



Administrative Budget 2019-2020

Message from Lisa Israel President of the Eastern Suffolk BOCES Board

As we prepared the 2019-20 Eastern Suffolk BOCES Budget, our top priority was to continue to provide high-quality programs at the lowest possible cost. Once again, this budget was prepared in one of the most difficult economic environments ever encountered by most of us in public service today. The State's tax levy limit presents unprecedented fiscal challenges to local school districts. We understand the pressure school districts are under to contain costs and have worked closely with both internal and external stakeholders to craft administrative and program budgets that allow us to continue to provide the highest quality services in the most cost-effective manner.

On April 16, 2019, our component school boards will meet to vote on our Administrative Budget. The total Administrative Budget has increased by 0.14%, resulting in an overall increase of 1.84% in the administrative charge to school districts.

The Administrative Budget reflects a reduction in pension costs for the Employees' Retirement System through the use of a reserve. In addition, we have achieved savings in the areas of specific employee benefits, a reorganization of the Office of Planning and Program Improvement, and space utilization. Furthermore, we have aggressively pursued grant-funding opportunities, bringing over \$31 million to the region.

The detailed 2019-20 budget was posted on the ESBOCES website and a paper copy of the budget book was also distributed to each component district on March 20, 2019. A comprehensive presentation of the 2019-20 Administrative Budget was made at our Annual Meeting on April 3, 2019. If you have any questions concerning the budget, please feel free to contact Julie Davis Lutz, COO, at 631-687-3001.

We are proud of our agency, our staff members, and the services we provide to school districts in our region. Every decision we make is guided by our mission to provide "Educational Services That Transform Lives."

Budget Highlights

The development of the 2019-20 ESBOCES budget is an extensive process. It involves three levels of evaluation, including reviews by our management team, committees comprised of component school board members and Superintendents, and the Eastern Suffolk BOCES Board. The following are budget highlights of these collective efforts:

The Administrative Charge to Districts Will Increase by 1.84%

At the request of representatives of our component school districts, ESBOCES “unbundles” our Administrative Budget into three parts: the “Operating Budget,” the “Capital Budget,” and the budget for “Post Retirement Benefits.” The total of these three budget components is increasing by 0.14%.

Space Utilization and Leased Facilities

ESBOCES continues to focus on reducing rental costs and maximizing space usage. To this end, the Space Planning Committee has worked to implement the recommendations from the Master Plan for Facilities. As a result, ESBOCES has been able to improve space efficiency by moving and consolidating programs, which have resulted in savings of approximately \$2.3 million. In addition, we are continuing our efforts to leave commercial space and move into district space. Since the 2011-12 school year, we have increased our leasing of district space by 38%. In an effort to continue these accomplishments, we use our Master Plan for Facilities as our guide.

Pension Savings

The cost associated with the Employees’ Retirement System reflects a budget to budget average rate decrease of 7.99% due to the use of the Retirement Contribution Reserve Fund. It is estimated the rate reduction will save the program budgets approximately \$1,486,000.

Other Benefit Reductions

As a result of financial planning, budget charges to programs for Dental and Unemployment benefits have been reduced by 23% and 25% respectively.

Reorganization of the Office of Planning and Program Improvement

The Office of Planning and Program Improvement was the driving force behind the agency’s second Reaccreditation from the Middle States Association. This department is an integral part of the management of the Strategic Plan as well as Grants Management. Over the course of the past two years, the Agency was able to build efficiencies

within this department by reassessing needs and redirecting responsibilities. The resulting new structure has improved the delivery of service in these two areas, and simultaneously generated a \$56,000 interprogram savings to the Administrative Budget.



Administrative Budget

The Administrative Operating Budget is less than 5% of the overall 2019-20 ESBOCES budget. The Capital Budget is less than 2% of the overall budget. The estimated charges to each component district can be found on page six.

