

WORKSHOP MEETING PAGE 051 JANUARY 8, 2014
SOUTH COUNTRY CENTRAL SCHOOL DISTRICT
BOARD OF EDUCATION
MINUTES

A. CALL TO ORDER

Board President Chris Picini called a Workshop Meeting of the Board of Education to order at 6:40 p.m. The meeting took place at the South Haven School, 2714 Montauk Highway, Brookhaven, NY.

Board of Education Members Present

Victor Correa	Chris Picini
Rocco DeVito	Rob Powell
Lisa Di Santo Grossman	Barbara Schatzman (<i>arrived 6:42 pm</i>)
Carol Herrmann	Vanessa Vaughan, <i>Student Ex-Officio Member</i>
Jeannette Mistler (<i>arrived 6:50 pm</i>)	

Board of Education Members Absent: Julio Morales

Others Present: Superintendent Dr. Joseph Giani, Nelson Briggs, Charles Delargy, Margaret Evers, Bob McIntyre, Tim Hogan and Travis Davey.

EXECUTIVE SESSION

A motion (Correa / DeVito) to enter Executive Session at 6:40 pm to discuss capital project legal negotiations and contract negotiations for central office staff.

VOTE: *Motion carried.* 6-Yes, 0-No, Absent (Mistler, Morales, Schatzman).

Public session reconvened at 7:30 pm.

Pledge of Allegiance

Trustee Correa led all present in the Pledge of Allegiance to the flag.

B. EMERGENCY EVACUATION PROCEDURE / SMOKE-FREE SCHOOL DISTRICT

Board President Picini discussed the exits to be used in the event of an emergency and reminded all present that the South Country School District is a smoke-free District, with smoking prohibited in all buildings and on school grounds.

C. BOARD CONSENT AGENDA - APPROVALS

A motion (Herrmann /Powell) to approve the following:

1. Minutes of BOE Business Meeting December 11, 2013.

VOTE: *Motion carried.* 6 -Yes, 0-No, 2-Abstain (Correa, Schatzman), Absent (Morales).

A motion (Herrmann /Powell) to approve the following:

2. **RESOLVED**, upon the recommendation of the Superintendent of Schools, the Board of Education hereby appoints the President of the Board of Education to speak on behalf of the Board at all Industrial Development Agency hearings in relation to Payments in Lieu of Taxes (PILOT) for the 2013-14 school year.

VOTE: *Motion carried.* 7-Yes, 1-No, (Grossman), Absent (Morales).

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D. COMMUNICATIONS AND ANNOUNCEMENTS

- Dr. Giani reported that the heating issues at Verne Critz Elementary School have been resolved. Special recognition to our maintenance crews and custodial staff who worked around the clock, especially Mr. Pete Maddalone.
- Trustee Picini thanked all involved with the Dancing Classrooms program at Frank P. Long. It is a wonderful program and he is looking forward to having it again next year.
- Awards and Commendations
The following students were presented with certificates from the Superintendent and Board in recognition of their achievements:
Art
Art Teacher, Barbara Gallagher, acknowledged:
 - Danielle Rose, recipient of the South Bay Art Association Scholarship Award.
 - Rachel Saur, recipient of the Brookhaven National Laboratory Discovery Award.
Athletics
Athletic Director, Bob McIntyre, acknowledged the achievements of the following students:
 - Mariah Jno Charles- All County, Girls Cross Country.
 - Connor Cipp- All County, Football.
 - Connor Haverty- All County, Football.
 - Arella Guirantes- All County, Volleyball.
 - Matt Posch- NYSAHPERD Suffolk Zone Award.
 - Nina Puglisi- NYSAHPERD Suffolk Zone Award.
 - Chris Swenson- All County, Boys Cross Country.
 - Coach Larry Auth was also acknowledged in recognition of his 300 Victories for Girls Varsity Volleyball.

E. PUBLIC COMMENTARY (AGENDA ITEMS ONLY)

None.

F. ITEMS FOR DISCUSSION / ACTION

Assistant Superintendent for Business, Charles Delargy, gave a presentation on the “Tax Levy Cap / Expense and Revenue Overview” and a “Review of the 1000 and 5000 Codes”, which was followed by discussion with the Board.

