

POLICY COMMITTEE MINUTES**JANUARY 31, 2019**

Attendance: Diane Lyons, Liz Raum, Mark Fleischhauer via conference call, Joe Phelan

Starting the year by reviewing policies that were flagged in 2017-18:

2510 New Board Member Orientation: Legal counsel to review

5161 Truancy and Tardy: Principals to review

5155 Student withdrawal from school: Joe and Ed Davenport to review

5220 Student Publications: Joe to check with legal council

5230 School Dances: Add language no school that day=no dance that night

5252 Student Activities Fund Management: Tom Burnell to review

5251 Student Fund Raising Activities: Tom Burnell to review

5420 Student Health Services: Review by Nurse

5500 Student Records: Legal counsel to review

6215 Senior Citizens' Exemption: Tom to review

6254 Nonresident Tuition: no change necessary

6255 Gifts and Private Grants: Tom to review

6600 Fiscal Accounting and Report: Title change

6610 Inventory and Fixed Assets: Tom to review

6635 Password Protection: Check with Steven Jensen

6740 Purchasing Procedures: Title change and Tom to review

6830.1 Meals and Refreshments: Title change

7100 Facilities Planning: Tom Burnell and Sheldon Teeter to review

7360 Construction Contracts: Tom to review

8121 First Aid: Legal counsel to review

8211 Access to Buildings: Change title, add Principal and Marvin Kreps, Director of Curriculum and Instruction

8220 Buildings and Grounds Maintenance: Joe to review

8334 Use of Credit Cards: Title change

8500 Food Service Management: Title change

8520 Free and Reduced Price Food Services: Title change

8700 Insurance: Title change

9110 Confidential, Managerial Employees: Full board discussion

9120 Appointment: Legal counsel to review

9140 The Teachers handbook: Tom to review

DISCUSS

Mental health policy do we need one

Next Meeting: Thursday, February 28th

Respectfully submitted,

Liz Raum

Long-Range Planning Committee Meeting
February 4, 2019

Attendees: Steve Jenkins, Diane Lyons, Laura Schulkind, Joe Phelan, Tom Burnell

Citizens Advisory Committee

Dr. Jaeger compiled the work of the various CAC discussion groups. Ideas were organized around Opportunities for Innovation and suggestions for Allocation of Resources. Joe will share this compilation with the CAC members for final feedback before presentation to the Board. We are hoping to schedule that presentation for our February 26 Board meeting and will be sure to invite the members of the CAC. At that presentation, we will present an executive summary of the findings and include all worksheets in Board members' packets for review. In the meantime, the LRP committee will begin assessing what budgetary impacts there may be with certain recommendations and how to weave these elements into the final long range plan.

We are eager to hear from our colleagues regarding any questions they may have about the process and/or recommendations being made by the committee. Is there positive or negative feedback about any of the recommendations? Based on this feedback, certain ideas may be sent to Board committees (i.e policy, curriculum, etc.) for further analysis.

Once we have received feedback, we will begin the process of prioritizing the list of recommendations and are considering holding a planning session with administrators and the Board for a fuller discussion.

Long Range Plan development

Tom shared a draft Request for Proposal (RFP) for Strategic Planning Services. It is the committee's belief that, after 18 months of fact finding and community engagement, we will need the services of an outside resource to compile and organize the information.

Over the next week, the members will review the draft and suggest edits for Tom to incorporate before putting the RFP in the field by the end of February. Because this is a one-time expense, we are considering using some of the bullet aid received from Assemblypersons Cahill and Barrett to support this work.

Next meeting: February 25

Meeting Agenda: Strategic Planning RFP review

Finance Committee Meeting

February 4, 2019

Attendance: Joe Phelan, Steve Jenkins, Elizabeth Raum, Tom Burnell, Mark Fleischhauer via phone

Fiscal Stress: We have been removed from the fiscal stress list and given the status of “No Designation” which is good. A key area of improvement is our general fund and the numbers look good for even more improvement next year.

1st Draft Budget: Tom reviewed the 1st draft budget and overall we are in better shape this year though this is still a working document. On the revenue side we have a potential 3.4% tax levy increase and we are introducing new streams of income such as billing for professional services provided.

On the expense side Tom is now having to break-out costs per building so there are changes/recoding line-by-line but the bottom line stays the same. Also note that some of the increases in salaries reflect three years of raises, decreases reflect retirements and that there are still factors to consider (special education needs, etc.).



Mark has asked that we keep a list of what is being eliminated.

The Cmte. also emphasized that we clearly state each Principal is responsible for communicating the budget.

BOCES Capital Fund Bonding: Tom indicated that he attended a meeting last Friday with the Dutchess County business officials, Chuck Bastian (BOCES and Rhinebeck Financial Consultant), and Victor Churchill (Auditor) to discuss the accounting and tax cap compliance issues for the BOCES Capital Project. There has been some confusion in how the accounting and budgeting for the 3 years of payments to BOCES and the 15 or 20 year bond the District would purchase to fund the project and how these factors affect the tax cap situation for each of the districts. Tom is meeting with our Financial Consultant to discuss various options on February 7th.