Budget Highlights

Average Administrative Charge

Eastern Suffolk BOCES was created in 1994 through the merger of the former BOCES 1 and the former BOCES 2. Over the last 25 years, ESBOCES has made a concerted effort to keep the annual increase in the Administrative Charge as low as possible. Over the last 10 years the average increase was less than 1%. This year's increase is 1.84%.

School District Support and Regional Leadership

Support of the ESBOCES infrastructure through the Administrative Charge enables the organization to support local school districts and provide regional leadership. An array of such services is provided through the Administrative and Program Budgets, including:

- Regional Diversity and Equity Initiative Advisory Council
- Eastern Suffolk BOCES Diversity and Inclusivity Task Force
- Regional research and advocacy
- Regional meetings for superintendents of schools
- Regional meetings for school business officials
- Regional meetings for human resources administrators
- Regional Certification Office
- Superintendent searches
- Curriculum Council
- Regional Teacher and Administrator Recruitment Database
- District contact meetings for guidance counselors
- Grants administration
- Regional Occupational Safety & Health Programs
- Regional meetings for buildings and grounds supervisors
- Council for Exceptional Children (CEC) – meetings for special education directors



Cooperative Bidding Program

School districts that participate in the Cooperative Bidding Program realize significant savings in time, labor, and money. Presently, ESBOCES is providing this shared service to 66 school districts in Suffolk County, two BOCES, the town governments of Babylon, Brookhaven, East Hampton, Islip, and Southampton, as well as the Village of Patchogue and the Centereach Fire District. Services that are provided include bid preparation and analysis, legal advertisements, bid recommendations, intercession on vendor issues/complaints, and conducting ad-hoc committees to review and develop cooperative bids. Currently, the program solicits bids for 55 categories, from Arts and Crafts Supplies to Field Marking Equipment and Paint. Annually, districts realize cost savings of approximately \$6.3 million through combined purchasing and volume discounts.

ESBOCES Brings Over \$31,000,000 of Grant/Specially Aided Funds to the Region

ESBOCES has received more than \$31 million in funding through various grants to support programs throughout our region. With the recent school budget fiscal environment, these grant funds are becoming a vital source of funds for the continuation of services to our region's children and adults. ESBOCES is committed to continue to aggressively pursue available funding opportunities.

Questions & Answers

Q. What is the Administrative Charge?

A. Sections 1950 and 1951 of the NYS Education Law established BOCES and the requirement of members of component districts to pay a proportionate share of the administrative costs.

Q. What ESBOCES expenses are supported by the Administrative Charge?

A. The expenses supported by the Administrative Charge are those within the Administrative and Capital Budgets. Expenses in the Administrative Budget include the cost of all central administrative offices, such as the District Superintendent, and a significant share of business and human resources. All retiree insurance benefits are also part of this budget. Expenses in the Capital Budget include the cost of facility rentals and capital projects, with 62% of the capital budget attributable to facility rental costs. Approximately 82% of the rents are paid directly to component school districts thereby reducing districts' operating costs.

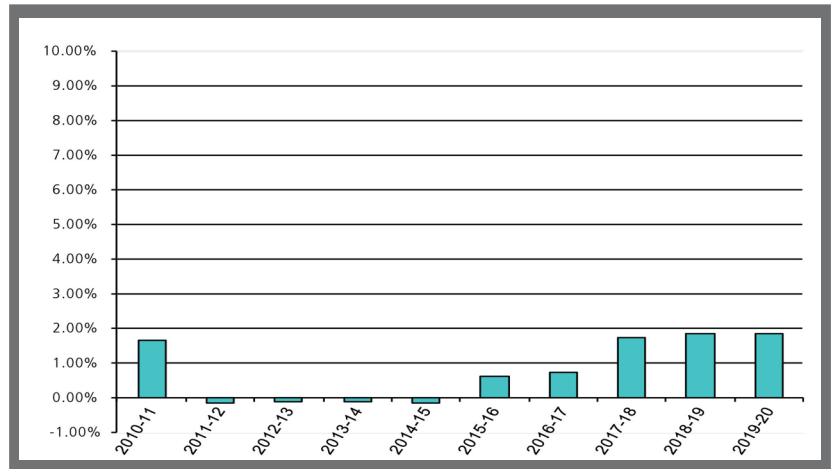
Q. What is the proposed change in the Administrative Charge?

