

Montgomery County Intermediate Unit (MCIU)

2018-2019 Membership Services Budget

The Membership Services budget is comprised of three separate membership services. The three service areas are partial functions of the following offices:

- Office of Community and Government Relations (OCGR)
- Office of Professional Learning (OPL)
- Office of Technology Services (OTS)

Districts pay a membership services fee for each of the three service areas based on the following:

- Enrollment for Government Relations
- Weighted Average Daily Membership (WADM) and Aid Ratio (wealth factor) for OPL and OTS

Using the formula with WADM and aid ratio, the state calculates the amount due for OPL and OTS from each district based on MCIU's total request and it is deducted from each districts' December 1st subsidy payment. The OCGR amount is calculated using actual October 1st enrollment and is direct billed by MCIU. The projected amount that each district will contribute is listed on the attached chart. The membership services fee pays for all or a portion of the services described below.

Office of Community and Government Relations

The primary activities provided through the Office of Community and Government Relations are as follows:

- Identification, review and analysis of state and federal legislation, judicial decisions, administrative/executive decisions, rules, regulations, and standards affecting education.
- Timely dissemination of information regarding proposed legislation as well as significant legislative, judicial and administrative agency activities to Superintendents, District Administrators, MCIU Board of Directors and to members of the Montgomery County School Directors Legislative Committee (MCS DLC).
- Coordination of the Montgomery County School Directors Legislative Committee's (MCS DLC) meetings including speakers and agendas. MCS DLC meets monthly during the academic year in order for its members to discuss and/or act on current issues.
- Collaboration with the Montgomery County Superintendents' Legislative Committee to develop an annual legislative platform, to coordinate meetings with legislators and critical legislative staff members, and to disseminate legislative information that can be presented to their respective stakeholders.
- Facilitation of School Board professional development sessions to assist in developing board governance practices and procedures to strengthen internal and external relations.
- Regular communication with legislators regarding MCIU and school district services.

- Assistance to school districts with information and resources necessary to comply with or implement new legislation, regulations, or judicial decisions. This assistance may take the form of sample letters, policies, positions papers, PowerPoint presentations, and/or press releases.
- Establishment of working relationships with members of the county, state and federal legislative delegation and legislative staff, the Department of Education and the State Board of Education and the professional advocacy organizations that serve education such as: Pennsylvania School Boards Association (PSBA), Pennsylvania Association of School Administrators (PASA), Pennsylvania Association of School Business Officials (PASBO), American Association of School Administrators (AASA), and Association of Educational Service Agencies (AESA).

Office of Professional Learning

The Office of Professional Learning (OPL) provides member services that include:

Regular job-alike council meetings to share best practices, provide a forum for addressing issues, and serve as a communication conduit for state initiatives and information related to the focal area. Combined, OPL facilitates over forty half-day meetings annually to provide leadership and support to district personnel. The council structure fosters a network of collegiality across the county while demonstrating MCIU’s responsiveness to the ever-changing educational environment and allowing for the timely and efficient dissemination of pertinent information. The following job-alike councils are currently active:

- Instructional Council
- Language Arts Council
- STEM Council
- Elementary Principals Council
- Middle School Principals Council
- High School Principals Council
- PIIC Council
- English as a Second Language Council
- Gifted Council
- College and Career Readiness
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Additional member services include the coordination of student-focused programs such as the MCIU Reading Olympics, Academic Competition, Math24 and STEM competition. In addition to preparing students for regional and state level competitions, students from all grade levels are recognized for their scholastic achievements. OPL encourages student learning and involves the broader community by bringing Montgomery County students together for these events.

Please note the projected cost of providing the 2018-2019 member services exceeds the member’s services fee. The balance of the member services costs are subsidized from other sources of revenue.

Office of Technology Services

The Office of Technology Services (OTS) supports the provision of technology services to local school districts. The services available from the membership fee are as follows:

- Advisory Council Coordination
 - Technology Directors
 - Technology Special Interest Group

- Brightbytes Clarity Pro
- Consultation
- Consortium Purchasing Opportunities
- eRate (Consortium Applications and Consulting)
- Consortium Grant Writing
- Desktop Video Software
- Moodle Hosting and Support – Basic Package
- PAIUnet Membership
- Regional Wide Area Network Connectivity
- Technology Planning
- User Group Coordination
 - PowerSchool
 - Lync
- Vendor Workshops
- Video Conferencing Coordination
- Video Streaming
- Webinar Events

The OTS membership services fee includes a service credit to each district to use toward any OTS offering.

Summary

The total of the 2018-2019 membership services fee is \$1,518,580 which represents no increase over the 2017-2018 fee. The membership services portion of the budget represents approximately 1% of the total MCIU operations.

NOTE: Please note that the total cost of the membership services is not covered by the membership services fee charged – other revenue sources, including fee for services revenue, must cover the difference (reflected in the interfund transfers account).

