

# **Oyster River Cooperative School District School Board Finance Committee**

**January 27, 2021  
6:00 PM Via TEAMS**

## **AGENDA**

- I. Call to Order
  
- II. Discussion Item:
  - Overview of Adopted Revised Charge approved by the full Board on January 6, 2021
  - Technology Needs Update for New Middle School
  - Discussion of the 2020-2021 Budget to date with a focus on:
    - i. Estimated cost of support staff approved by the full Board for the remainder year,
    - ii. Ability to pay the \$400,000 to the towns at the end of this fiscal year,
    - iii. Update of the estimated food service loss and,
    - iv. Review of the Capital improvement plan to determine feasibility of adding projects IF 20-21 budget allows.
  
- III. Other

## **ORCSD Budget Committee Second Semester Charge**

We are nearly at the halfway point of an extraordinarily difficult fiscal year. The Budget Committee's original charge was to help the School Board develop the fiscal 21-22 budget. The Board approved that budget and all that remains is work on the warrant articles' language and public hearing presentations. For the second semester, I think it would be beneficial for the committee to discuss the following issues.

It is easy to forget that planning for the fiscal 20-21 budget occurred well before COVID. Much has changed since March. For the second semester, the School Board has approved new middle school and high school hybrid models and is investigating other possible recommendations. The committee will develop a report on the cost of the models and their funding sources.

When we approved the budget, we projected returning a \$400,000 fund balance to the communities. The committee will discuss current budget issues and develop recommendations for the district either exceeding or falling short of the target fund balance.

"In order to support transparency in the process, the committee will keep detailed minutes and provide those minutes to the full Board."

NEW ORMS Est. Costs

	<b>Total Est. Cost</b>	<b>Erate 30%</b>
1st Floor IDF Switches	\$ 32,787.40	
MDF Switches	\$ 73,152.30	
Wireless Access Points	\$ 70,115.30	\$ 21,034.59
UPS	\$ 6,000.00	
<b>Total</b>	<b>\$ 182,055.00</b>	

Oyster River Cooperative School District  
Business Administrator's Office

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INTEROFFICE MEMORANDUM

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TO: Oyster River School Finance Committee  
FROM: Sue Caswell, Business Administrator  
DATE: January 12, 2021  
RE: Estimates for 2020-21 Budget

Before you begin your discussion on the status of the 2020-21 budget, I want to share a few of my estimates with you.

We are currently in the process of hiring additional staff to support in school learning. There will be 2 to be shared at the elementary schools and 4 for the middle and 4 for the high school. The estimated cost for a total of 10 paraprofessional is \$173,000. We are using a conservative rate of pay, assume they will participate in the district health plan, and expecting them to work until June 16, 2021.

We still do estimate we will have at least a \$400,000 fund balance to offset the tax rate. This would come from the estimated bond payment of \$625,000. The actual payment is \$357,629, leaving a balance of \$267,371. We also have the HealthTrust premium holiday funds of \$248,157 to add to this.

Meals counts continue to be low even with offering delivery while we are remote. We estimate this loss to be between \$250,000 and \$300,000. The budget currently has \$28,000 for this and the program has \$63,645 carried over. I would not recommend taking all the balance since Doris worked so hard to bring the program in the black.

There is one expense we will need to address that we do not have budgeted. We will need to find an additional \$140,000 to cover technology costs not included in the budget for the new middle school.

When I look at the status of the budget at the halfway point of the year and compare it to previous years, there are many accounts with higher positive balances compared to prior years.

# Facilities CIP plan

10/20/2020

## Year 2

## 2020 - 2021

School	Trade	Project	Target	Cost
<i>Leases and Bonds</i>				<b>\$2,500,000.00</b>
District Wide Middle School	Upgrades	Siemens LEASE PAYMENT - Year 2 of 10 <b>*MS Bond payment</b>		\$418,858.00 \$357,480.00 <b>\$776,338.00</b>
		<u>Capital Projects</u>		
High school DW	Renovation HVAC	Build Parking lot in place of Tennis courts - Strategic plan*		\$290,000.00
Moharimet	Roofing	A/C replacements for Server rooms - Strategic plan*		\$100,000.00
High school	Roofing	Roof re-coating		\$230,000.00
High school	Construction	Junior Core wall construction		\$75,000.00
High school	Flooring	Junior Core Flooring		\$13,000.00
Mast Way	Flooring	Damaged flooring replacement in 4 classrooms		\$35,000.00
			<b>True CIP</b>	<b>\$743,000.00</b>