G. BOARD CONSENT AGENDA – CURRICULUM AND INSTRUCTION

A motion (Correa / Herrmann) to approve the following Curriculum and Instruction Items:

1. **CSE Minutes**
2. **CPSE Minutes**

VOTE: *Motion carried unanimously.* 8 -Yes, 0-No, Absent (Morales).

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A motion (Correa / Powell) to approve the following Curriculum and Instruction Items:

3. **Girls Track Overnight Field Trip Request.**

VOTE: *Motion carried unanimously.* 8 -Yes, 0-No, Absent (Morales).

H. BOARD CONSENT AGENDA – PERSONNEL

A motion (Herrmann / Powell) to approve the following Personnel Items:

1. **Resignations/Retirements/ Leave of Absence/ Return from Leave of Absence.**
2. **New Instructional Appointments.**
3. **Substitutes.**

VOTE: *Motion carried unanimously.* 8 -Yes, 0-No, Absent (Morales).

I. BOARD CONSENT AGENDA – BUSINESS

A motion (Powell / DeVito) to approve the following Business Items:

1. **Letter of Agreement with MH Kane Construction Corp**
RESOLVED, upon the recommendation of the Superintendent of Schools, the Board of Education approves the Letter of Agreement between American Safety Casualty Insurance Company, M.H. Kane Construction Corp. and the South Country Central School District.
2. **Settlement Agreement with Arcon Electric, Inc.**
RESOLVED, upon the recommendation of the Superintendent of Schools, the Board of Education approves the Settlement Agreement between and among Arcon Electric, Inc., South Country Central School District and The Service Insurance Company.
3. **Results for Bid #2013-05 Kitchen Equipment**

VOTE: *Motion carried unanimously.* 8 -Yes, 0-No, Absent (Morales).

J. PUBLIC COMMENTARY (NON-AGENDA ITEMS)

Residents Sheryl Moodt, Toni Huffine, Regina Seltzer and Darlene Mercurio commented.

K. CLOSING REMARKS BY BOARD MEMBERS

None.

L. ADJOURNMENT

A motion (Mistler / Correa) to adjourn the meeting at 8:45 pm.

VOTE: *Motion carried unanimously.* 8-Yes, 0-No, Absent (Morales).

Respectfully submitted,

Nancy Poulos

Nancy Poulos
District Clerk

Attachments



South Country

Central School District

Tax Levy Cap and Expense & Revenue Overview

Budget Presentation #3a

January 8, 2014

Chapter 97 of the Laws of 2011

Established Tax Levy Limits for NYS school districts and municipalities, effective 2012-2013.

Expires June 2016, but will remain as long as 'temporary' rent control and regulation laws remain in effect.

TAX LEVY THRESHOLD



Does the tax cap law mean school tax levies can't increase by more than 2 percent?

No. The law does not prohibit tax levy increases greater than 2 percent. Despite how it's been described by some politicians and the media, the legislation signed into law requires every district to calculate its own "tax levy limit." Two percent (or the rate of inflation, if less) is just one of eight factors in this calculation.

The law also establishes a higher threshold of voter approval for a budget to pass if a district's proposed tax levy increase (before exemptions outlined in the law) exceeds its individual "tax levy limit."

TAX LEVY THRESHOLD



$$\begin{aligned} & \text{Prior year tax levy (13-14)} \\ & \quad \times \\ & \text{Tax base growth factor, if any} \\ & \quad + \\ & \text{Payments in lieu of taxes receivable during prior year (13-14)} \\ & \quad - \\ & \text{Taxes levied to pay for local capital expenditures (13-14)} \\ & \quad = \\ & \quad \textit{Adjusted Prior Year Tax Levy} \\ & \quad \times \\ & \text{Allowable levy growth factor (lesser of 2% or CPI)} \\ & \quad - \\ & \text{Payments in lieu of taxes receivable in the coming year (14-15)} \\ & \quad + \\ & \text{Available carryover, if any} \\ & \quad = \\ & \quad \textit{Tax Levy Limit} \\ & \quad + \\ & \text{Coming school year exemptions/exclusions (14-15)*} \\ & \quad = \\ & \textit{Maximum Allowable Tax Levy (requiring simple majority)} \end{aligned}$$

*Coming school year exemptions/exclusions include estimated local capital expenditures for 14-15 PLUS increases to the NYS mandated employer retirement system contributions above two percentage points.

