



FINANCE COMMITTEE MEETING MINUTES

Wednesday, April 21, 2021

8:30 a.m.

Committee Members: Dr. Camille Cerciello, Chair
Laura Simon, Carol Hample, Thomas Wallace

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

1. RMS Well No. 2

System is installed and up and running. All paperwork has been submitted. Waiting to receive finalized paperwork including engineering report. We continue to pass all monthly tests.

2. 2021-2022 Capital Projects

- Roofing project bid (April 20) results / alternates / attorney review
Architect meeting with top 2 companies to confirm details of job
- RMS bleachers replacement
On hold at this time, waiting for new pricing from Nickerson. Project should be awarded within the next ten days. May start the new school year with existing bleachers out and new bleachers installed in Sept. after school hours.
- Other maintenance/IT projects
Repainting hallway lockers in RMS, floor work, sidewalk repair, window repairs, painting projects, tech projects. All projects will not interfere with ESY programs.
Moving forward, architect requested all summer capital projects to be board approved by November.

3. 2021-2022 Budget Update - County Office has approved, no major modifications

- Vote on final budget (April 27)
- Budget newspaper article (May)

4. Grants

- HSA canopies - 3 of the 4 canopies were damaged in a recent windstorm. 1 canopy has been repaired, parts have been ordered for the other 2 damaged canopies. Canopy will be placed next to a wall to ensure additional support and minimize wind impact. Canopies can also be used for HSA-sponsored outdoor events. An SOP has been created.
- ESSA (Every Student Succeeds Act) Title I ineligibility census appeal denied by Federal Government (based on 2010 census)
Once new census data is finalized, will likely be eligible for Title I in future years.
 - Title II, III and likely IV remain for 2021-2022
- American Rescue Act / ESSER III (Elementary and Secondary School Emergency Relief) (3rd federal stimulus) Current ESSER II grant includes employee mental health, a part-time behavioral youth services counselor for RMS and 2 remediation/accelerated learning programs for all 4 schools for COVID recovery (a virtual, intensive intervention services program over the summer and continue that program into the fall, providing after school services and transportation home) If we receive ESSER III, we could continue the summer program, the after school program and possibly additional mental health services the following year.
- Securing our Childrens' Future Bond Act - still no action at this time

5. Food Service Management Bid

- Opening May 6, incorporated sustainability requests, including serving fresh fruits and vegetables instead of canned fruits and vegetables, utilizing reusable trays, providing paper straws instead of plastic straws, no styrofoam and meal packaging is recyclable.
- Impact of pandemic on cafeteria operating balances (January 2020 vs. January 2021) Cash balance decreased from \$175,000 to \$78,000 in last 12 months due to pandemic. Breakfast program has allowed cash balance to remain positive.
- Low-income population and snack-time - Discussion regarding providing snacks to low-income population. More discussion to follow.

6. New Jersey Department of Agriculture Audit

- Recommendation on non-program food, including cookies, snacks and water, any foods not part of food program. We need to increase our prices, based on the state formula. The increase has not yet been determined.
- SSO Breakfast Program currently under review

7. Bus Drivers - Discussion regarding health benefits/hours, new driver trainer, CDL requirement in other district positions, Branchburg

8. Strategic Plan - Last year adopted long-term strategic district goals including Inquisitive Learning, Partnerships and Social Awareness. Piloted various programs this year amid pandemic. Reevaluating goals and action steps and possibly develop revised goals for the next 5 years.

9. RTAA Negotiations - will be on future board agenda

10. Finance Agenda Items - Budget resolutions, HBS roof bid results, NJDA corrective action plan, various shared services agreements (likely May 4)

11. Bills List - continuation of larger one-time purchases through June

12. Next meeting is planned for Friday, May 7, 2021 @ 8:30 A.M.(insurance renewals).