

SOUTH LEWIS CENTRAL SCHOOLS

2016-17 Instructional Calendar

July						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

August						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

September						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

October						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

November						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

December						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

September	
1-2	Superintendent Conference Days
5	Labor Day
6	School Opens
October	
10	Columbus Day
November	
11	Veteran's Day
23-25	Thanksgiving Holiday
December	
23-30	Christmas Holiday
January	
2	New Year's Holiday
16	Martin Luther King Day
24-27	Regents Exams
February	
20	Winter Recess (President's Day)
21-24	Winter Recess
March	
April	
14	Good Friday
17-21	Spring Recess
May	
29	Memorial Day
June	
13-22	Regents Days
23	Last Day of School
23	Ratings Day

January						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

February						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

March						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

April						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

May						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

June						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

School Day Tally			
Sept	21	Feb	15
Oct	20	March	23
Nov	18	April	14
Dec	16	May	22
Jan.	20	June	17
		186 days	

DRAFT

NOTE: If additional days must be used for emergency closings, the first day taken will be April 21, April 20, then 19, 18, etc. In the event of long term emergency closings, the Board of Education reserves which makeup days will be used from any scheduled recess periods and/or holidays, consistent with any language that may exist in district labor agreements.

South Lewis Central Schools

2016-17 Budget Recommendation

March 15, 2016



CURRENT 2015-16 Budget

\$25,138,993

- Cost-Drivers:
 - Salaries:
 - Administrative/Supervisory/Confidential: 2.75%
 - SRP: TBD
 - SLTA: 2.97% (avg. over term of contract)
 - Healthcare: 5%
 - Pensions: **DECREASE**
 - ERS: 18.2% to 15.5% of payroll
 - TRS: 13.26% to 11.72% of payroll
 - Building/Department Budgets: **DECREASE** of .1% (total = \$3,099,903)
 - BOCES and RIC Budgets: Increase of 2% (total = \$3,560,889)

- State Aid:
 - Foundation Aid: \$90,558 (.9% increase)
 - Operating Aid: \$146,729 (1.2% Increase)
 - Includes \$95,627 Community Schools Aid
 - Expense Based-Aids (Transportation, BOCES, etc...) – No Formula Change
 - Enrollment Based-Aid (Textbook/Software, Library, etc...) – No Formula Change
 - Building Aid: Decreased \$615,904 (due to payoff of the 2002 refinance of the 1995 Project)

Local Tax Levy History and Recommendation

- Tax Levy History:
 - 2009-10: 1.79%
 - 2010-11: 3.4%
 - 2011-12: 2.98%
 - 2012-13: 1.97% (Allowable Limit was 3.46%)
 - 2013-14: 1.98% (Allowable Limit was 4.95%)
 - 2014-15: 1.98% (Allowable Limit was 5.96%)
 - 2015-16: 1.95% (Allowable Limit was 3.45%)

- 2016-17 Tax Levy Recommendation
 - 0% increase (Estimated Allowable Limit is .12%)

2016-17 Proposed Budget \$24,773,105

- **What is in/not in this budget compared to this year?**
 - All current programs and opportunities for students
 - Building/Department Budgets as presented/requested
 - Minor Staffing/Program Changes
 - Elimination of two vacant elementary tenure area positions
 - Increase in Port Leyden Cleaner position
 - From 10-month/6 hours day to 12-months/8 hours day
 - Expiration of the Extended-School Day Grant
 - Reduction in AM/PM AIS
 - Costs placed in General Fund
 - Summer School, KidsKamp/Challenge Week, MVPS, Salaries, etc...
 - Mini-Renovation/Capital Outlay Project
 - Direct Digital Control (DDC) System (HVAC Controls)
 - Up to \$100,000 district-funded up front monies with SED reimbursement the following year at our aid ratio (85%)

2016-17 Elementary (UPK-6) Enrollment (After Elimination of 2 Vacant Positions)

