,913	49,533	50,373	840	1.70
5511	Audio/Visual Software	1,527	1,064	760	535	-225	-29.61
5520	Textbooks	624	1,810	3,100	2,665	-435	-14.03
5525	Workbooks		51	200		-200	-100.00
	Subtotal	45,179	47,047	54,778	55,093	315	0.58
5642	Computer Equipment	1,020		1,162		-1,162	-100.00
	Subtotal	1,020		1,162		-1,162	-100.00
	Program Total	2,441,849	2,478,527	2,585,142	2,633,473	48,331	1.87

Function: **REGULAR INSTRUCTION**

Level: **ELEMENTARY SCHOOL**

Program: **Fine and Performing Arts**

MUSIC

Program Description: The Music Program focuses on development of musical skills and attitudes essential in affecting aesthetic knowledge and awareness. These skills are acquired sequentially through a planned program that includes a variety of experiences. The Music curriculum is aligned with National and State standards.

Positions	Actual 2016-17	Actual 2017-18	2018-19		Budget 2019-20
			Budget	Current	

Teachers:

Visual Art	11.70	11.00	11.00	11.00	10.80
Music	<u>21.60</u>	<u>21.60</u>	<u>21.60</u>	<u>21.60</u>	<u>21.40</u>
TOTAL	33.30	32.60	32.60	32.60	32.20

Current Practice: All elementary students receive 30 minutes of classroom instruction 2 times per week. Students in Pre-Kindergarten receive 30 minutes of classroom instruction once a week. Instrumental teachers provide 30 minutes weekly group instruction to students in Grades 4 and 5. At Smith and Charter Oak International Academy, Pre-K- grade 3 students have the opportunity through lottery to participate in a modified Suzuki Violin Program. Students also receive a large ensemble experience through band, orchestra and choir. Students have the opportunity of performing in both day/evening concerts, as well as participating in the Inter-Elementary Music Festival. The number of visual art/music educators required is a function of the number of classrooms to be served, the number of performing groups, and the method students are organized for instrumental lessons.

BUDGET NARRATIVE:

VISUAL ARTS

Program Description: The Visual Arts Program is anchored in development of visual literacy, inquiry and 21st century skills through the artistic processes of creating, presenting artwork, responding to art and making connections that are historical, personal and global. In studio work students develop skills essential to art forms such as Painting, Drawing and making three dimensional art. Students will have a variety of experiences that are based on a curriculum that is currently being revised to align with the National Core Arts Standards.

Current Practice: Visual Arts educators provide instruction to all students in kindergarten through grades 5 during 60 minutes of weekly instruction. In addition, art instruction is offered at the Pre-K level. Special art activities are planned after school, and students are represented in several townwide art shows as well as an annual schoolwide art show.

Changes for 2019-2020: 0.4 fewer teachers based on lower number of elementary sections.

**WEST HARTFORD PUBLIC SCHOOLS
SUPPORTING FISCAL DATA 2019-2020 BUDGET**

FUNCTION	PROGRAM	Actual 2016-2017	Actual 2017-2018	Adopted Budget 2018-2019	Budget 2019-2020	Difference	% Change 2018-2019 to 2019-2020
REGULAR INSTRUCTION	ELEM. - WORLD LANGUAGE						
5112	Teacher Salaries	548,127	483,159	499,697	506,763	7,066	1.41
	Subtotal	548,127	483,159	499,697	506,763	7,066	1.41
5510	Instructional Supplies	4,340	4,688	5,482	5,284	-198	-3.61
5511	Audio/Visual Software		497				
5520	Textbooks		91	50	50		0.00
5592	Dues and Fees	497	420	500	500		0.00
	Subtotal	4,836	5,696	6,032	5,834	-198	-3.28
	Program Total	552,963	488,855	505,729	512,597	6,868	1.36

Function: **REGULAR INSTRUCTION**

Level: **ELEMENTARY SCHOOL**

Program: **World Language**

Positions	Actual 2016-17	Actual 2017-18	2018-19		Budget 2019-20
			Budget	Current	

Teachers:

World Language	<u>7.05</u>	<u>6.60</u>	<u>6.60</u>	<u>6.50</u>	<u>6.30</u>
TOTAL	7.05	6.60	6.60	6.50	6.30

BUDGET NARRATIVE:

Program Description: The WHELL (West Hartford Early Language Learning) Program currently provides Spanish instruction for all 3rd, 4th, and 5th graders in 9 schools. Spanish instruction is offered to Pre-K-5 and Chinese instruction is offered K-5 at Charter Oak. French instruction is provided 3-5 at Norfeldt. The program goals are communicative competence in a world language, and cultural awareness and understanding. The major focus skills are listening and speaking with some reading and limited writing in the target language, and are accomplished through age appropriate activities that reinforce the regular classroom themes.

Current Practice: World Language instruction is offered for 60 minutes per week.

Changes for 2019-2020: 0.2 fewer teachers based on lower elementary enrollments.

