

BUSINESS OPERATIONS



Business Office

Implemented CBS Asset Inventory plan for facilities and technology departments

Worked with Fields for Kids to apply for government grants

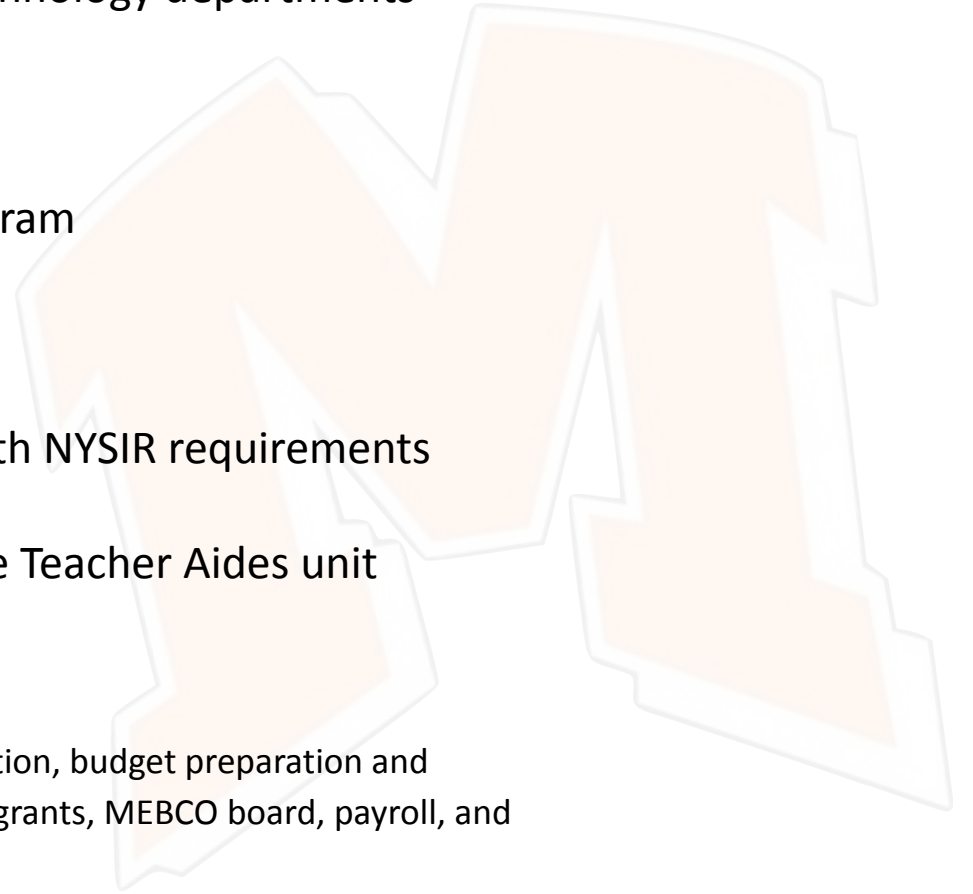
Automated and improved processes for textbook loan program

Secured financing for Energy Performance Contract

Implemented Business Credentialing Services to comply with NYSIR requirements

Worked with HR to negotiate a three-year contract with the Teacher Aides unit

Regular activities - accounts payable, accounting, benefits, billing and collection, budget preparation and monitoring, capital projects, cash management, debt service management, grants, MEBCO board, payroll, and purchasing.



2023-2024 Completed IT Projects

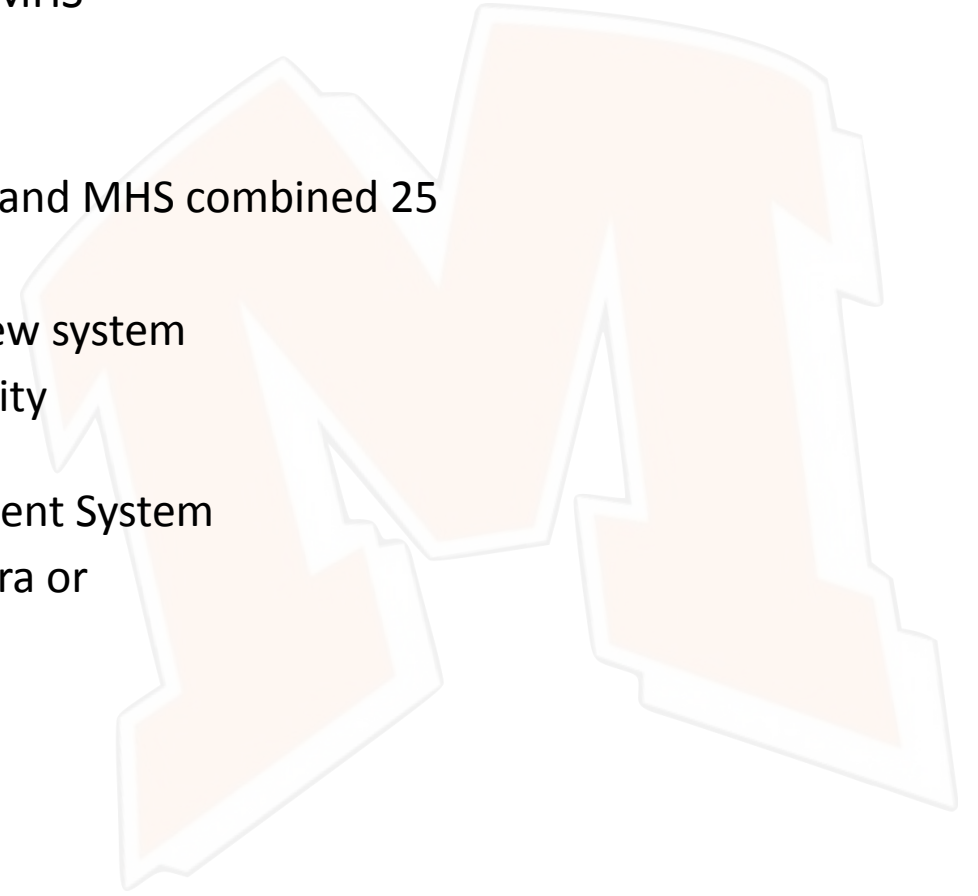
- Installed Access Control Systems at MAS, Chatsworth, and Murray
- Installed Door Ajar Systems at MAS, Chatsworth, and Murray
- Completed Network Switches Upgrade at Middle and Elementary Schools
- Completed Wifi upgrade at Middle and Elementary Schools
- Installed new IDF (Intermediate Distributive Framework) in Palmer Lower Gym
- Installed new IDF Palmer 2nd Floor
- Installed DAS (Distributed Antenna System) Surecall
- Installed Barracuda Web Filter
- Installed 60 Newline Display units Districtwide
- Enrolled 1500 Chromebooks
- Configured and set up 40 carts with Chromebooks for elementary classrooms



2024-25 IT Projects

Planned for spring and summer:

