



Farmingdale School District

Board of Education Meeting/Adopt Budget for Voter Approval
April 3, 2019

EXECUTIVE SESSION, 6:00 P.M. – A. TERRY WEATHERS BOARD ROOM

It is anticipated that upon a majority vote of the total membership of the Board, a motion to meet in Executive Session to discuss specific litigation, collective bargaining, and personnel issues in accordance with Open Meetings Law will be considered. Following the Executive Session the Board will reconvene in the Howitt East Cafeteria at approximately 8 p.m.

PUBLIC MEETING, 8:00 P.M.

Howitt East Cafeteria

The Board of Education is interested in encouraging all members of the public to share their ideas, comments and questions. Public participation opportunities will be available at the beginning and end of this meeting and, as stated in board policy, no person shall speak for more than three minutes and each period of public participation shall be limited to 30 minutes. If you have any questions or concerns regarding matters on the Agenda, it may be important for you to utilize the first public participation opportunity as the Board will act on those items immediately. Charges, complaints or challenges should follow procedures listed under Policies 1400, 1410 and/or 1440, which are included on the materials table. Thank you for your anticipated courtesy and cooperation. The agenda follows:

IN THE EVENT OF FIRE AND/OR IF YOU HEAR THE FIRE BELL, YOU MUST LEAVE THE BUILDING. PLEASE USE THE NEAREST EXIT, WHICH IS TO YOUR RIGHT IN THE BACK OF THIS ROOM.

Call to Order

Pledge of Allegiance

Superintendent's Update

- o St. Baldrick's
- o ThoughtExchange
- o Connected Educators

Old Business

Public Participation

Board of Education Minutes

Motion made by _____, seconded by _____ to approve the minutes of

1. Minutes of Mar 4, 2019 Special Meeting
2. Minutes of Mar 6, 2019 Board of Education Meeting
3. Minutes of Mar 13, 2019 Special Meeting
4. Minutes of Mar 20, 2019 Board of Education Meeting/Budget Workshop

Board Correspondence

Board Committee Reports

Consideration of Consent Agenda:

Motion made by _____, seconded by _____ that the Consent Agenda consisting of Items I (a-f), II (a-b), and III (a-d) be approved as a whole with action recorded separately.

I. Business Report

a. Acceptance for File of Financial Reports

1. Acceptance of Treasurer's Report - February 2019
2. Acceptance of Revenue and Expenditure Report - February 2019
3. Acceptance of Extra Curricular Report - February 2019
4. Acceptance of Claims Auditor Report - February 2019

b. Approval of Contracts and Agreements

1. Approval of a Special Education and General Education Contract for the 2017-2018 School Year
2. Approval of Special Education and General Education Contracts for the 2018-29 School Year
3. Approval of a Special Education Contract Addendum
4. Approval of Health & Welfare Services Agreements for Resident Students Attending Non Public Schools Outside of the District for the 2018/19 School Year (Hauppauge, Hicksville, North Merrick, Smithtown, Syosset, Uniondale)

c. Approval of Transfer of Funds

d. Acceptance of Donation of Funds to the 81 Dalergirls Scholarship Fund

e. Acceptance of Donation of Funds to the Forever Friends Memorial Scholarship Fund

f. Approval of Declaration of Obsolete Equipment

II. Items for Action

a. Approval of Policy #5140, Entrance Age

b. Approval of Policy #5150, School Admissions

III. Superintendent's Report

- a. Personnel Items -- Instructional
- b. Personnel Items -- Non-Instructional
- c. Approval of the Committee on Special Education Placements Report and Acceptance for File of Said Report
- d. Approval of the Committee on Preschool Special Education Placements Report and Acceptance for File of Said Report

IV. Items for Discussion and Action

Motion made by _____, seconded by _____ to accept and approve

1. Adoption of the Proposed 2019/20 Budget for Voter Approval
2. Approval of the Property Tax Report Card for the 2019-2020 School Year

V. Items For Discussion

1. Draft Policy #6150, Budget Transfers
2. Draft Policy #6670, Petty Cash Accounts

Public Participation

Adjournment



Mary E. Rogers, District Clerk

Board of Education
50 Van Cott Ave
Farmingdale, NY 11735

Meeting: 04/03/19 08:00 PM
Department: Assistant to the Superintendent for Business
Category: Budget
Prepared By: Ro Fullam
Initiator: Michael Motisi
Sponsors:
DOC ID: 5390

SCHEDULED

CONSENT ITEM (ID # 5390)

Adoption of the Proposed 2019/20 Budget for Voter Approval

RESOLVED, that the Farmingdale Union Free School District Board of Education adopt the proposed school budget for the fiscal year July 1, 2019 through June 30, 2020 in the amount of \$171,083,800, subject to voter approval.