**WEST HARTFORD PUBLIC SCHOOLS
SUPPORTING FISCAL DATA 2019-2020 BUDGET**

FUNCTION	PROGRAM	Actual 2016-2017	Actual 2017-2018	Adopted Budget 2018-2019	Budget 2019-2020	Difference	% Change 2018-2019 to 2019-2020
REGULAR INSTRUCTION	ELEM.- PHYSICAL EDUCATION						
5112	Teacher Salaries	1,017,495	1,047,021	1,072,687	1,083,794	11,107	1.04
	Subtotal	1,017,495	1,047,021	1,072,687	1,083,794	11,107	1.04
5510	Instructional Supplies	13,808	12,383	12,142	12,211	69	0.57
	Subtotal	13,808	12,383	12,142	12,211	69	0.57
5640	Equipment	721		750	500	-250	-33.33
	Subtotal	721		750	500	-250	-33.33
	Program Total	1,032,024	1,059,404	1,085,579	1,096,505	10,926	1.01

Function: **REGULAR INSTRUCTION**

Level: **ELEMENTARY SCHOOL**

Program: **Physical Education**

Positions	Actual 2016-17	Actual 2017-18	2018-19		Budget 2019-20
			Budget	Current	

Teachers:

Physical Education	<u>13.20</u>	<u>13.10</u>	<u>13.10</u>	<u>13.10</u>	<u>12.90</u>
TOTAL	13.20	13.10	13.10	13.10	12.90

The PreK-3 program includes instruction in body movement as well as the use of educational gymnastic equipment; manipulative skills involving the use of balls, hoops, ropes and other objects; games of low organization; cultural and creative dance; cooperative games; and physical fitness activities. Students develop critical thinking skills through teaching methods that emphasize inquiry, problem solving, and self-evaluation.

In fourth and fifth grades, the primary program is continued and extended to include the development of specific sport, dance cooperative team building, and movement skills. Students are provided with activities to improve their personal fitness as measured by the Connecticut State Fitness Test.

Current Practice: Physical education teachers meet pupils for two 30-minute periods per week, grades K-3, and two 45-minute periods per week, grades 4 and 5. Additional classes are held for PK and developmental physical education.

Changes for 2019-2020: 0.2 fewer teachers based on lower elementary enrollments.

BUDGET NARRATIVE:

Program Description: The PreK-5 Physical Education Program provides students with the opportunity to participate in a wide range of activities with the emphasis on learning skills and concepts; promoting positive social interaction; and establishing an atmosphere of pleasure and success through movement.

**WEST HARTFORD PUBLIC SCHOOLS
SUPPORTING FISCAL DATA 2019-2020 BUDGET**

FUNCTION	PROGRAM	Actual 2016-2017	Actual 2017-2018	Adopted Budget 2018-2019	Budget 2019-2020	Difference	% Change 2018-2019 to 2019-2020
REGULAR INSTRUCTION							
ELEMENTARY SUMMARY	ELEM. - READING						
5112	Teacher Salaries	1,576,243	1,644,107	1,828,362	1,875,342	46,980	2.57
	Subtotal	1,576,243	1,644,107	1,828,362	1,875,342	46,980	2.57
5312	Instructional Improvement	180	125				
5510	Instructional Supplies	28,301	19,743	26,618	24,177	-2,441	-9.17
5511	Audio/Visual Software			1,500	1,500		0.00
5513	Computer Software	1,389	2,792	2,980	3,660	680	22.82
5520	Textbooks	22,284	21,381	28,020	34,533	6,513	23.24
5525	Workbooks	11,051	9,570	10,265	10,048	-217	-2.11
	Subtotal	63,205	53,610	69,383	73,918	4,535	6.54
	Program Total	1,639,448	1,697,717	1,897,745	1,949,260	51,515	2.71

Function: **REGULAR INSTRUCTION**

Level: **ELEMENTARY SCHOOL**

Service: **Elementary Reading**

Positions	Actual 2016-17	Actual 2017-18	2018-19		Budget 2019-20
			Budget	Current	

Teachers:

Reading Specialists	11.00	11.00	11.00	11.00	11.00
Early Intervention Teachers	<u>10.00</u>	<u>10.00</u>	<u>10.00</u>	<u>10.00</u>	<u>10.00</u>
	21.00	21.00	21.00	21.00	21.00
Grant Funded	1.30	0.00	0.00	0.00	0.00
Board Funded	19.70	21.00	21.00	21.00	21.00

BUDGET NARRATIVE:

Program Description: Elementary Reading includes two staff resources - reading specialists and intervention teachers. Reading Specialists provide individual and small group instruction for students identified through the SRBI process and support teachers as they plan instruction for those students. In addition, reading specialists administer diagnostic assessments as needed, facilitate regular follow-up meetings with teacher and tutors/support staff, support schoolwide and intervention data collection and analysis, and collaborate with teachers to analyze/use assessment results for instructional planning to impact student achievement. Reading Specialists plan and deliver professional learning at the school and district level.

