

IndividualStateAgencyFiscalNote

| | | |
|---------------------------|--------------------------------|---|
| BillNumber: 1444HB | Title: Schools/bullying | Agency: 350-SuptofPublic Instruction |
|---------------------------|--------------------------------|---|

PartI:Estimates

☐ NoFiscalImpact

EstimatedCashReceiptsto:

| | | | | | |
|--------------|--|--|--|--|--|
| Fund | | | | | |
| | | | | | |
| Total | | | | | |

EstimatedExpendituresfrom:

| | | | | | |
|-------------------------|---------------|---------------|----------------|----------------|----------------|
| | FY2002 | FY2003 | 2001-03 | 2003-05 | 2005-07 |
| FTEStaffYears | | | | | |
| Fund | | | | | |
| GeneralFund-State 001-1 | 88,271 | 410,256 | 498,527 | 205,128 | 205,128 |
| Total | \$88,271 | \$410,256 | \$498,527 | \$205,128 | \$205,128 |

Thecashreceiptsandexpenditureestimatesonthispagerepresentthemostlikelyfiscalimpact.Factorsimpactingtheprecisionoftheseestimates, andalternateranges(ifappropriate),areexplainedinPartII.

Checkapplicableboxesandfollowcorrespondinginstructions:

- ☒ Iffiscalimpactisgreaterthan\$50,000perfiscalyearinthecurrentbienniumorinsubsequentbiennia,completeentirefiscalnote formPartsI-V.
- ☐ Iffiscalimpactislessthan\$50,000perfiscalyearinthecurrentbienniumorinsubsequentbiennia,completethispageonly(PartI).
- ☐ Capitalbudgetimpact,completePartIV.
- ☒ Requiresnewrulemaking,completePartV.

| | | |
|----------------------------------|---------------------|------------------|
| LegislativeContact: | Phone: | Date: 02/04/2001 |
| AgencyPreparation: BruceMrkvicka | Phone: 360-664-2433 | Date: 02/04/2001 |
| AgencyApproval: JenniferPriddy | Phone: 360-586-2356 | Date: 02/13/2001 |
| OFMReview: JulieSalvi | Phone: 360-902-0542 | Date: 02/13/2001 |

PartII:NarrativeExplanation

II.A-BriefDescriptionOfWhatTheMeasureDoesThatHasFiscalImpact

Brieflydescribe,bysectionnumber,thesignificantprovisionsofthebill,andanyrelatedworkloadorpolicyassumptions,thathaverevenueor expenditureimpactontherespondingagency.

SeeattachmentSB5528_A

II.B-CashreceiptsImpact

Brieflydescribeandquantifythecashreceiptsimpactofthelegislationontherespondingagency,identifyingthecashreceiptsprovisionsbysection numberandwhenappropriatehethedetailoftherevenuesources.Brieflydescribethefactualbasisoftheassumptionsandthethodbywhichthe cashreceiptsimpactisderived.Explainhowworkloadassumptionstranslateintoestimates.Distinguishbetweenonetimeandongoingfunctions.

II.C-Expenditures

Brieflydescribethagencyexpendituresnecessarytoimplementthislegislation(orsavingsresultingfromthislegislation),identifyingbysection numbertheprovisionsofthelegislationthathresultintheexpenditures(orsavings).Brieflydescribethefactualbasisoftheassumptionsandthe methodbywhichtheexpenditureimpactisderived.Explainhowworkloadassumptionstranslateintocostestimates.Distinguishbetweenonetime andongoingfunctions.

SeeattachmentsSB5528_B,SB5528_B1,andSB5528_B2

PartIII:ExpenditureDetail

III.A-ExpendituresByObjectOrPurpose

| | FY2002 | FY2003 | 2001-03 | 2003-05 | 2005-07 |
|----------------------------------|----------|-----------|-----------|-----------|-----------|
| FTEStaffYears | | | | | |
| A-SalariesandWages | | | | | |
| B-EmployeeBenefits | | | | | |
| C-PersonalServiceContracts | 25,000 | | 25,000 | | |
| E-GoodsandServices | 36,292 | | 36,292 | | |
| G-Travel | 22,434 | | 22,434 | | |
| J-CapitalOutlays | | | | | |
| M-InterAgency/FundTransfers | | | | | |
| N-Grants,Benefits&ClientServices | 4,545 | 410,256 | 414,801 | 205,128 | 205,128 |
| P-DebtService | | | | | |
| S-InteragencyReimbursements | | | | | |
| T-Intra-AgencyReimbursements | | | | | |
| Total: | \$88,271 | \$410,256 | \$498,527 | \$205,128 | \$205,128 |

PartIV:CapitalBudgetImpact

PartV:NewRuleMakingRequired

Identifyprovisionsofthemeasurethatrequiretheagencytoadoptnewadministrativerulesorrepeal/reviseexistingrules.

