

**WEST WINDSOR-PLAINSBORO REGIONAL SCHOOL DISTRICT
BOARD FINANCE COMMITTEE MINUTES**



<u>BOE Committee:</u> Anthony Fleres (Chair) Hemant Marathe Yibao Xu	<u>Administration:</u> Victoria Kniewel Larry Shanok Lawrence LoCastro	<u>Guest/Public:</u>
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December 11, 2012

The meeting was called to order at 6:34 PM at Community Middle School in the media center. Topics covered included:

Transportation & Buses: As has been noted in the past, West Windsor Township will be utilizing the garage area in its redevelopment plans. In addition, fifteen busses age out in 2015. A number of metrics were discussed. The average contractor cost for regular education routes this year is \$20,271; most range between \$17,500 and \$22,500. What do the internally served regular education routes cost? Two perspectives were discussed. One attempts to have additional actions such as kindergarten and field trips carry a full share of all costs and excludes other costs such as secretarial services and lowball costs such as health benefits and amortization of busses. By means of this process, each route is at least \$21,469. The other approach places most costs on the primary routes since it is likely that contractors would provide the additional trips at low marginal costs, much as they do now for late runs. By this process, the route cost is \$30,113. Both approaches do not account for supervisory costs and district costs such as human resources and payroll.

Review Agenda Items: An additional item tonight is a resolution to move forward with six projects with the architect and the State of New Jersey. This has been reviewed and agreed to by the Administration and Facilities Committee. Action allows time for the projects to be done next summer, otherwise they may have to wait until 2014.

The interlocal agreements with each township for cable television related services were discussed. These will be on the January agenda of the board of education. The Committee supports the agenda items.

2013-2014 Budget Progress: Rollover of personnel will kick off the 2013-14 budget efforts. This will provide insight into the feasibility of the budget target: no increase in the total tax levy (the sum of general fund and debt service fund taxes to be divided between the townships). It was noted, that the six capital projects mentioned above will consume \$1.5 million in the budget; if additional projects are desirable, a higher budget may be necessary.

Mixed Use Space: Efforts continue in the development of concepts and plans for the space. It was decided that the architect would be engaged in the project in the same manner as previously done with other district endeavors. The cost is not to exceed \$25,000 for the architect; this will result in a conceptual design and cost estimates.

Support for Instruction, Evaluation, and Data Analysis: The Board of Education has remarked on the combination of fewer administrators (the district has an above average number of students per administrator) and increasing State mandates for reports and evaluations. In the past, the Board has indicated support for additional help meeting these requirements. Adding some temporary supplemental assistance on topics such as OCR reporting and program reviews were discussed; it was noted that the district will engage such help in the coming months.

Class Size: There is broad interest in class size issues and they will be addressed at both committee and Board meetings as the budget cycle moves forward.

Updates: The district is proceeding with both FEMA and our insurers with respect to storm damage. The federal W-2 reporting requirements for health premiums are continuing to be a problem as the State Employees Health Benefits Plan and Horizon have not provided that information to date. It was suggested that since the numbers do not impact individual tax returns that estimates might suffice; the district would prefer to avoid the use of estimates. To date the mediation with D.A. Nolt on the 2011 roof work at South and Wicoff has not borne fruit; the contractor is submitting OPRA requests in lieu of further discussion.

The meeting adjourned at 7:29P.M.

NEXT MEETING: Tuesday, January 22, 2013, 6:30 PM @ Central Office

Topic for Next Meeting

Review Agenda Items
2013-2014 Budget Progress
WWPSA on Transportation Subjects

Future Topics:

Impact of Recent Legislation
Policies