

**SHELTER ISLAND UNION FREE SCHOOL DISTRICT
BOARD OF EDUCATION**

**WORK SESSION
BUDGET MEETING
March 25, 2009**

Members Present: Rebecca Mundy, Thomas Graffagnino, Kathleen Reilly, Kenneth Lewis, Jr., Linda Eklund, Mark Kanarvogel, Arthur Williams

Members Absent: Kaitlyn McGayhey, Student Liaison

Others Present: Superintendent, Sharon Clifford; Assistant Superintendent, Donna Guiffre; District Clerk, Deborah Vecchio; School District Business Leader, Sam Schneider; Jake Williams, Shelter Island Reporter; 18 faculty/staff/students; 8 community members

The meeting was called to order at 7:06 p.m. by President Mundy, followed by the Pledge of Allegiance. Call To Order

Presentation – Presentation

Mrs. Rebecca Mundy opened the meeting by thanking the students for the snacks that they have prepared for the meetings.

Mrs. Sharon Clifford stated that this will be a lengthy but informative presentation. She reiterated that the budget keeps evolving. Mr. Sam Schneider welcomed everyone to the 5th Budget Workshop and also commented that this agenda was an ambitious one. Topics of discussion included Data Processing, BOCES Overview, School Lunch, Revenue Projection, Contingency Overview, Capital Reserve and Proposition, and Federal Funds.

Mr. Sam Schneider reviewed Data Processing and the 2009-2010 proposed budget in this area. Data Processing is the different technologies used by the district to record attendance, grades, transcripts, NYS reporting, NYS Education Department assessments, test scoring, use of Connect Ed, Powerschool K-12 District Support, the School Dude license, and the School Data Bank Service. All of these services are provided by BOCES.

Mr. Schneider discussed in detail other BOCES Services to the district. BOCES(Board of Cooperative Educational Services) provides services to school districts that districts would not be able to provide themselves. Examples of these services include: policy and administrative manual development, administrative expenses, state aid planning, cooperative purchasing, health insurance coordination service, and workers' compensation consortium coordinator. The total cost of the

above equals \$109,755. In addition to the Data Processing, BOCES also provides the district with instructional media(digital media library), occupational education(technical education programs), operations of plant(health and safety personnel), personnel(Employee Assistance Program) and pupil personnel services(Student Assistance Service). The total cost of these services, including Data Processing, is \$228,161. Another area of discussion under BOCES Services include evaluation and technology in the category of Special Education, and Teaching and Instruction, which includes the district's Arts-In-Education program, the elementary science kits, non-public school textbook distribution, reading recovery continuing contract, and textbook charges. The total cost in this area is \$39,386. Other BOCES Services used by the district include a Balanced Literacy Coordinator, Student Assistance Service, and Evaluation. The total of these services include \$33,344; however, these services are paid for using federal funds and do not impact the budget. A member of the community asked if the school can support some of these costs itself. It was stated that BOCES gives money back to the district for some of these services. The amount of services BOCES provides is huge.

Mr. Schneider discussed the School Lunch program. This included salaries, equipment, contractual expenses, food purchases, government donated foods, and materials and supplies. Mr. Schneider presented the current budget and proposed budget in these areas. Mr. Schneider showed a breakdown of the revenue received for the last three years for the School Lunch fund. Revenue includes reimbursable Type A lunches, other sales, school lunch reimbursement from the state and the federal, government donated foods, and transfers from the general fund. To be on the safe side, Mr. Schneider is recommending for 2009-2010 that \$65,000 be transferred to the School Lunch Fund in order to cover deficits.

Mr. Schneider discussed the bottom line of the budget. The budget for 2008-2009 (including contingencies) is \$9,499,918. For 2009-2010 it is at \$9,703,248 without any contingencies. Ms. Rebecca Mundy stated that up to now everyone has seen actual numbers (expenses) without any contingencies, which in the past have been built into the budget. An overview of contingencies regarding Charter School and Special Education were discussed. Contingencies must be added for unexpected, but necessary expenses. Mr. Schneider presented a revenue projection chart with contingencies ranging from \$0 to \$250,000. He also explained how an individual's school property tax is calculated.

An explanation of the Capital Reserve Fund was presented. The Capital Reserve Fund was established in 2006 by voter approval. It can be used only with permission of the voters for specific purposes such as bathroom renovation, the handicapped ramp, middle school locker replacement, gym ceiling and lighting replacement, cafeteria floor tile replacement, science room floor tile replacement, and boiler system replacement. It is funded for a set term and does not constitute an additional cost to the taxpayer. The Capital Reserve cannot be used to offset the tax levy, and without the reserve, it would be necessary to have construction bonds. Currently, there is over \$1 million dollars not yet allocated for approved projects. Mr. Schneider discussed and showed pictures of the district's roof situation. There are 3 roofs that need renovation as soon as possible. Mr. Schneider discussed the roof costs and each different roofing material the district could use. The community will be asked to vote on Proposition #2, which asks the voters to expend out of this reserve fund a sum not to exceed \$815,000 for roof replacement and masonry repairs.

