

**SOUTHERN WESTCHESTER BOCES BUDGET MEETING
BOCES Central Administrative Offices
17 Berkley Drive, Rye Brook, New York
December 13, 2016**

Minutes of budget meeting held on Tuesday, December 13, 2016:

In Attendance:

Joseph Wooley, Board of Education President
Catherine Draper, Board of Education Vice President
John DeSantis
John Filiberti
Georgia Riedel

Absent: Lynn Frazer-McBride

Also in Attendance:

Harold Coles, District Superintendent
Jacqueline O'Donnell, Deputy District Superintendent / Chief Operating Officer
Steve Tibbetts, Assistant Superintendent for Business and Administrative Services
John Miller, Director of Business
Claudia Murphy, Director of Adult and Community Services
James Gratto, Jr., Assistant Superintendent for Educational Services
Jennifer Simmons, Director of Interscholastic Athletics
Lisa Schuchman, Director of Special Services
Suzanne Doherty, Director of Human Resources
Joe Donaldson, Assistant Director of Interscholastic Athletics
Scott Kaufman, Principal, Special Services
Allison Emig, Principal, Special Services
Alberta Grant-Johnson, Principal, Special Services
Phyllis Rizzi, Principal, Special Services
Leslie Handler, Principal, Special Services

CALL TO ORDER:

President Wooley called the Budget Meeting of December 16, 2016 to order at 6:30 p.m.

President Wooley led the Board in the Pledge of Allegiance.

Georgia Riedel made and John DeSantis seconded a motion to appoint James A. Gratto Jr. as Clerk pro tem for the Budget Meeting of December 13, 2016.

Ayes = 5

Nays = 0

The motion carried.

2017-2018 BUDGET PRESENTATION:

Steve Tibbetts explained the agenda for the Board Meeting.

Administration and Capital:

**Joe Wooley is the BOE member assigned to these departments*

Steve Tibbetts explained the 2017 – 2018 Administration and Capital Budget:

- BOCES budget vote will be on April 25, 2017, with the annual meeting on April 5, 2017
- Administrative/Capital budget is 8% of the overall BOCES budget
- The day to day budget will remain relatively the same
- Retiree health benefits must be accounted for in the administrative budget
- Day to Day increase will be 1.5%
- Health insurance will increase 11 – 12%
- Increases come from the Affordable Care Act consultant as well as contractual and Terms and Conditions increases
- Teachers Retirement Contribution rate will decrease from 11.2% to approximately 10%
- FTE positions at Berkley Drive will remain the stable, with no increase
- Reduction in administrative automobile usage benefit
- Active employee demographics impact the budget
- Retiree costs will continue to grow in future years
- Projecting 542 retirees next year
- Medicare rate will remain flat next year
- The retiree portion of the administrative budget increase will be 5.2%, which is lower than the past two years
- Budget to budget increase = 3.72%
- Capital budget will remain relatively flat
- Space usage will remain consistent
- Reduction/consolidation of space usage in the Adult Education program
- Revenue sources are primarily from the component districts, post-employment fund and non-component districts
- Assessments to districts are going up approximately 10%
- RWADA assessments to component districts will increase 9.96% administratively and .92% in the capital budget
- Average increase to districts will be 7.85%

BOE members asked particular questions:

- What happens if an employee doesn't want health insurance? Steve Tibbetts responded that the employee signs a form which documents their decision to health insurance.
- How much lower are the premiums for Medicare? Steve Tibbetts responded that the Medicare rates are about 65% of premium costs

- How do we compare with component districts with retirees? Steve Tibbetts explained that budgeting is done differently in districts than in BOCES where active employee costs are billed to programs and retiree costs are in the administrative budget.
- Are we allocating non-component district funds to pay future retiree costs? Steve Tibbetts explained that BOCES is not permitted to do this.
- Are we setting aside any money for future retiree costs? Steve Tibbetts explained that all funds must be utilized in the current year only.

Center for Adult and Community Services:

**Catherine Draper is the BOE member assigned to this department*

Claudia Murphy explained the 2017 – 2018 budget for Adult and Community Services:

- Now positioned for growth and opportunity
- Most of the expenses are salaries and benefits
- State Aid, Grants and Tuition Based reviews have occurred
- Revenue sources are basically flat this year
- Budget decisions are based on regulations (WIOA, SUNY, Legislation)
- We have the ability to apply for grants
- LPN enrollment is not stabilized
- Continuing Education programs are in the process of planning a cohort for training, certifications and credentials
- Adult Learning Center reductions in funding have been beyond our control
- Some rental spaces were not renewed
- ALC mid-year projections have been met
- Incarcerated Youth Program is working collaboratively with DOC to provide instruction to cell-bound students
- Exploring possible CDOS pathway for incarcerated youth
- Remaining grants: WIA, Title I, Title II, ABE, Literacy
- Growing and changing: Community Partnerships, Certifications and Licensures, Grant Writing
- Serving approximately 6000 students this year, ages 17 and up
- We see the Center as the navigator for our participants, positioning ourselves to fill the gaps

BOE members asked particular questions:

- In terms of demographics, are we seeing a shift in country of origin, level of education or refugee status? Ms. Murphy explained that we partner with the Spanish Coalition and the Office of New Americans as well as with other agencies and attorneys in immigration to provide a safe leaning environment.

Interscholastic Athletics:

**John Filiberti is the BOE member assigned to this department*

Jennifer Simmons explained the Interscholastic Athletics Budget:

- We have 82 member districts. Poughkeepsie will be returning to Section 1 and Dover has applied to return
- We do all scheduling and hold the contracts for the officials
- Our on-line presence is through the Scoreboard website
- Working with Business Office to update on-line payment system
- Component districts pay based on enrollment, and there will be slight increases across the districts next year
- Increases are based on attendance data taken on BEDS day
- Staffing levels will remain stable
- The majority of the budget is personnel
- We've been negotiating the Officials Contract
- Districts have voted to add additional games to get to the maximum number of games allowed by the state
- Budget to budget increase is 3.26%

Board members asked particular questions:

- Are districts required to use a concussion management system? Ms. Simmons explained that districts are required to use a system.
- When will the contract negotiations with the officials be finalized? Ms. Simmons explained that the current contract expires in August of 2017 and that everyone is hopeful that it will be settled before it expires.

Special Services:

**John DeSantis is the BOE member assigned to this program*

Lisa Schuchman explained the 2017 – 2018 budget for Special Services:

- The Center for Special Services is experiencing growth and change
- TCI program and Response Teams
- PASS and Elementary IDT
- Focus on Learning
- Reverse main streaming at Tappan Hill Elementary
- Additional administrative and clerical support
- Rebuilding of building and classroom teams
- Support from the Carbone Clinic
- Enrollment remains stable
- Seeing an increase at the elementary level
- Total budget is \$44, 751,765
- 20% of our students have a 1:1 Teacher Aide or Teaching Assistant
- Salaries and benefits make up about 75% of the budget
- There will be a 1 – 2% increase in tuitions next year
- We will be eliminating the \$10,000 tuition reduction for students who attend the CTE program

ADJOURNMENT:

Catherine Draper made and John Filiberti seconded a motion to adjourn the budget meeting of December 13, 2016 at 7:56 p.m.

Ayes = 5

Nays = 0

The motion carried.

Respectfully Submitted,

James A. Gratto Jr., Clerk pro tem