Total \$1,519,338.00

## Year 3

## 2021 - 2022

School	Trade	Project	Adjusted	Cost
<i>Leases and Bonds</i>				<b>\$3,000,000.00</b>
District Wide Middle School	Upgrades	Siemens LEASE PAYMENT - Year 3 of 10 <b>True MS Bond payment</b>		\$418,858.00 \$1,103,238.00 <b>\$1,522,096.00</b>
		<u>Capital Projects</u>		
Middle School	Energy	Parking lot solar canopy structure- COVID PPE offset	\$352,000.00	\$100,000.00
Moharimet	HVAC	2 Air handler replacements -phase 1 (Includes engineering)		\$180,000.00
High school	Flooring	Cracked flooring replacement on 2nd floor		\$22,000.00
Moharimet	Flooring	Flooring replacements in wings		\$50,000.00
Moharimet	Renovation	Renovation to old Main office, Nurse, Staff workroom, OTPT		\$225,000.00
DW	Security	Security Improvements - Strategic Plan*, Camera servers		\$100,000.00
DW	Engineering	Mechanical engineer for MOH/MW HVAC systems	\$60,000.00 now in project #	
			<b>True CIP</b>	<b>\$677,000.00</b>

Total \$2,199,096.00

## Year 4

## 2022 - 2023

School	Trade	Project	Target	Cost
				<b>\$3,500,000.00</b>
District Wide Middle School	Upgrades <b>Bond</b>	Siemens LEASE PAYMENT - Year 4 of 10 <b>NEW Middle School Bond payment</b>		\$418,858.00 \$1,406,476.00 <b>\$1,825,334.00</b>
		<u>Capital Projects</u>		
High school	Renovation	Build Tennis courts - Strategic plan*		\$225,000.00
Middle School	Improvement	Playground		\$200,000.00
Moharimet	HVAC	Air handler replacement - 2 units - phase 2		\$150,000.00
High school	HVAC	Add existing MS boilers to HS heating system	Still in planning - Utility incentive	
Mast Way	HVAC	Air handler replacements - 3 units (includes engineering)		\$280,000.00
High School	HVAC	Add AC to Cafeteria air handler (was deferred from 21/22)		\$103,000.00
High School	Flooring	Gym Floor Refinishing (was deferred from 21/22)		\$32,000.00
High School	Flooring	Replace flooring in main hallway (was deferred from 21/22)		\$51,000.00
Mast Way	Flooring	Library, café, select classrooms flooring replacement (was deferred from 21/22)		\$80,000.00
			<b>True CIP</b>	<b>\$1,121,000.00</b>

Total \$2,946,334.00

**Year 5**

**2023 - 2024**

\*current ORHS Bond payed in full - \$635,000 available

School	Trade	Project	Target	Cost
				\$4,635,000.00
DW Middle School	Upgrades Bond	Siemens LEASE PAYMENT - Year 5 of 10 NEW Middle School Bond payment		\$418,858.00 \$2,078,977.00 <b>\$2,497,835.00</b>
		<u>Capital Projects</u>		
Moharimet	HVAC	A/C replacements - Strategic Plan*		\$300,000.00
Mast Way	Parking	Parking lot upgrade and Lighting - Strategic plan*		\$300,000.00
Mast Way	HVAC	A/C replacements - Strategic Plan*		\$300,000.00
Moharimet	Parking	Parking lot upgrade and Lighting - Strategic plan*		\$300,000.00
District	Energy	Buy-out of Solar Array on the Service Building Garage		\$16,809.00
High School	HVAC	Domestic hot water boiler replacement		\$125,000.00
Service Building	Parking	Parking lot re-surfacing		\$40,000.00
			<b>True CIP</b>	<b>\$1,381,809.00</b>
			Total	\$3,879,644.00

**Year 6**

**2024 - 2025**

School	Trade	Project	Further discussion	Cost
			Target	\$4,635,000.00
DW Middle School	Upgrades Bond	Siemens LEASE PAYMENT - Year 6 of 10 NEW Middle School Bond payment (peak amount)		\$418,858.00 \$2,829,394.00 <b>\$3,248,252.00</b>
		<u>Capital Projects</u>		
Mast Way	Construction	Cafeteria Expansion	\$300,000.00	
DW	Security	Building access upgrades - Strategic plan*		\$150,000.00
SAU	Construction	New SAU building	\$600,000.00	
Athletics	Upgrades	Track/Field Grandstands	\$160,000.00	
Mast Way	Renovation	Interior renovations. Staff / single stall restrooms		\$125,000.00
Moharimet	Renovation	Interior renovations. Staff / single stall restrooms		\$200,000.00
Service Building	Renovation	Team room/restrooms/expanded concessions		\$200,000.00
High School	HVAC	Walk-in cooler controls		\$25,000.00
DW	Energy	Electric Vehicle charging stations		\$150,000.00
High School	Roofing	Gym and Aud. roof restoration (solar)		\$120,000.00
Service Building	HVAC	Furnace replacement (2) and A/C		\$100,000.00
High School	Roofing	Tower and C roof replacement		\$150,000.00
			<b>True CIP</b>	<b>\$1,220,000.00</b>
			Total	\$4,468,252.00

