

Rochester Board of Education
Finance Committee
April 17, 2014

Attendance: Commissioner Powell (Chair); Commissioners Evans, and Cruz. Parent Representative: Giancarlo Giannini. District Staff: Vern Connors, Budget Director; Annmarie Lehner, Information Management & Technology Officer; Ed Lopez-Soto, General Counsel. Board Staff: Debra Flanagan.

Commissioner Powell convened the meeting at 5:36PM.

I. Review and Approve Minutes of March 20, 2014 Finance Committee Meeting and of April 1, 2014 Finance Committee Meeting of the Whole

Motion by Commissioner Cruz to approve the minutes of the March 20, 2014 Finance Committee meeting. Seconded by Commissioner Evans. **Adopted 3-0, with concurrence of Parent Representative.**

Motion by Commissioner Cruz to approve the minutes of the April 1, 2014 Finance Committee Meeting of the Whole. Seconded by Commissioner Evans. **Adopted 3-0, with concurrence of Parent Representative.**

II. Review and Approve March 2014 Financial Reports

Commissioner Powell pointed out that the largest differences in the March 2014 Financial Report are for health services, textbooks, increased equipment for Food Services (i.e. hybrid kitchens) and for the Athletics Department, and reduced expenditures for instructional computer hardware. The increase in expenditures for health services and textbooks this year as compared to 2012-13 is due to timing in submitting purchasing requisitions. Expenditures for instructional computer hardware in 2012-13 were much higher than in the current year because of the need to support Common Core instruction.

Motion by Commissioner Evans to approve the March 2014 Financial Report. Seconded by Commissioner Cruz. **Adopted 3-0, with concurrence of Parent Representative.**

III. Review and Approve Amendments to 2013-14 RCSD Budget:

- 1. Amend General Fund for 2013-14 – increase of \$129,706 in NYS Aid, \$153,717 in Local Revenue, and \$2.6M in Appropriated Fund Balance - Resolution No. 2013-14: 603**
- 2. Amend Special Aid Grant Fund for 2013-14 – increase of \$490,022 in Federal Grants, \$755 in Local Grants, and reduction of \$3,216 in NYS grants - Resolution No. 2013-14: 604**

3. **Amend Food Service Fund for 2013-14 – increase of \$87,000 in Interfund Revenue - Resolution No. 2013-14: 605**
4. **Amend RCSD 2013-14 Budget – amend General Fund to \$630,644,791; Special Aid Grant Fund to \$124,023,227; Food Service Fund to \$20,456,749 for a 2013-14 RCSD Budget total of \$775,124,767 - Resolution No. 2013-14: 606**

Mr. Connors explained that the \$2.8M increase in the 2013-14 RCSD budget is primarily due to use of \$2.6M of the Appropriated Fund Balance to pay for the required contribution for the NYS Employees' Retirement System. He noted that the District decided to pay the full required contribution amount to avoid approximately \$700K expected in interest costs from utilizing the pension smoothing option.

Motion by Commissioner Evans to approve all above budget amendments. Seconded by Commissioner Cruz. **Adopted 3-0, with concurrence of Parent Representative.**

IV. Review of Resolutions in Preparation for April 24, 2014 Board Business Meeting

A. PROCUREMENT & SUPPLY

1. **Monroe 2 – Orleans BOCES – cooperative bidding for natural gas – Resolution No. 2013-14: 607**

Motion by Commissioner Cruz to approve above Procurement & Supply resolution. Seconded by Commissioner Evans. **Adopted 3-0, with concurrence of Parent Representative.**

B. INFORMATION MANAGEMENT & TECHNOLOGY

1. **eVerge Group of Texas, Ltd. – contract to upgrade a portion of PeopleSoft HRMS system to automate aspects of the recruiting and application process in the District – Resolution No. 2013-14: 624**

Commissioner Evans inquired about the purpose of the above resolution to contract with eVerge Group of Texas. Ms. Lehner replied that the District has received a \$66K grant to help cover the costs of the work performed under this contract. She explained that new functionality would be added to an existing version of the Human Resource Management System (HRMS) component of PeopleSoft. She stated that separate aspects of the existing system would be integrated to enable staff to enter all data involved in the recruitment and hiring process on one page. Ms. Lehner noted that the current system has “blackout dates” during which staff cannot enter information, but the enhanced functionality will resolve these problems, reduce errors, and allow staff to enter hiring and recruitment information in advance.

Commissioner Cruz asked about the capacity of the enhanced system to provide additional reporting regarding recruitment and hiring of District staff. Ms. Lehner confirmed that reporting features are part of the enhanced system, which will also facilitate hiring staff in a timely manner and enable new staff members to access necessary accounts as soon as they begin employment with the District.

