

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



<u>BOE Committee:</u> Dana Krug (Chair) Anthony Fleres Yu "Taylor" Zhong	<u>Administration:</u> David Aderhold Larry Shanok Lawrence LoCastro	<u>Guest/Public:</u>
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May 13, 2014

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

Review Agenda Items. Agenda items for both May 20th and June 10th were reviewed; several are part of the annual cycle or part of multi-year cycles. Among the annual activities are professional service rates, lunch prices, travel resolutions, procurement resolutions, transfer of interest on capital projects funds to the debt service fund to help repay the district's long term debt since state regulations prohibits spending interest earnings on capital projects. Also, School Alliance Insurance Fund (SAIF) general insurance liability program renewal for a three-year period was discussed and supported for: Workers' Compensation, Liability, Excess Liability, Package – Property, Boiler and Machinery, General and Auto Liability, and School Leaders Professional Liability, effective July 1, 2014.

June is the only time of year that the State of New Jersey allows a Board of Education the right to transfer funds into capital reserve at a board meeting. In line with the district practice of recent years, the agenda calls for such a transfer in an amount of \$1.75 million.

After the April 29th board meeting the district submitted all twelve Round Four ROD projects to the SDA for generation of executed agreements from the state. We segregated the projects to emphasize that the district needs to award the projects for which bids have been opened or completion this summer will be problematic. With no response to date, the district contacted the SDA and requested that the chiller for Millstone River be expedited since the existing HVAC there is unserviceable and a mobile rental unit is now in use. The SDA indicated that they would try to execute that agreement as soon as possible. In a spirit of hopefulness, that project is tentatively placed on the May 20th agenda; other projects that were bid out are tentatively listed for June 10th. If the SDA responds but just after the May 20th meeting, a special meeting may make sense to award the projects and allow them to proceed. To award without executed agreements would lose the district the 40% participation by the State of New Jersey. More delay could threaten summer completion of those projects.

Budget Process Review Committee Recommendations. The Committee reviewed the process and timeframes from the former Committee's recommendations. Overall, the underlying concepts, process, and timeframes still worked effectively for the 2014-2015 school year. It was noted that with the number of new Board Members, it may serve to continue to refer to these recommendations while encouraging the Board to provide their relevant thoughts on the budget to the finance committee chair.

Technology Refresh. At the last committee meeting, Technology discussed six refresh projects for equipment nearing their end of life cycle and that is becoming less maintainable and reliable. The Committee endorses actions to implement the refresh plan as discussed. The Committee suggests that Technology be attentive to reliability issues associated with recent hardware and software usage.

It was noted that the migration project discussed at the last meeting is now expected to be done at a cost of just under \$11,000; this will likely be funded with e-rate funds as it is a onetime tech effort that benefits the district's students and staff.

HSN Fire Alarm Strobe Update. Meetings among the contractor, district architect, and district personnel were reviewed. As a result, a quote will be utilized to get this project completed. The administration will move that process forward.

Advocate May Inspection. A spot inspection of Aramark is coming soon. It is hoped that recent Aramark actions have stabilized the high schools. Historically, May inspections show the impact of the school year, though in past May inspections, Aramark scores easily exceeded the in-district scores of May 2010.

Legal Disputes Update. Mr. Shanok provided a status of the outstanding construction issues.

Prescription and Dental rates for the Next Cycle. Mr. Shanok described the meeting with Mr. Schumacher and our broker. With prescription claims paid exceeding premiums, an increase was inevitable. A 12.75% increase in prescription premiums is the result. Our broker found little price variation among potential competitors given our district's experience history. Dental is another story: dental is being renewed for two years at no increase in premiums.

Non-Affiliate Salary Review Process. Dr. Aderhold provided an update to this year's process.

The meeting adjourned at 8:05P.M.

NEXT MEETING: Tuesday, June 19, 2014, 6:30 PM @ Central Office

Topic for Next Meeting
Review Agenda Items
Round Four ROD grants

Future Topics:
Impact of Recent Legislation
Policies
Transportation