

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



<u>BOE Committee:</u> Anthony Fleres (Chair) Louisa Ho	<u>Administration:</u> David Aderhold Larry Shanok Lawrence LoCastro	<u>Guest:</u> Dana Krug George Duthie, FVHD
--	---	---

November 19, 2013

The meeting was called to order at 6:30 PM at Central Office. Topics covered included:

Review Agenda Items: The committee supports the agenda items.

2013-2014 Budget Progress: Larry LoCastro noted the early steps being taken to kick off the budget process. These include preparing to rollover personnel, identify capital projects, identify any additions to professional development, technology and software that will need support in that budget.

Round Four ROD Grants: While nothing official has been announced by the State of New Jersey, the “talk” around the DOE is that a decision on the 2,400 Round Four Regular Operating District projects submitted by all NJ school districts will get an official notification of acceptance/rejection in the first week of December. WWPRSD submitted 58 projects. Final state approval of accepted projects will hinge on demonstrating that the district has local funds to provide 60 cents of each project dollar; the ROD grant provides 40 cents on the dollar. If the district decides to proceed, additions to capital reserve will be needed.

Construction Management Services: For several months, the committee has discussed engaging construction management services for the Village addition project, much in the manner the district successfully did so in conjunction with the 2006 Referendum construction. District architect George Duthie was present to address questions. This will be a “not to exceed” contract of \$208,600. The committee supports this action.

Commissioning of Village School Expansion: District architect George Duthie described this issue. The addition will be the first district construction to seek LEED status – an energy efficiency standard. It will incorporate geothermal heating and cooling, day lighting and LED lighting among its energy conserving features. To gain LEED certification a commissioning agent is required; such a contractor verifies that all applicable systems are installed and working as they should be working. In addition, based on the efficiencies expected to be achieved, it is the intention of the district to seek receipt of New Jersey’s Clean Energy Program payment through the Pay For Performance program (P4P). The P4P program requires submittal of a commissioning report. Overall, the cost of a commissioning agent is just about balanced by the amount of the incentive; at the end of the process, we will have gotten the benefit of the efficiencies gained by this activity at little or no net cost. Such commissioning is an activity “above and beyond” both architect/construction management services. It will be a “not to exceed” contract of \$53,500. The committee agreed to proceed in this manner.

The meeting moved to closed session. The meeting returned to open session.

Flexible Spending Plan: The Internal Revenue Service has announced that they will allow FSA’s to carryover up to \$500 from one plan year to the next year. Previously, a participating employee forfeited any funds remaining in the FSA after the year ended. To do this the IRS requires that a formal change in the FSA plan be made. The district is inquiring about any cost the current FSA third party administrator might levy for changing the plan in this manner.

The meeting adjourned at 7:56 P.M.

NEXT MEETING: Tuesday, December 10, 2013, 6:30 PM @ Central Office

Topic for Next Meeting
Review Agenda Items
Round Four ROD grants

Future Topics:
Impact of Recent Legislation
Policies
Transportation