

Rochester Board of Education
Finance Committee
July 18, 2013

Attendance: Commissioner Powell (Chair); Commissioner Cruz. Commissioner White absent due to scheduling conflict. Parent Representative absent due to scheduling conflict. District Staff: Bill Ansbro, Chief Financial Officer; Gary Smith, Purchasing Officer; Mike Schmidt, Chief of Operations; Anita Murphy, Deputy Superintendent for Administration; Annmarie Lehner, Information Technology Officer. Board Staff: Debra Flanagan.

Commissioner Powell convened the meeting at 6:38PM.

I. Questions & Answers Session

Bill Ansbro stated that information will be provided to the Board in this week's packet of the agencies recommended to partner with the District for expanded learning programs. He explained that specific funding allocations to agencies will be presented for Board approval in August, as the District will use a competitive process to obtain the best pricing.

Gary Smith described the process for issuing the RFP and vetting the respondents, with 16 proposals received from 15 different providers. He noted that the Review Committee was composed of the Director of Expanded Learning, Title I Assistant Director, Director of Youth & Family Services, Executive Director of Teaching & Learning, Director of Expanded Learning & Professional Development, Senior Counsel, Director of the Monroe County DHS Youth Bureau, and principals and teachers from the expanded learning schools. He also discussed the criteria used to select community agencies for this partnership:

1. Service match with desired outcomes:	25%
2. Demonstrated quality of services:	20%
3. Demonstrated effectiveness:	20%
4. Cost:	20%
5. References:	10%
6. M/WBE Outreach:	5%

Mr. Smith reported that twelve of the fifteen providers were selected to recommend to the Board from analyzing their proposals based on these criteria:

- Boys & Girls Clubs of Rochester
- Charles Settlement House
- Dial A Teacher
- Hillside Work-Scholarship Connection
- Falls View Academy
- Encompass
- Ibero-American Action League
- Rochester Area Community Foundation (Quad A for Kids)

- The Community Place of Greater Rochester
- The Urban League of Rochester
- YMCA of Greater Rochester
- Young Audiences of Rochester

He stated that three of the bidders did not meet the criteria (i.e. did not plan to utilize a certified teacher, conducted the program offsite, or did not offer any enrichment components).

II. Review and Approve Minutes of the June 13, 2013 Finance Committee Meeting

Motion by Commissioner Cruz to approve the minutes of the June 13, 2013 Finance Committee meeting. **Adopted 2-0.**

III. Review and Approve Resolutions in Preparation for July 25, 2013 Board Business Meeting

A. BUDGET

1. Gates-McKinsey Partnership for a Multi-Year Fiscal Planning Agreement to identify efficiencies and for long-term strategic planning – Resolution No. 2013-14: 31

Mr. Ansbrow announced that RCSD was the only urban school district selected in the very competitive bidding process for award of Gates Foundation grant funding to identify efficiencies in the District and develop a multi-year planning process. He stated that the grant requires the District to provide 30% of the funding (\$360K), which will be covered by the New York State Education Department (NYSED) Management Efficiency grant. Mr. Ansbrow stated that two top candidate firms were interviewed to partner with the District in this project, and McKinsey was selected. He noted that McKinsey has conducted projects in over 400 school districts nationwide and has extensive experience.

Commissioner Powell pointed out that the Professional Services Contracting policy (6741) requires vendors to submit equal employment policy statements, and asked whether this was stated in the RFP. Mr. Smith replied that the Gates Foundation required the District to select from among six consulting firms that they had chosen. He stated that analysis of the proposals narrowed the selection to three candidates, which were interviewed and had references checked. Mr. Smith clarified that the District did not manage the process, but the potential vendors were identified by the Gates Foundation as a condition for funding the project.

Commissioner Powell inquired about a projected timeframe for involving stakeholders in the project. Mr. Ansbrow responded that a series of stakeholder meetings will be conducted early in the process, after the contract has been approved. He noted that the project is expected to involve multiple phases, with the District's first payment of \$100K by the end of October 2013 and the remainder to be expended toward the end of the 2013-14 fiscal year. Mr.

Ansbro stated that he has drafted a document with planned key milestones that will be established and reflected in the final agreement with McKinsey and the Gates Foundation.