A. The proposed change in the 2019-2020 Administrative Charge is a 1.84% increase.

Q. Do districts receive state aid on the ESBOCES Administrative Budget?

A. Yes. Districts receive from 17% to 68% of the ESBOCES Administrative Charge from the state as BOCES aid in the fiscal year following the payment of the Administrative Charge. The level of ESBOCES aid depends upon the aid ratio of the individual district. The chart on page seven illustrates estimated net Administrative Charges for each district after state aid. These estimates are based on current law.

10-Year History of the Administrative Charge



Q. Why do districts vote only on the Administrative Budget?

A. Chapter 295 of the Laws of 1993 requires a vote on the Administrative Budget. All other ESBOCES budgets are revenue based, and therefore, will vary as a result of changes in program participation. There is no requirement for districts to participate in any of the programs funded through these budgets.

Q. What happens if the ESBOCES Administrative Budget is defeated?

A. In the event the Administrative Budget is not approved by a majority of the component districts voting, ESBOCES must adopt a contingent Administrative Budget that does not exceed the amount of the current fiscal year's Administrative Budget. Expenses for health insurance benefits for retirees are exempt.

Budget Endorsed By Planning Team

The proposed 2019-20 Administrative Budget was developed in consultation with the Eastern Suffolk BOCES Administrative Budget Planning Team. The involvement of the planning team, which is chaired by a component superintendent and comprised of component school board members, superintendents, school business officials, and staff, has again proven to be integral to the development of a budget that responds to component district concerns. It is noteworthy that the Administrative Budget Planning Team has endorsed the proposed 2019-20 Administrative Budget, which includes capital funding of \$2,250,000 in acknowledgment of the need to meet current and future facility and related infrastructure needs.

What Our Component School Districts Have Said About Our Performance

As part of our strategic planning for continuous improvement, ESBOCES surveys those districts to which it provides services in order to receive feedback on the quality and nature of the services provided. The most recent survey results reported that 95% of participating districts gave the services primarily supported by the Administrative Budget marks of excellent or good, with the strong majority being excellent.

2019-20 Administrative Charges

Eastern Suffolk BOCES faces the same challenges as our component school districts in the development of the annual Administrative Budget. Balancing increased costs due to contractual and mandated obligations with the burden on local districts to absorb higher charges is a formidable task. Given this situation, and the need to maintain the system of controls embedded in our business office, we are proposing an increase of 1.84% in the administrative charge for 2019-20.

The state requires that health insurance costs for all BOCES retirees are to be included in the Administrative Budget. This cost has leveled off in the 2019-20 budget due to decreases in NYSHIP medicare premiums. As an agency, however, we continue to see an increase in medicare reimbursement costs and the number of retirees receiving benefits. As a result of ongoing planning efforts, we have been able to offset this entire cost through the use of other revenues to fund retiree health insurance premiums.

In an effort to provide a better understanding of the charges associated with the ESBOCES Administrative Budget, a chart is provided on the following page that "unbundles" the Administrative Charge for each district.



2019-20 Administrative Budget

Expenditures

Administrative Budget Personnel:	
Certified Personnel	\$ 997,968
Non-Certified Personnel	4,296,059
Subtotal - Personnel	5,294,027
Employee Benefits:	
Active Employees	3,738,195
Other Post-Retirement Benefits	25,932,279
Subtotal - Employee Benefits	29,670,474
Equipment & Other:	
Equipment	46,520
Supplies and Materials	103,000
Revenue Anticipation Note	160,000
Contracted Services	1,415,975
BOCES Internal Services	3,722,119
Subtotal - Equipment & Other	5,447,614
Subtotal Administrative Budget	\$ 40,412,115
Capital Budget:	
Rental of Facilities	\$ 3,593,836
Capital Fund Transfer	2,250,000
Subtotal - Capital Budget	\$ 5,843,836
Total Administrative and Capital Budget	\$46,255,951