	Glenfield	Port Leyden
UPK	Up to 18 (1 class)	Up to 18 (1 class)
K (Projected)	30 (15, 15)	33 (17,16)
1	41 (21, 20)	43 (22, 21)
2	43 (22, 21)	32 (16, 16)
3	51 (17, 17, 17)	39 (20, 19)
4	26 (13, 13)	24 (12, 12)
	<i>Total = 209/12 = 17.4</i>	<i>Total = 189/11 = 17.2</i>
Middle School		
5	76/4 = 19	
6	80/4 = 20	

2016-17 Recommended Budget \$24,773,105

- Spending **decrease** of approximately 1.5%
 - Current budget is \$25,138,993
 - Cost Drivers (Salaries, Health Insurance, and Mini-Renovation/Capital Outlay Project)
 - Cost Savers (Pensions, 1995/2002 Capital Project Bond paid off, change in Worker's Compensation provider, and elimination of two vacant elementary tenure area positions due to enrollment)
- 0% Tax Levy Increase Recommendation (Allowable Limit is .12%)
- Current recommended budget is approximately \$300,000 short
 - To be filled with a combination of:
 - State Aid
 - Mini-Project/Capital Outlay Reimbursement
 - ESD Grant (\$100-\$150K) – *if awarded*
 - Fund Balance



DISCUSSION

Internal Operations

SUBJECT: BOARD SELF-EVALUATION

The Board shall review the effectiveness of its internal operations at least once annually and will formulate a plan for improving its performance.

The Superintendent and others who work regularly with the Board may be asked to participate in this review and to suggest ways by which the Board can improve its functioning as a legislative body.

NOTE: Refer also to Regulation #2340R -- Board of Education Self-Evaluation and Form

Adoption Date: 5/12/09

Revised:

BOARD OF EDUCATION SELF-EVALUATION REGULATIONS

The South Lewis Board of Education believes that periodic formal and informal evaluation of operational procedures will improve the board's performance, exemplify the kind of constructive evaluations the board encourages for all school personnel and programs, and promote a spirit of team work throughout the district. Formal evaluations also provide the board with suggestions useful to the board in establishing objectives it will strive to accomplish.

At least once each year, board members will evaluate the board as a whole, according to standards presented in the self-evaluation instrument which is specified in the board policy.

All of this information should be used by the board each year when it establishes priorities and/or goals it will strive to accomplish during the coming year. How well the board accomplishes its priorities and/or goals will be a measure of its performance in any year.

Adoption Date: 5/12/09

Revised:

PRINCIPLES FOR BOARD OF EDUCATION SELF-EVALUATION

In order to assure that its operations support the schools in providing all students with a high-quality education, the South Lewis Board of Education hereby establishes as its principles:

1. To work closely with the community to ensure that Board actions and performances reflect the concerns and the aspirations of the community.
2. To identify the educational needs and desires of the district, and to transform such needs and desires into policies aimed at stimulating the students and the learning process.
3. To provide leadership in order that the goals and objectives of the school system, as set forth by the Board, can be effectively carried out.
4. To employ a Superintendent of Schools capable of ensuring that the district maintains a position as an outstanding school system and that school personnel carry out the policies of the Board with energy and dedication.
5. To formulate Board Policies which best serve the educational interests of students and provide the Superintendent with sufficient and adequate guidelines for implementation.
6. To provide a climate of mutual trust and respect toward other members of the Board, Administrators, and all school personnel.
7. To develop and provide data useful to the planning, evaluation, organization, and execution of board management functions.
8. To perform all board functions and operations in conformity with state, federal and local laws, rules and regulations.
9. To attempt, when budgeting, to strike a reasonable balance between economical use of financial resources and the need to provide a comprehensive educational program, and to ensure that the budget is presented in a clear and concise manner.
10. To think independently, to grow in knowledge and to rely on fact rather than prejudice, and a willingness to hear and consider all sides of any given issue.

