



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

**July 17, 2018  
Central Office  
7:00 PM**

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| <u>BOE Committee:</u><br>Louisa Ho (Chair)<br>Yu “Taylor” Zhong (absent)<br>Rachel Juliana | <u>Administration Liaison:</u><br>David Aderhold<br>Christopher Russo<br>Larry LoCastro | <u>Guests/Public:</u> |
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1. Review Agenda Items:

Agenda items were reviewed including financial reports, the rejections of recent bids, and the following:

Carpet/Flooring – The District recently went out to bid for carpet and flooring. The winning bid will be rejected because the bidder did not complete the forms correctly. The second bid was higher than the Education Services Commission of NJ, so that bid will be rejected and the Co-op’s prices will be used.

Ball Stopper – the bid for this project at HSS will be rejected for coming in substantially over budget. The only bid submitted was for \$155,000 and the budget is \$90,000.

Also discussed was obsolete equipment disposal, transportation bid awards and travel reimbursements.

2. Solar Renewable Energy Credit/Sale: The sale occurred on 7/17/18. 117 credits sold for \$207.50 each for a total of \$24,277.50

3. Updates

- 2017-2018 Year Ending: The finance department is currently closing out the fiscal year.
- Audit Status: The finance department is currently preparing for the audit. Preliminary work was completed and the audit should start July 23.
- Capital Projects: a handout was provided summarizing the progress and showing that projects are moving along.
- Summer Construction: a handout was provided summarizing the progress and showing that projects are moving along.

4. ESIP – LGEA audit: work continues on the LGEA audit.
5. Referendum - Bond Question: The committee discussed the question that would be on the November ballot if approved at the August board meeting. There were questions with respect to the actual wording, eligible costs, interpretive statement, and order of projects. Bond counsel will attend the August work meeting to answer questions.
6. Communication/emergency notification system: the committee discussed the information provided. The proposal consists of cameras, phones, door access equipment, indoor strobes, signage, paging, and a software package that integrates all of the equipment and allows for access from mobile devices. This will improve the communication capability of the District.
7. District Goals for 2018-2019: moved to August.
8. Farm to School: the district has been named in a grant that the Northeast Organic Farming Association of NJ won for a year of planning for “farm to school” projects that involves the Cherry Valley Farm Cooperative. A WW-P graduate owns and operates the Cooperative. The Cooperative would like to work with the district on planning various sustainable programs and planning their integration into our curriculum.
9. Other Business: The committee reviewed the June 2018 Sodexo Report. The committee disliked the way the information was presented in the report.
10. Certificate of Excellence: the District has won the ASBO (Association of School Business Officials) International Certificate of Excellence in Financial Reporting for the 10<sup>th</sup> straight year. This award honors school districts for including information that goes beyond the minimums established by the National Council on Government Accounting (NCGA) in their Comprehensive Annual Financial Reports (CAFRs). Larry LoCastro should be commended.

**NEXT MEETING: To be determined @ Central Office**

Topic for Next Meeting  
Referendum Question  
Review Agenda Items  
Audit Status  
Capital Projects  
District Goals

Future Topics:  
Policies  
Impact of Recent Legislation