



# WYANDANCH UFSD PUBLIC HEARING

Annual Update

Annual Report of the Fiscal Monitor  
to the Wyandanch UFSD

June 21, 2023

# ***Welcome and Introductions***

- ***State Fiscal Monitor:***
  - Al Chase
- ***Wyandanch UFSD Superintendent:***
  - Dr. Gina Talbert

# ***Welcome and Introductions***

- Wyandanch Union Free School District Board of Education:
  - Mr. Jarod Morris, President
  - Ms. Nancy Holliday, Vice-President
  - Mrs. Shirley Baker, Trustee
  - Ms. Kathy Corbin, Trustee
  - Mr. James Crawford, Trustee
  - Mr. Charlie Reed, Trustee
  - Ms. Latesha Walker, Trustee
  - Ms. Jessica Reed, District Clerk



# Agenda

- Purpose of the Public Hearing
- Update to the Long Range Plan and Recommendations
- Opportunity For Public Comment

# Tonight's Public Hearing

- ***Purpose – For the Community of Wyandanch UFSD:***
  1. To provide an update of the findings and recommendations of the Fiscal Monitor.
  2. To understand the District's perspective on the Monitor's plan.
  3. For the community to provide comments and input as to the report recommendations and future direction of the school district.

# Updated Report of the Fiscal Monitor

- This report has been made available on the school district website in anticipation of tonight's meeting. It can be found at <https://www.wyandanch.k12.ny.us>
- Comments on the report can be sent to [wyandanchmonitor@gmail.com](mailto:wyandanchmonitor@gmail.com).
- Please include your name in your email so that you can receive a response.

# ***Public Hearing Protocols***

1. After the presentation, I will open the meeting up for questions in the following order:
  - In-person comments – Community, followed by Board of Education
  - Electronic comments forwarded to District Clerk
  - Zoom comments
2. Anyone submitting a request to speak will be given 3 minutes to present. Speaking requests should be submitted to the District Clerk.
3. Speakers will be called in the order that their speaking request was received by the District Clerk.

# Statutory Requirements

Chapter 18 of the Laws of 2020 requires that the Fiscal Monitor develop a proposed five-year Fiscal Plan, inclusive of operational recommendations, in consultation with the Board of Education. The original five year plan was developed in 2020. Updated recommendations have been sent to the Board for review and comment this evening. An updated financial plan will be finalized in the fall after staffing has stabilized.

The legislation requires that a public hearing be held on the proposed plans to consider the input of the community.

6/20/2023



# Statutory Requirements

Should the BOE disagree with any portion of this report, it is required that it respond in writing to the NYS Commissioner of Education stating its specific objections. Doing so will trigger the entire report and fiscal plan to be opened up for review by the Commissioner.

Should the BOE accept the report (as may be amended) in its entirety by resolution at its July business meeting, the Monitor will submit the report by August 1, 2023 to the Commissioner and it will be deemed approved.

# Background Information

Previously, the annual reports were presented in the October – November timeframe. The recommendations contained in those reports were meant to be implemented during the remainder of that school year, which effectively left only a half year for implementation.

After discussions between the State monitors and SED staff, it was agreed that accelerating the reporting period to the summer would improve the currency of the report and allow more time for implementation.

# The Report of the Fiscal Monitor

- The school district is now into its fourth year of fiscal review. As new issues and concerns arise, research and investigation into different aspects of the fiscal operation are undertaken, and appropriate assistance provided to the administration and Board of Education.
- Annual updates are informed by interviews and meetings with internal and external groups, including, but not limited to:
  - District Staff
  - External auditors who work with the school district
  - NYS Office of the State Comptroller

# Review of the 2022-23 School Year

In November 2022, several new recommendations for fiscal and operational improvement were made, and there was follow-up on prior recommendations that were not fully implemented.

# **FISCAL AND OPERATIONAL ACCOMPLISHMENTS DURING THE 2022-23 SCHOOL YEAR**

- The fiscal and administrative operational aspects of the Wyandanch UFSD improved markedly during the 2022-23 school year.
- The school district again anticipates closing out the 2022-23 school year with a substantial fund balance, which our Business Administrator is estimating at \$ 4 -4.5 million .
- The district is no longer strapped for cash, and is in a stronger financial position. As a result, bills from vendors are being paid quicker. Payment procedures have been streamlined, also contributing to a better outcomes.



