

**BOARD OF EDUCATION SUBCOMMITTEE**  
**BUDGET & FACILITIES MEETING**  
**Meeting Minutes**  
**Monday, November 16, 2015**  
**8:30 a.m. Daly Annex – PPS Conference Room**

Attendance: BOE Members – Karen Sloan, Chris Nadolne, Lawrence Greenstein, Nora Johnson, Dr. Kathleen Mooney, Superintendent of Schools, Mary Callahan, Assistant Superintendent for Business and Jim Ristano, Director of Facilities  
Approximately eight residents also attended.

Meeting was called to order at 8:30 a.m.

Potential Sale of Land

The district owns a five acre parcel of property in the Sands Point area of Port Washington. The Board of Education is considering the potential sale of this property and before proceeding requested an appraisal of the land. An RFP was recently sent to six local certified appraisers and two responses were received. A resolution recommending the lowest responsible certified appraiser will be placed on the next BOE agenda for approval. If there is a recommendation to sell the property, the community will have to vote to approve the sale at the May 2016 budget vote

Bond Phasing

BBS Architects continue to move ahead with design work for scheduled items in the first phase of the bond. All work is moving along smoothly and we anticipate a positive outcome. The district looks forward to the summer of 2018-19 for scheduled work in the elementary school classrooms.

Budget Planning 2016-17

Known Factors: Mary Callahan reported that the ERS rate is lower and the rate actually came down by 3%. This reduction will help with budget planning. The TRS number is not finalized but will most likely be in the range of 11.5 % to 12%. The district will probably have one million in savings which will help offset expenditures.

Questionable Factors: The state has indicated a 7.5% increase to health care costs which is greater than anticipated however, this percentage could change. The actual figures in state aid will most likely be given to school districts in March. If the district receives the GAP elimination funding the district could see approximately one million in aid. The fund balance contribution is currently zero. The tax base growth factor comes directly from the state and is not known at this time. The formula for the Capital Tax Levy (debt service) is not determined yet as it will depend on how much we must borrow. All of these factors will weigh heavily as we move along with budget planning.

Staffing: There are many items that will need to be discussed as the staffing process moves ahead for the 2016-17 school year. There have been suggestions from Emergency Preparedness Committee members to increase security aides for full time security coverage at each school. Each security guard earns \$30,000 per year. If the district were to increase security aides by three more the total amount would be approximately \$90,000. Due the increase in the ESL student population the district will examine the need for an additional ENL teacher. Bilingual programs are required in NYS when there are twenty or more LEP students in the same building, in the same class/grade, who speak the same language other than English. The district must provide whatever the needs are in this area. The director of guidance and the high school principal will most likely request an additional guidance counselor to accommodate the increase in enrollment and college application process. Currently, the high school has seven guidance counselors with an enrollment of 1600 students. The additional counselor would reduce each case load for the current counselors and provide more time to each senior applying to colleges. The technology department has grown over the past few years and work hard to develop and maintain many computer operations in the district. In order to meet the demands of this growing department, Ryan Meloni, Director of Technology will likely request an additional Technology Specialist to help facilitate the proper functioning of the technology department. As the district moves along with the bond projects it would be most beneficial to secure a Supervisor of Operations to support Mr. Ristano and facilities. This would be a New York State Civil Service position, would comply with the state guidelines and the salary would be in the range of \$80,000 to \$90,000. The operations assistance is needed in areas pertaining to workflow, work orders and auditing requests for maintenance. In addition, the district can expect to have staffing requests from the high school as they have had reductions in the past. At the elementary school level, two to three additional teacher positions are expected.

Transfer to Capital

The figures are still in the preliminary stages. As soon as numbers are established Ms. Callahan will present the findings to the Board. The high school roof top unit, outdoor bathroom facility and roof sections are a priority.

### Middle School Roof Top AC

Plans for the middle school compressor were submitted to the SED for approval. As soon as the district receives the approval work will commence at that time.

### Outdoor Bathroom Facility

Mr. Ristano reported that the cost of a male and female outdoor bathroom facility could be in the area of \$125,000.00. He suggested a prefabricated unit would best serve the needs of district and community. Many units also come with a concession stand that would be beneficial for athletic team fundraisers where prepacked foods could be sold. The best location for the unit would be on the north side of track where water utilities/sewer systems are located. Although this project would have to be placed in the 2016-17 budget, Assemblywoman Michele Schimel has suggested a reimbursable grant to the district that could be used for this purpose. This would be a wonderful opportunity and the facility would benefit the local community as well.

### Water Meter at Schreiber High School

Mr. Ristano reported that the water meter was recently replaced at the high school and is functioning at the present time. In addition, a back flow device was ordered to complete the project.

### School Security Vestibules

Ms. Callahan reviewed the progress currently being made with the district's architect for the design work of security vestibules in each school.

The meeting ended at 9:45 a.m.

### Next Meeting – December 7, 2015 @ 8:15 a.m. - Athletic Field Infill Presentation

A presentation from Grassroots Environmental Education is schedule for December 7, 2015 at 8:15 a.m. in the Daly Annex Conference Room. The half-hour presentation by the company's Executive Director, Patty Wood, will focus on environmental friendly alternative infill options for the district athletic fields. A question/answer period will commence following the presentation.