Section3(3)requiresthatschooldistrictssubmittheadoptedpoliciesrequiredbythislegislationtoSPI.Theformand natureofthissubmittalshouldbeadoptedinrule.

ATTACHMENT SB5528 A

The following definitions will be used throughout this fiscal note

SPI meaning the Office of Superintendent of Public Instruction

Policy meaning a policy prohibiting harassment, intimidation, or bullying

The following sections have a fiscal impact either on the SPI or on school districts.

Section 3§4 requiring that SPI develop a model policy applicable to kindergarten through twelfth grade. This model policy shall be available no later than Dec. 1, 2001.

Section 5§2 providing that, to the extent that funds are appropriated for the following purposes, school districts shall:

- Provide training on the school district policy to employees and volunteers; and
- Develop a process for discussing the school district's policy with students.

ATTACHMENT SB5528 B**SUMMARY OF FINANCIAL ANALYSIS OF SB 5528**

The following table summarizes the analysis for each section immediately following.

| | FY 2001-02 | FY 2002-03 | Biennial |
|---|------------|------------|-----------|
| Section 3§4 Development of Model Policy | \$25,826 | | \$25,826 |
| Section 5§2 Policy Training | | | |
| Model Training Kits | 59,160 | | 59,160 |
| Regional Trainers | 3,285 | | 3,285 |
| School District Training | | 410,256 | 410,256 |
| Total | \$81,254 | \$410,256 | \$498,527 |

The major assumptions made by this analysis are:

- That the training regarding this policy at a school district level will become part of the ongoing employee and volunteer orientation programs conducted by school districts;
- That the major need will be to provide employees who are trained in the application of the local policy's to conduct these orientations; and
- That continued training of these employees will be conducted at a level that provides refresher training to existing or new employees with the responsibility to conduct these employee and volunteer orientations.

The impact of the assumptions is that annual cost is fiscal years beyond FY 2002-03 will decrease from the FY 2002-03 level to approximately \$102,564 allowing for the training of approximately 1,300 employees per year.

ATTACHMENT SB5528 B1

FINANCIAL ANALYSIS OF SECTION 3§4

The development of the model policy by SPI in **Section 3§4** will require the participation of number of stakeholders to provide input and direction to SPI staff. The agency will form a group to advise agency staff on the development of the model policy and to review the final draft of the policy prior to publication. The group will draw from school administrators; both classified and certificated school employees; volunteer groups; school district board members; and school principals. In addition, the group will include a number of members representing the community at large emphasizing those groups with a significant stake in the implementation of this legislation. The size of this group will be approximately 24 members. This group will meet five times, once each month for one day beginning in July 2001 and ending in December 2001. At the July meeting, the group will meet for one extra day for organizational purposes.

The following table displays the calculations for estimating the fiscal impact of this section.

| Type | Number | | Days | Total Days |
|-----------------------------|---------------------|--------------|--------------------|---------------|
| Organizational | 1 | | 2 | 2 |
| Regular | 4 | | 1 | 4 |
| Extra Days | | | 0 | 0 |
| Sub-Total | 5 | | | 6 |
| Travel | Number | Units | Rate | Cost |
| Subsistence & Lodging | 44 ¹ | Days | \$105 ² | 4,620 |
| Air Transportation | 20 | Trips | \$221 ³ | 4,420 |
| Private Auto Mileage | 35,200 ⁴ | Miles | \$0.345 | 12,144 |
| Other Expenses ⁵ | | | | 1,250 |
| Sub-Total | | | | 22,434 |
| Compensation | | | | |
| Teacher/ESA Sub. | 12 | Days | \$105 ⁶ | 1,260 |
| Citizen/Parent | 0 | Days | \$50 | 0 |
| Sub-Total | | | | 1,260 |
| Indirect Cost (9%) | | | | 2,132 |
| Total | | | | 25,826 |

¹ 4 members would receive 1 day per meeting for extended travel time (Spokane & Walla Walla). All 24 members would receive 1 day for the organizational meeting in July. (4 members x 1 day) x 5 meetings + (24 members x 1 organizational meeting day) = 44 days

² Assumes a weighted average of per diem rates for Thurston, King, Spokane, and Yakima counties. The weighting assumes that there will as many meetings in Thurston County as there are in total for King, Spokane, or Yakima. The calculation is as follows (3 x \$96 (Thurston County) + \$155 (King) + \$101 (Spokane) + \$85 (Yakima))/6 = \$105

³ Composite rate for four members traveling extended distance which would be equal to 20 round trips. This is equal to the round-trip airfare from Spokane (\$126) and Walla Walla (\$316).

