

Rochester Board of Education
Finance Committee Meeting
March 20, 2017

Attendance: Commissioner Cruz (Chair); Commissioner Powell and Commissioner Evans.

Parent Representative: Giancarlo Giannini

District Staff: Chief Financial Officer; Everton Sewell, Budget Director; Rodney Asses, East EPO Superintendent; Shaun Nelms, East EPO Chief Financial Officer; Cathleen Pierce

Board Staff: Kallia Wade

Commissioner Cruz convened the meeting at 6:05 PM.

I. Question/Answer Session

Commissioner Cruz started the meeting

II. Review Minutes of February 9, 2017 Finance Committee Meeting

Motion by Commissioner Evans to approve the minutes of the February 9, 2017 Finance Committee meeting. Seconded by Commissioners Powell and Evans. **Adopted 3-0 with concurrence of Parent Representative.**

III. Review and Discuss February 2017 Financial Report

Parent Representative Giancarlo Giannini arrived at 5:42 PM

Chief Financial Officer Sewell began the discussion on the February 2017 Financial Report by indicating that the changes were required with the District Revenue and Balance Appropriation. He noted each change as being an increase of .3% over the Board adopted budget. These changes show a decrease in general fund revenue, an increase in Grant and Special Aid Revenue, and an increase in the Food Services Fund over the adopted budget.

Chief Financial Officer Sewell noted that the Community School Aid allocations have not yet been released by the NYSED. As such, the allocation is different from the foundation aid set aside for Foundation Aid and requested that it be reclassified as Grant Revenue. Commissioner Evans questioned what would happen if we do not get the grant funds this year and CFO Sewell advised that auditors would record this as deferred revenue and that support is there from the Big 5 regarding the release of the grant funds.

Chief Financial Officer Sewell noted that unlike last month, where we asked the city for a loan to cover, there is no cash flow shortage at this time. Last month outstanding payments resulted in a shortage.

Action Items:

Motion by Commissioner Cruz to accept and advance the February 2017 Financial Report with amendments. Seconded by Commissioners Powell and Evans. **Adopted 3-0, with concurrence of Parent Representative.**

IV. Discussion of Proposed 2017-18 Budget Calendar

Chief Financial Officer Sewell began the discussion by noting that the executive summary might not be available when the budget books were presented, but that additional information would be provided thereafter. Aside from this, Sewell noted that all other sections would be intact. Parent representative GC asked for a confirmation of Budget Review dates and these were clarified.

Parent Representative Mr. Giannini submitted a follow up question regarding the Question and Answer Forum to be held by the District on Saturday, informing parents and community members further about the budget process. He questioned how this was being announced to the public and how news was being disseminated. CFO Sewell answered noting that principals were making personal calls, robo-calls were set up to go out, and the event was being advertised via radio and television media.

V. Review and Approve Proposed Resolutions for March 23, 2017 Board Business Meeting

A. East EPO

- 1. Board of Cooperative Educational Services – First Supervisory District of Monroe County (Monroe BOCES No. 1) – agreements to provide additional ELA support for the English Department: Resolution No. 2016-17: 580**

East EPO Superintendent Shaun Nelms provided an explanation of the professional development resolution. When questioned regarding the funding source, he noted that this is through the \$1.2 million in receivership funds that were rolled over and of which must be utilized by June 2017.

- 2. Hillside Work-Scholarship Connection, Inc. (Hillside Family of Agencies) – agreements to provide 1:1 mentoring, academic support, life and social skills training to all first-time incoming 9th grade students: Resolution No. 2016-17: 582**

East EPO Superintendent Shaun Nelms provided an explanation of the agreement with Hillside Work-Scholarship Connection to provide mentoring services. Commissioner Powell highlighted a concern regarding students being scheduled on school days. Superintendent Nelms responded noting that he had not heard of these incidences, but that he would be following up on this with Hillside's liaison Wanda. He however clarified that this resolution was solely for the 1:1 mentoring piece.

Motion by Commissioner Cruz to approve Resolution 580 & 582. Seconded by Commissioners Powell and Evans. **Adopted 3-0, with concurrence of Parent Representative.**

B. PROCUREMENT & SUPPLY

- 1. Jim Dal Sports, Inc. dba Jim Dalberth Sporting Goods; Laux Sporting Goods, Inc.; Riddell/All American Sports Corp.; V & V Vending dba Valenti Sports; and Varsity Spirit Fashion – contract extension for purchase of athletic uniforms – Resolution No. 2016-17: 615**
- 2. E3 Diagnostics Incorporated, dba E3 Audiomedtrics (formerly known as Audiomedtric Technology); Lightspeed Technologies, Inc.; Oaktree Products, Inc. (M/WBE-Woman Owned); Oticon, Inc.; Phonak LLC; and Troxell Communications, Inc.– contract extension for purchase of audiology supplies and equipment – Resolution No. 2016-17: 616**
- 3. Flower City Glass and Pleasant View Glass Inc.– contract extension for purchase of laminated, insulated glass, and glazing tape – Resolution No. 2016-17: 617**
- 4. L.D.L. Pools Inc.– contract extension for purchase of swimming pool test kits, chlorine and other chemicals – Resolution No. 2016-17: 618**
- 5. Monroe 2-Orleans BOCES (the “BOCES”) – agreement to award bid item for purchase of fresh bread supply – Resolution No. 2016-17: 619**
- 6. Monroe 2-Orleans BOCES (the “BOCES”) – agreement to award bid item for purchase of fresh produce – Resolution No. 2016-17: 620**
- 7. Monroe 2-Orleans BOCES (the “BOCES”) – agreement to award bid item for purchase of milk and juice supply– Resolution No. 2016-17: 621**

Motion by Commissioner Cruz to address all above Procurement resolutions as a group. Seconded by Commissioner Powell. **Adopted 3-0, with concurrence of Parent Representative.**

C. EDUCATIONAL FACILITIES

Final Payments:

- 1. Seneca Roadways, Inc. – final payment for site work for renovations to Marshall Educational Campus – Resolution No. 2016-17: 622**

2. **Crosby-Brownlie, Inc. – final payment for HVAC work for renovations to Charlotte Educational Campus – Resolution No. 2016-17: 623**
3. **Unified Mechanical Contractors, Inc. – final payment for plumbing work for renovations to Wilson Commencement Academy – Resolution No. 2016-17: 624**
4. **Billitier Electric, Inc. – final payment for plumbing work for renovations to Franklin Educational Campus – Resolution No. 2016-17: 625**
5. **Unified Mechanical Contractors, Inc. – final payment for plumbing work for renovations to Jefferson Educational Campus – Resolution No. 2016-17: 626**

Motion by Commissioner Powell to address and approve Facilities final payment resolutions as a group. Seconded by Commissioners Cruz and Evans. **Adopted 3-0, with concurrence of Parent Representative.**

D. OTHER

1. **M.E. Services Communication, Inc. – agreements to provide oral interpreting services, translation of documents and American Sign Language services: Resolution No. 2016-17: 627**

Motion by Commissioner Cruz to approve the Other resolution. Seconded by Commissioners Powell and Evans. **Adopted 3-0, with concurrence of Parent Representative.**

Meeting adjourned at approximately 7:10PM.