Commissioner Powell asked about methods for informing the Board about progress on the project and specific efficiencies identified. Mr. Ansbro replied that the milestones still have to be developed, but he does anticipate providing regular reports to the Chair of the Finance Committee, stakeholders, and the full Board of Education. He stated that the results of this project will inform development of the FY2014-15 RCSD budget and provide a framework for crafting a multi-year fiscal plan. Mr. Ansbro noted that the agreement with McKinsey includes specific measurable outcomes and deliverables, which will be shared with the Board.

Motion by Commissioner Cruz to approve the above resolution for the Gates-McKinsey Partnership. **Adopted 2-0.**

Commissioner Powell expressed concern about the large amount of funding (\$1.2M) from private foundations and the State for a consultant to help develop the 2014-15 budget and a multi-year plan, particularly since these resources are not being used for the classroom and cannot be used for any other purpose. She stated that even though this is not the District's money, the fact that such large sums are being expended on consultants is alarming.

Commissioner Powell emphasized the importance of the Board having opportunities to exercise oversight of the project to ensure that it is aligned with District priorities. She asked about opportunities for the Board to monitor the project and elect to terminate if it does not coincide with these priorities. Mr. Ansbro replied that he will provide the draft milestones to the Board, with the understanding that these may change as a result of contract negotiations.

B. PROCUREMENT & SUPPLY

- 1. Lift Bridge Book Shop – new contract for purchase of paperback/hardcover books for various locations in the District – Resolution No. 2013-14: 32**
- 2. Carolina Biological Supply Co.; Fisher Science Education; Nasco, a Division of the Aristotle Corporation; VWR Education, LLC (dba “Sargent-Welch”); VWR Education, LLC (dba “Science Kit, LLC”); VWR Education, LLC (dba “Ward’s Natural Science”); Garden State Micro (dba “Educate-Me.Net”); Vernier Software & Technology, LLC; Basic Science supplies, LLC; Delta Education, LLC (dba “CPO Science”); Cynmar Corporation; RSR Electronics, Inc. (dba “SciencePurchase.com”) –contract extension for science equipment and supplies for Science departments – Resolution No. 2013-14: 33**

3. **ATD-American Co.; Bio-Rad Laboratories; Connecticut Valley Biological Supply Company, Inc.; Educational Innovations, Inc.; Flinn Scientific, Inc.; Frey Scientific, a division of Delta Education LLC – a School Specialty Co.; Lakeshore Learning Materials; Parco Scientific Company; Pasco Scientific Company – contract extension for purchase of science equipment and supplies – Resolution No. 2013-14: 34**

Motion by Commissioner Cruz to address all above Procurement resolutions as a group. **Adopted 2-0.**

Motion by Commissioner Cruz to approve all above Procurement resolutions. **Adopted 2-0.**

C. FACILITIES

Contracts:

1. **Rochester Snowplowing & Sealcoating, Inc. – contract renewal for one year for snowplowing – Resolution No. 2013-14: 35**
2. **Architectura, PC – new contract for architectural/engineering services for CIP at Dr. Freddie Thomas High School – Resolution No. 2013-14: 38**
3. **Architectura, PC – new contract for architectural/engineering services for CIP at School No. 41 – Resolution No. 2013-14: 39**
4. **Architectura, PC – new contract for architectural/engineering services for CIP at School No. 35 – Resolution No. 2013-14: 40**
5. **ArchStetics Architecture, PC – new contract for architectural/engineering services for CIP at Wilson Magnet Foundation Academy – Resolution No. 2013-14: 41**
6. **Clark Patterson Engineers, Surveyor and Architects, PC (dba “Clark Patterson Lee”) – new contract for architectural/engineering services for CIP at School No. 3 – Resolution No. 2013-14: 42**
7. **Clark Patterson Engineers, Surveyor and Architects, PC (dba “Clark Patterson Lee”) – new contract for architectural/engineering services for CIP at Edison Educational Campus – Resolution No. 2013-14: 43**
8. **Clark Patterson Engineers, Surveyor and Architects, PC (dba “Clark Patterson Lee”) – new contract for architectural/engineering services for CIP at East High School – Resolution No. 2013-14: 44**
9. **IBC Engineering, PC – new contract for engineering services for Phase IV of District-wide security project – Resolution No. 2013-14: 45**
10. **IBC Engineering, PC – new contract for architectural/engineering services for CIP at School No. 52 – Resolution No. 2013-14: 46**