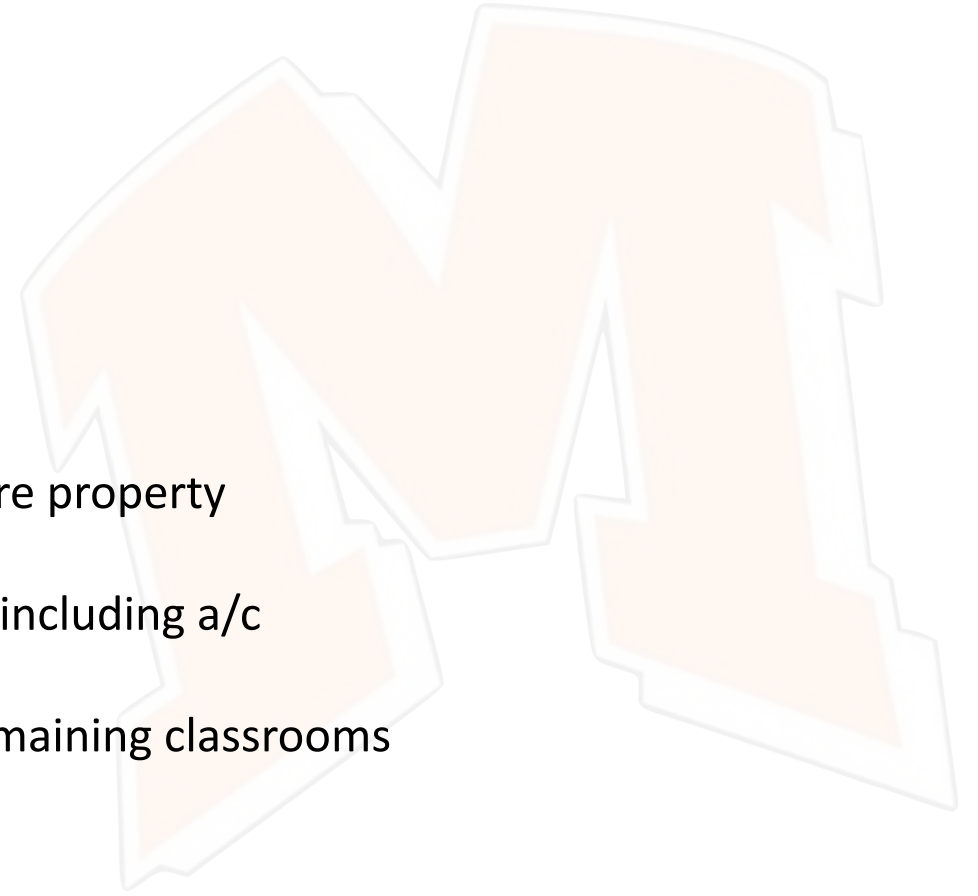
- Install Avigilon access Control Systems at HMX and MHS
- Overhaul public announcement system
 - Mamaroneck Ave School
 - Murray Ave School
- Upgrade UPS(uninterrupted power supply) at HMX and MHS combined 25 locations Enroll additional 1500 Chromebooks
- Replace end of life cameras - not associated with new system
- Add Avigilon analytics to cameras to enhance visibility
- Add Avigilon Rave Mobility Safety App
- Explore and Pilot Gaggle - Student Safety Management System
- Explore Classroom Management Software eg. Hapara or GoGuardian
- Replace audio system in MHS auditorium
- Replace audio system in Hommocks auditorium



2024 FACILITIES COMPLETED PROJECTS

CENTRAL SCHOOL

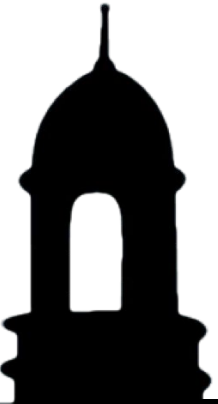
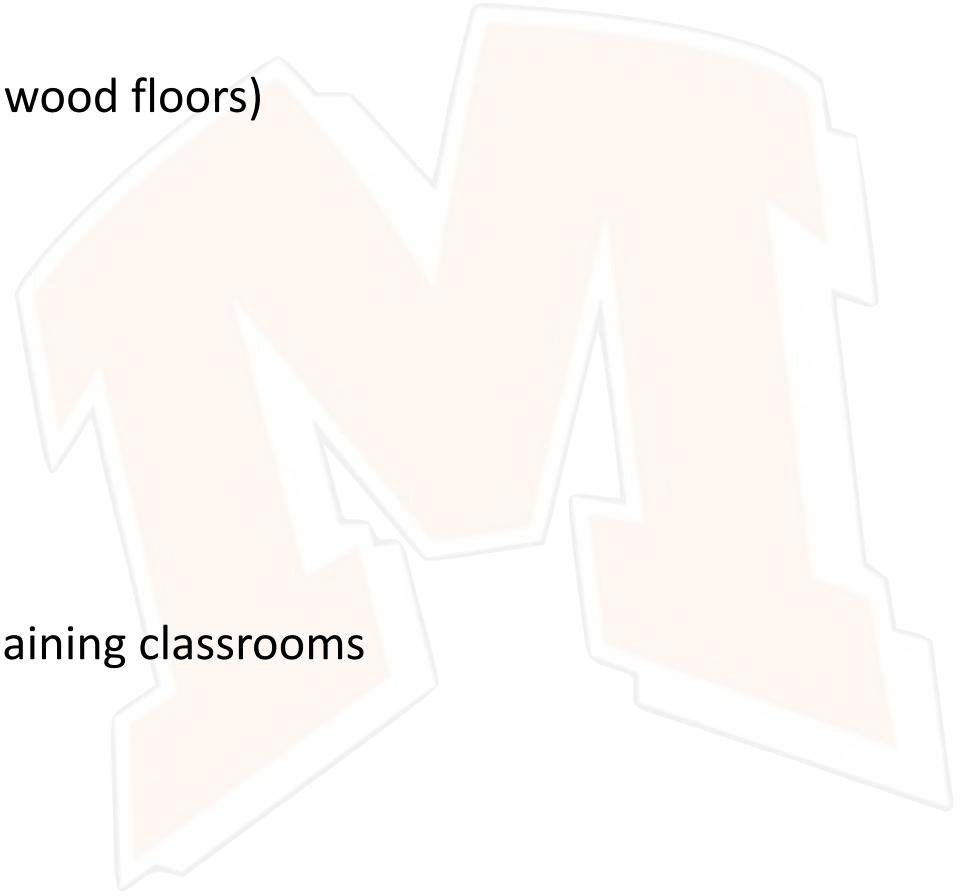
- Performed masonry repairs to chimney
- Created new exterior window opening in STEM space
- Repaired asphalt walkways at rear of building
- Pruned a significant amount of trees/ limbs around entire property
- Renovated old PE gym locker rooms to make SGI rooms including a/c
- Completed a/c and associated electrical outlets in all remaining classrooms



2024 FACILITIES COMPLETED PROJECTS

CHATSWORTH AVENUE SCHOOL

- Replaced flooring in 1st floor Forest Park classrooms (old wood floors)
- Replaced ceiling and lights in main office
- Replaced concrete walkways by gazebo
- Repaired stone wall by Addison Street fence
- Replaced hallway heat radiator covers by auditorium
- Performed masonry repairs to Rooms 13 and 106
- Completed a/c and associated electrical outlets in all remaining classrooms



