

**VICTOR CENTRAL SCHOOL
BOARD OF EDUCATION**

**Approved Minutes of the Special Meeting of March 2, 2017
Early Childhood School Boardroom
953 High Street
Victor, New York 14564**

- CALL TO ORDER** President Deborah Palumbo-Sanders called the meeting to order at 6:21 PM.
- Members Present** Tim DeLucia, Gary Gilbert (arrived at 6:28 PM), Debbie Palumbo-Sanders, Trisha Turner, Mike Young
- Member Absent** Karen Ballard, Kristin Elliott
- EXECUTIVE SESSION** A motion was made by T. Turner, seconded by T. DeLucia, to enter executive session at 6:21 PM to discuss the employment history of specific individuals. The motion was carried. 4 yes 0 no
- REGULAR SESSION** A motion was made by M. Young, seconded by G. Gilbert, to return to regular session at 7:05 PM. The motion was carried. 5 yes 0 no
- APPROVE AGENDA** A motion was made by T. Turner, seconded by G. Gilbert to approve the agenda for the meeting.
The motion was carried. 5 yes 0 no
- PUBLIC PARTICIPATION** None at this time
- 2017-2018 BUDGET REVIEW** Superintendent Santiago-Marullo introduced School Business Administrator Mike Vistocco who reviewed the schedule of the budget presentations for March 2nd, March 9th and March 16th. The Board will adopt the 2017-2018 District Budget on April 13th. Mr. Vistocco then reviewed the 2017-2018 Budget Calendar. He discussed the New York State regulations. The budget will be presented in three parts which includes administrative, capital, and program. The statewide vote day is Tuesday, May 16, 2017. If the budget is voted down there is a single re-vote in June. A Tax Report Card is submitted to New York State as well as Property Tax Cap information. Mr. Vistocco then talked about a contingent budget. The contingent budget is no longer subject to the overall spending cap of 4% or 120% of the Consumer Price Index (CPI) and the levy cannot be increased from the previous year. The tax levy cap law was enacted in June, 2011. It has been referred to as a “2% tax cap”. A levy is the total amount of property taxes collected by a municipality to balance its budget. If the levy exceeds the “maximum allowable tax levy”, it will need 60% voter approval. Mr. Vistocco talked about the Property Tax Relief Credit. This credit is Tax Law Section 606 n-1. It provides a tax credit for qualified

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2017-2018 BUDGET REVIEW Continued

homeowners. The amount is based on a sliding scale. In order for homeowners to receive this tax credit the District must not exceed the tax cap and homeowners must have a household income below \$275,000. Mr. Vistocco went over Tax Cap Report Form he sent to the state. Dr. Young asked if the capital expenditures listed on the form include the capital projects. Mr. Vistocco said it does, however is not true dollar for dollar there is a formula that is used to come up with the amount. Mr. Vistocco said a Tax Cap Audit will be performed on the District. We were audited two years ago and did well, there were no issues. Mrs. Palumbo-Sanders said so the audit is just for the calculation used. Mr. Vistocco said yes. Next year's projected budget is \$66,011,896. This is before any additional money is added by the legislators. There is an increase of a little over \$900,000 or a 1.40% increase. The budget includes all contractual increases. It also includes a reduction in the Teacher Retirement System contributions and an increase in health and workers' compensation expenses. There is a debt service reduction of over \$490,000. Mr. Gilbert asked, so the Teacher Retirement System rate is going down? Mr. Vistocco said yes, there is a \$473,000 savings for this year. Mr. Vistocco said he is more concerned for next year's budget. Mr. Gilbert asked what drove the lower Teacher Retirement System contribution rate. Mr. Vistocco said the stock market. It is a five year rolling average. Mr. DeLucia asked for clarification around the \$811,000 increase on the Tax Cap Report Form versus the \$909,024 under the budget overview. Mr. Vistocco said staff additions will be discussed by the Director of Human Resources on March 16th. He said in addition to the \$500,000 worth of positions being added the District will continue to fund the Intermediate School Guidance Counselor and the School Resource Officer (SRO). There will also be an increase of \$25,000 in the substitute teacher costs. Dr. Santiago-Marullo said last year the District received a grant from Senator Funke that paid for half of the SRO salary. The full cost is included in next year's budget as the District's cost to fund. She said she has submitted request to both Senator Funke and Senator Helming asking for their help in funding the SRO. Mrs. Palumbo-Sanders said this is very prudent. The Guidance Counselor and SRO positions are exceptionally important to the District. Mr. Vistocco said there will be an increase in the Special Education Tuition for BOCES, the building budgets will each receive a 5% increase, computer equipment will increase by \$50,000 and professional development by \$20,000. Mr. Gilbert asked if the \$23,425 in building budgets was for each building. Mr. Vistocco said no, that is the total dollar figure that is divided between all five buildings. What each building receives is based on their enrollment. Mr. Vistocco said the principals are very pleased with the 5% increase. There is a lot they can do with what they receive. In addition a Family Support Center (FSC) will be added for \$37,900. To complement the work we already do in our schools around the mental health needs of our students and their families an FSC program will be offered through The Partnership for Ontario County, Inc.