⁴ Assumes a round trip mileage of 320 miles for each member not traveling by air. (22 members x 5 meetings x 320 miles = 35,200)

⁵ Car rental and parking for members traveling by air and other sundry expenses.

⁶ Substitute days for 4 teachers or ESAs during the September, October, and November meetings (4 x 3 = 12). This rate is based on a review of the requests for substitute reimbursements during May 2000. The actual rates varied from a low of \$70 per day to a high of \$143. Most frequently the rates tended to from \$80 to \$122 per day. If this rate were to be used to adjust any budget drivers for apportionment purposes, a much more extensive survey would be required.

ATTACHMENT SB5528 B2

FINANCIAL ANALYSIS OF SECTION 5§2

Model Training Kits

A model training kit would be developed for the use of trainers and school district staff. This kit would include a model policy, a video, and other materials as necessary. The development cost of the video is estimated to be \$25,000. Existing staff would develop the training materials with the assistance of a consultant. The consultant is estimated to cost \$12,500 assuming an hourly rate of \$75 and 166 hours of service. The production of the training materials and video would cost \$50 per kit. The total cost of the model training kit would be:

| | |
|---|-----------------|
| Video development | \$25,000 |
| Consultant | 12,500 |
| Kit Production (305 kits plus 10% times \$50) | 16,775 |
| Indirect Cost at 9% | 4,885 |
| Total Cost | \$59,160 |

Training of Regional Trainers

Training would be provided to nine regional trainers in the use of the model training kit. This training would occur over two days.

| Cost per School District | Number | Units | Rate | Cost |
|---------------------------------|---------------|--------------|------------------|--------------|
| Subsistence & Lodging | 2 | Days | 105 ¹ | 210 |
| Private Auto Mileage | 320 | Miles | \$0.345 | 110 |
| Sundry Expenses | | | | 15 |
| Sub-total | | | | 335 |
| Indirect Cost | | | 9% | 30 |
| Unit Cost | | | | 365 |
| Regional Trainers | | | | 9 |
| Total Cost | | | | 3,285 |

The costs shown above would be incurred in the 2001-02 fiscal year.

¹ Assumes a weighted average of per diem rates for Thurston, King, Spokane, and Yakima counties. The weighting assumes that there will as many meetings in Thurston County as there are in total for King, Spokane, or Yakima. The calculation is as follows (3 x \$96 (Thurston County) + \$155 (King) + \$101 (Spokane) + \$85 (Yakima))/6 = \$105

ATTACHMENT SSB5528 B2 CONTINUED

FINANCIAL ANALYSIS OF SECTION 5§4

Regional Trainers

Each of the regional trainers would be responsible for providing training within their region. The number of school district staff that would participate in this training would be determined by school district size and the number of school buildings within the school district. The objective would be to provide training to at least one employee in each school district. In larger school districts, additional staff would also be selected to receive training with a priority being given to secondary school staff. It is assumed in the following that the training occurs in a school district facility with only indirect cost being incurred for the training. This training would occur in July and August of 2001.

| Cost per School District | Number | Units | Rate | Cost |
|---------------------------------|---------------|--------------|----------------------|----------------|
| Subsistence | 1 | Days | \$18.33 ² | 19 |
| Private Auto Mileage | 80 | Miles | \$0.345 | 28 |
| Cost of Trainer | | | 18.75 ³ | 19 |
| Sundry Expenses | | | | 5 |
| Sub-total | | | | 71 |
| Indirect Cost | | | 9% | 6 |
| Unit Cost | | | | 77 |
| School Districts | | | | 296 |
| Avg. Staff per School District | | | | 18 |
| Total Staff Trained | | | | 5,328 |
| Total Cost | | | | 410,256 |

² Assumes a average of the meal rates for breakfast and lunch for each ESD (ESD 121 at \$25 per day per person: ESD 101 and ESD 113 at \$20: ESD 114 and ESD 189 at \$18: ESD 105, ESD 112, ESD 123, and ESD 171 at \$16 for an average of \$18.33 per day)

³ Assumes \$75 per hour for 7.5 hours per training (5 hours of training and 2.5 hours of set-up and preparation) with an average of 30 school district staff per session.