Mr. Schneider also discussed Proposition #3 which asks the voters to amend the Capital Reserve to add projects that need to be addressed. This includes the playground, tennis courts, and water valves. Mr. Schneider also showed pictures of the playground, tennis courts and water valves. If Proposition #3 is approved, in May 2010, the community will be asked to approve expenditures for projects in the above areas. There was a lengthy discussion about the projects in Proposition #3, specifically the tennis courts and whether or not it should remain in the proposition.

Mrs. Clifford discussed Federal Funds, which are entitlement grants. These grants are used for specific purposes and are filed by the administration through applications. These are called Title IA, Title IID, Title IIA and Title IV. These grants are often used to offset salaries for professional staff in the areas of Balanced Literacy, Curriculum Writing for ELA and Math, Summer In-Service Workshops, tutoring for homeless students, and teachers training in technology. They are also used for purchased services with BOCES, such as a reading specialist for balanced literacy, the student assistance counselor, the "seven habits" training for faculty and staff, for materials and supplies, such as the SmartBoards, and for travel and conference, such as the reading recovery conference and

regional conferences on using data to inform instruction. Title IA, IID, and IIA are also used to train teachers to work with at risk children. Under IDEA, the district applies for 619 and 611 grants, which is in the area of Special Education. The district receives on average between \$40,000 - \$45,000 per year to offset costs for salaries, purchased services, materials and supplies, and travel and conference.

Presentation
(con't)

Mrs. Clifford stated that the exercise for next time will be to go line by line on the budget as it is not a completed budget. It will be presented two ways, as a component budget and levy to levy. The next two meetings will be on March 31st at 7 p.m. and April 13th at 7 p.m.

The Board of Education continued the meeting with the following business:

A motion was made by Arthur Williams, seconded by Thomas Graffagnino, BE IT RESOLVED THAT an additional proposition be placed upon the ballot for the annual meeting and election to be held on May 19, 2009 as follows:

Approval to add
an additional
proposition upon
the ballot

SHALL the Board of Education be authorized to expend out of the previously established Construction Capital Reserve Fund a sum not to exceed \$815,000, for the purpose of roof replacement and masonry repairs at the Shelter Island School, including all labor, materials, equipment, apparatus, and incidental costs thereof.

The Board of Education discussed the above motion and amended it as follows:

A motion was made by Kenneth Lewis, seconded by Thomas Graffagnino, BE IT RESOLVED THAT an additional proposition be placed upon the ballot for the annual meeting and election to be held on May 19, 2009 as follows:

SHALL the Board of Education be authorized to expend out of the previously established Construction Capital Reserve Fund a sum not to exceed \$925,000, for the purpose of roof replacement and masonry repairs at the Shelter Island School, including all labor, materials, equipment, apparatus, and incidental costs thereof.

Motion carried unanimously

A motion was made by Linda Eklund, seconded by Thomas Graffagnino, BE IT RESOLVED THAT an additional proposition be placed upon the ballot for the annual meeting and election to be held on May 19, 2009 as follows:

Approval to add an additional proposition upon the ballot

SHALL, the Board of Education of the Shelter Island Union Free School District be authorized to amend the purpose for which the existing Capital Reserve Fund was established to include the following purpose: tennis court renovations, playground renovations, and plumbing, water valves and piping renovations.

The Board of Education discussed the above motion and amended it as follows:

SHALL the Board of Education of the Shelter Island Union Free School District be authorized to amend the purpose for which the existing Capital Reserve Fund was established to include the following purpose: playground renovations, and plumbing, water valves and piping renovations.

Motion carried unanimously

A motion was made by Arthur Williams, seconded by Linda Eklund, to go into executive session at 9:43 p.m. for a specific student issue.

Executive Session

Motion carried unanimously

The Board came out of executive session at 9:59 p.m.

A motion was made by Arthur Williams, seconded by Mark Kanarvogel to adjourn the meeting.

Adjournment

Motion carried unanimously

The meeting adjourned at 10:00 p.m.

Deborah Vecchio
District Clerk

The next meeting of the Board of Education of the Shelter Island Union Free School District is Tuesday, March 31, 2009 at 7:00 p.m.

