

**Horseheads Central School District
Community Budget Workshop
Big Flats Elementary School
March 3, 2016**

Present: Boulas, Christiansen, Conklin, Dale, Jacobus, Johnson, Lynch, Sadler, Strollo

Also Present: Bostwick, Bracy, Buzzetti, Christiansen, Coghlan, Donahue, Douglas, Gill, Holloway, McDonough, Moyer, Patterson, Sechrist, Williams

Absent:

Call to Order: Board President Jim Jacobus called the Community Budget Workshop to order at 6:00 PM

Board President's Remarks:

Board President Jim Jacobus welcomed everyone to the second Budget Workshop of the year with the final one being held on April 7th at the Broad Street School. Jim explained the guidelines and format of the Workshop as per Board Policy 2370: Public Participation at Board Meetings for Board of Education Community Budget Meetings, noting that the public session should not exceed 30 minutes, giving individuals at least 3 minutes to speak and if need be the Board is able to make a motion to extend it. Jim further explained that School Business Administrator Katy Buzzetti will present a Re-Cap of the February 3rd Budget Presentation, the Updated 2016-2017 Budget Development, Human Resources Department Overview, Athletics Department Overview and Special Education Department Overview. There will be an opportunity for the Board to ask questions at the end of the presentation and then the floor will be open to the Public for comments/questions at the conclusion of the presentation. Jim stated the final presentation for tonight will be the Board of Education discussing the 2016-2017 Budget Development Process and Parameters followed by comments from the Public, and then the Board will discuss the Business Portion of the Meeting.

Re-Cap of the February 3rd School Budget Presentation

Dr. Thomas J. Douglas, Superintendent of Schools, welcomed the Public to the second Budget Presentation of the year and stated it will begin with School Business Administrator Katy Buzzetti presenting a Re-Cap of the February 3rd Budget Presentation. Dr. Douglas stated the workshop will follow the same format that was used at the last Budget Presentation at the Town of Erin. Dr. Douglas thanked everyone for attending tonight's presentation and apologized for having to move the presentation from the Big Flats Community Center to the school.

School Business Administrator Katy Buzzetti presented a ReCap of the February 3rd Budget Presentation. Katy stated the Total Revenue is \$70,090,496; the Total Expenditures is \$75,318,441 with a Gap of -\$5,227,945. Katy stated this Gap amount does not include the use of Reserve Funds or the Fund Balance. Restoration of the GEA, Budget Reductions, Use of Fund Balance/Reserves and the Final Potential Tax Levy Decision. Katy reviewed the Facilities Services Budget noting a total increase of \$3,610,527(0.69%), the Transportation Budget

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noting a decrease of $-\$2,615,698(-3.79\%)$, the Bus Replacement Proposition seeking six 65-passenger buses and two wheelchair-accessible buses at a cost not to exceed $\$1,100,000$, the Technology Budget noting a total increase of $\$2,311,602(2.87\%)$. Katy stated as of March 3, 2106, the adjusted Baseline Budget for Expenditures is $\$75,809,175$, Revenues is $\$70,090,496$ with a Gap of $-\$5,718,679$. Katy stated as of March 3, 2016, Funding Sources include the Possible Revenues - Tax Levy $-\$16,231$, Potential State Aid - GEA - $\$0$ - $\$648,306$ and Additional State Aid and the use of Fund Balance/Reserves are unknown at this time. Katy stated the Tax Levy Limit calculation of -0.05% for 2016-2017 and additional State Aid are pending final State Budget approval.

School Business Administrator Katy Buzzetti presented an Overview of the Human Resources Department Proposed Budget noting the total amount budgeted for 2016-2017 is $\$386,360$, an increase of 5.04% , Katy reviewed the Human Resources Salary/Position Information totaling a budget amount of $\$294,545$. Katy reviewed the Human Resources Considerations which total $\$16,200$ consisting of an increase in a 0.4 FTE Benefits Assistant and an On-Line Application System. Katy noted the part-time position is needed to support the District's Benefits Specialist with day to day tasks and to be in compliance with the Affordable Care Act and the On-Line Application System which could result in a decrease in the District's advertising costs.

School Business Administrator Katy Buzzetti presented an Overview of the Athletic Department Proposed Budget noting the total amount budgeted for 2016-2017 is $\$621,691$, an increase of 2.05% . Katy reviewed the Athletic Department Salary/Position Information totaling a budget amount of $\$502,136$. Katy reviewed the Athletic Department Considerations which total $\$76,165$ which includes bringing back the Intramural Programs, Fourth-Grade Swimming Program, Off-Campus Physical Education Classes(High School), Physical Education Equipment/Supplies, Athletic Uniforms, Contractual Reconditioning, Cost of Officials, Family ID Software and Three Modified Coaching Positions.

