

BROOKFIELD CENTRAL SCHOOL
BOARD OF EDUCATION

Regular Meeting:

Wednesday, April 16, 2024

7:00 p.m. – School Library/Media Room

AGENDA

- ITEM 1. CALL TO ORDER: By: _____ Time: _____ p.m.
Pledge to Flag
- ITEM 2. Consent Agenda: Approval of – Warrants
- ITEM 3. Communications, Reports, Announcements
A. Additions/Amendments to the Agenda
B. Board President Communications
C. District Clerk Communications
D. Business Communications
E. Superintendent Communications
- ITEM 4. Resident Participation
- ITEM 5. New Business:
A. Approval of: 2nd Reading of Policy – Probation and Tenure
B. Adoption of the 2024-2025 Brookfield Central School Budget
C. Adoption of the 2024-2025 School Property Tax Report Card
D. Approval of: Election Inspectors
E. Approval of: Notice of Special District Meeting
F. Compensation for Instructional Substitutes
G. Compensation for Instructional Substitute Teaching Assistants
H. Approval of: Leave of Absence
I. Personnel: Approval of Sick Bank Request
J. Personnel: Appointment of Long-Term Substitute Guidance Counselor
K. Approval of: Non-Resident Students
L. Personnel: Appointment of Girls Modified Softball Coach
M. Personnel: Appointment of Assistant Coach
N. Personnel: Appointment of Assistant Coach
O. Resolution 1 – Oneida BOCES Tentative Administrative Budget
P. Resolution 2 – Oneida BOCES Board of Cooperative Educational Services
Members
- ITEM 6. Adjournment

****Please use Chrome or Firefox browsers when entering the Business Portal to complete the PTRC. Internet Explorer is NOT recommended.****

Note: Some data elements of the Property Tax Report Card have been revised or renamed to more closely follow the Property Tax Cap calculations districts complete on the Office of the State Comptroller website. Please see the Help text above for definitions. Additional guidance on the Property Tax Levy Limit is available on the Office of Educational Management Services website:
<http://www.p12.nysed.gov/mgtserv/propertytax/taxcap/>.

Please also submit an electronic version (PDF or Word) of your school district's 2024-25 Budget Notice to: emscmgt@nysed.gov. This will enable us to help correct any formula or data entry discrepancy quickly.

Notice: The Enacted Budget allows school districts to establish a reserve fund for NYS Teachers' Retirement System Contributions, effective immediately. This reserve, if applicable, should be reported in the Schedule of Reserves under 'Other Reserve' and with a description that says: "To fund employer retirement contributions to the New York State Teachers' Retirement System (TRS)."

Form Due - April 29, 2024

Form Preparer Name:
Preparer's Telephone Number:

<u>Shaded Fields Will Calculate</u>	Budgeted 2023-24 (A)	Proposed Budget 2024-25 (B)	Percent Change (C)
Total Budgeted Amount, not including Separate Propositions	7,971,162	8,297,772	4.10 %
A. Proposed Tax Levy to Support the Total Budgeted Amount ¹	1,671,780	1,705,215	
B. Tax Levy to Support Library Debt, if Applicable	0	0	
C. Tax Levy for Non-Excludable Propositions, if Applicable ²	0	0	
D. Total Tax Cap Reserve Amount Used to Reduce Current Year Levy, if Applicable	0	0	
E. Total Proposed School Year Tax Levy (A+B+C-D)	1,671,780	1,705,215	2.00 %
F. Permissible Exclusions to the School Tax Levy Limit	152,729	170,265	
G. School Tax Levy Limit, <u>Excluding</u> Levy for Permissible Exclusions ³	1,682,150	1,731,804	
H. Total Proposed Tax Levy for School Purposes, <u>Excluding</u> Permissible Exclusions and Levy for Library Debt, Plus Prior Year Tax Cap Reserve (E-B-F+D)	1,519,051	1,534,950	
I. Difference: (G-H);(negative value requires 60.0% voter approval) ²	163,099	196,854	
Public School Enrollment	207	210	1.45 %
Consumer Price Index			4.12 %

¹ Include any prior year reserve for excess tax levy, including interest.

² Tax levy associated with educational or transportation services propositions are not eligible for exclusion under the School Tax Levy Limit and may affect voter approval requirements.

³ For 2024-25, includes any carryover from 2023-24 and excludes any tax levy for library debt or prior year reserve for excess tax levy, including interest.

**NOTICE OF ANNUAL MEETING, BUDGET AND ELECTION
BROOKFIELD CENTRAL SCHOOL DISTRICT
TOWN OF BROOKFIELD, COUNTY OF MADISON, NEW YORK**

NOTICE IS GIVEN, that a public hearing of the qualified voters of the Brookfield Central School District, Madison County, Brookfield, New York will be held in the Library/Media Room of Brookfield Central School, 1910 Fairground Road, in said District on Tuesday, May 7, 2024 at 7:00 p.m. prevailing time, for the presentation of the budget.

