

SOUTHERN WESTCHESTER BOCES BUDGET MEETING
BOCES Central Administrative Offices
17 Berkley Drive, Rye Brook, New York
December 12, 2016

Minutes of budget meeting held on Monday, December 12, 2016:

In Attendance:

Joe Wooley, Board of Education President
Catherine Draper, Vice President
John Filiberti
Lynn Frazer-McBride
Georgia Riedel
John DeSantis

Also in Attendance:

Jacqueline O'Donnell, Deputy District Superintendent / Chief Operating Officer
Steve Tibbetts, Assistant Superintendent for Business and Administrative Services
James A. Gratto, Jr., Assistant Superintendent for Educational Services
John Miller, Director of Business
Victor Pineiro, Director of Technology
Suzanne Doherty, Director of Human Resources
Pam Berger, Director of Library Services
Dahlia Jackson, Director of the Center for Career Services
Tom Briggs, Director of Operations and Maintenance
Betty Ann Wyks, Interim Director of Professional Development
Audrey Mangan, Principal, Center for Career Services
James Matera, Principal, Center for Career Services

President Wooley called the Budget Meeting of December 12, 2016 to order at 6:33 p.m.

Catherine Draper made and Georgia Riedel seconded a motion to appoint James A. Gratto Jr. as Clerk pro tem for the Budget Meeting of December 12, 2016.

Ayes = 6

Nays = 0

The motion carried.

2017-2018 BUDGET PRESENTATION:

Steve Tibbets introduced and explained the 2017-2018 Budget Binder and welcomed all BOE members to ask questions as needed.

Career Services:

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

Dahlia Jackson explained the Career Services budget:

- New at Career Services: Program Development Grant
- New positions funded through this grant: Work Based Learning Coordinator and Transition Coordinator
- Program approvals from NYSED are needed this year for: Multimedia, Computer Aided Design, 3-Dimensional Art, Sound Production
- Projecting 561 students for 2017-2018, including students from Special Services
- Projected 554 for 2016-2017, with current enrollment at 581
- Tuition increase is 1% for next year
- iCDOS tuition will remain the same next year
- Total budget is \$9,592,129
- Looking to move forward in continuing to reach out to districts
- We're growing steadily each year
- We have 15 programs that need NYSED approval this year
- Highlighted programs to build student culture (student government, community service projects, student of the quarter)
- Skills USA, Career Day and STEAM Day were highlighted
- Perkins Grant funding used to upgrade equipment and fund CRAFT committee
- Bilingual TASC program is being planned

BOE members asked particular questions:

- What will happen to the program when the Program Development Grant funding is finished? Ms. Jackson responded that the Center for Career Services is planning to include the costs in future budgets
- Do any programs use 3D printers? Ms. Jackson reported that some programs do use 3D printers.
- Have we explored union apprentice programs? Ms. Jackson responded that there are opportunities through the Electrical program
- Clarification on bilingual program, is it predominantly Spanish? Is our program similar to the Orange-Ulster program? Ms. Jackson and Ms. O'Donnell responded that the planning is on-going and was initiated through Board of Education discussions of these needs at prior Board of Education meetings.

Operations & Maintenance:

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

Tom Briggs explained the Operations and Maintenance budget:

Projects completed this year:

- Security upgrades
- Natural gas line at the Center for Career Services
- Roof replacement on Building 2 at the Rye Lake Campus
- Renovation of Cosmetology Lab
- LHRIC repair program: set up facility at CTE campus
- Phase 1 and 2 of LHRIC renovations at 450 Mamaroneck Avenue
- Repaving of 3 parking lots at the CTE campus
- New digital Entrance Sign at the CTE campus

Mr. Briggs also explained:

- Budget was developed through a collaborative effort
- Mandates from governing agencies contributed to the development of the budget
- The process for lead testing and Lock Down drills (*Mrs. O'Donnell and Mr. Tibbetts added that BOCES provided a great deal of support to districts as they have gone through the lead testing process*)
- Projected energy costs as well as fuel and electrical consumption over the past 5 years (electrical usage is down over the past 5 years)
- 2017-2018 budget is projected to increase by 2.17% (*Mr. Tibbetts explained that our budgets have remained relatively flat over the past five years, on average*)

BOE members asked particular questions:

- Any problems with the lead testing? Mr. Briggs explained that some areas showed lead, but these are in areas where there are no students, however the Department of Health recommended placing signage stating Not Potable, which will be done
- Is lead testing done on the Honor System? Mr. Briggs explained that the testing is on the Honor System but we use an outside company for testing and reporting
- Are we using LED bulbs? Mr. Briggs explained that we are phasing this in.
- Looking ahead, are there any projects we should be aware of? Mr. Briggs stated that we will be planning for two more roof replacements at the CTE campus, playgrounds at Tappan Hill and the Rye Lake campus and the need to replace boilers

Professional Development and Library Services:

**Lynn Frazer-McBride is the BOE member assigned to these departments*

Pam Berger explained the Professional Development budget:

- We currently have a reduced staff at the PD Center, with the 2017-2018 budget projecting a full staff
- Increased requests for library services
- Lead testing services
- Science Standards are being revised
- Homeless Grant funding is difficult to project (*Mrs. O'Donnell explained that the amount of funding for this grant has diminished significantly in recent years*)
- A strong partnership has developed within and across SW BOCES
- We participate in the statewide professional development network in ELA, math, science, social studies and leadership
- *Focus on Learning* is a cohort being led by Jackie O'Donnell to support classroom instruction
- Curriculum Council continues to grow
- We continue to promote research-based embedded professional development
- Many of the Consultants we are using are highly regarded in the area
- We are still the "Go To" Team for our districts
- Mr. Tibbetts explained that the Director of Technology is included in Professional Development and is charged to all the programs, excluding the LHRIC

BOE members asked particular questions:

- Clarification of Media/Library Resource Service? Ms. Berger explained that this service is a video/digital service, including ebooks
- Would districts be willing to share with public libraries, integrating services? Ms. Berger explained that this is occurring in New York City but there is interest and discussion about sharing services in our area
- What is the Gifted and Talented Program? Ms. Doherty explained that there is one district in this program, with pass-through funding.
- How is Health, Safety and Violence Prevention doing? Ms. O'Donnell and Ms. Doherty responded that the program has grown with school safety and school safety facilities support for districts, including providing CPI and TCI training for districts.
- Any ideas why districts would not take advantage of saving money by purchasing through BOCES? Ms. Berger and Mr. Tibbetts explained that we are adding a 10% administrative fee to districts, but some districts still choose not to purchase through BOCES and therefore do not receive the BOCES aid, although we, as BOCES, negotiate the best prices possible

Transportation:

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

Steve Tibbetts explained the 2017 – 2018 Transportation budget:

- Vehicle maintenance: Rockland BOCES has contracted SW BOCES to service vehicles which has stabilized the department, as well as some component districts who have their own fleets, utilizing this service
- Consortium Management Service: We serve 8 districts as their Transportation Manager
- We provide training services on an "As Needed" basis
- Daily internal student shuttle services are not included in the budget, but the budget is adjusted once needs are determined during the school year

ADJOURNMENT:

Georgia Riedel made and John Filiberti seconded a motion to adjourn the budget meeting of December 12, 2016 at 8:15 p.m.

Ayes = 6

Nays = 0

The motion carried.

Respectfully Submitted,

James A. Gratto Jr., Clerk pro tem