Revenues

Interest on Deposits	\$ 420,000
Special Aid Funds	450,000
Miscellaneous	190,139
Transfers	25,932,279
Subtotal - Other Revenues	26,992,418
Charges to Component Districts	19,263,533
Total Revenues	\$46,255,951

Unbundled 2019-2020 Administrative Charges to Component Districts

District	Actual 2018-19 Admin Chg.	Proposed 2019-20 Oper Chg.	+ Proposed 2019-20 Capital Chg.	+ Proposed 2019-20 Retiree Chg.	= Proposed Total 2019-20 Admin Chg.	% Change
Amagansett UFSD	104,559	74,180	32,303	-	106,483	1.84%
Bay Shore UFSD	564,102	400,205	174,276	-	574,481	1.84%
Bayport - Blue Point UFSD	270,410	191,844	83,542	-	275,386	1.84%
Brentwood UFSD	1,445,948	1,025,836	446,718	-	1,472,554	1.84%
Bridgehampton UFSD	89,081	63,199	27,521	-	90,720	1.84%
Center Moriches UFSD	132,010	93,655	40,784	-	134,439	1.84%
Central Islip UFSD	586,207	415,888	181,105	-	596,993	1.84%
Comsewogue UFSD	408,403	289,744	126,174	-	415,918	1.84%
Connetquot CSD	833,716	591,484	257,572	-	849,056	1.84%
East Hampton UFSD	339,916	241,155	105,015	-	346,170	1.84%
East Islip UFSD	524,768	372,300	162,124	-	534,424	1.84%
East Moriches UFSD	107,367	76,172	33,170	-	109,342	1.84%
East Quogue UFSD	71,221	50,528	22,003	-	72,531	1.84%
Eastport - South Manor CSD	201,634	143,050	62,294	-	205,344	1.84%
Fire Island UFSD	7,740	5,491	2,391	-	7,882	1.84%
Fishers Island UFSD	35,779	25,384	11,054	-	36,438	1.84%
Greenport UFSD	72,121	51,167	22,281	-	73,448	1.84%
Hampton Bays UFSD	149,762	106,249	46,268	-	152,517	1.84%
Hauppauge UFSD	437,335	310,270	135,112	-	445,382	1.84%
Islip UFSD	333,539	236,631	103,045	-	339,676	1.84%
Little Flower UFSD	2,514	1,783	777	-	2,560	1.84%
Longwood CSD	1,033,815	733,446	319,391	-	1,052,837	1.84%
Mattituck - Cutchogue UFSD	184,252	130,719	56,924	-	187,643	1.84%
Middle Country CSD	1,163,520	825,466	359,463	-	1,184,929	1.84%
Miller Place UFSD	329,155	233,521	101,691	-	335,212	1.84%
Montauk UFSD	152,797	108,403	47,206	-	155,609	1.84%
Mount Sinai UFSD	259,203	183,893	80,079	-	263,972	1.84%
New Suffolk Common SD	8,973	6,366	2,772	-	9,138	1.84%
Oysterponds UFSD	54,444	38,626	16,820	-	55,446	1.84%
Patchogue - Medford UFSD	1,080,813	766,789	333,911	-	1,100,700	1.84%
Port Jefferson UFSD	142,485	101,087	44,020	-	145,107	1.84%
Quogue UFSD	107,055	75,951	33,074	-	109,025	1.84%
Remsenburg - Speonk UFSD	64,802	45,974	20,020	-	65,994	1.84%
Riverhead CSD	541,757	384,352	167,373	-	551,725	1.84%
Rocky Point UFSD	318,659	226,074	98,448	-	324,522	1.84%
Sachem CSD	1,843,356	1,307,777	569,497	-	1,877,274	1.84%
Sag Harbor UFSD	137,095	97,263	42,355	-	139,618	1.84%
Sagaponack Common SD	44,577	31,625	13,772	-	45,397	1.84%
Sayville UFSD	408,246	289,632	126,125	-	415,757	1.84%
Shelter Island UFSD	103,303	73,289	31,915	-	105,204	1.84%
Shoreham - Wading River CSD	127,500	90,456	39,390	-	129,846	1.84%
South Country CSD	572,619	406,248	176,907	-	583,155	1.84%
Southampton UFSD	426,636	302,679	131,807	-	434,486	1.84%
Southold UFSD	142,046	100,775	43,884	-	144,659	1.84%
Springs UFSD	122,361	86,810	37,803	-	124,613	1.84%
Three Village CSD	871,932	618,597	269,379	-	887,976	1.84%
Tuckahoe Common SD	73,338	52,030	22,657	-	74,687	1.84%
Wainscott Common SD	43,852	31,111	13,548	-	44,659	1.84%
West Islip UFSD	571,842	405,696	176,667	-	582,363	1.84%
Westhampton Beach UFSD	163,935	116,305	50,647	-	166,952	1.84%
William Floyd UFSD	1,102,988	782,521	340,762	-	1,123,283	1.84%
District Charges	18,915,488	13,419,697	5,843,836	-	19,263,533	1.84%

