



# Skaneateles Central School District

*Excellence in Education*

**To:** SCSD Board of Education  
**From:** Christine DeMass, Assistant Superintendent for Business Operations

**Date:** 11/21/19

**Re:** Capital Review I

**Purpose of Review:** for *Part I* of each of the three budget components – capital, administrative, and program - we will present for discussion and conceptual approval (final approval will not take place until the Board's adoption of the entire budget) key items that we wish to include in the 2020-2021 budget. *Part II* of each component will consist of a more detailed review. Each will include feedback by the Audit, Budget and Finance (ABF) Committee.

## **Background of Recommendation:**

### Key Capital Components for 2020-2021

1. *Annual \$100,000 Capital Outlay Project* – Throughout the planning process for Project 2021, Ashley McGraw had identified several interior doors that need to be replaced within the district. As you know, for the 2019-2020 school year, the district will be replacing interior doors in the Middle School. Administration continues to work with Ashley McGraw to determine if the district should continue the interior door replacements in the Middle School or if there is another project that would make better sense at this time. As noted in the past, these projects are limited to \$100,000, are paid for by an interfund transfer from the General Fund to the Capital Fund and drive aid back to the district the following year. Our aid ratio is 62.9%. These smaller projects are key to maintaining our buildings in between the larger projects.
2. *Bus Replacement Plan* – administration recommends that the board continue with the Bus Replacement Program by placing a proposition before the voters for the purchase of an additional four buses at a cost not to exceed \$445,000. This will be the fifth year of the bus replacement program. For the 20-21 school year, our recommendation is to purchase four 71 passenger gasoline buses. The district currently has six gasoline bus and would like to transition the fleet to all gasoline buses.
3. *Fleet and Equipment Replacement Plans* - administration is reviewing all of the district's fleet and equipment in its asset management system to identify their condition – *i.e.*, Excellent, Good, Fair or Poor – and prioritize their replacement. Part of the review includes determining if replacement of certain equipment aligns with the district's current strategic plan. Lastly, for equipment in fair or poor condition likely to be replaced, administration is working with appropriate personnel to estimate the current or future replacement cost.
4. *Staffing* – administration is reviewing the overall staffing in operations, maintenance, and grounds to ensure maximum effectiveness. Negotiations are due to begin soon with CSEA.

5. *Debt Service* – The district is currently reviewing our estimated debt service schedules and working with Fiscal Advisors to ensure proper funding for our past and current projects.

**Recommendation:** administration recommends that the Board direct us to continue planning for these five (5) areas and to review them for feedback with the ABF at upcoming meetings