Dr. Thomas J. Douglas, Superintendent of Schools noted that if we are going to move away from parents transporting students to games, then we will have additional transportation costs. When we schedule a bus we have to follow what is contractual and are currently sending buses out and back for a two-hour bus trip. Currently, we are able to manage but we need to come up with an amount in our budget to cover this as more students will be riding the buses. Dr. Douglas stated that the Three Modified Coaching Positions are not really new positions as we have two coaches for the Basketball Teams coaching all three teams; whereas, we want to have one for each team, which would mean Three Modified Coaching Positions which would make it so that all the students are properly supervised.

Board Member Warren Conklin inquired if the District has moved away from its Uniform Replacement Schedule which was in place at one time. Dr. Douglas stated that due to cuts in the budget the District was not able to follow the schedule which is why we are trying to get it back in place.

School Business Administrator Katy Buzzetti presented an Overview of the Special Education Department Proposed Budget noting the total amount

budgeted for 2016-2017 is \$9,121,630, an increase of 5.50%. Katy reviewed the Special Education Department Salary/Position Information totaling a budget amount of \$4,767,401. Katy reviewed the Special Education Department Considerations which total \$20,557 - ? which includes a 0.2 FTE increase in BOCES Itinerant Special Education Services, 504/CSE Restructuring noting if 504s are moved back to Student Services, additional support may be needed. Dr. Thomas J. Douglas, Superintendent of Schools stated that he does not know if the 504/CSE Restructuring will be addressed this year or if it will have to be reconsidered for next year's budget.

Board of Education Discussion and Questions Regarding the Presentation

Board Member Lisa Christiansen inquired if the Family ID Software is a one-time fee or a yearly cost. Director of Athletics Bert Conklin stated it is a one-time purchase. Bert stated this will make it easier for the Nurses as they will no longer need to process the medical information as the parents would load the information into the WebSite which would make for better communication between home and school. It would be quicker access, no more paper forms and the parent signature would be done electronically on-line.

Board Member Doug Johnson inquired if the Off-Campus Physical Education Classes(High School) will allow for the Fourth Grade Swim Program to occur. Director of Athletics Bert Conklin stated that in order for the Swim Program to take place, we need to have a place for all the High School Physical Education Classes to also take place. High School Principal Karen Donahue stated that the High School currently uses all the space that we have for our current Physical Education classes and have to be very creative in doing so. If we are able to have students participate in off-campus classes such as canoeing, kayaking, bowling, etc, then this would allow for the 4th Grade Swim Program to return.

Board President Jim Jacobus thanked Superintendent Dr. Thomas J. Douglas and School Business Administrator Katy Buzzetti for putting together a very thorough Budget Presentation.

Questions and Comments from the Public

There were no Questions or Comments from the Public.

Final Questions and Comments from Board Members

Board Member Brian Lynch stated that he is very pleased that the 4th Grade Swim Program and the Off-Campus Physical Education Classes(High School) are being considered as being put back in the budget. He stated that swimming is a vital life-skill and he was very disappointed when we had to drop it from the Budget years ago.

Board Member Doug Johnson inquired for clarification of the Human Resources Considerations of the 0.4 FTE Benefits Assistant Position. Director of Human Resources Judy Christiansen stated it would be a part-time position to support the District's Benefits Specialist with day to day tasks and to be in compliance with the Affordable Care Act.

Board President Jim Jacobus stated that he is very pleased to see that the Intramurals Program is being considered as being put back in the budget as he realizes when this was taken out of the budget the public was very disappointed and upset.

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Board Member Kristine Dale had to leave after the Budget Presentation.

Finance Items

Resolution to Approve the Proposition for a 2016-2017 Bus Purchase

Moved by Strollo, seconded by Lynch.

RESOLUTION DATED MARCH 3, 2016, OF THE BOARD OF EDUCATION OF THE HORSEHEADS CENTRAL SCHOOL DISTRICT AUTHORIZING A PROPOSITION TO BE PRESENTED TO THE VOTERS AT THE ANNUAL DISTRICT MEETING.

BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE HORSEHEADS CENTRAL SCHOOL DISTRICT that the following proposition be presented to the voters at the annual meeting of each voters to be held on Tuesday, May 17, 2016.

PROPOSITION

SHALL, the Board of Education of the Horseheads Central School District. be authorized to (1) acquire six(6) sixty-five passenger school buses and two(2) wheelchair accessible buses, at a maximum aggregate cost of \$1,100,000; (2) expend each sum for such purpose; (3) levy the necessary tax therefore, to be levied and collected in annual installments in such years and in such amounts as may be determined by the Board of Education taking into account State Aid; and (4) in anticipation of the collection of such tax, issue bonds and notes of the District at one time or from time to time in the principal amount not to exceed \$1,100,000, and levy a tax to pay the interest on said obligation when due?