11. To evaluate the Board's performance in relation to these principles, and to establish and clarify policies based upon the results of such evaluation.

PROCEDRUES FOR BOARD OF EDUCATION SELF-EVALUATION

As a regular and scheduled activity, the South Lewis Board of Education will evaluate its performance. In the discharge of this responsibility, the Board shall be guided by the following principles;

1. Each board member should individually complete the evaluation instrument. The evaluation of record should be a composite of the separate inputs, prepared by the Board President or designee.
2. The Board may request the Superintendent or other staff personnel to participate in the evaluation process.
3. All Board members as a group should meet to discuss the evaluation. This discussion should cover the strengths as well as shortcomings.
4. The evaluation should be conducted at least annually. Follow-up discussions may be conducted during the year.
5. Each judgment should be supported by as much rationale and objective evidence as possible. The opinion of one Board member should not be the sole basis for judgment on an appraisal item.
6. The evaluation process should be considered as one input to the process of formulating plans and Board priorities for the following year or years.
7. A summary report of the evaluation process will be prepared and presented to the Board for their information.

The evaluation instrument agreed upon shall become a part of this document, and shall be available for review by any individual not later than June 30 of the year for which it has been adopted.

SOUTH LEWIS CENTRAL SCHOOL DISTRICT - Board of Education Self-Evaluation

Instructions for rating performance – Place an “X” in the box that best describes the BOE’s performance based on the following scale:

Highly Effective (H) – *continually exceeds the criteria.*

Effective (E) – *consistently meets the criteria.*

Developing (D) – *partially meets the criteria.*

Ineffective (I) – *does not meet the criteria.*

#	CRITERIA	H	E	D	I	COMMENTS
1	As a BOE member, do you feel that Board members speak loudly and clearly enough so everyone present can hear what is being discussed?					
2	As a BOE member, do you feel the Board meeting is conducted in a business-like manner and follows accepted parliamentary procedures and rules?					
3	As a BOE member, do you feel that the chairperson takes charge of the Board meetings and keeps the meetings under control?					
4	As a BOE member, do you feel Board members treat school personnel and each other politely and with respect during the meetings?					
5	As a BOE member, do you feel the appropriate school personnel are present at Board meetings to supply information for agenda items?					
6	As a BOE member, do you feel the location and setting of Board meetings are comfortable and conducive to getting business done with adequate room for the public and media?					
7	As a BOE member, do you feel a conscious effort is made to make the public feel welcome at Board meetings, providing them with copies of the agenda?					
8	As a BOE member, do you feel the policy for public participation is explained at each meeting by the Board chairperson and is followed to maintain order?					

#	CRITERIA	H	E	D	I	COMMENTS
9	As a BOE member, do you feel Board members appear familiar with the materials provided to them prior to the Board meeting?					
10	As a BOE member, do you feel appropriate procedures are in place to permit any Board member to add items to the agenda?					
11	As a BOE member, do you feel Board members display good listening skills, a spirit of compromise when problems arise, and work to achieve unity?					
12	As a BOE member, do you feel Board members vote their conscience, but support the majority decisions?					
13	As a BOE member, do you feel the Board follows its role as a policy body and does not become involved in making administrative decisions at Board meetings?					
14	As a BOE member, do you feel Board discussions are confined to the issue on the floor?					
15	As a BOE member, do you feel issues before the Board are resolved unless postponed or tabled pending further study?					
16	As a BOE member, do you feel issues that are first brought to the Board by residents, students, or staff are appropriately referred back to the administration for investigation?					
17	As a BOE member, do you feel if the Board goes into Executive Session, a reason is announced that is consistent with the Open Meeting Law?					
18	As a BOE member, do you feel only the items that have been identified in public session are discussed in Executive Session?					
19	As a BOE member, do you feel Board meetings start on time and end within a reasonable time?					

