



FINANCE COMMITTEE MEETING MINUTES

Thursday, July 6, 2023

9:00 a.m.

Committee Members: Dr. Camille Cerciello, Chair
Carol Hample, Michele Mencer, Justina Ryan (agenda items 1-6)

Administrative Staff: Dr. Jonathan Hart, Superintendent
Jason Bohm, SBA/Board Secretary
Don Race, Facilities Manager

1. 2023-24 Significant Capital Projects Update

- a. RMS Roof / HVAC - Roof project should begin this month and hopefully be completed in 2 weeks once started. 2 or 3 HVAC quotes came in over budget, still waiting for additional quotes to keep us under budget. 10 month lead time for HVAC equipment, likely not installed until Spring 2024. The old HVAC equipment will remain until the new equipment is available.
- b. Elementary Bathrooms - Several quotes came in over budget. Original plan was 2 bathrooms at HBS, 1 at WHS and 1 at TBS. Changed plan to 1 bathroom at HBS. WHS and TBS additional bathroom plans will not change. All 3 schools will continue to be in compliance. Would like to utilize same vendor who completed curriculum office and stay within budget. Project should begin this month and completed by end of Aug.
- c. TBS Boiler - Unitemp will begin work on the repair.
- d. Solar - Consultant still completing work to prepare for architect. Architect is currently delayed, likely next update in the fall.
- e. Maintenance Projects - Moving forward with roof and bathroom projects. Completed sidewalk replacements and floor replacements at HBS, and water fountain replacements at RMS. Projects in progress include pupil services office refresh and curriculum conference room at BOE office, outdoor classroom refresh at WHS, faculty room refresh and boiler electrical upgrade at TBS, faculty room enhancements at HBS and hallway tile enhancement, faculty rooms refresh and LED lighting upgrade at RMS.
- f. IT Projects - phone migration project, network switch replacements and video camera upgrades all should be completed by end of summer.

2. Radio Service by First Responders / Township of Readington - Dr. Hart and Jason Bohm presented budget to township. Discussed radio service. Our radios work in our buildings. Twp. radios do not work well in certain parts of our buildings. They don't want to use our radios or switch channels to use our frequency due to safety concerns and potential lack of communication in an emergency. Quotes ranged from \$50,000 to \$250,000 to upgrade system in order for Twp. radios to work throughout our buildings and grounds. Costs depend on number of frequencies needed for police department, fire department and EMS as well as multiple repeaters. Additional quotes will be obtained and we will revisit our level of financial commitment.

3. Nonresident Staff Tuition Preschool & K-8 - \$4,200 in the 2022-23 school year - Discussed whether or not to change this cost. Minimal impact on overall budget. We agreed to keep the cost the same.

- 4. Transportation Stipends** - We are in very good shape in our transportation department. We believe this is due to efforts made to work with our transportation staff, recruiting processes and various stipends offered. We will likely maintain most, if not all, stipends but will revisit this topic next month.
- 5. Paraprofessional Stipends** - There are currently a few openings. May decide to keep finder's fee and hiring bonus. Will also revisit this topic next month.
- 6. Apple Agreement** - Apple is historically independent and creates contracts that favor only their company. Apple has discontinued allowing purchasing through state contracts and cooperatives in New Jersey as they will not provide certain state forms that are required to purchase above \$17,500. With a direct agreement with Apple, we can purchase below that threshold given circumstances. We agreed to move forward since iPads for our youngest students will need to be replaced in the near future and this is not a huge financial commitment.
- 7. McKinney-Vento Students** - A court case that deals with homeless or displaced students. We will have 2 students in Sept. where this law applies. We are fiscally responsible for these 2 students.
- 8. Finance Agenda Items** - Legal settlement, Maschio's trucking agreement, SAIF insurance renewal, mold insurance separate policy, McKinney-Vento agreements, Apple agreement, IDEA / ESEA grants, nonresident staff tuition, staff stipends, surplus auction, alternative use of facilities form
- 9. Bills List** - Closing out POs for 2022-23 school year so anticipate increase in bills paid before audit in August
- 10. Next meetings are planned for:** August 16, 2023 at 9:00 a.m. and September 27, 2023 at 9:00 a.m.
Tentative Topics: new health insurance broker, breakfast programs/pilot result, cell tower, architect solar fee proposal, solar RFP, capital projects, RMS main office, security plans, police shared services agreement, bus routes, Unitemp agreement