



LOUISIANA DEPARTMENT OF EDUCATION

August 5, 2016

Mr. Jay Dardenne
Commissioner of Administration
Division of Administration
P.O. Box 94095
Baton Rouge, Louisiana 70804-9095

Dear Commissioner Dardenne:

House Concurrent Resolution 25 of the 2016 Regular Session of the Legislature urges and requests departments to submit a report to the Task Force on Structural Changes in Budget and Tax Policy which outlines the initiatives the Department will take to ensure a more efficient operation for fiscal year 2016-2017 and beyond. This letter serves as the Louisiana Department of Education's report to the Task Force.

The Department is committed to identifying and implementing cost savings within its operational budget. This has been demonstrated through measures achieved over the last several years including:

- Eliminated five regional network offices to achieve savings on rent, utilities, etc.
- Reduced travel expenses significantly through the use of conference calls and webinars when meeting and working with school district and school staff
- Reduced need for purchasing and replacing computer printers and toner by consolidating printing activities through network printers
- Implemented record scanning activities to minimize need for storage space and reducing rent expenses
- Assess cell phone usage and limit the number assigned to staff based on demonstrated need
- Consolidated offices within the Claiborne building to utilize space efficiently and reduce rent expenses
- Reorganized the Department to consolidate Offices and staff to achieve efficiencies by combining common work streams and activities
- Analyzed Department responsibilities and related expenses to identify opportunities to maximize grant money to fund these expenses with less state general funds

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For the 2016-17 fiscal year, the Department has already taken the following actions to accommodate the \$2.3 million reduction to state general funds handed down by the Legislature:

- Renegotiated or eliminated contracts so that contract expenses supported with state general funds were reduced by over \$800,000
- Reduced travel and supply funds
- Reduced the size of the Policy Office staff
- Reduced the size of the Communications Office staff
- Reduced the size of the Network Support staff
- Identified several opportunities to maximize grant money to fund expenses with less state general funds

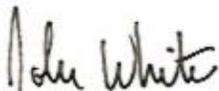
Moving forward as we begin the 2016-17 fiscal year, the Department continues to look for savings measures and efficiencies through activities such as:

- Examining the usage of computer network ports within the Claiborne Building offices to eliminate those that no longer need to be operational
- Reviewing email addresses to ensure that any addresses no longer required are turned off
- Seeking savings from an examination of the types and sizes of copy machines utilized within the agency
- Monitoring the availability of competitive federal grants and making application as appropriate to fund education related services
- Renegotiating remaining contracts for better pricing as allowable and appropriate

The Department will continue to seek additional opportunities to achieve savings and efficiencies throughout the fiscal year.

If you have any questions, contact Beth Scioneaux at 342-3617.

Sincerely,



John White
State Superintendent of Education

- c: Patrick Goldsmith, House Fiscal Division
Sherrí Hymel, Senate Finance Committee
John Carpenter, Legislative Fiscal Office
David R. Poytner, Legislative Research Library
Task Force on Structural Changes in Budget and Tax Policy

Louisiana Believes