Board of Education
50 Van Cott Ave
Farmingdale, NY 11735

Meeting: 04/03/19 08:00 PM
Department: Assistant to the Superintendent for Business
Category: Budget
Prepared By: Ro Fullam
Initiator: Michael Motisi
Sponsors:
DOC ID: 5412

SCHEDULED

CONSENT ITEM (ID # 5412)

Approval of the Property Tax Report Card for the 2019-2020 School Year

RESOLVED, that the Farmingdale Union Free School District Board of Education approve the attached New York State Property Tax Report Card for the 2019-2020 school year in accordance with Education Law Section 1716(7).

2019-2020 Property Tax Report Card

280522 - FARMINGDALE UNION FREE SCHOOL DISTRICT

Contact Person: Michael Molisi - Assistant to the Superintendent for Business
 Telephone Number: (516) 434-5120

	Budgeted 2018-2019 (A)	Proposed Budget 2019-2020 (B)
Total Budgeted Amount, not including Separate Propositions	\$ 165,707,424	\$ 171,083,800
A. Proposed Tax Levy to Support the Total Budgeted Amount ¹	\$ 123,823,161	\$ 127,208,545
B. Tax Levy to Support Library Debt, if Applicable	\$ -	\$ -
C. Tax Levy for Non-Excludable Propositions, if Applicable ²	\$ -	\$ -
D. Total Tax Cap Reserve Amount Used to Reduce Current Year Levy, if Applicable	\$ -	\$ -
E. Total Proposed School Year Tax Levy (A + B + C - D)	\$ 123,823,161	\$ 127,208,545
F. Permissible Exclusions to the School Tax Levy Limit	\$ 2,632,809	\$ 3,780,775
G. School Tax Levy Limit, Excluding Levy for Permissible Exclusions ³	\$ 121,190,352	\$ 123,427,770
H. Total Proposed School Year Tax Levy, Excluding Levy to Support Library Debt and/or Permissible Exclusions (E - B - F + D)	\$ 121,190,352	\$ 123,427,770
I. Difference: (G - H); (negative value requires 60.0% voter approval) ²	\$ -	\$ -
Public School Enrollment	5,614	5,540
Consumer Price Index		2.44%
<p>¹ Include any prior year reserve for excess tax levy, including interest. ² Tax levy associated with educational or transportation services propositions are not eligible for exclusion under the School Tax Levy Limit and may affect voter approval requirements. ³ For 2019-2020, includes any carryover from 2018-2019 and excludes any tax levy for library debt or prior year reserve for excess tax levy, including interest.</p>		
	Actual 2018-2019 (D)	Estimated 2019-2020 (E)
Adjusted Restricted Fund Balance	\$ 22,620,484	\$ 18,525,126
Assigned Appropriated Fund Balance	\$ 5,500,000	\$ 7,000,000
Adjusted Unrestricted Fund Balance	\$ 6,628,297	\$ 6,843,352
Adjusted Unrestricted Fund Balance as a Percent of the Total Budget	4.00%	4.00%

