

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



<u>BOE Committee:</u> Dana Krug (Chair) Anthony Fleres; arrived 7:18 Yu "Taylor" Zhong	<u>Administration:</u> Dave Aderhold Larry Shanok Lawrence LoCastro	<u>Guest/Public:</u>
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**July 15, 2014**

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

District Goals: The Superintendent discussed the revised 2014-2015 district goals. He highlighted changes in response to points made at the retreat.

Merit Goals: The Superintendent discussed merit goals, timelines, and evidence of completion for the 2014-2015 school year.

Closed Session: The meeting moved to closed session to discuss personnel matters. The meeting returned to open session at 7:49 PM.

Review Agenda Items: The committee reviewed agenda items including the Omega default resolution based on the recommendation of district architect and attorney; changes to transportation items; selling the district's remaining 2014 Solar Renewable Energy Credits; and, three change orders relating to construction projects. The bill lists were noted.

2013-2014 Year Ending: The Report of the Secretary for June 2014 was utilized as a basis for discussion of the past year. June's report is in draft form. The district is currently finalizing its financials in order to share it with the auditors. It is expected that the numbers will change.

Revenues in excess of budget are favorable for the 2013 – 2014 school year. While revenues are favorable, they are \$0.6 million less than a year ago. The available balance on expenditures is \$9.1 million. However, this is \$1.1 million less than a year ago.

Preliminary figures relating to benefits are noteworthy: social security employer contributions were flat for the year; PERS pension contributions were up 5.6%; and, workers' compensation costs were up 5.0%. With increased employee contributions, health benefits costs to the district increased by only 0.5% to the district. Overall, employee benefit costs were down 2.2% this year due to last year's contribution to replenish the district's unemployment compensation account not being repeated in the just concluded year.

Audit Status: Larry LoCastro described the audit progress and described the anticipated timeline for the auditors BOE report. This process should lead us to a committee discussion with the auditor in mid-October or November and Board acceptance of the Comprehensive Annual Financial Report for submission to the State at a November board meeting. Internal business office work for the audit is nearing completion and the auditors will soon be in for two-weeks of on-site work.

Buildings & Grounds: A transition plan for the department was discussed.

Village Addition: Village Addition continues close to schedule. Steel is being erected. Overall, performance by the contractors has been good. Enclosing the addition by the time winter weather arrives remains a major goal for 2014. Progress reports continue to be posted on the district website.

Summer Construction: A variety of projects are proceeding, with several projects already substantially completed. After the summer it is anticipated that the remaining seven round 4 ROD projects will be prepared for advertisement and bid; the target is to have these awarded well in advance of summer 2015. This will allow long lead-time equipment to be obtained along with permits so that the most can be made of the summer weeks.

2015-2016 Budget Progress: The draft 2015-2016 preliminary capital project list was reviewed and discussed. The Finance Committee will continue to review the capital project list throughout the fall in order to determining a capital outlay budget amount for the 2015-2016 budget and to inform capital reserve allocations. The A&F Committee will be screening the large number of capital projects. As the most likely projects emerge, the architect will be asked to review project cost estimates and revise them as appropriate.

The district is periodically approached by companies to evaluate the districts energy issues. Recently, the district has been approached by a new vendor who believes they can assist us secure grant funding for lighting projects. It was discussed that one of the potential nominee projects is lighting in open areas of High School South; it was agreed that the district would provide data and an opportunity for the vendor to develop this project for consideration. There is no financial obligation to the district should the vendor fail to obtain the grant funding.

Safe Guarding HSN MDF Room: The district heavily depends on its technology and internet capacity. In recent periods, our utility company has contributed to service disruptions. Steps are being taken for preliminary engineering estimates for the HSN MDF emergency power project for the 2014-2015 school year. The administration believes it prudent to act as soon as practical.

Future Committee Dates: The Committee reviewed the meeting dates and agreed to meet on the following: August 19<sup>th</sup>, September 16<sup>th</sup>, October 14<sup>th</sup>, November 11<sup>th</sup>, December 15<sup>th</sup> (Monday), and January 21, 2015. Review of the CAFR with the auditor is targeted for the October or November committee meeting. This will allow Board of Education action in November, prior to the December state required submission date.

2013-14 Extraordinary Special Education Aid: The State looks at costs in three categories: students educated in public programs with non-disabled peers notes an amount equal to 90% of costs in excess of \$40,000; students in public programs educated with only disabled peers, notes 75% of the costs in excess of \$40,000; and, students educated in a private school note 75% of the costs in excess of \$55,000. The total of these three numbers are prorated by 63% to arrive at the payment amount that will be observed by the State of New Jersey. The cash is to be received during the 2014-2015 fiscal year. The cash amount is to be just under \$1.5 million.

The meeting adjourned at 9:10P.M.

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

Topic for Next Meeting

Review Agenda Items  
Round Four ROD grants  
Construction  
2015-2016 Budget  
Direct Install Program at HS South

Future Topics:

Impact of Recent Legislation  
Policies  
Transportation  
Oct/Nov: public audit