

A Workshop Meeting of the Board of Education, Seaford Union Free School District, was held on Thursday, January 22, 2015, in the All Purpose Room of the Manor Elementary School, 1590 Washington Avenue, Seaford, New York.

PRESENT: Mr. Bruce A. Kahn - President
Ms. Susan Ruona - Trustee
Ms. Stacie Stark – Trustee (arrived at 8:05 p.m.)
Ms. Jeanmarie Wink - Trustee

ABSENT: Mr. Brian W. Fagan – Vice President

Mr. Brian L. Conboy
Ms. Elisa Pellati
Mr. Christopher Venator – Attorney

At 7:32 p.m., Bruce Kahn, President of the Board of Education, opened the Workshop Meeting. As the first order of business, Mr. Kahn led the audience in the Pledge of Allegiance.

OPEN MEETING

None

OPENING REMARKS

Topics covered in Mr. Conboy's Administrative Report dated January 16, 2015 included:

ADMINISTRATIVE REPORT

Discussion items for this evening's Workshop Meeting

- Current Kindergarten transportation policy
- Currently all ride; all other elementary students .75 miles or more
- Reserve Funds

Rumors and Social Media

Anaphylaxis Policy

- First meeting of Anaphylaxis Policy Committee held last evening

Governor Cuomo's State of the State Message

- Did not let Districts know what the first State Aid run will be
- Changes Governor wants set prior to State budget set

VADIR Report (Violent and Disruptive Incident Reporting)

Bob Gerbino Wrestling Night

- Re-Dedication of Gymnasium in memory of those alumni killed in the line of duty during the Vietnam War Era

Comments, Questions and/or Concerns Raised by the Public included:

PUBLIC COMMENTS

- All County Music Festival
7th and 8th Graders were phenomenal
Music was amazing

All County Music Festival

Congratulations to the students and teachers

**BOARD/ADMINISTRATION
REMARKS**

Areas covered in the discussion on Kindergarten Bussing:

WORKSHOP TOPIC:

Current Policy – All Ride

Any change must be voted on by the community

Enrollment numbers from 2014/2015

- 99 Harbor Kindergartners (29 less than .75 mile)
- 64 Manor Kindergartners (32 less than .75 miles)

Number of busses transporting all students

Law governing amount of necessary seats

Complaints concerning crowding on buses

Timeline for making decision

- Legal notice necessary for proposition

KINDERGARTEN BUSSING

Areas covered in the Presentation on Reserve Funds:

**WORKSHOP TOPIC:
RESERVE FUNDS**

Objectives

- Definition & benefits of reserve fund
- Types of reserve funds held by the District
- Restrictions surrounding the different types of reserve funds
- Consideration of an additional reserve fund

Reserve Funds

- Reserve Funds are mechanisms for legally saving money for specific allowable purposes.
- They enable school districts to appropriate money for long-term needs.

Benefits of Reserve Funds

- Help mitigate the financial impact of any major unforeseen expenditures
- Help smooth out spikes in the annual budget and stabilize our tax levy
- Provide a degree of financial stability
- Improve the District's fiscal health

RESERVES (cont'd)

Reserve Funds as of June 30, 2014

- Workers' Compensation Reserve
- Employee Benefit Accrued Liability Reserve (EBALR)
- Retirement Contribution Reserve Fund (ERS)
- Repair Reserve Fund

Worker's Compensation Reserve

- Purpose: to fund workers' compensation expenses, related medical expenses and self-insurance administrative costs
- Established by: BOE Resolution
- Funding Source: Budgetary Appropriation or other funds that may be legally appropriated
- Expenditures: Separate BOE authorization not required to spend from this reserve
- Duration: No limit

Employee Benefit Accrued Liability Reserve (EBALR)

- Purpose: to pay accrued benefits due employees upon termination of service for vacation, sick leave, personal leave etc.
- Established by: BOE Resolution
- Funding Source: Budgetary Appropriation or funds from other reserves authorized in the GML, subject to permissive referendum
- Expenditures: Separate BOE authorization not required to spend from this reserve
- Duration: No limit

Retirement Reserve Fund Contribution (ERS)

- Purpose: to fund employer retirement contributions (ERS only)
- Established by: BOE Resolution
- Funding Source: Budgetary Appropriations; revenue not restricted by Law to be paid to another fund; transfers from Capital or Repair Reserves
- Expenditures: Authorized by BOE resolution
- Duration: No limit

Transfers from Capital and/or Repair reserves require a public hearing

Repair Reserve Fund

- Purpose: to pay the cost of repairs (that do not recur annually) to capital improvements and equipment
- Established by: BOE Resolution
- Funding Source: Voter approval required to fund this reserve
- Expenditures: Public hearing required (except in an emergency) before spending from this reserve
- Duration: No limit

Additional Reserve Fund

- With the impending sale of the Seaford Avenue School the District must establish an additional reserve fund for Tax Reduction

Reserve for Tax Reduction

- Purpose: to allow for the gradual use of proceeds from the sale of district real property
- Established by: BOE Resolution
- Funding Source: proceeds from the sale of real property in excess of what is required to repay outstanding debt (Bonds, BANS)
- Expenditures: Money from this reserve must be appropriated annually over ten or fewer years to offset the tax levy
- Duration: up to 10 years

Reserve needs to be created prior to closing on the sale of the property

Money from sale would need to be deposited into reserve

Indebtedness related only to the property must be cleared

Next Steps

- Board discussion and consideration.
- Consult with legal counsel regarding the establishment of the new reserve fund
- Reserve for Tax Reduction can be established by a Board resolution.

Areas covered in the discussion of reserves included:

- Recommendations from auditors concerning amounts in Reserves and future funding to increase amounts
- District liabilities related to the reserves
- Unforeseen scenarios concerning Workman's Compensation and payouts
- Proceeds of sale from the Avenue School
- Resolution previously passed by Board concerning use of a portion of those funds for the repair reserve fund
- Difference/comparison of how funds in a Capital Reserve Fund and a Repair Reserve Fund may be used

Next Board Meeting will be February 5th

At 8:15 p.m., a motion was made by Ms. Ruona, second by Ms. Wink, to adjourn the Workshop Meeting and enter into Executive Session for the purpose of discussing contract negotiations with the Teachers, Custodians and Superintendent and a specific personnel matter.

No Discussion.
All Ayes
Motion Carried.

There being no further business, a motion was made by Ms. Ruona, second by Ms. Wink, to adjourn Executive Session at 10:23 p.m.

No Discussion.
All Ayes
Motion Carried.

CLOSING REMARKS

ADJOURN WORKSHOP MEETING

ADJOURN EXECUTIVE SESSION

Respectfully submitted,

Carmen T. Ouellette
District Clerk

Susan Ruona
Vice District Clerk