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TO: Dutchess County School Boards

FROM: Richard M. Hooley, Ed.D. – District Superintendent 
Sherre Wesley, Ed.D. – Assistant Superintendent for Business Services 

DATE: January 23, 2019

RE: 2019-20 BOCES Budget Presentations

We are writing to offer your Board an opportunity to schedule a BOCES Budget Presentation at a March Board meeting prior to the vote on the BOCES Administrative Budget scheduled for Tuesday, April 23, 2019. We are happy to work with your schedule and are willing to fit the presentation into specified time limits.

Naturally, we are always willing to answer your questions by phone or in person, but during the month of March we are prepared to do Board presentations.

As you know, we have also scheduled our Annual Meeting at the BOCES Expo on Saturday, April 6, 2019. Like last year, Board members are invited to lunch and an overview of the budget at this event.

Please let us know if you would like us to present to your Board. Thank you.

RMH: nam

Dutchess County Board of Cooperative Educational Services
Administrative Offices: 845.486.4800
www.dcbooces.org

DUTCHESS BOCES

Edward L. McCormick, *President* Michael Riehl, *Vice President*
Ralph Chiumento, Jr. | Ralph Coates | Thomas Hurley | Rick Keller-Coffey | Rob Rubin
Nancy Melilli, *Clerk of the Board*

4.4

5 BOCES Road, Poughkeepsie, New York 12601
Phone: 845.486.4800 | Fax: 845.486.4981

January 28, 2019

TO: Board Presidents
Board Members
Chief School Officers

RE: Nominations and Election for BOCES Board -- 2 Open Seats

This year the terms of office of two members of the Dutchess County Board of Cooperative Educational Services Board will expire on June 30, 2019. Mr. Ralph Chiumento, Jr. (Spackenkill), and Mr. Ralph Coates (Poughkeepsie) have indicated that they will be candidates for nomination and re-election for another three years.

Nominations:

The Education Law does not limit the number of candidates a Board may nominate provided that:

- the nomination is by official Board resolution;
- the nominee resides in one of eight component districts (Dover, Hyde Park, Pawling, Pine Plains, Poughkeepsie, Red Hook, Rhinebeck or Spackenkill);
- the nominee is not an employee of any component district in Dutchess County;
- March 1st is the nomination deadline.

The BOCES District Clerk must reject a nominee if the person nominated is a resident in a component district that currently has a resident serving on the BOCES Board whose term will not expire at the end of the current school year. (Arlington, Beacon, Millbrook, Wappingers or Webutuck)

Nominations must be received by the BOCES District Clerk on or before March 1, 2019. The BOCES District Clerk will notify component District Clerks of the names of all nominees after March 1st. Nominees attending the BOCES Annual Meeting on April 6, 2019 at 11:30 a.m. in the CTI - Dining Room will be introduced at that time.

Election:

The election, by law, must occur in either a regular or a special meeting of each component Board of Education convened on April 23, 2019, for the purpose of casting ballots. This April 23rd date is the only date allowable for this election. Each component district may cast only one (1) vote for each vacant seat. The candidate receiving a plurality of the votes cast will be elected, provided, however, that no more than one candidate residing in a participating component district may be elected. The results will be issued through a press release immediately thereafter. Please schedule a meeting of your Board on April 23rd.

Sincerely,



Edward L. McCormick, *President*
ELM: nam

cc: District Clerks (w/enclosure)

Board/Annual Meeting/2019 Nomination Letter 2/19

Dutchess County BOCES Annual Meeting

Saturday, April 6, 2019 at 11:30 a.m.

Dutchess BOCES Career & Technical Institute - Dining Room

Dutchess County Board of Cooperative Educational Services

Administrative Offices: 845.486.4800

www.dcboces.org

DUTCHESS CES

TO: CLERK OF THE BOARD
DUTCHESS COUNTY BOCES

2019 NOMINATION FORM

At a meeting of the _____ School District Board of Education, held on _____, 2019, the following individual(s) were nominated to serve on the Board of Education of the Dutchess County Board of Cooperative Educational Services:

To fill a vacancy created by the expirations of the term of Ralph Chiumento, Jr. and Ralph Coates

| |
|---|
| Name: _____ |
| District of Residence: _____ |
| Legal Address: _____ _____ _____ |

| |
|---|
| Name: _____ |
| District of Residence: _____ |
| Legal Address: _____ _____ _____ |

Date

District Clerk or Board President (signature)

PLEASE RETURN THIS FORM TO THE BOCES CLERK NO LATER THAN MARCH 1, 2019

Note: The Arlington, Beacon, Millbrook, Wappingers and Webutuck districts currently have a resident serving on the BOCES Board. Residents of these districts may not be candidates for election this year to serve on the BOCES Board.

An employee of a component school district in the Dutchess BOCES region may not be a candidate for election.

**Dutchess County School Board Members
& Chief School Officers...**

SAVE THE DATE!!

DUTCHESS  CES
CAREER AND TECHNICAL INSTITUTE

APRIL 6
11:00 - 2:00 PM

**ANNUAL
BUDGET
MEETING &
COMMUNITY
OPEN HOUSE**

***Demonstrations • Food
Fun • Prizes!!!!***

Look for more information to come!

www.dcboces.org/CTI