Intervention teachers provide individual and small group instruction for students identified for reading support through the SRBI process. Intervention teachers use a variety of research-based strategies and programs for instruction. Many intervention teachers are trained in specialized strategies for primary grade students. Students receiving intensive (Tier 3) support may receive up to one half hour of instruction per day.

Current Practice: Each of the eleven elementary schools has a full-time reading specialist with training/certification in remedial reading and/or consultancy. Nine elementary schools have full-time intervention teachers. The remaining schools have a half-time intervention teacher. Literacy tutors also provide direct support to students based on intervention needs.

Changes for 2019-2020: None.

**WEST HARTFORD PUBLIC SCHOOLS
SUPPORTING FISCAL DATA 2019-2020 BUDGET**

FUNCTION	PROGRAM	Actual 2016-2017	Actual 2017-2018	Adopted Budget 2018-2019	Budget 2019-2020	Difference	% Change 2018-2019 to 2019-2020
REGULAR INSTRUCTION	ELEM.- LIBRARY MEDIA SERV.						
5113	Librarian Salaries	874,412	907,993	947,501	945,248	-2,253	-0.24
5117	Paraprofessional Salaries	121,971	119,584	95,920	124,023	28,103	29.30
	Subtotal	996,383	1,027,577	1,043,421	1,069,271	25,850	2.48
5510	Instructional Supplies	7,497	8,602	7,265	7,387	122	1.68
5511	Audio/Visual Software	7,666	10,305	10,022	9,580	-442	-4.41
5530	Library Books	80,239	78,583	73,639	73,589	-50	-0.07
5540	Periodicals	5,240	5,418	6,015	6,033	18	0.30
	Subtotal	100,643	102,908	96,941	96,589	-352	-0.36
5640	Equipment	407					
5641	Audio/Visual Equipment	337	450	100	100		0.00
	Subtotal	744	450	100	100		0.00
	Program Total	1,097,770	1,130,935	1,140,462	1,165,960	25,498	2.24

Function: **REGULAR INSTRUCTION**

Level: **ELEMENTARY SCHOOL**

Program: **Library Media Services**

Positions	Actual 2016-17	Actual 2017-18	2018-19		Budget 2019-20
			Budget	Current	

Teachers:

Library Media Specialists	<u>11.00</u>	<u>11.00</u>	<u>11.00</u>	<u>11.00</u>	<u>11.00</u>
TOTAL	11.00	11.00	11.00	11.00	11.00

BUDGET NARRATIVE:

Program Description: The PreK-5 library media services program provides instruction in authentic information problem solving, research strategies and media literacy for all students as well as guidance in the selection and use of reliable source materials.

Each school library media center contains a collection of resources, in a variety of formats, evaluated and selected to support and enhance the curriculum. The library media specialists collaborate with classroom teachers to ensure that appropriate materials are available for students and to integrate the library media curriculum with the classroom curriculum. Library media specialists also promote the enjoyment of reading and play a major role in encouraging student participation in the Summer Reading Program.

Current Practice: A full-time library media specialist in each of the elementary schools provides instruction, guidance and support for students and teachers in the use of library media centers, information resources and instructional technology. Students visit the library media center on a regular basis.

Changes for 2019-2020: None.

**WEST HARTFORD PUBLIC SCHOOLS
SUPPORTING FISCAL DATA 2019-2020 BUDGET**

FUNCTION	PROGRAM	Actual 2016-2017	Actual 2017-2018	Adopted Budget 2018-2019	Budget 2019-2020	Difference	% Change 2018-2019 to 2019-2020
REGULAR INSTRUCTION	ELEM - CURRICULUM SPEC.						
5112	Teacher Salaries	965,017	996,362	1,026,116	1,036,596	10,480	1.02
	Subtotal	965,017	996,362	1,026,116	1,036,596	10,480	1.02
	Program Total	965,017	996,362	1,026,116	1,036,596	10,480	1.02

Function: **REGULAR INSTRUCTION**

Level: **ELEMENTARY SCHOOL**

Service: **Curriculum Specialist**

BUDGET NARRATIVE:

Positions	Actual 2016-17	Actual 2017-18	2018-19		Budget 2019-20
			Budget	Current	

Program Description: Curriculum specialists are teachers who have demonstrated a high level of proficiency in teaching as well as a thorough knowledge of curriculum, child development, classroom management, and instructional strategies.

Curriculum Specialist:

Elementary - building based	<u>11.00</u>	<u>11.00</u>	<u>11.00</u>	<u>11.00</u>	<u>11.00</u>
TOTAL	11.00	11.00	11.00	11.00	11.00

The curriculum specialist supports other teachers in implementing curriculum and in planning, developing and applying appropriate instructional strategies and materials. The curriculum specialists play an integral role in the coordination of the SRBI process and also serve as 504 and school testing coordinators.

Current Practice: There are eleven elementary curriculum specialists - one assigned to each school. Each is a generalist who is also responsible for specific areas of the district curriculum: language arts, mathematics, science, health, social studies, writing and reading. The curriculum specialists also provide leadership in our curriculum development aligned with Common Core and other state standards and related district and building based professional development.

Changes for 2019-2020: None.