

Finance, Facilities, Technology Committee

Agenda

April 2, 2020

Board Members:

Thair Joshua

Anthony Mazzocchi – Finance Chair

Johanna Wright

Kamal Zubieta

Administration

Dr. Ronald Taylor, Superintendent

Paul Roth, Business Administrator

Keith Bonds, Technology Director

Discussion Items:

- Webex for committees and board meetings
- Wi-fi service and hot spots for student access
- Architect meetings
- Athletic stipends
- Transportation Supervisor
- Transportation contracts
- Food service update
- Upcoming Contracts / Bids
- Budget hearing - Scheduled for may 4
- Policies
 - 6110 -
 - 6111
 - 6120
 - 6141
 - 6180
 - 6210
 - 6230

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Members in attendance: Thair Joshua, Anthony Mazzocchi, Johanna Wright, Kamal Zubieta, Dr. Ronald Taylor, Paul Roth, Keith Bonds

Webex

Cisco webex was used to host the committee meeting. Webex will be used for future board of education meetings. The software platform will enable the community to remotely view and listen to the public meeting. The public will be able to send comments to the board electronically. The comments will be read into the record. The meeting will be recorded and the video posted on the website.

Wi-fi service and hot spots for student access

During a prior FFT meeting it was discussed that Maplewood Township was procuring services to provide free internet service for economically disadvantaged students. The vendor is scheduled to survey Seth Boyden on Friday April 3 to determine the location of the exterior Wi-Fi antenna. After the survey is completed, arrangements will be made to provide access to the vendor to install the system in Seth Boyden.

Achieve donated funds to the district to purchase hot spots for students. The hot spots will be used to provide internet access for students to continue online learning.

Architect meetings

The week of March 30th, meetings were held with building principals and the architects to finalize building designs. The meetings will be complete by Friday, April 3rd. Afterwards final design meetings will be scheduled with board committees to move the designs to code review.

The district is still looking to begin asbestos abatement projects this summer; however, elementary school additions will not begin this summer. Due to issues with the Coronavirus, we do not know how long the code approval process will take. Best estimates in this effectively sets back the construction timeline by a year. Architects are saying they expect elementary school construction to take 18 months once the contractors begin work.

Athletic stipends

coaches have been working with students to prepare for the spring season prior to the coronavirus shut down. FFT is recommending continuing to pay coaches the stipends.

Transportation Supervisor

The district's new Supervisor of Transportation, Ms. Talmadge began working on March 30th. Ms. Talmadge was setup to access email and electronic systems remotely. In lieu of the traditionally meet and greet, Ms. Talmadge is contacting staff remotely.

Transportation contracts

The Board of Education will be presented with resolutions to continue to pay for transportation services. A legal review was conducted to continue to pay for services and the resolutions were prepared by the district's attorney.

Food service update

Food service continues to provide meals to students. Meals are served out of Seth Boyden, Columbia High School, and South Orange Middle School. The district is applying to be reimbursed for meals served. Reimbursement will be up to about three dollars per meal. The reimbursement does not cover the full cost to provide the service. The district has food service reserve funds to keep the operation running.

Upcoming Contracts / Bids

June 30th several contracts are expiring and the district is procuring services through the bidding process. The major services include custodial services security, fire alarm monitoring & Inspection, HVAC repair, vehicle maintenance, garbage & recycling, environmental testing, plumbing. When procuring contract services, the successful vendor must comply with union contracts and provide first right of refusal to each of the district's employees.

Budget

The county approved the district's budget. Currently the tax levy hearing is set for May 4th. Notice will be provided to the board if the state approves any extensions of budget deadlines.

Policies

The policy committee recently flagged about 20 finance policies for review. The policies were flagged because they were adopted more than 5 years ago. Seven policies (6110, 6111, 6120, 6141, 6180, 6210, 6230) were reviewed by the FFT committee. Struass Esmay does not have language change recommendations for these policies.

The FFT committee noted a few punctuation corrections, and staying consistent by changing the word pupils to students. The committee is recommending that the Special Services Director reviews policy 6111, Special Education Medicaid Initiative Program. Additionally it was noted that policy 6160, Solicitation and Approval of Grants from Private Sources, requires the Board to approve the grant prior to an employee applying for the grant. Many times acquiring board approval in advance of a grant deadline is not always possible. The suggestion is to change the language that permits the Superintendent to provide approval in these circumstances so as not to lose a funding opportunity.