SOUTH COUNTRY'S TAX LEVY LIMIT

Prior year tax levy (13-14)	\$55,219,587
Multiply tax base growth factor	X <u>1.0022</u>
	\$55,341,070
Add payments in lieu of taxes receivable during prior year (13-14)	<u>+\$6,334,945</u>
	\$61,676,015
Add taxes levied to pay for local capital expenditures (13-14)	<u>+ \$0</u>
	\$61,676,015
<i>Adjusted Prior Year Tax Levy</i>	<i>\$61,676,015</i>
Allowable levy growth factor (lesser of 2% or CPI) <i>Assumed Rate</i>	X <u>1.5%</u>
	\$62,601,155
Less payments in lieu of taxes receivable in the coming year (14-15)	<u>-\$6,334,945</u>
	\$56,266,210
Add available carryover, if any	<u>+ \$0</u>
<i>Tax Levy Limit</i>	<i>\$56,266,210</i>
Add coming school year exemptions/exclusions (14-15) <i>Currently</i>	<u>+ \$0</u>
<i>Maximum Allowable Tax Levy (requiring simple majority)</i>	<i>\$56,266,210</i>
<i>Allowable Tax Levy Increase</i>	<i>\$1,046,623</i>
	<i>1.895%</i>

PROJECTED REVENUES

	2013-2014 Budgeted	2014-2015 Projected
Allowable Tax Levy Limit	\$55,219,587	\$56,266,210
State Aid – shows no increase	\$49,877,249	\$49,877,249
PILOTs	\$6,334,945	\$6,334,945
Miscellaneous Revenue	\$1,395,885	\$1,395,885
Designated Fund Balance & Reserve Appropriations	\$5,900,000	TBD
Total	\$118,727,666	\$113,874,289

Miscellaneous Revenue: Includes Day School Tuition, Health Services, Interest and Earnings, Medicaid Reimbursement, E-Rate and Rental Income.

Please note these numbers will change throughout the budget process.

PROJECTED EXPENSES

	2013-2014 Budgeted	2014-2015 Projected
Central Services	\$11,714,285	\$11,841,739
Curriculum	\$60,000,134	\$62,535,385
Transportation	\$7,628,879	\$7,877,210
Benefits & Debt Service	\$39,384,368	\$42,221,433
Total	\$118,727,666	\$124,475,767

Please note these numbers will change throughout the budget process.

School Budget Meetings/Presentations

- December 4, 2013
 - Review of the Budget Process Long-Term Planning/Reserves
- December 11, 2013
 - Review of the Budget Process Budget Codes Explained
- January 8, 2014
 - Tax Levy Cap & Budget Expense and Revenue Overview
 - 1000 General Support, Operation & Maintenance, Security, Utilities
 - 5000 Transportation
- **January 22, 2014**
 - **Career & Technical Education**
- February 12, 2014
 - 9000 Employee Benefits, Debt Service, Fund Transfers & Capital Expenditures
- February 26, 2014
 - South Haven Program
- March 12, 2014
 - Special Education & Student Personnel Services
- March 26, 2014
 - 2000 Curriculum & Instruction and Staffing Analysis
- April 9, 2014
 - Recommended Budget
- April 23, 2014
 - Budget Adoption

May 7, 2014 - Budget Hearing

May 20, 2014 - BUDGET VOTE & ELECTION



South Country

Central School District

Review of 1000 and 5000 Codes

Budget Presentation #3b

January 8, 2014

BOARD OF EDUCATION, ELECTIONS & DISTRICT CLERK



		2013-2014 Budgeted	2014-2015 Projected
1010.475	Conf. & Travel	\$3,000	\$3,000
1010.490	BOCES	\$1,000	\$1,000
1010.501	BOE Supplies	\$900	\$1,000
1040.160	Salaries- DC	\$74,339	\$74,339
1040.501	Supplies- DC	\$900	\$1,000
1060.400	Elections	\$43,000	\$44,500
1060.501	Election Supplies	\$6,750	\$7,000
	<i>Sub-Total</i>	<i>\$129,889</i>	<i>\$131,839</i>

SUPERINTENDENT OF SCHOOLS



		2013-2014 Budget	2014-2015 Projected
1240.150	Salaries- Superintendent	\$250,000	\$250,000
1240.160	Salaries-Administrative Asst.	\$73,159	\$75,354
1240.475	Conferences	\$3,000	\$3,000
1240.501	Supplies	\$2,700	\$5,000
	Sub Total	\$328,859	\$333,354

