

Work Session/Business Meeting Minutes – February 5, 2009

BOARD OF EDUCATION: Tina Mackay, President PRESENT  
Guy Cohen, Vice President  
Trustees Mary Maus, Frank Reale and Valerie Fitzgerald

ADMINISTRATORS: Dr. Marc Space, Superintendent of Schools  
Dr. Barbara Fuchs, Assistant Superintendent for  
Curriculum and Personnel  
Paul Lee, Assistant Superintendent for Finance and  
Technology  
Nick Bellantoni, Director of Operations

OTHERS: Student Representatives to the Board of  
Education Elizabeth Regan and Kevin VanDevelde,  
and community members

Ms. Mackay convened the Work Session/Business Meeting at 7:04 p.m. and asked everyone to join her in the Pledge of Allegiance. CONVENE MEETING

Ms. Mackay announced the order of business for the meeting would be New Business and then Announcements of General Interest. She noted there would be one motion for new business, a personnel matter, but prior to the motion the Board, Marc Space and Paul Lee would go into Executive Session for about 10 minutes. The Board concurred.

At 7:08 p.m., on motion of Ms. Mackay, seconded by Ms. Maus, the Board, along with Dr. Space and Paul Lee, moved into Executive Discussion to discuss a contractual matter. Motion carried unanimously. EXECUTIVE SESSION  
09/175

At 7:25 p.m., on motion of Mr. Cohen, seconded by Mr. Reale, the Board returned from Executive Session. Motion carried unanimously. RETURN FROM EXECUTIVE SESSION  
09/176

Ms. Mackay asked for public contribution on agenda items. There was none.

On motion of Mr. Reale, seconded by Ms. Fitzgerald, it was resolved, on recommendation of the Superintendent of Schools to take personnel actions, as per Document #64/09, attached to the agenda and official minutes of this meeting. Motion carried unanimously.

PERSONNEL  
ACTIONS  
09/177

Ms. Mackay noted the Board accepted the resignation of Brian Hogaboom, Athletic Coordinator, with regret.

### **ANNOUNCEMENTS OF GENERAL INTEREST**

The Board discussed Board Policy Series #2000 recommendations. In general policy those that were not required by law would not be included in the manual. For Policy #2160, the Board would establish, based on NYSSBA proposed code of ethics, a separate policy on Board Code of Conduct. Ms. Fitzgerald will circulate the proposed ethics policy. Dr. Space would look at Section 802 of the municipal law. Starting in March, the agenda will identify items as information, consent, discussion or action items. It was noted that as per the new Policy #2230 executive session motions would have the policy specific text.

Dr. Space and Mr. Lee presented the current financial position of the District and three budget scenarios for the 2009-10 budget. Based on the October through December 2008 numbers, the District is on track to meet its budget estimates. Revenues will be down--\$258,873.00 (interest - \$300,000.00 state aid, \$128,000.00 tuitions, + \$125,000) and expenditures show savings of \$27,810.00 in general support; +\$1,006,243.00 in instruction (equally divided between K-12 and Special Education), transportation + \$6,659.00 (lower fuel costs), benefits + \$219,445.00 and debt service + \$11,793.00, for a total of \$1,267,649.00 or 2.9% of the budget. The budget was 97% accurate. The total reserve is down to \$2,983,570.00 due to the tax certiorari decrease paid to Con Edison. Total unreserved fund is - \$1.8 million or 4%. In summary, budget estimates were within 3% of the projected actual budget.

Dr. Space and Mr. Lee presented three budget proposals for 2009-10. These have not been adopted by the Budget Committee and are still in the process of reviewing:

Rollover budget: It is estimated that revenues will be down \$1 million. Expenses would increase \$2 million with 97% being driven by salaries and benefits. Unfunded mandates are \$5.6 million and include the proposed MTA tax and the moving of CPSE charges from county to district. The benefits and salaries are estimated to increase \$1.9 million. The budget-to-budget increase, even in a rollover, would be an increase of \$2 million or a 4.7% budget to budget increase.

The contingency budget is based on a maximum of 4% or 120% of the CPI. The current estimated CPI is 3.8%. Thus contingency would be set at 4% and the rollover budget would have to be cut. It was noted that even though the budget was at approximately 4.7%, the tax levy was significantly higher due to changes in revenues.

Level 1 - In addition to rollover budget: reductions in staff:

Dr. Space proposed that two of the FTE retired teachers and the 3 retired aides/support staff would not be replaced. The Athletic Coordinator position would be reduced to 0.4, with a 0.6 teaching responsibility. This would reduce the budget to budget to 3.26% with the estimate tax levy increase of +6.85%.

Level 2 - In addition to Level 1:

Dr. Space stated the option is to reduce support staff by 2 FTE and teacher aides by 3 FTE. The budget-to-budget increase would be +2.75%, with a tax levy increase of 6.19%.

In addition, fund balance could be used to supplement revenues. The non-designated reserve fund could be reduced by \$1.7 million and the benefit contingency reduced by \$475,000.00. This would cause the tax levy to be 6.4% for the rollover, 4.6% for Level 1 and 3.97% for Level 2.

Ms. Mackay noted that the goal would be to have the rate less than 4% and she noted that budget presentations to the Board should begin.

Student Representatives to the Board of Education Elizabeth Regan and Kevin VanDevelde reported that they were anticipating the winter recess of February 16-20; the Putnam Valley Model Congress would be going to the University of Pennsylvania for the National Model Congress from February 22 to March 1; the Talent Show was cancelled; fundraiser planned for February 7 to benefit the Putnam Valley Food Pantry from 2-9 p.m. at the PVHS PAC; and a movie/macaroni dinner fundraiser scheduled for February 13 to benefit Caitlyn Bagnato with two seatings, 5 :00 p.m. and 7:00 p.m.

Mr. Cohen announced there would be joint Putnam Valley Board of Education and Putnam Valley Town Board meeting on Wednesday, February 11 at 7:00 p.m. in the High School cafeteria. The two Boards would be looking at increased cooperation/sharing of services. This meeting is an open public meeting.

Ms. Mackay, Ms. Fitzgerald and Mr. Cohen attended a WPSBA meeting on January 29 with discussions on negotiation strategies. On February 12 they will be attending a joint interaction meeting where school board members share best practices.

On Saturday, February 7 Assemblywoman Sandy Galef will hold a town meeting in the PV library.

Ms. Mackay asked for comments from the community. There were none.

At 9:14 p.m., on motion of Ms. Mackay, seconded by Mr. Reale, there being no further business to discuss, the meeting was adjourned. Motion carried unanimously.

ADJOURN  
MEETING  
09/178

Submitted by  
Guy Cohen  
Vice President  
Board of Education

Submitted by  
Linda Pregiato  
District Clerk