Estimated BOCES Aid on 2019-2020 Administrative Charge for Component Districts

District	2019-20 Admin Charge	Estimated BOCES Aid on Charge	Estimated Net Admin Charge	District	2019-20 Admin Charge	Estimated BOCES Aid on Charge	Estimated Net Admin Charge
Amagansett UFSD	106,483	18,494	87,989	Mount Sinai UFSD	263,972	119,946	144,026
Bay Shore UFSD	574,481	289,892	284,589	New Suffolk Common SD	9,138	1,587	7,551
Bayport - Blue Point UFSD	275,386	125,071	150,315	Oysterponds UFSD	55,446	9,630	45,816
Brentwood UFSD	1,472,554	1,001,985	470,569	Patchogue - Medford UFSD	1,100,700	473,216	627,484
Bridgehampton UFSD	90,720	15,757	74,963	Port Jefferson UFSD	145,107	30,314	114,793
Center Moriches UFSD	134,439	67,601	66,838	Quogue UFSD	109,025	18,936	90,089
Central Islip UFSD	596,993	383,429	213,564	Rensenburg - Speonk UFSD	65,994	11,462	54,532
Comsewogue UFSD	415,918	192,121	223,797	Riverhead CSD	551,725	177,600	374,125
Connetquot CSD	849,056	331,475	517,581	Rocky Point UFSD	324,522	161,521	163,001
East Hampton UFSD	346,170	60,124	286,046	Sachem CSD	1,877,274	726,553	1,150,721
East Islip UFSD	534,424	230,380	304,044	Sag Harbor UFSD	139,618	24,249	115,369
East Moriches UFSD	109,342	51,541	57,801	Sagaponack Common SD	45,397	7,885	37,512
East Quogue UFSD	72,531	12,598	59,933	Sayville UFSD	415,757	179,728	236,029
Eastport - South Manor CSD	205,344	124,275	81,069	Shelter Island UFSD	105,204	18,272	86,932
Fire Island UFSD	7,882	1,369	6,513	Shoreham - Wading River CSD	129,846	60,757	69,089
Fishers Island UFSD	36,438	6,328	30,110	South Country CSD	583,155	241,940	341,215
Greenport UFSD	73,448	12,757	60,691	Southampton UFSD	434,486	75,464	359,022
Hampton Bays UFSD	152,517	30,684	121,833	Southold UFSD	144,659	25,125	119,534
Hauppauge UFSD	445,382	126,219	319,163	Springs UFSD	124,613	21,643	102,970
Islip UFSD	339,676	158,355	181,321	Three Village CSD	887,976	361,451	526,525
Little Flower UFSD	2,560	618	1,942	Tuckahoe Common SD	74,687	12,972	61,715
Longwood CSD	1,052,837	490,042	562,795	Wainscott Common SD	44,659	8,508	36,151
Mattituck - Cutchogue UFSD	187,643	33,896	153,747	West Islip UFSD	582,363	245,379	336,984
Middle Country CSD	1,184,929	536,018	648,911	Westhampton Beach UFSD	166,952	28,997	137,955
Miller Place UFSD	335,212	151,488	183,724	William Floyd UFSD	1,123,283	559,225	564,058
Montauk UFSD	155,609	27,027	128,582				
				Total	\$19,263,533	\$8,081,904	\$11,181,629