# **FISCAL AND OPERATIONAL ACCOMPLISHMENTS DURING THE 2022-23 SCHOOL YEAR**

- Repairs and physical upgrades continue to be made. Those issues which cannot be addressed while school is in session are scheduled to be addressed during the summer.

# **FISCAL AND OPERATIONAL ACCOMPLISHMENTS DURING THE 2022-23 SCHOOL YEAR**

- While financial shortfalls are not anticipated in the next few years, it will be important that the district maintain good financial stewardship. A long range financial projection will be performed once the 2023-24 school year is underway and hopefully all budgeted positions within the district are filled.
- As we move into the final year of American Rescue Plan (ARP) funding, it will be necessary to both ensure that the district has spent as much as possible of its allocation, but at the same time, not be reliant on these funds for operations after September 2024.



# **The Annual Update Report of the Fiscal Monitor**

- Recommendations made by the Fiscal Monitor in the report of November 2020 and the subsequent updates in November 2021 and 2022 have largely been implemented. Over the past months, additional recommendations, based on observations and findings, were developed. These additional recommendations are meant to assist the District in its maintaining continued fiscal and operational stability.



# The Annual Update Report of the Fiscal Monitor

There are two types of recommendations in this update:

- **'Shall'** recommendations are those which must be implemented by the school district.
- **'Should'** recommendations are not mandated but strongly encouraged.

Some recommendations have specific implementation dates, while others do not.

*New recommendations are presented on the next group of slides.*

## New Recommendations – 2023-24

- Human Resources shall produce a monthly Position Control Report for review by the monitor and cabinet.
- The district shall develop a set of onboarding and offboarding documents for employees, to ensure that new employees possess the tools to begin employment in the district. Permissions must be revoked as soon as employment ceases.
- The district should strongly consider the universal issuance, on an annual basis, of relevant policies to all employees so that staff are fully aware of both their rights and obligations in the workplace.

## **New Recommendations – 2023-24**

- The Business Office shall continue to refine its budgeting methodologies by budgeting all non-personnel funds based on building enrollment and grade level so as to better ensure the equitable distribution of resources among schools. Equipment shall be budgeted using a 'zero-based budgeting' approach.
- Starting this year, the budget development cycle shall begin no later than October to ensure that all parties have sufficient time to complete their necessary budgeting obligations. An approved budget calendar shall be made available no later than the end of October.
- The Business Office and Human Resources shall jointly investigate the feasibility of migrating to a more comprehensive financial system, so as to provide the district with greater reporting capabilities.

## **New Recommendations – 2023-24**

- The district should consider hiring a grants writer to avail itself of outside funding that may be available.
- Physical copies of new union contracts shall be produced through a collaboration of Human Resources and the school attorney. Presently, most contract documents consist of numerous addendums to expired contracts going back a number of years.
- A database of Requests For Proposals (RFPs) should be developed by October 31, 2023 so that the district can align itself to best practices as well as NYS requirements for auditing services.

## **New Recommendations – 2023-24**

- The district shall immediately correct previously-reported earnings recorded with the NYS Teachers Retirement System and NYS Employees Retirement System so that district employees retire with the correct level of benefits to which they are entitled.

# Prior Recommendations Requiring Implementation

- The school district and Wyandanch Public Library shall continue to work together to resolve outstanding issues regarding retirement system reporting.
- The Business Office and Human Resources shall continue to actively work together to assure proper budgetary placement of staff, ensuring that Payroll has sufficient information to correctly charge payroll expenses.
- The Facilities Committee shall set forth specific dates for milestones to be achieved in consideration of a bond referendum.



## **Prior Recommendations Requiring Implementation**

- The district shall continue to provide sufficient cross-training of staff to ensure tasks do not go undone due to vacancies, absences, etc.
- Obtain detailed PILOT payment schedules from the Town of Babylon.





# ***Questions and Comments***

Thank You

6/20/2023