**Montgomery County Intermediate Unit
2018-19 Membership Services Budget**

Expenditure Summary

Object Code	Description	2016-2017 Actual	2017-2018 Budget	2017-2018 Projected	2018-2019 Budget	\$ Increase	% Increase
100	Salaries	\$ 445,814	\$ 549,427	\$ 544,460	\$ 553,655	\$ 4,228	0.8%
200	Employee Benefits	\$ 259,813	\$ 342,313	\$ 323,358	\$ 333,990	\$ (8,323)	-2.4%
300	Contr Prof Svcs	\$ 11,010	\$ 49,695	\$ 48,000	\$ 28,875	\$ (20,820)	-41.9%
400	Purch Prop Svcs	\$ 4,136	\$ 26,500	\$ 25,000	\$ 11,000	\$ (15,500)	-58.5%
500	Other Purch Svcs	\$ 242,887	\$ 314,377	\$ 313,000	\$ 376,013	\$ 61,636	19.6%
600	Supplies	\$ 40,910	\$ 55,372	\$ 54,000	\$ 46,735	\$ (8,637)	-15.6%
700	Equipment	\$ -	\$ 20,000	\$ 20,000	\$ 5,000	\$ (15,000)	-75.0%
800	Other Objects	\$ (1,681)	\$ 5,000	\$ 4,500	\$ 4,920	\$ (80)	-1.6%
900	Other Uses of Funds	\$ 195,977	\$ 398,340	\$ 398,340	\$ 425,728	\$ 27,388	6.9%
	Total	\$ 1,198,866	\$ 1,761,024	\$ 1,730,658	\$ 1,785,916	\$ 24,892	1.4%

Revenue Summary

Rev Code	Description	2016-2017 Actual	2017-2018 Budget	2017-2018 Projected	2018-2019 Budget	\$ Increase	% Increase
6510	Investment Earnings	\$ 13,491	\$ -	\$ 8,000	\$ -	\$ -	0.0%
6900	Other Local Revenue	\$ 2,791	\$ -	\$ 5,465	\$ -	\$ -	0.0%
6940	Mmbrship Svcs Rev	\$ 1,513,325	\$ 1,518,580	\$ 1,518,580	\$ 1,518,580	\$ -	0.0%
7810	Social Security Rev	\$ 18,167	\$ 21,016	\$ 18,885	\$ 19,015	\$ (2,001)	-9.5%
7820	Retirement Rev	\$ 80,806	\$ 88,540	\$ 88,665	\$ 94,620	\$ 6,080	6.9%
9800	Transfers	\$ -	\$ 132,888	\$ 91,063	\$ 153,701	\$ 20,813	15.7%
	Total	\$ 1,628,580	\$ 1,761,024	\$ 1,730,658	\$ 1,785,916	\$ 24,892	1.4%

Note: For a description of the object and revenue (rev) codes please refer page 6.

**Montgomery County Intermediate Unit
2018-2019 Membership Services Budget**

(detail by function)

Expenditures						
		← Function Code →				
Object		Prof Learning	Tech Services	Comm/Govt Rel	Intrfnd Trnsfrs	
Code	Description	2260	2810	2850	5410	Total
100	Salaries	\$ 126,035	\$ 352,720	\$ 74,900	\$ -	\$ 553,655
200	Benefits	\$ 74,650	\$ 216,125	\$ 43,215	\$ -	\$ 333,990
300	Purch Prof Svcs	\$ 3,000	\$ 22,000	\$ 3,875	\$ -	\$ 28,875
400	Purch Prop Svcs	\$ -	\$ 11,000	\$ -	\$ -	\$ 11,000
500	Other Purch Svcs	\$ 5,600	\$ 365,798	\$ 4,615	\$ -	\$ 376,013
600	Supplies	\$ 200	\$ 44,700	\$ 1,835	\$ -	\$ 46,735
700	Property	\$ -	\$ 5,000	\$ -	\$ -	\$ 5,000
800	Other Objects	\$ 1,200	\$ 3,000	\$ 720	\$ -	\$ 4,920
900	Other Fin Uses	\$ -	\$ -	\$ -	\$ 425,728	\$ 425,728
	Total	\$ 210,685	\$ 1,020,343	\$ 129,160	\$ 425,728	\$ 1,785,916
Revenues						
Revenue						
Code	Description	Amount				
R6940	Mmbrship Svcs Rev	\$ 1,518,580				
R7810	Social Security Rev	\$ 19,015				
R7820	Retirement Rev	\$ 94,620				
R9800	Transfers	\$ 153,701				
	Total	\$ 1,785,916				

Account Code Descriptions

REVENUE

6000 LOCAL REVENUE SOURCES

The amount in this account represents interest income, other miscellaneous income, and the membership services contributions.

7000 STATE REVENUE SOURCES

This account represents funds received from the Commonwealth for the reimbursement of the State's share of social security and retirement expense.

9000 OTHER FINANCING SOURCES

This account represents transfers from other General Fund areas.