2024 FACILITIES COMPLETED PROJECTS

MAMARONECK AVENUE SCHOOL

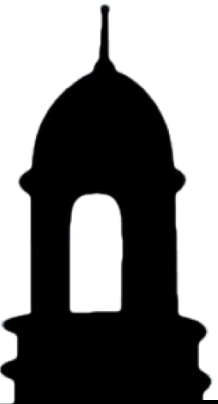
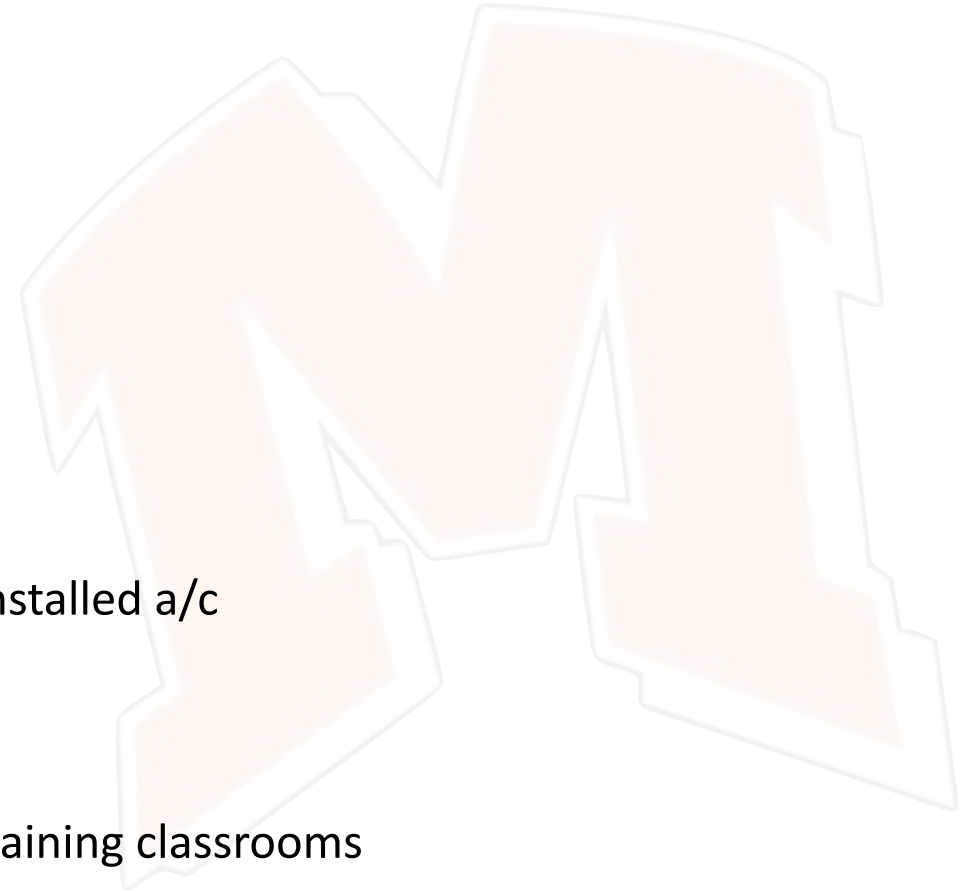
- Renovated room 001/003 to new Kitchen space
- Replaced ceiling and lights in Room 023 music room
- Made additional gate modifications at playgrounds
- Replaced toilets in Spec Ed classrooms to non pre-k height
- Replaced flooring in rooms 210 and 310
- Replaced upper gym doors
- Replaced all cafeteria tables
- Completed a/c and associated electrical outlets in all remaining classrooms



2024 FACILITIES COMPLETED PROJECTS

MURRAY AVENUE SCHOOL

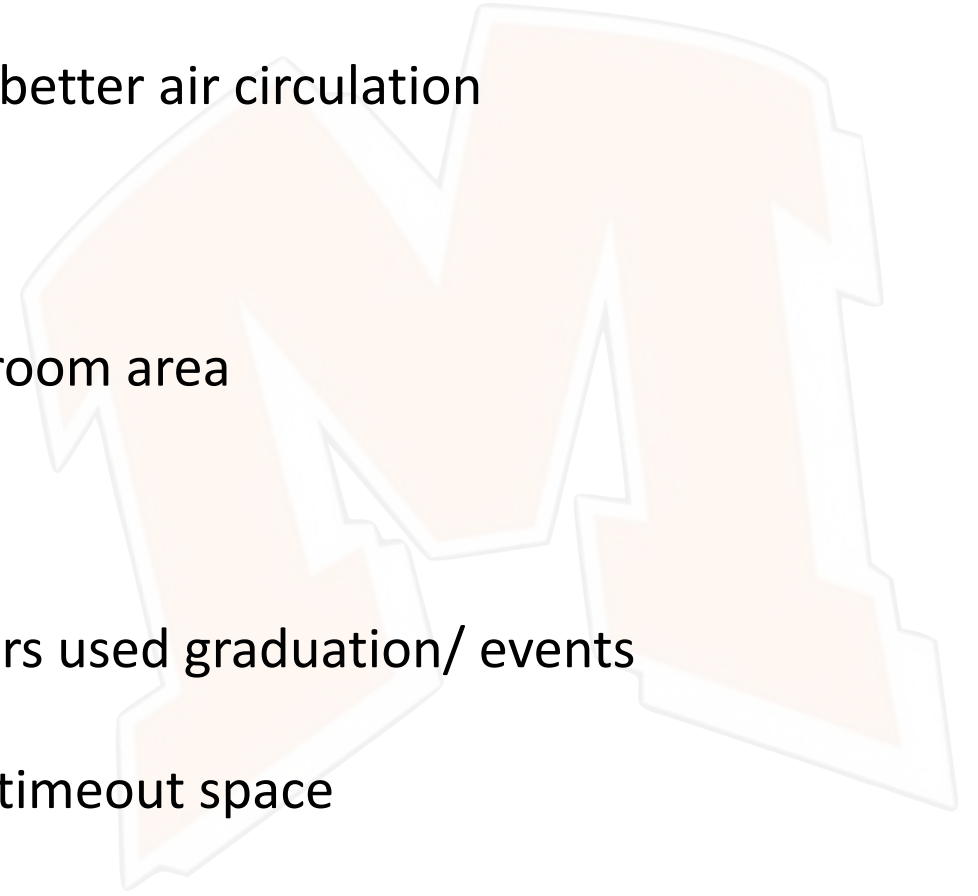
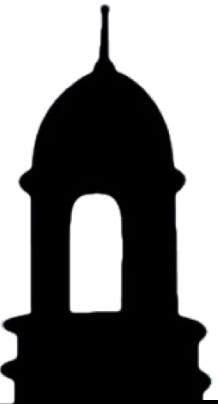
- Replaced house trap pit in cafeteria
- Removed dividing wall in cafeteria to enlarge the space
- Replaced basement corridor floor
- Replaced auditorium and cafeteria entrance doors
- Replaced carpet in library, painted the entire space and installed a/c
- Replaced flooring in Room 229
- Completed a/c and associated electrical outlets in all remaining classrooms



