

## **2020-2021 Port Jefferson Schools Finance Committee Year End Report**

Dave Keegan- Chairman

Below is a summary of each of the 11 meetings that were held by the Finance Committee in the past school year.

I am also very pleased to once again report that despite several challenges facing our district and our community that the Port Jefferson School District remains on very solid financial ground today and into the future, and I commend the administration for their continued excellence and exemplary financial stewardship. Our challenges won't abate immediately, but we have the acumen to navigate them successfully and continue to deliver on our commitments to academic excellence and prudent financial management for our community stakeholders.

### **Monday, September 14, 2020 - 5:00 PM**

Google Hangout Virtual Meeting

1. September Agenda
  - a. Budget Transfers –
    - i. Special Education - Tuition
    - ii. Special Education - Contractual
    - iii. COVID Supplies - Dividers
    - iv. Special Education - Contractual
    - v. COVID Supplies - Curtains
  - b. Donation – PTSA
  - c. Donation – Royal Ed
  - d. Donation – Zimmerman Family
  - e. Budget Increase – Special Education Settlement
  - f. Budget Increase – SMART Schools funds
2. 2019-2020 Fund Balance Final
3. Reserve Report
4. Capital Reserve Update
5. New Capital Reserve Scope Discussion
6. Energy Performance Schedule Payment Schedule Update
7. Expiring Collective Bargaining Agreements June 30, 2021
8. Good of the Order

### **Monday, October 5, 2020- 5:30 PM**

Google Hangout Virtual Meeting

1. October Agenda
  - a. Budget Transfers – none
  - b. Tax Levy – Town of Brookhaven
  - c. Stipulation agreement – Special Education
  - d. Audited Financial Statement – External Audit
  - e. Energy Performance Contract Amendment Resolution
  - f. District Reserve Plan – Review November 2020
  - g. Possible State Aid Reduction
2. Good of the Order

### **Wednesday, November 4, 2020 - 5:30 PM**

District Office Conference Room

1. November BOE Agenda

- a. Financial Reports
  - 1. Budget Transfers - Desk Shields
  - b. 21-22 Budget Calendar
  - c. Increase to 20-21 Budget – Legal Fees
  - d. Royal Education Foundation donation
- 2. 2020-2021 Reserve Plan
- 3. 2020-2021 Reserve Status Update
- 4. 2021-2022 Teachers Retirement System Estimated Rate – Increase from 9.53% to 9.50% to 10.00% - Possible increase in expense of 150,000
- 5. CD Investment update
- 6. Good of the Order

**Monday, December 7, 2020 - 5:30 PM**

District Office Conference Room

- 1. December BOE Agenda
  - a. Financial Reports
  - b. Surplus Equipment – Mower and Pickup
- 2. 2021-2022 Budget
- 3. 2021-2022 New Capital Reserve
- 4. Future Bond Discussion/Current Debt Schedule
- 5. School Lunch
- 6. Good of the Order

**Monday, March 1, 2021 - 5:30 PM**

District Office Conference Room

- 1. March BOE Agenda
  - a. Financial Reports
  - b. Budget Transfers
    - i. Home Tutoring - \$30,000
    - ii. Operations and Maintenance - \$20,000
  - c. Award of Bids
    - i. Sitework Reconstruction – Stasi - \$145,000 – Retaining Wall
    - ii. General Construction – Irwin - \$256,000 – MS Heat
    - iii. HVAC Reconstruction – Ultimate Power - \$812,000 – MS Heat
    - iv. Electrical Reconstruction – Roland’s Electrical - \$145,730 – MS Heat
    - v. Roof Reconstruction – Preferred Construction – \$1,690,000 - ES Roofing
  - d. Para MOA on sick time
  - e. Grant Flow Through Funds
  - f. AS Engineering Scholarship
- 2. 2021-2022 Budget
  - a. Staff Reductions
  - b. Capital Suggestions
- 3. 2021-2022 New Capital Reserve
- 4. EPC Refinance Update
- 5. Capital Projects Price List
- 6. Guidance Costs - Tutoring
- 7. ES Security Vestibule Recap
- 8. Anticipated Unbudgeted Expenses
- 9. RFP Update
  - a. Internal Audit

- b. External Audit
- c. Claims Audit
- d. Legal
- e. Architect

10. COVID Costs

a. 19-20

b. 20-21

11. Good of the Order

**Monday, April 12, 2021 - 5:30 PM**

District Office Conference Room

1. April BOE Agenda

a. Financial Reports

b. Budget Transfers

i. Additional Golf Fees - \$7,000

ii. Special Education Resident Tuition - \$275,000

iii. Chrome Book replacement - \$35,000

iv. SMART Schools Bond Switch Replacement Overrun - \$11,000

v. School Lunch Subsidy - \$30,000

c. Vote Officials

d. Property Tax Report Card/Budget Notice

e. Donation – IPads for Athletics

f. Donation – Scholarships

i. Schroeder Family Scholarship

ii. Demaria Scholarship

iii. Casciano Scholarship

iv. Interdistrict Council of Supts Scholarship

g. Surplus Items – Network Equipment

h. Eastern Suffolk BOCES Bidding Program

i. SEQRA Resolution for 2021-2022 Capital Projects

2. 2021-2022 Budget

a. Final Draft

i. Levy

ii. Staffing

iii. State Aid

iv. Federal Stimulus

3. RFP Update

a. Internal Audit

b. External Audit

c. Claims Audit

d. Legal

e. Architect

f. Transportation

4. Good of the Order

**Tuesday, May 11th, 2021 - 5:30 PM**

District Office Conference Room

1. May BOE Agenda

a. Financial Reports

b. Vote Officials

- c. MOA – Administrators
- d. MOA-Supervisors
- e. MOA – Custodial Supervisors
- f. MOA - Custodians
- 2. RFP Update
  - a. Internal Audit - done
  - b. External Audit - done
  - c. Claims Audit - done
  - d. Legal
  - e. Architect - done
  - f. Transportation - done
- 3. Good of the Order

**Wednesday, June 9th, 2021 - 5:30 PM**

District Office Conference Room

- 1. June BOE Agenda
  - a. Financial Reports
  - b. Budget Transfers
    - i. Year end projects
    - ii. Utilities
    - iii. COVID stockpile – discussion – do we need?
    - iv. Legal settlement - cancel
  - c. Scholarship Donation
  - d. Scholarship Donations
- 2. RFP Update
  - a. Legal
- 3. Summer Projects
- 4. Good of the Order