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2017-2018 BUDGET REVIEW Continued

The FSC will provide support on an as needed basis based on a referral from one of our school psychologists and/or school counselors. This will be available two nights a week for four hours each night. The FSC will increase the potential for academic success for those students whose families would benefit from prevention and intervention counseling. Mr. Vistocco said lastly he is recommending reducing the District's dependency on the reserves by \$50,000. He said if reduce what we are using now it will be there for future budgets if needed. Mrs. Palumbo-Sanders said in the past the status of the reserves has been reviewed. Mr. Vistocco said he will be doing that at the March 16th Board meeting. He then went over the enrollment and budget history of Victor Central Schools. Mr. Gilbert suggested two lines for the budget history graph one with and one without the capital project aid. Mr. Vistocco went over the expenditures by object, by component and where the increases and decreases are. Victor Central Schools is a people driven organization so most of the budget is broken out by component. The program expense is anything that touches the kids. Program is the highest component as it should be. The budget to budget increase is 1.4%. Mr. Vistocco said he is proposing not to go over the tax cap. Dr. Young asked if our expenses were right at the tax cap. Dr. Santiago-Marullo said yes they are.

G. Gilbert left at 8:12 and returned at 8:14 PM.

OPERATIONS AND MAINTENANCE BUDGET

Chris Marshall, Director of School Facilities, went over the operations and maintenance proposed budget for the 2017 – 2018 school year. There are no increases in the operations and maintenance portion of the budget. This portion of the budget covers health and safety, grounds, and buildings. With regards to energy savings, electric and gas usage data is monitored "live". The data is reviewed to check the usage day and night. The boiler purchases have provided 20% energy savings. The setback temperatures are monitored in the buildings and can be adjusted accordingly. Mr. Gilbert asked when you log in to monitor usage and setback temperatures do you have a nice dashboard? Mr. Marshall said it's a little bit of work but not bad at all. Mr. Marshall said it's a nice program. Dr. Young asked over time do you think the turf has saved us money with regards to a maintenance standpoint. Mr. Marshall said yes, however he does not have the exact figures but he could put them together.

TRANSPORTATION BUDGET

Darren Everhart, Director of Transportation, went over the proposed transportation budget for the 2017 – 2018 school year. Currently the District has a fleet size of 80 buses, which drove 821,696 miles in the 2015-2016 school year. There were 106,906 gallons of fuel used with a 97.7% bus "in-service" rate. The Department of Transportation (DOT) wants the "in-service" rate to be above 90%. The "in-service" rate is the percentage of

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TRANSPORTATION BUDGET Continued

buses that have passed a DOT inspection each year, keeping in mind school busses are inspected every six months. It takes a DOT inspector between 2 and 2 ½ hours to complete an inspection. Mr. Everhart indicated the in-service rate is a testimonial to the mechanics. The bus mechanics bring the buses in every 30 days or 2000 miles to do a once over. There will be no change in equipment, contractual, and supply budgeted areas. Fuel prices are constantly being monitored. Mr. Everhart spoke about using “Trans Finder” to schedule routes as well as working with other local schools to share transportation. Buses that are being purchased are greener. Mr. DeLucia asked if Mr. Everhart if he has looked at electric buses yet. Mr. Everhart said yes, but they are not feasible yet. Dr. Young asked if there are other District vehicles. Mr. Everhart said yes, there are other trucks and vans. Any vehicle that is used to transport children receives the same DOT inspection (every six months).