2024 FACILITIES COMPLETED PROJECTS

HOMMOCKS MIDDLE SCHOOL

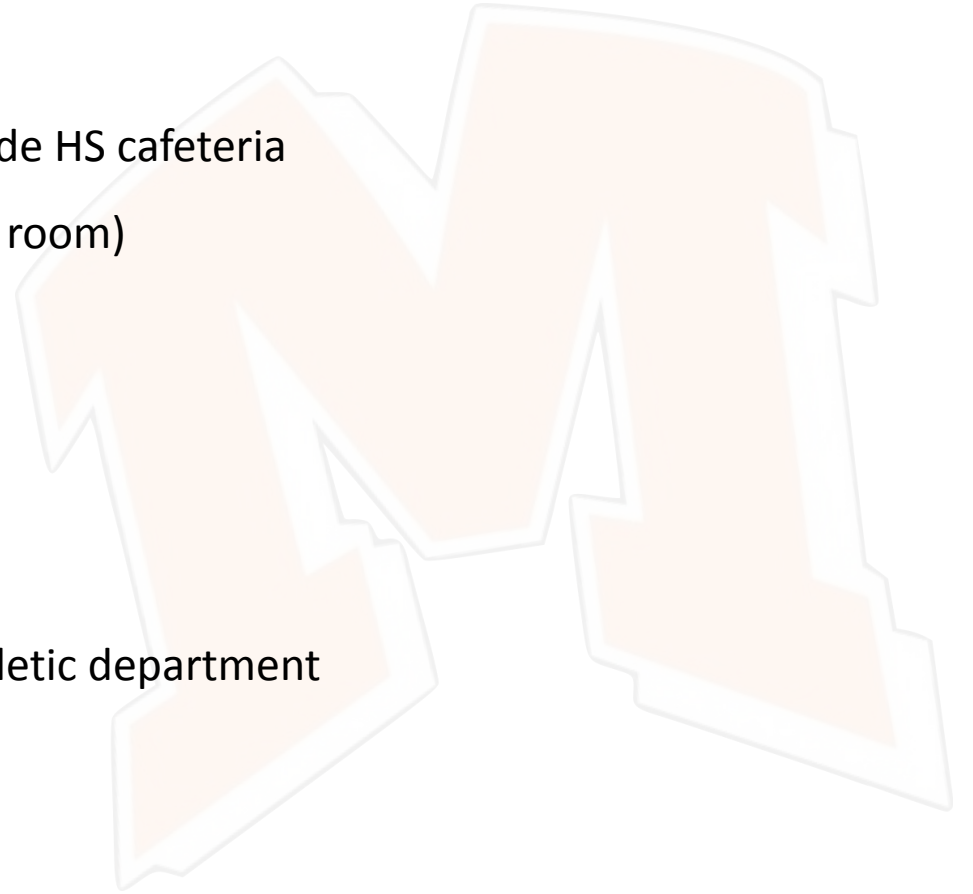
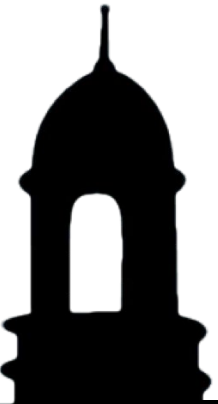
- Installed air intake for greenhouse to create better air circulation
- Installed new shelving Tech Shop W-101
- Added keyed locksets to new Outdoor Classroom area
- Replaced space lighting at entire Pool area
- Replaced all cafeteria tables and folding chairs used graduation/ events
- Outfitted Room S-111 with wall padding for timeout space



2024 FACILITIES COMPLETED PROJECTS

MAMARONECK Mamaroneck High School

- Expanded PACE IT closet and added cooling
- Installed additional stairwell cameras
- Installed outdoor fitness equipment (MSF Grant)- outside HS cafeteria
- Installed new ceiling and lighting for Room 301 (testing room)
- Replaced carpet and furniture in Main Office
- Replaced flooring in Tiered Classroom
- Replaced flooring in Rooms N-207 and S-370
- Installed a/c in Room D-251
- Replaced glass/ fogged windows at main office and athletic department
- Replaced heat lamps at cafeteria serving lines
- Replaced garage door- Palmer Wing
- Repaired asphalt at Boston Post Rd driveway entrances
- Installed raised garden bed planters for Spec Ed classes



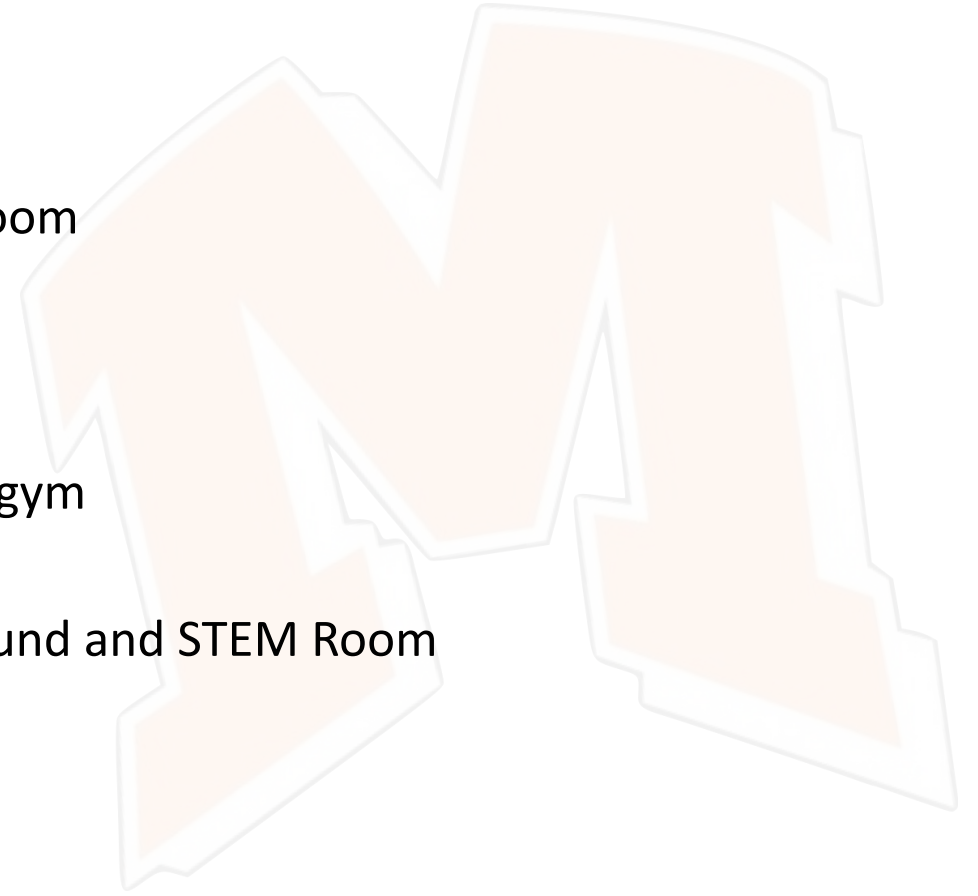
PLANNED FACILITIES PROJECTS FOR SPRING / SUMMER 2025

CENTRAL SCHOOL

- Replace HVAC to Room 260 (STEM Room)
- Replace ceiling and lights in Room 260
- Convert bathroom in 2nd grade wing to adult bathroom
- Assemble bookcases for the library