Eastern Suffolk BOCES Annual Meeting and Vote Annual Meeting

Date: Wednesday, April 3, 2019 – Time: 7:00 p.m. – Location: James Hines Administration Center, Conference Room C

Budget Vote

Vote on the proposed 2019-20 Administrative Budget and election of five (5) Board Members
Date: Tuesday, April 16, 2019 – Location: In local districts

Copies of the complete Eastern Suffolk BOCES 2019-20 Annual Budget have been provided to the administrative offices of each component school district and have been posted on the Eastern Suffolk BOCES website. Please contact your local superintendent's office, or call Eastern Suffolk BOCES at 631-289-2200, ext. 3275, for a copy of the Eastern Suffolk BOCES 2019-20 Annual Budget.



President
Lisa Israel

Vice President
William K. Miller

Member and Clerk
Fred Langstaff

Members

Arlene Barresi	Joseph LoSchiavo
Walter Wm. Denzler, Jr.	Anne Mackesey
Stephen L. Gessner, Ph.D.	James F. McKenna
Linda S. Goldsmith	Brian O. Mealy
William Hsiang	Catherine M. Romano
Susan Lipman	John Wyche

District Superintendent
David Wicks

Chief Operating Officer
Julie Davis Lutz, Ph.D.

Associate Superintendent
Ryan J. Ruf – Management Services

Associate Superintendent
Peggie Staib, Ed.D. – Educational Services

Assistant Superintendent
R. Terri McSweeney, Ed.D. – Human Resources

Directors

Keith Anderson – Building Services
Leah Arnold – Career, Technical and Adult Education
Kate Davern – Education and Information Support Services
Colleen Lipponer – Business Services
Susan Maddi – Administrative Services
Grant Nelsen – Technology Integration
Gina Reilly – Special Education
Darlene Roces – Regional Information Center

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Eastern Suffolk BOCES does not discriminate against any employee, student, applicant for employment, or candidate for enrollment on the basis of sex, gender, race, color, religion or creed, age, weight, national origin, marital status, disability, sexual orientation, military or veteran status, domestic violence victim status, genetic predisposition or carrier status, or any other classification protected by Federal, State, or local law. This policy of nondiscrimination includes: access by students to educational programs, student activities, recruitment, appointment and promotion of employees, salaries, pay, and other benefits. ESBOCES also provides equal access to the Boy Scouts and other designated youth groups. ESBOCES fully complies with all applicable rules and regulations pertaining to civil rights for students and employees (e.g., Title IX of the Education Amendments of 1972, §504 of the Rehabilitation Act of 1973, Titles VI and VII of the Civil Rights Act of 1964, Dignity for All Students Act, §303 of Age Discrimination Act of 1975, the Americans with Disabilities Act of 1990, and the Boy Scouts of American Equal Access Act of 2001). Inquiries regarding the implementation of the above laws should be directed to either of the ESBOCES Civil Rights Compliance Officers at ComplianceOfficers@esboces.org: the Assistant Superintendent for Human Resources, 631-687-3029, or the Associate Superintendent for Educational Services, 631-687-3056, 201 Sunrise Highway, Patchogue, NY 11772. Inquiries may also be addressed to the Office for Civil Rights at the US Department of Education, 32 Old Slip, 26th Floor, New York, NY 10005, 646-428-3800, OCR.NewYork@ed.gov.