ATHLETICS BUDGET

Ron Whitcomb, Director of Health, Physical Education and Athletics, went over the athletic program proposed budget for the 2017 – 2018 school year. The budget remains the same; however funds will be reallocated to better serve the athletes. The District will maintain all current athletic teams. The officials line item budget went down by \$12,000 and the reconditioning/maintenance line went down by \$2,000. This \$14,000 was shifted to the supplies/materials line. Under the officials line, boosters are going to be asked to pick-up the cost of officials for tournaments. Mr. Whitcomb gave an example of the volleyball tournament. Each team that enters a tournament is asked to pay an entrance fee. The cost for the officials will come out of the entrance fees collected. Mr. Whitcomb talked about the cost of supplies and materials. He gave an example on how the state has mandated for basketballs every district is to purchase Spalding basketballs. This is the first official year districts are mandated to purchase a single type of basketball. Things like this have increased the supplies and materials budget because they are more expensive than other brands of basketballs. Dr. Young asked for clarification on what is included in the reconditioning and maintenance category. Mr. Whitcomb said things such as football helmets and any athletic uniform. By reconditioning uniforms the District is able to get longevity out of them. Mr. Whitcomb said when it comes to hockey and lacrosse helmets we have to at least acknowledge that we have gear for the players but most of the players use their own gear.

TECHNOLOGY BUDGET

Dave Henderson, Director of Computer Services, discussed the proposed computer technology budget for the 2017 – 2018 school year. Quite a few of the high school Windows laptop carts will be replaced with Chromebooks. He talked about the current computer inventory and how portability is important. There will be a big jump in Chromebooks. This is a device of choice of students. Dr. Young asked Mr. Henderson if a certain brand will life out quicker. Mr. Henderson said the Chromebooks will life

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**TECHNOLOGY
BUDGET Continued**

out quicker; however they are less expensive to replace. He talked about his budget remaining flat in every category except the BOCES category. The equipment budget was increased by \$50,000. Equipment is bought through BOCES because it is aidable. Over the next three years there will be a significant increase in the number of devices that are used by students. The demand is there. As more devices are added they are being used. We want to involve more teachers in using technology in instructional practices. This will prepare the District for an eventual 1:1 rollout. We don't want to make a big leap in the number of devices needed and not a big leap in terms of the teacher's comfort levels and familiarity with instructional technology. Dr. Santiago-Marullo said we want to make sure this impacts instruction and not just a nice to have. Dr. Young asked what the plans are for replacing equipment every year when you talk about 1:1. Mr. Henderson said about a quarter of the equipment will be replaced every year. Mr. Gilbert said let's say hypothetically if we get the state to give us additional money would you want to move along quicker. Dr. Santiago-Marullo said no, I think we should have the need first versus the device. She said there is a lot of professional development that needs to take place.

PUBLIC COMMENT

None at this time.

UPCOMING EVENTS

The next Board of Education Meeting will take place on Thursday, March 9, 2017 at 7:15 PM in the Early Childhood School Boardroom.

A special Board of Education Budget Meeting will take place on Thursday, March 16, 2017 at 7:15 PM in the Early Childhood School Boardroom.

If needed, a special Board of Education Budget Meeting will take place on Thursday, March 23, 2017 at 7:15 PM in the Early Childhood School Boardroom.

ADJOURN

A motion was made by T. DeLucia, seconded by G. Gilbert, to adjourn the meeting at 8:46 PM. The motion was carried. 5 yes 0 no

Respectively submitted,

Maureen A. Goodberlet
District Clerk