BE IT FURTHER RESOLVED that the District Clerk is hereby directed to include of such proposition in the notice of the annual meeting.

BE IT FURTHER RESOLVED, that this resolution take effect immediately upon the adoption.

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
Boulas			
Christiansen			
Conklin			
			Dale
Jacobus			
Johnson			
Lynch			
Sadler			
Strollo			

MOTION CARRIED

The approval of the Resolution to Approve the Proposition for a 2016-2017 Bus Purchase was brought to the Board for Board action.

Legal Notice for May 17, 2016, Budget Vote

Moved by Christiansen, seconded by Strollo.

RESOLVED, that the Horseheads Central School District Board of Education approve the Legal Notice for May 17, 2016, Budget Vote as presented.

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
Boulas			
Christiansen			
Conklin			

Dale

Cont'd

Jacobus
 Johnson
 Lynch
 Sadler
 Strollo

MOTION CARRIED

The approval of Legal Notice for the May 17, 2016, Budget Vote was brought to the Board for Board action.

Correspondence For Action

Overnight Field Trip for One Varsity Bowling Team Member to attend the New York State Championships on March 5-6, 2016

Moved by Christiansen, seconded by Strollo.

RESOLVED, that the Horseheads Central School District Board of Education approve the Overnight Field Trip for One Varsity Bowling Team member to attend the New York State Championships on March 5-6, 2016, in Buffalo, New York, as presented.

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
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Boulas

Christiansen

Conklin

Dale

Jacobus
 Johnson
 Lynch
 Sadler
 Strollo

MOTION CARRIED

The approval of the Overnight Field Trip for One Varsity Bowling Team member to attend the New York State Championships on March 5-6, 2016, in Buffalo, New York, was brought to the Board for Board action.

Board Member Warren Conklin inquired if the Policy Committee should discuss the Overnight Field Trip Policy specifically when its athletes tied with competition that it is an extension of the season so that it will not need to be brought in front of the Board but may be approved by the Superintendent. Board President Jim Jacobus inquired if there should be a separate policy from Field Trips and a Policy dealing with athletics. Dr. Thomas J. Douglas stated this could be discussed at the July Organizational Meeting allowing for the Superintendent to authorize approval without Board approval for emergency situations.

Personnel Items

Human Resources Recommendations

Moved by Strollo, seconded by Lynch.

RESOLVED, that the Horseheads Central School District Board of Education approve the Human Resources Recommendations as presented.

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
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Boulas

Christiansen

Conklin

Dale

Jacobus
 Johnson

Lynch
Sadler
Strollo

MOTION CARRIED

The approval of the Human Resources Recommendations was brought to the Board for Board action.

Adjournment

Moved by Johnson, seconded by Sadler.

RESOLVED, that the Horseheads Central School District Board of Education adjourn from its Community Budget Workshop of the Board of Education at 6:37 PM.

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
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Boulas

Christiansen

Conklin

Dale

Jacobus

Johnson

Lynch

Sadler

Strollo

MOTION CARRIED

Moved by Sadler, seconded by Christiansen.

RESOLVED, that the Horseheads Central School District Board of Education go into Executive Session at 6:38 PM to approve 504 Recommendations and discuss an Appeal of a Superintendent's Hearing Decision.

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
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Boulas

Christiansen

Conklin

Dale

Jacobus

Johnson

Lynch

Sadler

Strollo

MOTION CARRIED

Moved by Lynch, seconded by Christiansen.

RESOLVED, that the Horseheads Central School District Board of Education approve the 504 recommendations as presented.

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
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Boulas

Christiansen

Conklin

Dale

Jacobus

Johnson

Lynch

Sadler

Strollo

MOTION CARRIED

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Moved by Boulas, seconded by Christiansen.

RESOLVED, that the Horseheads Central School District Board of Education adjourn from Executive Session at 6:50 PM and reconvene to its Regular Meeting of the Board of Education at 6:51 PM.

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
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Boulas

Christiansen

Conklin

Dale

Jacobus

Johnson

Lynch

Sadler

Strollo

MOTION CARRIED

Moved by Conklin, seconded by Strollo.

RESOLVED, that the Horseheads Central School District Board of Education adjourn from its Regular Meeting of the Board of Education at 6:52 PM.

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
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Boulas

Christiansen

Conklin

Dale

Jacobus

Johnson

Lynch

Sadler

Strollo

MOTION CARRIED

Respectfully Submitted By:

Candy L. Maine,

Candy L. Maine, District Clerk

