



FINANCE COMMITTEE MEETING MINUTES

Thursday, February 25, 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

Architect of Record: Kevin Settembrino, Settembrino Architects

1. 2021-2022 Capital Projects - Presented by Kevin Settembrino

- Roofing project - Holland Brook School approx. 36,000 sq.ft., including 4th grade wing, cafe/gym and kitchen area as base bid, costing approx. 1.1 - 1.2 M, possibly replacing the roof over the main office area, an additional 7,500 sq. ft., as an alternate bid, keeping the total cost under 1.28M budget. Part of the interior wall between cafe and kitchen needs to be replaced to ensure no water leakage. RMS roof not included in this project scope.
- RMS bleachers replacement - Nickerson proposal, no bid necessary, 2 options - 1. Approx. \$45,000, 24 fewer seats in order to meet code requirements based on space constraints 2. Approx. \$50,000, adding an additional row, adding 2 more seats than what currently exists (160 seats). This option will require restriping the lines on the court and relocating the backstops. A signed waiver will also be required with this option. Neither option includes electrical cost, approx. \$7,500, nor the cost of electrical engineering drawing. Based on the architect's recommendation, option 1 appears to be more favorable at this point.

2. Dismissal & Arrival Traffic - Discussion regarding increased traffic as more students attend in-person. There continues to be an increase in parent drop-off and pick-up due to pandemic. On-going conversation with administration in each building to ensure safety for all and efficient entry and exit of students.

- Police presence on main roads
- Stagger bus and parent pickup/dropoff times
- Provide homework room, child care expansion before or after school
- Staff duty assignment
- Review traffic pattern to increase car stacking/snaking
- Free up parking spots by use of adjacent property owner properties
- Expand YMCA to all schools
- Encourage walking as weather permits
- Enhance bus safety precautions

3. RMS Well - Presented by Don Race

Re-opening restrooms in 8th grade wing on Mon. March 1st for toilet use and hand washing. Monthly testing will continue. We have passed every test since August, 2020. Additional signs and public notices will be posted.

4. Grants

- Securing our Childrens' Future Bond Act - No movement yet

- ESSER II (2nd Federal Stimulus) Passed in Dec. 2020. Strategizing how best to use this money to develop programs for learning acceleration, such as after school tutoring and additional services for special ed students. Discussing plans with curriculum and special services.
- The breakdown of funding is as follows:
 - School funding - \$164,767
 - Learning acceleration - \$25,000
 - Mental health - \$45,000 - possibly hire a part-time school-based youth counselor at RMS

5. 2021-2022 Budget Update

- Fund 30 closeout - \$134,134 returned to Township taxpayers - We will not collect some debt service which will decrease our tax levy from 1.9% to 1.5%, not including impact of state aid.
- SEMI - \$2,526 reduction
- State aid - Approx. 1.8M which represents an increase of approx. \$190,000.
- Major action items remaining
 - State budget software entry
 - NJEHP / Chapter 44 savings calculation (impacts 2022-2023 tax levy) Health care issue to see if there are savings in this area, we may be required to raise the tax levy by less than 2%. More info to follow.
 - Budget presentation & vote on the tentative budget (March 16)
 - Send budget to the County Office for review (before March 20)
 - Vote on final budget (April 27)
 - Budget newspaper article (May)

6. SEMI Corrective Action Plan

We fell short in 2 categories: Parental Consent should be greater than 90% and we need to obtain 100% of our SEMI budget. The pandemic negatively impacted these areas. We have increased parental consent this year to greater than 90%. We are working on a plan of action to increase the financials.

- 7. Finance Agenda Items** - Architect fee, budget presentation & resolutions, SEMI corrective action plan, ESSER II funding
- 8. Bills List** - Large one-time purchases shall appear shortly
- 9. Next meeting is planned for Wednesday, March 10, 2021 @ 8:30 A.M.**