FINANCE



		2013-2014 Budgeted	2014-2015 Projected
1310.150	Salaries-Assistant Supt of Business	\$200,850	\$200,850
1310.160	Salaries-Business Office Staff	\$291,466	\$295,791
1310.200	Equipment	\$1,000	\$1,000
1310.400	Contract Services*	\$70,000	\$50,000
1310.472	Advertising- Business Office	\$2,500	\$2,500
1310.475	Conferences	\$2,000	\$2,000
1310.490	BOCES – Payroll, Accounting and Purchasing Systems	\$51,250	\$51,250
1310.501	Supplies	\$45,000	\$50,000
1345.160	Salaries-Purchasing	\$47,509	\$47,509
1345.490	BOCES - Cooperative Bidding	\$8,642	\$8,902
1320.445	External Auditors	\$60,000	\$62,500
1320.446	Internal Auditors	\$65,000	\$66,000
1320.447	Claims Auditors	\$15,750	\$16,065
1325.160	Salaries- District Treasurer	\$61,800	\$61,800
	Sub Total	\$922,767	\$916,167

*Includes *Munistat Fiscal Services, edData (cooperative bidding) , Actuarial Solutions (Actuary for GASB reports), Booksmart Accounting Solutions, OMNI (third party administrator), and Pitney Bowes (postage/mailer machinery)*

PERSONNEL



		2013-2014 Budgeted	2014-2015 Projected
1430.150	Salaries-Assistant Supt of HR	\$185,658	\$185,658
1430.160	Salaries-Clerical Staff*	\$238,480	\$204,379
1430.200	Equipment	\$1,000	\$1,000
1430.400	Conference Travel	\$500	\$500
1430.490	BOCES**	\$120,425	\$55,000
1430.501	Supplies	\$4,500	\$5,000
	Sub Total	\$550,563	\$451,537

*Projected decrease in staff.

**BOCES reduction due to eliminating sub service.



LEGAL AND PUBLIC INFORMATION

		2013-2014 Budget	2014-2015 Projected
1420.441	Legal (General Counsel, Retainer)	\$52,000	\$52,000
1420.442	Legal (General Counsel & settlements)	\$225,000	\$225,000
1420.443	Legal (Negotiations-Retainer)	\$36,500	\$36,500
1420.444	Legal (Negotiations-Hourly)*	\$70,000	\$40,000
1420.445	Legal (Counsel Tan Borrowing)	\$15,000	\$15,000
1480.400's	Public Information	\$40,000	\$41,000
	Sub Total	\$438,500	\$409,500

*Anticipated decrease based on needs and trends.

OPERATIONS & MAINTENANCE STAFFING



		2013-2014 Budgeted	2014-2015 Proposed
1620.160	Salaries- Custodial	\$2,285,431	\$2,351,163
1620.160.06	Salaries- Census Enumerators (Hourly)	\$22,000	\$22,000
1620.163	Salaries- Dispatcher	\$42,225	\$42,225
1620.164	Salaries-Custodial Supervisor	\$68,504	\$69,013
1620.165	Salaries-Substitutes	\$200,000	\$200,000
1620.190	Salaries-O/T	\$150,000	\$150,000
1621.161	Salaries-Maintainers	\$284,744	\$276,157
1670.160	Salaries-Driver Messengers*	\$94,678	\$45,973
	Sub Total	\$3,147,582	\$3,156,531

*Projected elimination of one of two driver messengers.

OPERATING & MAINTENANCE: STAFFING

Position	Staff
Custodial	40
Head & Chief Custodians	6
Custodial Supervisor	1
Maintenance Supervisor	1
Mechanics & Laborer	5
Dispatcher	1
Driver Messengers	1

Custodial staff based upon Planning Guide for Maintaining School Facilities; Level 2 Cleaning Guidelines (18,000-20,000 sq. ft. per 8 hour shift).