CHATSWORTH AVENUE SCHOOL

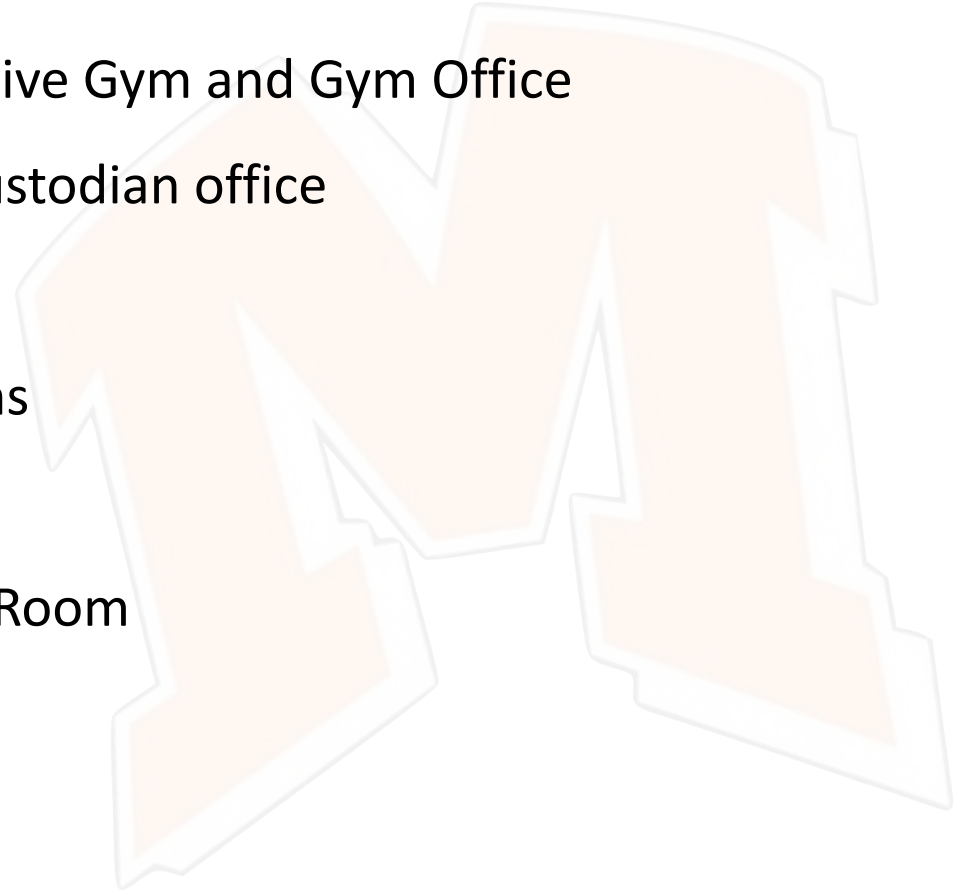
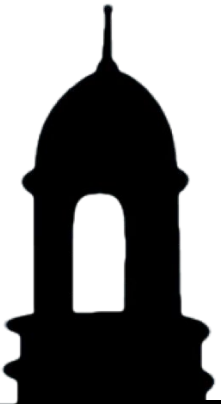
- Replace hallway heat radiator covers by Forest Park gym
- Replace ceiling in hallway by library
- Replace ceiling and lights in hallways by Lost and Found and STEM Room
- Paint stairwells



PLANNED FACILITIES PROJECTS FOR SPRING / SUMMER 2025

MAMARONECK AVENUE SCHOOL

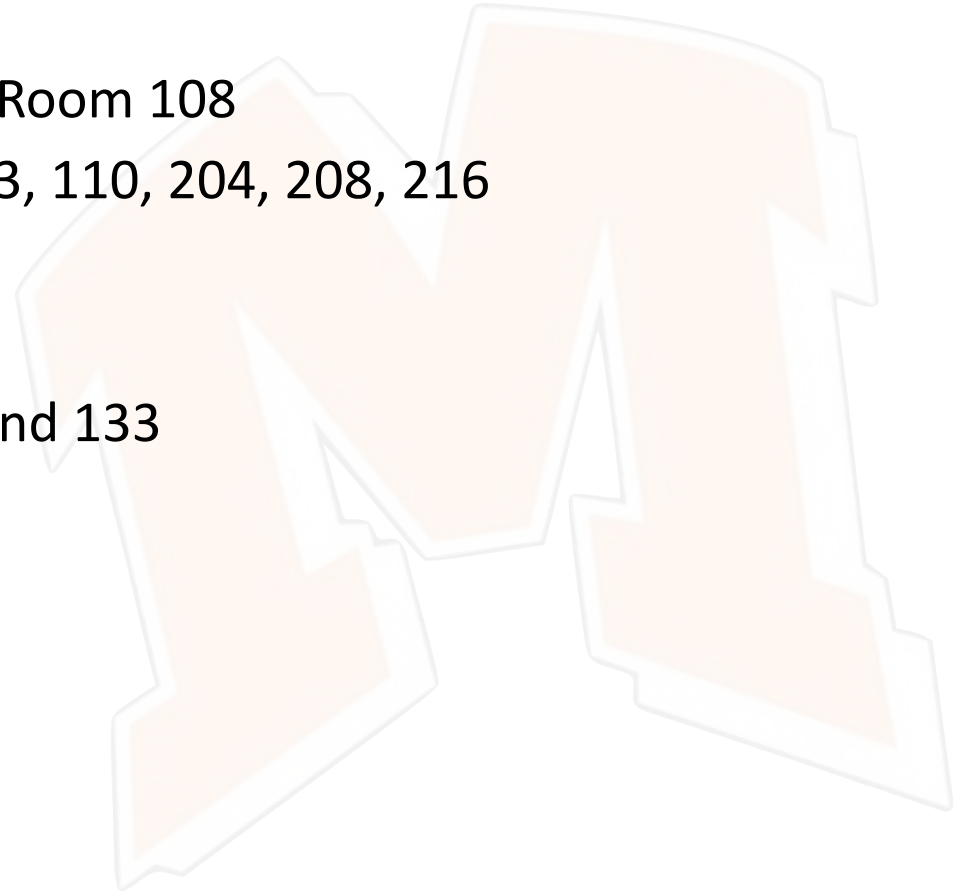
- Renovate old music space Room 017 to Adaptive Gym and Gym Office
- Make repairs to old flood damaged walls in custodian office
- Replace flooring in cafeterias
- Replace flooring in 3rd floor student bathrooms
- Replace flooring in staff lounge
- Replace upper balcony seating in All Purpose Room