Motion by Commissioner Evans to approve above Information Management & Technology resolution. Seconded by Commissioner Cruz. **Adopted 3-0, with concurrence of Parent Representative.**

C. FACILITIES

Contracts:

1. **Hydrolawn of Buffalo, Inc. – site work; Bell Mechanical Contractor, Inc. – HVAC work; Eastcoast Electric, LLC – electrical work – renovation of School No. 8 – Resolution No. 2013-14: 608**
2. **Massa Construction, Inc. – general construction work; Pipitone Enterprises, LLC – HVAC work; WYCO Mechanical, LLC – plumbing work; Concord Electric Corporation – electrical work – renovation of School No. 19 – Resolution No. 2013-14: 609**
3. **Kuitems Construction, Inc. – general construction work; Pipitone Enterprises, LLC – HVAC work; Nairy Mechanical, LLC – plumbing work; Eastcoast Electric, LLC – electrical work – Renovation of School No. 20 – Resolution No. 2013-14: 610**
4. **Massa Construction, Inc. – general construction work; Pipitone Enterprises, LLC – HVAC work; Thurston Dudek, LLC – plumbing work; Eastcoast Electric, LLC – electrical work – renovation of School No. 30 – Resolution No. 2013-14: 611**
5. **Kuitems Construction, Inc. – general construction work; Leo J. Roth Corp. – HVAC work; Lloyd Mechanical Co., LLC – plumbing work; Hewitt Young Electric, LLC – electrical work – renovation of School No. 43 – Resolution No. 2013-14: 612**
6. **Steve General Contractor – general construction work; Lloyd Mechanical Co., LLC – plumbing work; Lloyd Mechanical Co., LLC – mechanical work; Hewitt Young Electric, LLC – electrical work – renovation of Dr. Freddie Thomas Learning Center – Resolution No. 2013-14: 613**

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

Motion by Commissioner Cruz to approve all above Facilities contract resolutions. Seconded by Commissioner Evans. **Adopted 3-0, with concurrence of Parent Representative.**

Final Payments:

7. **F.W. Construction Corporation of Rochester – final payment for general construction work for renovation of School No. 6 – Resolution No. 2013-14: 614**
8. **Lloyd Mechanical Co., LLC – final payment for HVAC work for renovation of School No. 9 and Baden Street Recreation Center – Resolution No. 2013-14: 615**
9. **Eastcoast Electric, LLC – final payment for electrical work for renovation of School No. 34 – Resolution No. 2013-14: 616**
10. **Kuitems Construction, Inc. – final payment for general construction work for renovation of School No. 34 – Resolution No. 2013-14: 617**
11. **Unified Mechanical Contractors, Inc. – final payment for plumbing work for renovation of the Douglass campus – Resolution No. 2013-14: 618**

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

Motion by Commissioner Evans to approve all above Facilities final payment resolutions. Seconded by Commissioner Cruz. **Adopted 3-0, with concurrence of Parent Representative.**

Other:

12. **Approval of final expenditures on various capital projects and submission of FP-FI Report to the NYS Education Department – Resolution No. 2013-14: 619**

Motion by Commissioner Cruz to approve above resolution to submit the FP-FI Report to the NYS Education Department. Seconded by Commissioner Evans. **Adopted 3-0, with concurrence of Parent Representative.**

Late Submission:

14. True North Rochester Preparatory Charter School – agreement to sublease space at 175 Martin Street – Resolution No. 2013-14: 625

Commissioner Powell explained that the True North Rochester Preparatory Charter School is seeking to sublease one floor of the District's leased property at 175 Martin Street for expansion of their school. Mr. Connors noted that the District has nine years remaining on the lease of this property, and a total of \$178K would be paid to the District under the sublease. He stated that \$115K would be charged for the prorated cost of subleasing one floor of the nine-floor building, and \$62K would be charged for maintenance for the year. Mr. Connors pointed out that the District has no use for this space in the foreseeable future, even if legislation is passed to approve Phase 2 of the Facilities Modernization Plan (FMP). He stated that the sublease is for one year, with the option for annual renewal for four years. Mr. Connors reported that the District will continue to receive NYS Lease Aid for the space, as long as it is used for educational purposes.

Motion by Commissioner Evans to approve above resolution to sublease 3rd floor of District's leased property at 175 Martin Street to True North Preparatory Charter School. Seconded by Commissioner Cruz. **Adopted 3-0, with concurrence of Parent Representative.**

Motion by Commissioner Cruz to adjourn. Seconded by Commissioner Evans. **Adopted 3-0, with concurrence of Parent Representative.**

Meeting adjourned at 5:51PM.