EXPENDITURE

100 SALARIES

The amount budgeted to this account includes prorated salary costs for personnel who have overall general administrative responsibilities to provide member services.

200 EMPLOYEE BENEFITS

Budgeted to this account are the costs of employee benefits, including contributions for the cost of:

- Group Insurances
- Social Security
- Retirement
- Unemployment Compensation
- Workers Compensation

300 CONTRACTED PROFESSIONAL AND TECHNICAL SERVICES

The amount in this account represents the cost of contracted consultants.

400 PURCHASED PROPERTY SERVICES

The amount budgeted to this account includes the prorated costs for repairs/maintenance contracts and/or the rental of equipment.

500 OTHER PURCHASED SERVICES

This account includes an amount for the cost of telephone service, postage expense, advertising expense, and travel expenses for the IU staff members charged to this account.

600 GENERAL SUPPLIES

The budgeted amount in this account represents the cost of general supplies, software and books/periodicals.

700 EQUIPMENT

This account includes an amount for the purchase of new and replacement equipment.

800 OTHER OBJECTS

This account includes an amount for membership in professional organizations.

900 OTHER USE FOR FUNDS

The amount budgeted to this account represents contributions to other MCIU budgets.

Montgomery County Intermediate Unit							
Membership Services Contribution Schedule							
2018-2019 Proposed Budget							
School District	Office of Prof Lrng*	Office of Comm & Govt Relations**	Office of Tech Svcs*	2017-2018 Total	2018-2019 Total	\$ Incr/Decr	% Incr/Decr
Abington SD	\$ 5,014	\$ 8,869	\$ 92,753	\$ 107,172	\$ 106,635	\$ (536)	-0.50%
Bryn Athyn SD	\$ 2	\$ 751	\$ 31	926	784	(142)	-15.31%
Cheltenham Township SD	\$ 2,544	\$ 4,990	\$ 47,067	54,992	54,601	(391)	-0.71%
Colonial SD	\$ 3,973	\$ 5,432	\$ 73,491	82,819	82,896	77	0.09%
Hatboro-Horsham SD	\$ 3,812	\$ 5,193	\$ 70,521	79,205	79,526	321	0.40%
Jenkintown SD	\$ 395	\$ 751	\$ 7,307	8,531	8,454	(77)	-0.91%
Lower Merion SD	\$ 6,728	\$ 9,331	\$ 124,454	136,972	140,513	3,540	2.58%
Lower Moreland Twp SD	\$ 1,565	\$ 2,481	\$ 28,957	33,214	33,003	(211)	-0.63%
Methacton SD	\$ 3,542	\$ 5,210	\$ 65,518	74,740	74,270	(470)	-0.63%
Norristown Area SD	\$ 3,864	\$ 8,141	\$ 71,473	83,692	83,478	(214)	-0.26%
North Penn SD	\$ 10,056	\$ 13,738	\$ 186,037	209,826	209,831	5	0.00%
Perkiomen Valley SD	\$ 2,994	\$ 5,977	\$ 55,386	64,650	64,357	(294)	-0.45%
Pottsgrove SD	\$ 1,373	\$ 3,772	\$ 25,398	30,574	30,543	(31)	-0.10%
Pottstown SD	\$ 926	\$ 3,515	\$ 17,135	21,713	21,576	(137)	-0.63%
Souderton Area SD	\$ 3,875	\$ 7,049	\$ 71,676	83,241	82,599	(642)	-0.77%
Springfield Township SD	\$ 1,914	\$ 2,724	\$ 35,416	39,954	40,054	101	0.25%
Spring-Ford Area SD	\$ 5,549	\$ 8,714	\$ 102,644	115,140	116,906	1,766	1.53%
Upper Dublin SD	\$ 3,163	\$ 4,468	\$ 58,507	66,676	66,138	(538)	-0.81%
Upper Merion Area SD	\$ 3,147	\$ 4,385	\$ 58,215	66,978	65,747	(1,231)	-1.84%
Upper Moreland Twp SD	\$ 2,085	\$ 3,442	\$ 38,573	44,260	44,100	(160)	-0.36%
Upper Perkiomen SD	\$ 1,655	\$ 3,646	\$ 30,625	35,824	35,927	103	0.29%
Wissahickon SD	\$ 3,675	\$ 4,976	\$ 67,991	77,480	76,642	(839)	-1.08%
TOTAL	\$ 71,850	\$ 117,555	\$ 1,329,175	\$ 1,518,580	\$ 1,518,580	\$ 0	0.00%
NOTES:							
*For the Office of Professional Learning and the Office of Technology Services - the membership services fee is calculated by the State based on each districts' market value aid ratio (wealth factor) and weighted average daily membership (enrollment). The amounts are deducted by the state from each district's December subsidy payment.							
**For the Office of Community & Government Relations - the membership service fee is calculated using October 1 enrollment numbers. The MCIU invoices each district for this fee.							