

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



<u>BOE Committee:</u> Louisa Ho (Chair) Scott Powell Yu "Taylor" Zhong (arrived 8:02 PM)	<u>Administration:</u> Larry Shanok Lawrence LoCastro	<u>Guest/Public:</u>
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**September 20, 2016**

The meeting was called to order at 7:36 PM at Central Office. Topics covered included: DRAFT

Quality Single Accountability Continuum: QSAC is a three year cycle of reporting requirements by the State of New Jersey Department of Education for all school districts. While it has been three years since the district has provided the District Performance Review (DPR) documentation, the DOE has informally indicated that high performing districts may be given a waiver on the DPR portion of QSAC this cycle. This still leaves many documents to be prepared for the 2016 QSAC submission. These include the M-1 maintenance data, a facility checklist for each school, and the QSAC Statement of Assurance (SOA). Next month the Board of Education will be asked to approve submission of the required QSAC items. This will allow the district to file before the November 15, 2016, deadline.

Samples of many of the items were passed around the committee for inspection, comment and discussion.

Review Agenda Items: The committee reviewed the agenda items and supports their approval at the Board of Education meeting.

2015-2016 Audit: The audit proceeds. A few practices have elicited additional work for various departments around the district. One such area is the process for liquidating purchase orders. Extraordinary aid and tuition have drawn requests for further information. One or more of these may be sources of management findings depending on the departmental responses.

Summer Construction: At the previous meeting, the many projects that achieved substantial completion were reviewed. Two projects that had not reached completion were the Town Center playground and the High School North robotics room. The playground is complete and in regular use by the children of Town Center. The robotics room nears completion, as some details remain to be done.

Start of School: B&G and Transportation: As the Superintendent had reported at the Board of Education meeting, Transportation had a good start of school. The department has stayed on top of the few issues that developed. Recent newspaper coverage has highlighted that many school districts have been unable to contract for the busses needed for their districts. WWPRSD has commitments and busses on the planned routes.

The prolonged heat and humidity, coupled with the age of facilities, has led to a spate of HVAC issues. The Aramark maintenance personnel, augmented by HVAC and controls contractors, have been working hard. The obsolescence cycle for electronic based controls is 12-15 years, and since our newest school is 14 years old, control issues will arise. That is why recent capital projects included controls at the middle schools. Future control projects are a near certainty at the high schools.

With the recent resignation of the director of building & grounds, a search has begun. The cycle will take time before a new director is in place. The many facility details that need regular attention lead the administration to suggest hiring experienced personnel to fill that gap. Fortunately, the district has two recently retired persons that can be of assistance to the district. The administration will be recommending the part-time utilization of these retirees at the next Board of Education meeting. The committee discussed the matter and concurs.

Other: A recent chart delineating teacher resource specialists (TRS) was discussed. There was interest in having a Board wide discussion of TRSs.

The meeting adjourned at 9:12P.M.

**NEXT MEETING: Wednesday, October 13, 2016, 7:30 PM @ Central Office**

Topic for Next Meeting

Review Agenda Items  
2017-2018 Budget  
QSAC

Future Topics:

Impact of Recent Legislation  
Policies  
Transportation