



**WEST WINDSOR-PLAINSBORO REGIONAL SCHOOL DISTRICT  
BOARD FINANCE COMMITTEE SUMMARY NOTES**

**February 5, 2018  
Central Office  
7:00 PM**

<u>BOE Committee:</u> Louisa Ho (Chair) Rachel Juliana Yu "Taylor" Zhong (absent)	<u>Administration Liaison:</u> David Aderhold Christopher Russo	<u>Guests/Public:</u>
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Review Agenda Items. The Committee reviewed the agenda items proposed for the February 13, 2018 Board of Education meeting and supports approval of the items.

2018-2019 Budget Progress. We have a preliminary budget in the system that includes the salaries as we know them in the negotiated agreements. The position control roster (PCR) is in agreement with the budget. Growth has not yet been taken into account. Health, prescription, and dental benefit increases will be discussed with our carrier, USI, on Thursday morning. After the discussion, we will enter the increases. Our user health insurance experience came back in good shape so we plan to request that our plan be shopped around.

Summer Projects. The summer will include the installation of the two turf fields at the high schools and a track at HSS using capital reserve funds from 17-18. The toilet rooms in HSS will be renovated. The bus loop at CMS will be modified to create a separation of students from the buses as they walk toward their bus at dismissal. The front doors and the gym divider curtain will be replaced at CMS. A roof restoration project will take place at GMS. At MRS, gutters and downspouts will be installed for safety purposes and to reduce erosion around the foundation. At Dutch Neck, we will redo the pavement and install bollards to separate children from traffic. At Wicoff, the moisture issue regarding the gym will be addressed and once mitigated a new gym floor will be installed. We have created a list for annual district wide projects that will bring consistency to the facility budgeting process. The areas on the list include: new locks/keying, paving, curb/sidewalk repair, VCT floor tile and carpet tile replacement, technology, security upgrades, interior door replacement, ceiling tile replacement, and playground safety upgrades.

Residential Development. In regards to Seminary Place and the timing of the Maurice Hawk project; Dr. Aderhold shared that the Township planner says the projects are coming. The Site plan will be before the review board in a coming meeting. The construction plans should be on the WW Planning Board agenda in March or April. Dr. Grip is still working on the demographic study. The capacity study is in the process of being completed. The COAH settlement still has not been released.

The committee discussed the timing of the projects, as well as the pros and cons of being either proactive or reactive to the growth. Delays to the project completion, including bidding and pre-

project site work were discussed. The committee also discussed the types of work that must be done in the summer to avoid the project being delayed a full year. The question was asked if the site-work could be completed this summer and then wait until the Seminary Place construction started to start the Hawk expansion.

SREC Sale. One hundred fifty-six SRECs were sold for \$211 each at the January 18, 2018 sale for a total of \$32,916

Energy Savings Improvement Program (ESIP) Process. The ESIP process starts with a Local Government Energy Audit (LGEA). We have not had one, but will request one. Usually, a business model is put together by a vendor of the District's choice. Once the model is created, the District reviews the report to see if an ESIP would be beneficial. If the District would benefit from an ESIP, a RFP is created and sent to the Department of Clean Energy along with the LGEA for review. Once the documents are approved, an advertisement is placed in the paper requesting competitive quotes in accordance with the competitive procurement process. The proposals are reviewed, as per the required rubric, and the submitters are interviewed by the District. Once a vendor is chosen, the vendor creates an investment grade audit. That audit is sent to the State for review and, upon approval, the District may choose the projects it wants to complete. At the end, there is a 1 year warranty and time period in which the savings is verified. The District may purchase a performance warranty for a relatively inexpensive fee for the first several years. The District will know in a year or two if the systems are working correctly.

Grab & Go Lunch. The food service department, along with Sodexo, will offer a grab and go lunch program. Staff and students at the high schools will be able to go online to place their order and pick up their order at lunchtime.

Office of State Controller – Rx audit. We submitted our prescription benefits contracts and procurement process to the Office of the State Controller. These were requested because the Rx program is more than \$2 million. The State reviewed the process and made suggestions. The State recommends we forward the procurement process to USI for them to use on our behalf when requesting quotes.

Other Business. The committee discussed confidential matters involving the purchase of real property and/or the investment of public funds, and specifically: review of real property.

Adjournment. The meeting adjourned at approximately 9:15 pm.

**NEXT MEETING: Tuesday, March 13, 2018, 7:00 P.M. @ Central Office**

Topic for Next Meeting  
Review Agenda Items  
2018-2019 Budget

Future Topics:  
Impact of Recent Legislation  
Policies