Custodial Location	Day Staff	Night Staff
High School (240,000)	5	8
Middle School (220,000)	4	7
FPL (102,000)	2	4
Brookhaven (93,183)	2	3
VWC (68,800)	1	3
Kreamer St. (54,100)	1	3
South Haven (12,800)	1	.5
Central Office (19,800)	1	.5

OPERATIONS & MAINTENANCE MATERIALS AND SUPPLIES

		2013-2014 Budgeted	2014-2015 Projected
1620.200	Equipment	\$84,250	\$84,250
1620.449	Contract Services	\$559,000	\$565,000
1620.454	Fuel Oil	\$130,000	\$130,000
1620.455	Water Services	\$22,000	\$23,000
1620.469	Waste Disposal	\$75,000	\$75,000
1620.474	Travel & Conference	\$5,000	\$5,000
1620.476	Natural Gas	\$550,000	\$550,000
1620.477	Electric	\$950,000	\$975,000
1620.478	Telephone Services*	\$50,000	\$90,000
1620.490	BOCES	\$7,500	\$7,500
	Sub Total	\$2,432,750	\$2,504,750

* New warranty is required for system. Previous warranty expires June 2014.

OPERATIONS & MAINTENANCE MATERIALS AND SUPPLIES

1620.449 Contract Services

Abatement Testing
Cesspool Needs
Duct Cleaning & Repair
Fire Equipment Maintenance
Ground Maintenance
Locksmith Expenses
Plumbing Repair
Sheet Metal
Sound & Video Repair
& other required contract
services as needed.



1620.490 BOCES Services

Health & Safety Services
Custodial Certification Programs

OPERATIONS & MAINTENANCE MATERIALS AND SUPPLIES

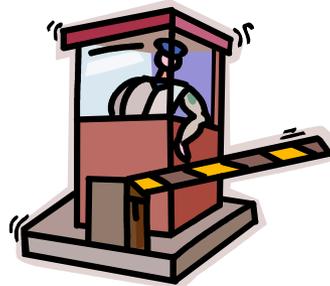


		2013-2014 Budgeted	2014-2015 Projected
1620.501	Office Supplies	\$3,000	\$3,000
1620.540	Custodial Supplies	\$250,000	\$250,000
1620.550	Glass Repair	\$7,500	\$7,500
1620.560	Uniforms	\$25,000	\$25,000
1620.570	Auto Parts	\$15,000	\$15,000
1620.571	Gasoline	\$30,000	\$30,000
1620.572	Oil & Lubricants	\$4,000	\$2,500
1620.573	Tires	\$5,000	\$5,000
	Sub Total	\$339,500	\$338,000

OPERATING & MAINTENANCE:

Security

Location	Staff
High School	13
Middle School	6
FPL	2
Brookhaven	1
VVC	1
Kreamer St.	1
South Haven	2
Events	As needed



		2012-2013 Budgeted	2014-2015 Projected
1620.161	Salaries- Security Hourly & OT	\$660,000	\$670,000

CENTRAL PRINTING & DATA PROCESSING



		2013-2014 Budgeted	2014-2015 Projected
1670.473	Postage for Central Mailing	\$65,000	\$65,000
1670.501	Duplicating Supplies	\$6,000	\$6,000
1680.150	Salaries – Technology Position*	\$-	\$75,000
1680.160	Salaries-Data processing & Technology	\$177,820	\$177,820
1680.200	Technology Equipment**	\$-	\$200,000
1680.449	Internet Service	\$142,000	\$100,000
1680.490	BOCES*	\$873,646	\$775,000
1680.490.06	BOCES - copy machines	\$262,196	\$260,000
1680.501	Supplies	\$74,250	\$74,250
	Sub Total	\$1,600,912	\$1,733,070

*Proposed shift in position from outside contractor to be established within our organization. This will decrease our cost to BOCES (1680.490).

BOCES: Technology Acquisitions, Data Warehousing, LAN/WAN Lines, and CORE staffing

**Projected cost needed to maintain current technology based systems.

INSURANCE & ASSOCIATION COSTS

		2013-2014 Budgeted	2014-2015 Projected
1910.422	Liability Insurance	\$433,125	\$438,482
1910.424	Insurance – Other	\$192,500	\$175,000
1920.479	School Association Dues	\$21,000	\$21,000
1981.490	BOCES - Administration & Rental *	\$546,135	\$562,509
	Sub Total	\$1,192,760	\$1,196,991

Liability insurance is divided between Student Accident and General Liability

Other insurance includes Property and Casualty, Third Part Administrator Coverage, and Nurses' Malpractice Insurance.