**Year 7**

**2025 - 2026**

*\*MS Bond payment stabilizes / CIP back to normal*

School	Trade	Project	Pending	Cost
		<i>Target</i>		<i>\$1,500,000.00</i>
DW	Upgrades	Siemens LEASE PAYMENT - Year 7 of 10		\$418,858.00
High School	Parking	Parking lot / side walk improvements		\$200,000.00
Mast Way	Fire systems	Fire system generator system		\$75,000.00
Mast Way	Fire systems	Fire pump and tank replacement		\$75,000.00
High School	HVAC	Main 5hp Circulator pump replacement		\$65,000.00
Mast Way	HVAC	Heating radiator replacement		\$200,000.00
Moharimet	HVAC	Heating radiator replacement		\$200,000.00
Mast Way	HVAC	Kitchen hood replacement and controls		\$22,000.00
Mast Way	Renovation	Restroom renovations - rear and staff		\$150,000.00
High School	Grounds	Irrigation system		\$50,000.00
High School	Renovation	Exterior Door replacement		\$175,000.00
SAU	HVAC	Heating / A/C system replacement	\$155,000.00	
			<b>\$155,000.00</b>	<b>\$1,630,858.00</b>
			<i>True CIP</i>	<i>\$1,212,000.00</i>

**Year 8**

**2026 - 2027**

School	Trade	Project	Pending	Cost
<i>Ordered by Priority</i>				<i>\$1,500,000.00</i>
		<i>Target</i>		
DW	Upgrades	Siemens LEASE PAYMENT - Year 8 of 10		\$418,858.00
Moharimet	HVAC	Kitchen hood replacement and controls		\$22,000.00
Mast Way	Walls and flooring	Flooring replacement and hallway wall tile		\$100,000.00
High School	Flooring	Flooring replacements		\$100,000.00
Mast Way	Painting	Painting of classrooms and halls		\$100,000.00
Moharimet	Painting	Painting of classrooms and halls		\$100,000.00
Mast Way	Roofing	Rear classroom roof replacement		\$200,000.00
Service Building	Roofing	Roof replacement		\$100,000.00
Moharimet	Life Safety	Fire pump and water tank replacement		\$100,000.00
High School	Painting	Large scale painting of areas		\$100,000.00
High School	HVAC	AHU Circulator pump replacement		\$175,000.00
				<b>\$1,515,858.00</b>

**Year 9**

**2027 - 2028**

School	Trade	Project	Pending	Cost
<i>Ordered by Priority</i>				<i>\$1,500,000.00</i>
		<i>Target</i>		
DW	Upgrades	LEASE PAYMENT - Year 9 of 10		\$418,858.00
Mast Way	Roofing	East wing to Library roof replacement		\$200,000.00
High School	HVAC	Kitchen hood replacement and controls		\$25,000.00
High School	Roofing	MPR and Café Roof replacement		\$250,000.00
Mast Way	Flooring	Flooring replacements		\$40,000.00
DW	Energy	Plug load Controls		\$48,000.00
DW	HVAC	Destrat Fans		\$34,000.00
High School	HVAC	Begin Air Handler replacement plan		\$500,000.00
				<b>\$1,515,858.00</b>

**Year 10****2028 - 2029**

School	Trade	Project	Target	Cost
<i>Ordered by Priority</i>				\$1,500,000.00
DW	Upgrades	LEASE PAYMENT - Year 10 of 10		\$418,858.00
High School	HVAC	Air handler replacement plan		\$1,000,000.00
				<b>\$1,418,858.00</b>

**Year 11****2029 - 2030**

School	Trade	Project	Target	Cost
<i>Ordered by Priority</i>				\$1,500,000.00
High School	HVAC	Air handler replacement plan		\$500,000.00
High School	Athletics	Field Turf Replacement		\$125,000.00
Moharimet	HVAC	Water heater system replacement		\$250,000.00
				<b>\$875,000.00</b>