PLANNED FACILITIES PROJECTS FOR SPRING / SUMMER 2025

MURRAY AVENUE SCHOOL

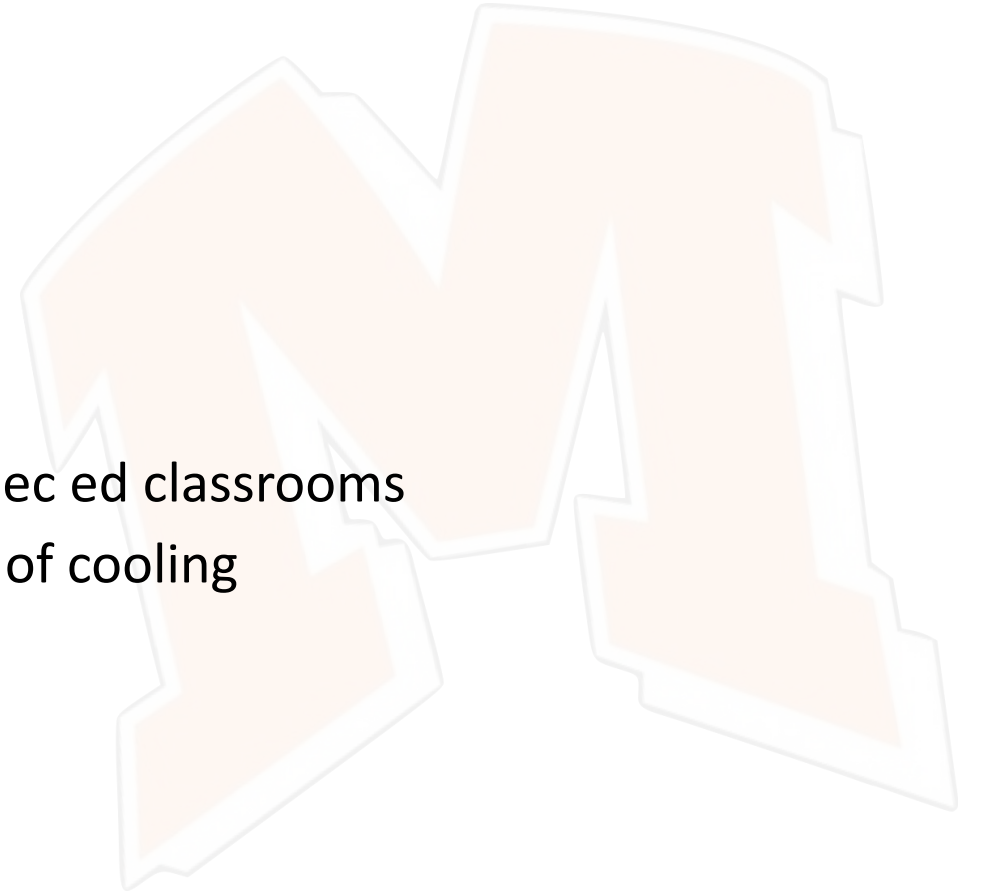
- Create additional faculty bathroom 1st floor by Room 108
- Install new ceilings and lights in Rooms 101, 103, 110, 204, 208, 216
- Replace flooring in Rooms 008 and 207
- Install new gate/ access to Meadow Garden
- Remove adjoining doors between Rooms 131 and 133
- Install upper cabinets in Rooms 101, 108, 131
- Repair masonry ball wall at large playground



PLANNED FACILITIES PROJECTS FOR SPRING / SUMMER 2025

HOMMOCKS MIDDLE SCHOOL

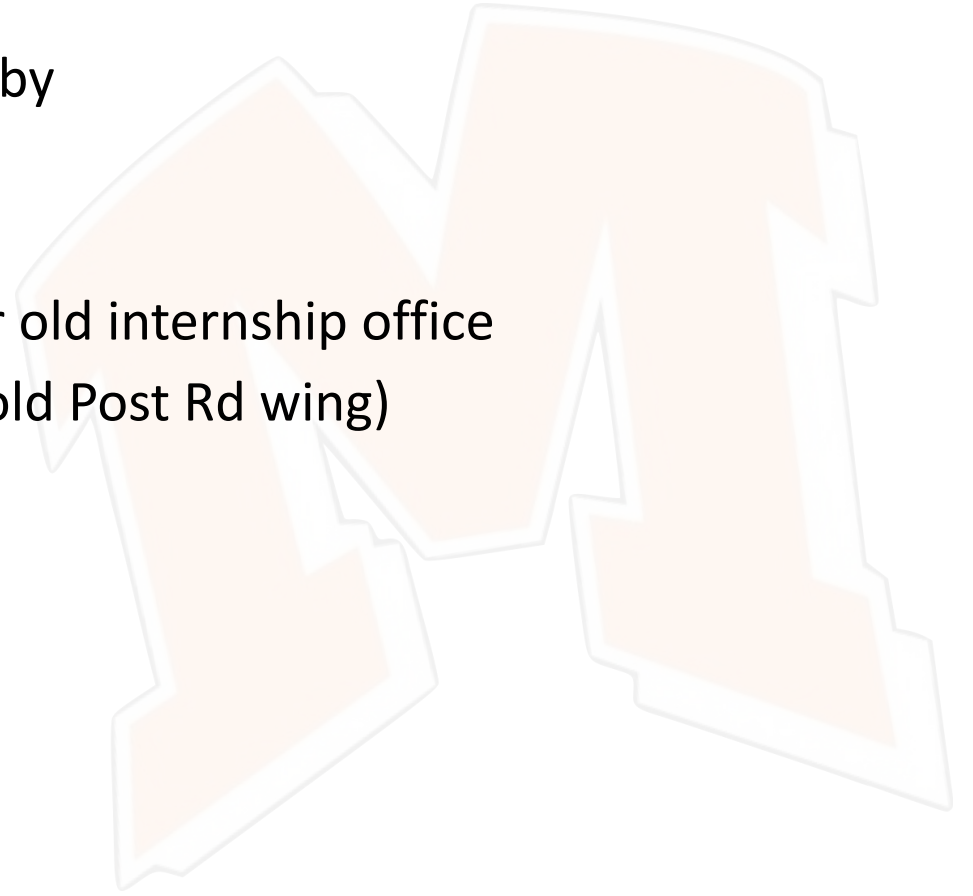
- Renovate both pool locker rooms
- Resurface pool deck
- Replace pool diving boards
- Replace filter media for pool filtration
- Convert Room N-107 into 6th grade science room
- Reconfigure section of library to create additional spec ed classrooms
- Replace roof top HVAC units with new units capable of cooling



PLANNED FACILITIES PROJECTS FOR SPRING / SUMMER 2025

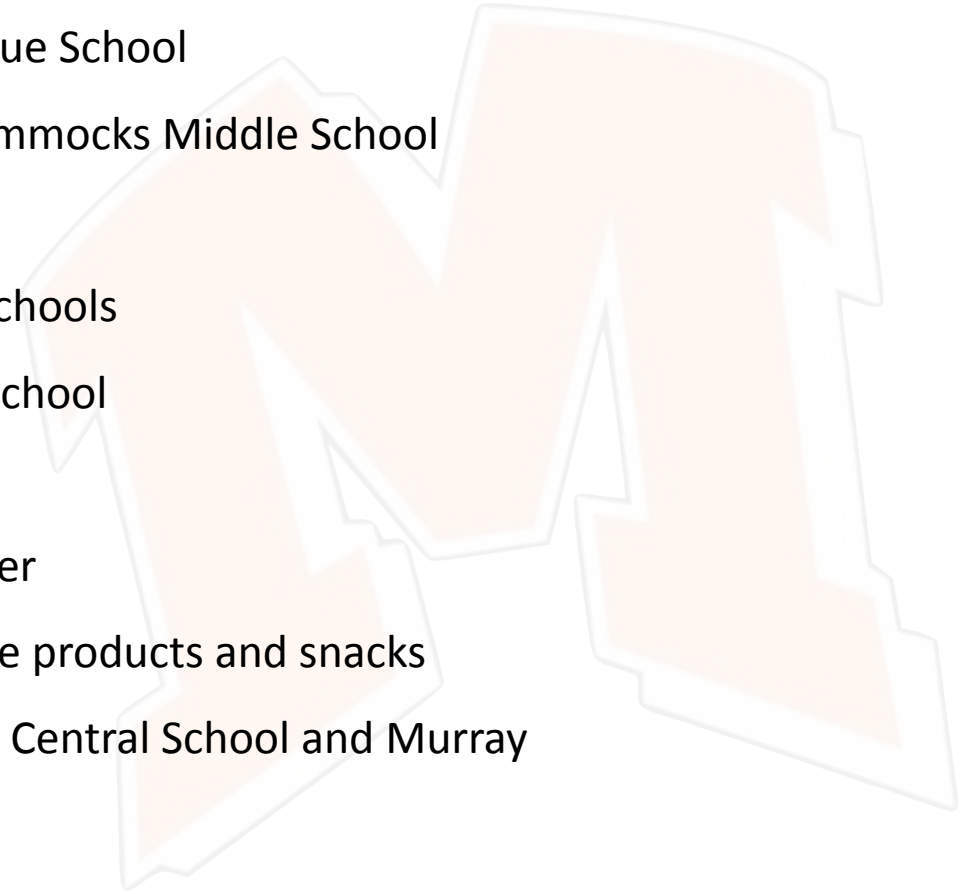
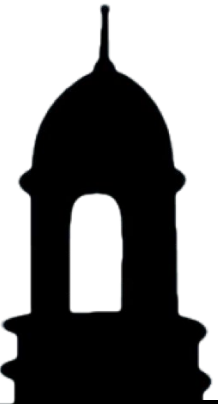
Mamaroneck High School