2019-2020 Property Tax Report Card

Schedule of Reserve Funds

Reserve Type	Reserve Name	Reserve Description	3/31/19 Actual Balance	6/30/19 Estimated Ending Balance	Intended Use of the Reserve in the 2019-2020 School Year
Capital	Capital Reserve Fund	To pay the cost of any object or purpose for which bonds may be issued.	\$ 11,644,125	\$ 11,740,937	Not planned for use in 2019-2020.
Repair		To pay the cost of repairs to capital improvements or equipment.			
Workers' Compensation	Workers' Compensation Reserve Fund	To pay for Workers Compensation and benefits.	\$ 141,574	\$ 142,751	Use of reserve dependent on actual end-of-year self-insured Workers' Compensation liability.
Unemployment Insurance	Unemployment Insurance Payment Reserve Fund	To pay the cost of reimbursement to the State Unemployment Insurance Fund.	\$ 612,060	\$ 617,149	Not planned for use in 2019-2020.
Reserve for Tax Reduction		For the gradual use of the proceeds of the sale of school district real property.			
Mandatory Reserve for Debt Service	Reserve Fund for Payment of Bonded Indebtedness	To cover debt service payments on outstanding obligations (bonds, BANS) after the sale of district capital assets or improvements.	\$ 498,930	\$ 332,620	Use of \$166,310 for amortization of bond premium.
Insurance	Insurance Reserve Fund	To pay liability, casualty, and other types of uninsured losses.	\$ 406,251	\$ 409,629	Not planned for use in 2019-2020.
Property Loss		To establish and maintain a program of reserves to cover property loss.			
Liability		To establish and maintain a program of reserves to cover liability claims incurred.			
Tax Certiorari		To establish a reserve fund for tax certiorari settlements			
Reserve for Insurance Recoveries		To account for unexpended proceeds of insurance recoveries at the fiscal year end.			
EBALR - Employee Benefit Accrued Liability	Employee Benefit Accrued Liability Reserve Fund	For the payment of accrued 'employee benefits' due to employees upon termination of service.	\$ 2,041,856	\$ 2,058,832	Approximate use of \$100,000 for payment of accrued unused sick days for retiring employees.
Retirement Contribution	Retirement Contribution Reserve Fund	To fund employer retirement contributions to the State and Local Employees' Retirement System	\$ 4,941,178	\$ 2,482,260	Not planned for use in 2019-2020.
Other Reserve					

Board of Education50 Van Cott Ave
Farmingdale, NY 11735Meeting: 04/03/19 08:00 PM
Department: Assistant Supt for Human Resources and Admin

Category: Discussion

Prepared By: Marie Lovisa

Initiator: Glen A Zakian

Sponsors:

DOC ID: 5404

SCHEDULED**DISCUSSION ITEM (ID # 5404)**

Draft Policy #6150, Budget Transfers

DRAFT #6150

BUDGET TRANSFERS

The transfer of funds between and within functional unit appropriations of the General Fund is commonly required during the school year. The Superintendent of Schools or his/her designee, in accordance with the Regulations of the Commissioner of Education is authorized to make budget transfers between line item accounts provided that the aggregate amount of each transaction for an object of expense does not exceed ~~\$5,000~~ **\$30,000**. Such transfers may also be made to balance payroll accounts to accommodate Board of Education appointments and contractual obligations and transfer funds necessary to balance accounts as of June 30 of each year, provided such transfers are only made between contingent expenditures, or from non-contingent expenditures to contingent expenditures and are in compliance with the aforementioned regulations.

A report will be provided to the Board of Education of any of these transfers which do not meet the above-mentioned circumstances.

Ref:

[Education Law §1718](#)

[§ NYCRR §170.2\(l\)](#)

Adoption date: December 10, 2008; Reaffirmed: January 19, 2011

Board of Education50 Van Cott Ave
Farmingdale, NY 11735Meeting: 04/03/19 08:00 PM
Department: Assistant Supt for Human Resources and Admin

Category: Discussion

Prepared By: Marie Lovisa

Initiator: Glen A Zakian

Sponsors:

DOC ID: 5405

SCHEDULED**DISCUSSION ITEM (ID # 5405)**

Draft Policy #6670, Petty Cash Accounts

PETTY CASH ACCOUNTS

The Board of Education shall establish petty cash funds at each school, food services office, and designated offices districtwide for the purchase of materials, supplies or services under conditions requiring immediate payment.

The amount of each fund will not exceed one hundred dollars (\$100.00). No individual purchase can exceed twenty-five dollars (\$25.00). An exception to this individual purchase threshold ~~will~~ may be made for transportation services ~~required to transport~~ permitted pursuant to McKinney-Vento provided that no such individual expenditure exceeds one hundred dollars (\$100.00), ~~students and guardians to and from school or school-related events~~. The Board of Education shall appoint a custodian for each petty cash fund who shall administer and be responsible for such fund.

To ensure that these funds are properly managed, the following guidelines shall be followed:

1. Receipts and cash-on-hand must always total the authorized fund amount. All disbursements from such funds are to be supported by receipted bills or other evidence documenting the expenditure.
2. Payments may be made from petty cash for materials, supplies, or services requiring immediate payment. ~~Sales tax on purchases will not be paid by the District from petty cash funds.~~

The District shall reimburse uses of petty cash funds up to the extent of the expenditures, with appropriate documentary support and as approved by the claim auditor. Petty cash can be reimbursed once a month. All petty cash funds must be closed out on June 30 and re-established by Board of Education action at the organizational meeting of the Board in July.

Ref: Education Law §§1604(26); 1709(29)
8 NYCRR §170.4

Adoption date: July 5, 1995; Revised: January 13, 2016