



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

**September 04, 2018  
Central Office  
7:00 PM**

BOE Committee:  
Louisa Ho (Chair)  
Rachel Juliana  
Yu “Taylor” Zhong (absent)

Administration Liaison:  
David Aderhold  
Christopher Russo

Guests/Public:

1. Review Agenda Items. The Committee reviewed and supports the agenda items for the September 11, 2018 Board of Education meeting.
2. Updates
  - 2017-2018 Audit. Administration shared that the audit is progressing as expected.
  - Summer Construction. Most of the summer work was completed on schedule, but a few projects are running late; Administration provided an update on the progress of those projects. The Community Middle School bus loop is completed with some new fencing needed. The HSS turf field was installed with the track striping to be completed this week. Bleachers are being installed in the Wicoff gym. Finishing work is taking place in the HSN special education life skills suite and school store and the turf field was installed and is being used. The toilet rooms at HSS are mostly completed with the ones on the library side to be completed for the opening of school. Site work is being completed for the opening of school for the Hawk project including paving of the bus loop around the building, dumping crushed rock in the area that will not be paved until later, installation of egress “shoots” where needed, and installation of signage. Grading for safety will occur this week.
  - Start of School: Transportation – Phoenix busing notified us late July they were going out of business immediately. That meant we had 42 regular school year routes uncovered along with five summer runs. Mary did a great job of getting all of the routes covered.
3. Construction Manager RFP
  - Town Center. We will put out an RFP for construction manager for this project
  - Construction Manager of Record. In the past, we have managed construction projects through a cooperation between the Architect of Record and the Director of Buildings & Grounds. As district construction projects have increased, this setup is no longer a viable option. We should consider appointing a Construction Manager of Record moving forward. The firm would be appointed as a professional service.
  - Referendum. We will need to have a firm in place prior to construction. If we appoint one of record, we would negotiate a price for this project.

4. Board Goals. ESIP – At the last retreat, ESIP was added to the Strategic Plan. It is anticipated that if all goes well, we would hope to be at the final RFP stage by June 30, 2019.
5. ESIP Progress. We are awaiting our first report from the firm handling the Local Energy Audit for the State. They have completed their walk-throughs.
6. Sustainable NJ. Four schools are now certified. Dan Riggle from Schneider Electric would like to work with these schools to try to obtain newly announced grant funding in the amounts of \$2,000, \$10,000 up to \$32,000 for projects.
7. Referendum. Committee members requested talking points regarding the referendum.
8. Other Business. There was no other business to discuss at this time.

**NEXT MEETING: Tuesday, October 16, 2018, 7:00 P.M. @ Central Office**

Topic for Next Meeting  
Review Agenda Items  
2018-2019 Budget

Future Topics:  
Impact of Recent Legislation  
Policies