

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



<u>BOE Committee:</u> Louisa Ho (Chair) Anthony Fleres Yu "Taylor" Zhong	<u>Administration:</u> David Aderhold Lawrence LoCastro	<u>Guest/Public:</u>
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March 18, 2015

The meeting was called to order at 6:37 PM at Central Office. Topics covered included:

Review Agenda Items. The Committee reviewed the agenda items and supported them. It was noted that a revised budget resolution is necessary to include required language for an adjustment for increase in health care costs. This wording change has no impact on budgeted amounts for 2016.

2015-2016 Budget Progress. Mr. LoCastro described the efforts made for the 2015-2016 budget submission via the Department of Education software. It will be ready for county review before the March 20th deadline.

June Reserve Actions. Mr. LoCastro indicated that the State allows transferring funds into capital, maintenance, and emergency reserves in June. As in the past, this action will be considered as near year end available balances allow.

Transportation. It was noted that the transportation supervisor is not expected to return from an illness related absence. The shorthanded staff will need to be brought back to its normal level by filling this anticipated vacancy.

First Presbyterian Church. In response to the recent letter received from the church, the Superintendent provided the historical background with the church and the township regarding use and maintenance of the church parking lot, which adjoins Wicoff School. It was acknowledged that both the church and school routinely utilize each other's parking without conflict during a given week. In the letter, the church stated that it has spent \$20,000 over the last two years; the agreement calls for the township to "maintain and improve a stone parking lot with accessory drives on a portion of property owned by the Church and the Board..." The church seeks to end the agreement immediately. The agreement dates back to 1981 and has been renewed in five year increments, which currently ends in June 2016. Various options, concerns, and considerations were discussed. We are also awaiting legal opinion concerning the district's position.

Update: Village Addition. Anticipating work associated with opening the Village addition as well as relocating 120 moves in classroom and office space in various buildings, the Committee discussed options for obtaining contingent resources to assist in the effort. These include temporary utilization of our two former directors of buildings and grounds as well as current and former WW-P students. Reference was made to the rate sheet containing various non-salaried pay rates. In addition to moving activities, resources could also be applied to painting and computer disassembly and set up.

Update: Capital Projects. Dr. Aderhold noted that the administration is recommending the award of two construction projects that will take place during the Summer of 2015. These projects are the Metal Roof Replacement project at HS South and the Clock System Replacement at Community Middle School.

Update: Buildings & Grounds. Completion of the competitive contracting bid award for the RFP for Facilities, Custodial, Maintenance, Grounds and Management Services to Aramark is being finalized. The board attorney has reviewed the Aramark two-year agreement with an opportunity for three one-year extensions. The agreement has been sent to Aramark. We anticipate awarding the RFP at the April 14, 2015 BOE meeting along with the execution of an agreement with Edvocate to provide contract monitoring services.

Update: Litigation/Legal Action. Adjourned to closed session at 7:51 PM

Returned from closed session 8:05 PM.

Other Business.

Waiver Request Originally, not thought to be necessary, a partial waiver relating to reducing the number of evaluations of tenured staff from three to two is being sought from the county superintendent. PARCC testing has put greater strain on school administrators than anticipated. A resolution will be considered by the Board at the March 24, 2015 meeting.

Tech Refresh The Superintendent met with Martin Smith and Rick Cave to consider suggested refresh projects for consideration in the remaining year. The scope of the prioritized refresh items was pared down somewhat to fit into an anticipated level of \$579,000. This in addition to the \$1M specifically earmarked for expansion of the one to one program.

The meeting adjourned at 9:02P.M.

NEXT MEETING: Tuesday, April 21, 2015, 6:30 PM @ Central Office

Topic for Next Meeting
Review Agenda Items
2015-2016 Budget

Future Topics:
Impact of Recent Legislation
Policies
Transportation