NOTICE IS GIVEN, that a special meeting of the qualified voters of the Brookfield Central School District will be held in a designated area of the Brookfield School Main Building, 1910 Fairground Road, on Tuesday, May 21, 2024 between the hours of 12:00 p.m./Noon and 8:00 P.M. prevailing time at which time the polls will be opened to vote by paper ballot upon the following items.

1. To adopt the annual budget of the School District for the fiscal year 2024-2025 and to authorize requisite portion thereof to be raised by taxation on the taxable property of the District.
2. To elect one (1) member of the Board - for a five- (5) year term commencing July 1, 2024 expiring on June 30, 2029.

NOTICE IS GIVEN that a copy of the statement of the amount of money which will be required to fund the School District's budget for 2024-2025, exclusive of public monies, may be obtained by any resident of the District during business hours beginning May 7, 2024 at the Brookfield Central School District Office. In addition, a copy of the tax exemption report, showing how much of the total assessed value of the final assessment role used in the budgetary process is exempt from taxation may also be obtained at the District Office.

NOTICE IS GIVEN that petitions nominating candidates for the office of member of the Board of Education shall be filed with the Clerk of said School district at her office in the Brookfield Central School, not later than Monday, April 22, 2024 between 7:30 AM and 5:00 PM. Each petition shall be directed to the Clerk of the District and shall be signed by at least 25 voters of the District, must state the name and residence of the candidate and shall describe the specific vacancy for which the candidate is nominated.

NOTICE IS GIVEN that applications for absentee ballots will be obtainable by calling the District Clerk at 315-899-3323, ext. 264. Completed applications must be received by the District Clerk at least seven (7) days before the election if the ballot is to be mailed to the voter, or the day before the election, if the ballot is to be delivered personally to the voter. Absentee ballots must be received by the District Clerk not later than 5:00 PM prevailing time, on Tuesday, May 21, 2024.

A list of persons to whom absentee or military ballots are issued will be available for public inspection and legal challenge to any qualified voter of the District in the office of the District Clerk between the hours of 7:30 AM and 4:00 PM on weekdays prior to May 21, 2024, the date set for the election, and shall also be available at the polling place at the election.

NOTICE IS GIVEN, that military voters who are qualified voters of the School District may apply for a military ballot by requesting an application from the District Clerk at (315) 899-3323, ext. 264 or ccase@brookfieldcsd.org. For a military voter to be issued a military ballot, the District Clerk must have received a valid ballot application no later than 5:00 p.m. on April 25, 2024. In a request for a military ballot application or ballot, the military voter may indicate their preference for receiving the application for ballot by mail, facsimile transmission or email.

NOTICE IS GIVEN that applications for early mail ballots will be obtainable by calling the District Clerk at 315-899-3323, ext. 264. Completed applications must be received by the District Clerk at least seven (7) days before the election if the ballot is to be mailed to the voter, or the day before the election, if the ballot is to be delivered personally to the voter. Early mail ballots must be received by the District Clerk not later than 5:00 PM prevailing time, on Tuesday, May 21, 2024.

NOTICE IS GIVEN that the qualified voters of the School District shall be entitled to vote at said annual vote and election. A qualified voter is one who is (1) a citizen of the United States of America, (2) eighteen years of age or older, and (3) resident within the School District for a period of thirty (30) days next preceding the annual vote and election. The School District may require all persons offering to vote at the budget vote and election to provide one form of proof of residency pursuant to Education Law §2018-c. Such form may include a driver's license, a non-driver identification card, a utility bill, or a voter registration card. Upon offer of proof of residency, the school district may also require all persons offering to vote to provide their signature, printed name and address.

NOTICE IS GIVEN that pursuant to a rule adopted by the Board in accordance with §§2035 and §2008 of the Education Law, any referenda or propositions to amend the budget, otherwise to be submitted for voting at said election, must be filed with the Brookfield Central School Board of Education at the Brookfield Central School on or before April 22, 2024 at 4:00 PM prevailing time; must be typed or printed in English, must be directed to the Clerk of the School district and signed by at least 25 qualified voters of the district; and must state the name and residence of each signer. However, the School Board will not entertain any petition to place before the voters and proposition the purpose of which is not within the powers of the voters to determine or any proposition, which fails to include a specific appropriation where the expenditure of monies is required by the proposition.

Board of Education
Brookfield Central School District
Brookfield, New York
Christa E. Case, District Clerk

Dated: **3/13/2024**

Publish: **April 3, 2024 (Must be published 45 days before budget vote)**
 April 17, 2024
 May 8, 2024
 May 15, 2024