- Replace flooring and seating in PACE theatre and lobby
- Replace ceiling in closet of Room 224
- Replace flooring in S-268 and S-168
- Remove wall partition and replace flooring in Palmer old internship office
- Continue corridor ceiling and lighting replacement (old Post Rd wing)
- Replace window operators in Palmer gym
- Replace Palmer gym flooring and bleachers



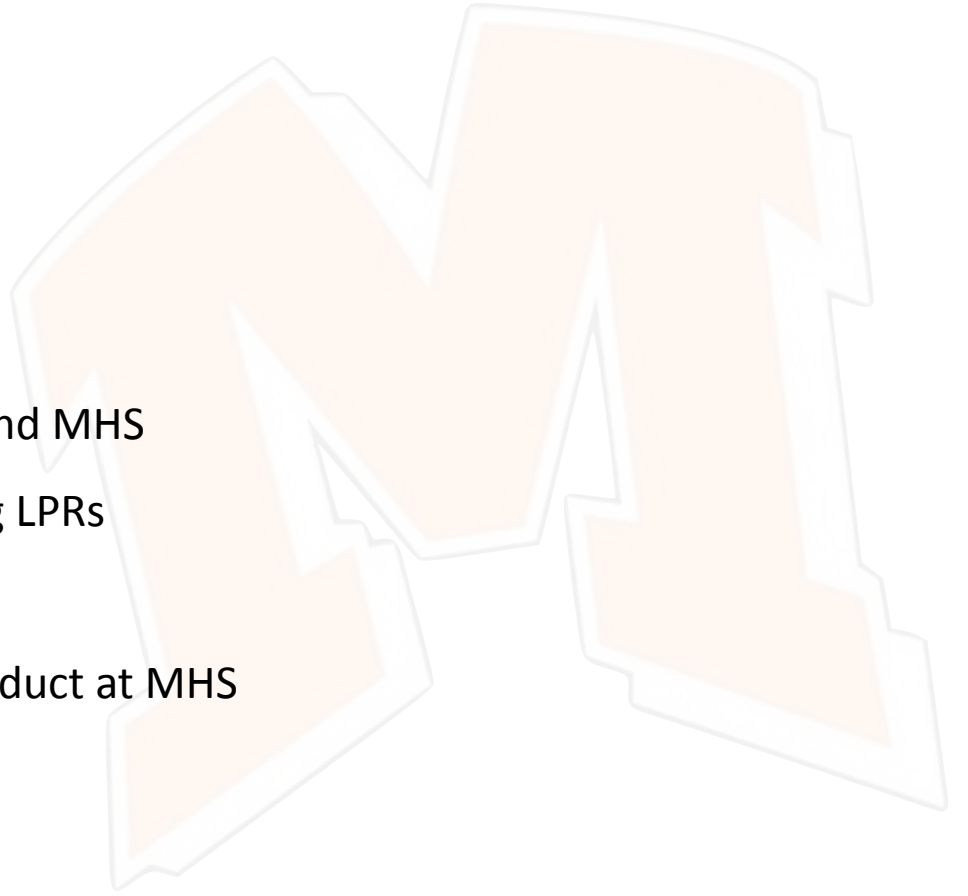
FOOD SERVICE

- Operated summer program at Mamaroneck Avenue School
- Began Community Eligibility Program (CEP) at Hommocks Middle School
- Opened kitchen at Mamaroneck Avenue School
- Increased participation overall though not at all schools
- Offered breakfast to order at Mamaroneck High School
- Opened grill at Hommocks
- Working with MHS students on monthly newsletter
- Working with MHS students to provide gluten-free products and snacks
- Working with LAN Associates on kitchen plans for Central School and Murray Avenue School



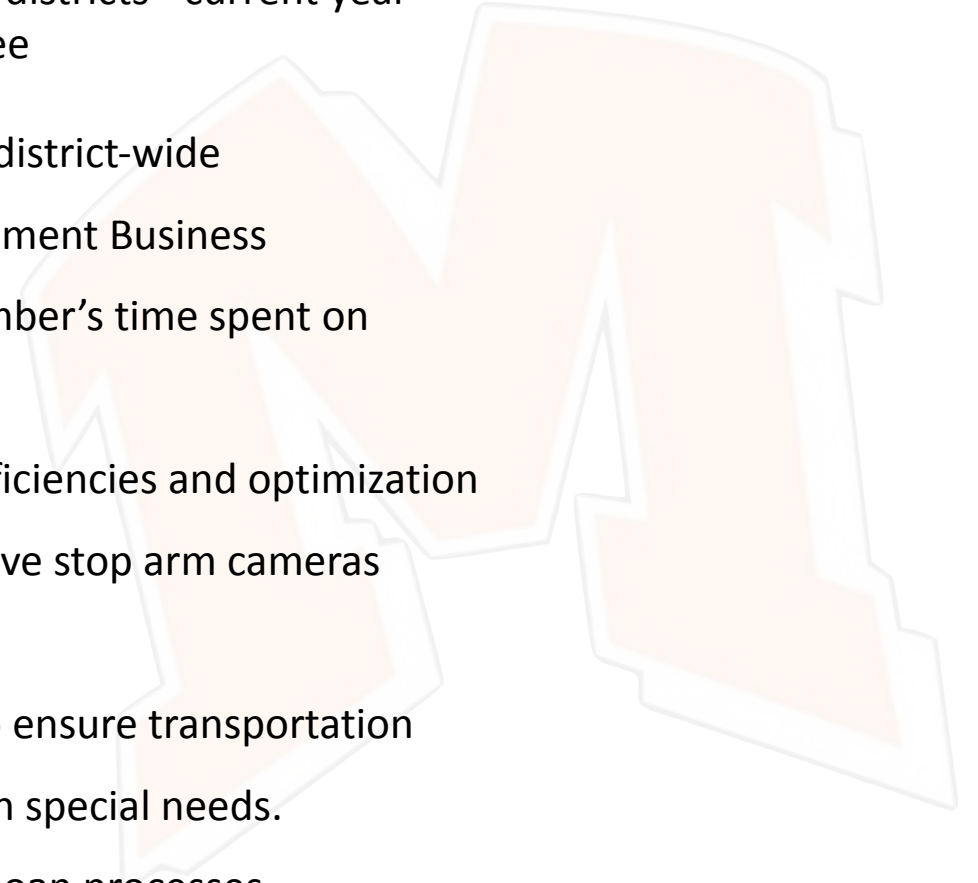
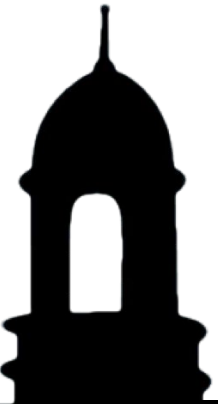
SECURITY