*The cost of BOCES is divided amongst every school district. This budget represents our estimated share of the cost.



TRANSPORTATION

		2013-2014 Budgeted	2014-2015 Proposed
5510.100s	Salaries- Transportation: Monitors & Aides	\$238,809	\$265,525
5510.400	Contract Services	\$75,000	\$75,000
5530.434	Lease- Vehicle Garage	\$36,720	\$37,455
5540.400	Contract – Private & Public Schools Special Education & Homeless Student Routes	\$6,987,650	\$7,197,280
5540.401	Additional Insurance	\$30,000	\$30,000
5545.401	Transportation – Athletics	\$225,000	\$231,750
5545.402	Field Trips – Schools	\$35,700	\$50,200
	Sub Total	\$7,628,879	\$7,877,210

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May 7, 2014 - Budget Hearing

May 20, 2014 - BUDGET VOTE & ELECTION

Bid #2013-05 Kitchen Equipment & Refurbishment (Nov 15 2013) SMALLWARES	Sam Tell and Son Inc.	Buffalo Hotel Supply Co.	Johnson-Lancaster and Associates, Inc.	Sysco Long Island, LLC
1 72 ea POCKET THERMOMETER	183.60	-	128.88	130.32
2 72 ea THERMOMETER, REFRIG FREEZER	183.60	-	151.20	114.48
3 24 ea OVEN THERMOMETER	61.20	-	37.68	38.16
4 48 ea POCKET THERMOMETER	612.48	-	218.40	220.80
5 24 dz TOWEL, BAR	153.12	-	93.36	478.56
6 15 dz POT HOLDER	579.90	-	486.75	546.30
7 3 ea TABLE TENT, MESSAGE NUMBER	281.31	-	19.89	19.44
8 48 ea PORTION CONTROL SPOON LADLE	110.40	-	70.08	71.04
9 48 ea PORTION CONTROL SPOON LADLE	78.72	-	70.08	71.04
12 48 ea SLEEVE	336.96	-	282.72	317.28
13 6 ea DUNNAGE RACK, LOUVERED SLOTTED	517.44	-	535.62	597.90
14 96 ea STEAM TABLE PAN, STAINLESS	906.24	-	741.12	816.96
15 72 ea STEAM TABLE PAN, STAINLESS	459.36	-	349.20	383.76
16 48 ea STEAM TABLE PAN, STAINLESS	993.60	-	353.76	870.24
18 120 ea NUMBER STAND	270.00	-	226.80	236.40
19 6 ea CUTTING BOARD	67.38	-	43.98	44.46
20 6 ea CUTTING BOARD	72.72	-	44.76	45.24

Bid #2013-05 Kitchen Equipment & Refurbishment (Nov 15 2013)	Sam Tell and Son Inc.	Buffalo Hotel Supply Co.	Johnson-Lancaster and Associates, Inc.	Sysco Long Island, LLC
22 6 ea CUTTING BOARD	72.72	-	44.76	45.24
25 24 ea GLOVES	429.36	-	360.24	404.40
26 4 ea Stepstool	259.52	-	61.09	204.52
27 8 ea FLOOR SIGN	98.64	-	29.04	29.36
28 48 ea PLASTIC FOOD PAN	918.72	-	533.28	539.52
29 48 ea PLASTIC FOOD PAN	1,009.44	-	588.48	595.68
30 48 ea PLASTIC FOOD PAN	531.84	-	271.20	273.60
31 48 ea PLASTIC FOOD PAN	533.76	-	315.36	318.24
32 36 ea STEAM TABLE PAN	168.12	-	111.60	121.68
33 36 ea STEAM TABLE PAN	136.44	-	86.04	93.96
34 36 ea STEAM TABLE PAN	115.56	-	71.28	96.48
35 1 ea SQUARE FOOD CONTAINER	10.90	-	7.01	85.08
36 1 ea SQUARE FOOD CONTAINER	12.47	-	8.04	97.56
37 1 ea SQUARE FOOD CONTAINER	18.19	-	11.95	145.08
38 1 ea ROUND FOOD CONTAINER	11.67	-	7.53	45.72
39 1 ea ROUND FOOD CONTAINER	14.65	-	9.31	45.66
40 1 ea ROUND FOOD CONTAINER	21.28	-	13.82	83.88