



## FINANCE COMMITTEE MEETING MINUTES

Tuesday, March 29, 2022

[8:30 a.m.](#)

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Committee Members: Dr. Camille Cerciello, Chair  
Randall Peach, Carol Hample, Thomas Wallace

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

1. **Night Custodial Services (Pritchard)** - Pritchard is our night custodial service. The renewal to the contract came in higher than what was budgeted. The committee asked the administration to continue negotiations. The final increase came in at 4.5%, lower than what was budgeted. This is for a 1-year renewal.
2. **Green Committee Initiatives** - TBS Detention Basin Project & Solar Expansion - Detention basin will be a rain garden that will hold more water and clean the water. This effort is being done through grants and fundraising. We have currently received \$20,000. The next step is for Rutgers University to do an engineering study and soil sample, \$5,000. Then plants will be planted and other adjustments will be made to the basin, \$15,000 installation. This will also be a learning tool. Maintenance will be less than it is now. Regarding solar panels, currently, at Holland Brook School, they are in the back, at RMS, they are in the front and on the roof, at Three Bridges, they are on the roof and at WHS, there are no solar panels. A plan to expand solar panels is to put them on the roof at HBS and additional panels on the ground. In addition, possibly add more panels at RMS in the front. TBS is maxed out regarding solar panels and is not feasible at WHS because the roof cannot hold solar panels, there is no room for ground panels and canopies in the parking lot are not a good idea since it's a residential area. In the end, solar expansion will be focused primarily on HBS.
3. **Township ARP Meeting Update** - Some topics from the American Rescue Plan meeting included: (the township received approximately \$1.7M and deciding how to spend this money within the community) mental health services, an education/training program for the underserved community who may have suffered unemployment due to COVID, purchasing a vehicle to provide transportation to people for medical appointments, improving cell service for emergencies in the schools, sewer updates, (which could cost up to \$1M) and sidewalks possibly being installed in specific areas. These ideas are all still being discussed.
4. **Multi-Factor Authentication / Insurance** - Our insurance company requires having a code sent to your phone first before gaining access to various programs in our system.
  - a. No Change When Inside a District Building, Only When Remotely Accessing
  - b. Email - All Staff (1 Time per Device)
  - c. Local Servers / Critical Programs - Certain Administrators (Each Time via VPN)
5. **2022-2023 Budget** - No major changes anticipated
  - a. Major Action Items Remaining
    - i. Sent to County Office on March 21, Waiting on Feedback

- ii. Vote on Final Budget (April 26)
- iii. Budget Newspaper Article (May)
- iv. NEW - Presentation to Township (May or June)

**6. Board Goals** - 2021-2022 goals: 1. to continue to improve communication and expand community engagement 2. to set budget parameters and assess our redistricting plan with respect to enrollment growth 3. to continue to refine safety and security measures including pandemic mitigation 4. to continue social-emotional learning across the curriculum

**7. Finance Agenda Items** - Social Studies Textbook Contract, Govdeals/Auction of Surplus Property, Jointure Agreements (Branchburg, Tewksbury, HCESC, SCESC), TBS Detention Basin Donations, ESCNJ/Cooperative/State Contract Construction Vendor, 2022-23 Procurement Resolution

**8. Bills List**

**9. Next meeting is planned for Tues. May 3, 2022 @ 8:30 A.M.**

Anticipated Topics:

- a. Brown & Brown Health/Dental Insurance Renewal
- b. SAIF General Insurance Renewal
- c. Lunch / Breakfast Programs 2022-23