- 28 Guards, one Supervisor
- Enforce visitor management software
- Monitor entry points
- Conduct emergency drills
- Installing one-button lockdown system at HMX and MHS
- Continue to install cameras in key areas including LPRs
- Installing door access controls at MHS and HMX
- Created system to record and report student conduct at MHS



TRANSPORTATION

- Providing excellent customer service
- Continuing to partner with Rye Neck to reduce costs to both districts - current year savings = \$260,396 plus \$20,000 revenue for management fee
- Continuing to improve system processes to gain efficiencies district-wide
- Collaborated with Business and Facilities office staff to implement Business Credentialing Services (BCS) to significantly reduce staff member's time spent on insurance verifications
- Avoided increasing the number of routes through routing efficiencies and optimization
- Worked with the county of Westchester and bus patrol to have stop arm cameras installed on our bus fleet.
- Created a specialized driver and monitor training program to ensure transportation staff is well-equipped to meet the needs of our students with special needs.
- Collaborated with Business Office staff to improve textbook loan processes



ROUTE DESTINATION (school)	2024-2025 Cost before Sharing	Cost Savings for Mamaroneck
Horace Mann	\$95,884.20	\$23,971.05
Hackley	\$123,449.60	\$22,222.08
MASTERS	\$107,200.80	\$6,267.00
Southern Westchester BOCES-Shuttle	\$234,565.20	\$52,631.24
Windward	\$112,138.20	\$29,976.13
Clearview School	\$95,884.20	\$51,935.40
Sacred Heart	\$95,884.20	\$31,161.60
Brunswick	Cost included in B8	\$12,767.60
Greenwich Country Day	\$95,884.20	\$27,964.00
Boces Rye Lake	\$112,960.80	\$1,500.00
		\$260,396.10



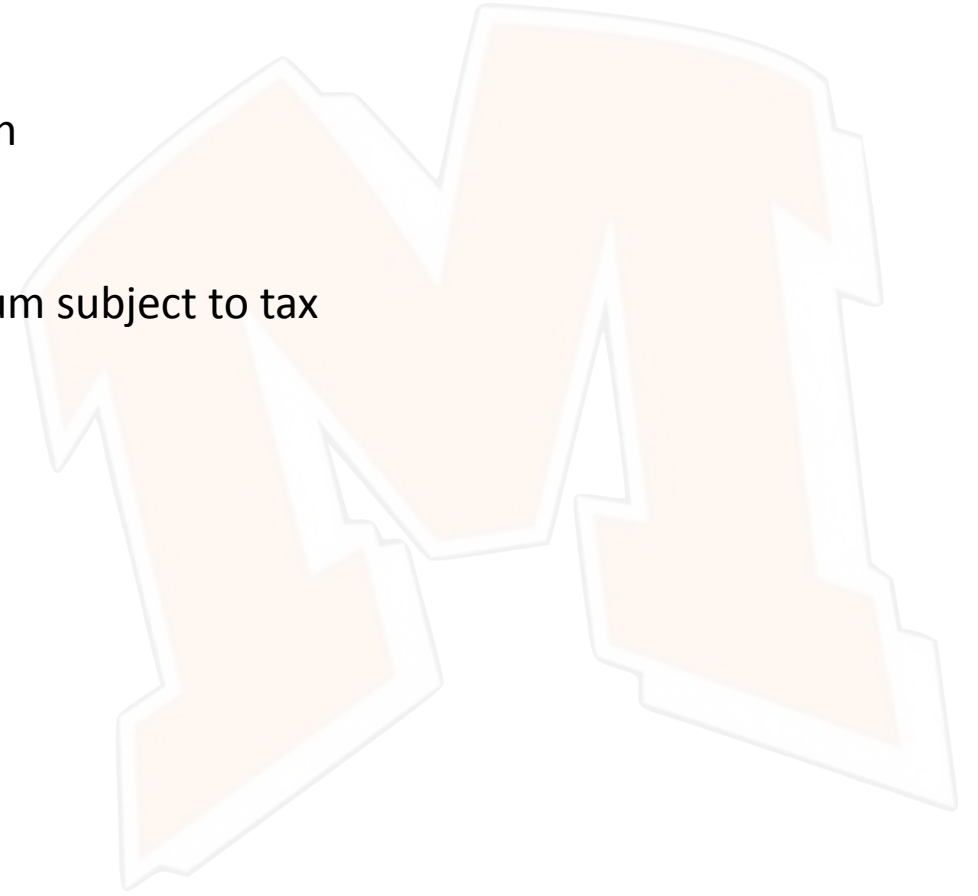
TRANSPORTATION

- School Year Transportation
 - Number of students transported daily 615
 - Number of schools served 63
 - Number of buses managed 42
- Extended School Year Transportation
 - Number of students transported daily 80
 - Number of in-district buses 11
 - Number of out-of-district buses 5



BUDGET MATTERS

- Tax Levy Cap
- Increase faculty to support program expansion
- ERS/TRS
- FICA - increase in salaries/ increase in maximum subject to tax
- Broaden eligibility for health insurance



RESERVE FOR CAPITAL PROJECTS

BE IT RESOLVED, that the Board of Education of the Mamaroneck Union Free School District hereby authorizes the following proposition to be placed on the ballot of the May 20, 2025 annual vote:

"Shall the Board of Education, pursuant to Education Law section 3651, be authorized to establish a Capital Reserve Fund known as the "2025 Capital Reserve" for the purpose of performing construction/reconstruction/renovation at Central School, Chatsworth Avenue School, Mamaroneck Avenue School, Murray Avenue School, Hommocks Middle School, Mamaroneck High School, and the District's transportation garage, the foregoing to include all acquisition costs, labor, materials, equipment, apparatus and incidental cost thereto. The maximum amount of aforesaid Capital Reserve Fund shall be \$20,000,000, plus investment interest. The probable term is to be fifteen (15) years; the funds are to be transferred from surplus monies in unassigned fund balance including a sum not to exceed \$2,000,000.00 from the 2024-2025 budget, up to \$7,000,000 in funds previously liquidated from the District's tax certiorari reserve fund and thereafter in annual amounts not to exceed \$2,000,000.00 for each remaining year of the probable term. Upon establishment and funding of said reserve, the Superintendent of Schools or his designee shall be directed to deposit monies of the reserve fund in a separate bank account to be known as the "2025 Capital Reserve Fund."