11. **IBC Engineering, PC – new contract for architectural/engineering services for CIP at School No. 23 – Resolution No. 2013-14: 47**
12. **IBC Engineering, PC – new contract for architectural/engineering services for CIP at School No. 8 – Resolution No. 2013-14: 48**
13. **IBC Engineering, PC – new contract for architectural/engineering services for CIP at School No. 43 – Resolution No. 2013-14: 49**
14. **LaBella Associates, PC – new contract for architectural/engineering services for CIP at School No. 20 – Resolution No. 2013-14: 50**
15. **LaBella Associates, PC – new contract for architectural/engineering services for CIP at the Jefferson Educational Campus – Resolution No. 2013-14: 51**
16. **LaBella Associates, PC – new contract for architectural/engineering services for CIP at School of the Arts – Resolution No. 2013-14: 52**
17. **Thomas H. Anderson (dba “MA Architects”) – new contract for architectural/engineering services for CIP at School Without Walls Foundation Academy – Resolution No. 2013-14: 53**
18. **Popli, Architecture + Engineering & L.S., PC (dba “Popli Design Group”) – new contract for architectural/engineering services for CIP at School Without Walls Commencement Academy – Resolution No. 2013-14: 54**
19. **Popli, Architecture + Engineering & L.S., PC (dba “Popli Design Group”) – new contract for architectural/engineering services for CIP at School No. 30 – Resolution No. 2013-14: 55**
20. **Popli, Architecture + Engineering & L.S., PC (dba “Popli Design Group”) – new contract for architectural/engineering services for CIP at School No. 19 – Resolution No. 2013-14: 56**
21. **Watts Architecture & Engineering, PC – new contract for architectural/engineering services for CIP at the Marshall Educational Campus – Resolution No. 2013-14: 57**

Motion by Commissioner Cruz to address all above Facilities contract resolutions as a group. **Adopted 2-0.**

Motion by Commissioner Cruz to approve all above Facilities contract resolutions. **Adopted 2-0.**

Final Payments:

22. **Kuitems Construction, Inc. – final payment for general construction work for renovations to School No. 3 – Resolution No. 2013-14: 36**

23. Eastcoast Electric, LLC – final payment for electrical work for renovations to School No. 29 – Resolution No. 2013-14: 37

Motion by Commissioner Cruz to address all above Facilities final payment resolutions as a group. **Adopted 2-0.**

Motion by Commissioner Cruz to approve all above Facilities final payment resolutions. **Adopted 2-0.**

Other:

24. Amend March 2013 Facilities Modernization Plan to include closure of School No. 44 by the 2020-21 school year – Resolution No. 2013-14: 58

Anita Murphy recalled that the Board had asked for completion of the process delineated in the School Closure policy (7600) before considering this resolution to amend the Facilities Modernization Plan to include closure of School No. 44. She reported that meetings have been held with the School-Based Planning Team, Zone Improvement Team and Executive Parent Committee regarding proposed closure of this school. Ms. Murphy stated that while no one wants to see their school closed, the members of these teams seemed to understand the rationale in terms of the limitations of the site and the school's academic performance.

Commissioner Powell expressed concern that School No. 44 is situated in the South Zone, but assigned to the Chief of the NW Zone. She pointed out that this Zone Chief represents a different staff, parent and student constituency than that of the school. However, she acknowledged that this is an artifact of the way in which the school had been assigned to zones in the past. Ms. Murphy reported that she, the Director of Operations, and the Superintendent also conducted parent and staff meetings at School No. 44 to discuss issues involved with closure.

Motion by Commissioner Cruz to approve above resolution to amend the March 2013 Facilities Modernization Plan. **Adopted 2-0.**

D. INFORMATION MANAGEMENT & TECHNOLOGY

1. Erie 1 BOCES – new contract to provide NYS data collection and reporting, and data warehousing (e-scholar) – Resolution No. 2013-14: 59

Commissioner Powell pointed out that the resolution to contract with Erie 1 BOCES is another unfunded State mandate, in that school districts have to pay a third party to organize and format student data in conformance to the State's requirements. Ms. Murphy replied that the cost would be ten times greater if this data organization and formatting was not performed by BOCES. She also stated that these costs are covered by Title I funding.

Commissioner Powell expressed concern about the State's use of student data and turning it over to inBloom for use by private companies. Ms. Murphy reported that the State is beginning to develop its own in-house system in recognition of these issues.

Annmarie Lehner explained that NYSED is promoting a new data portal available to school districts for data formatting and warehousing. She stated that this service will be free of charge to districts for the first year, and then for a cost of \$5 per student in subsequent years. Ms. Lehner described progress in creating an in-house data warehouse for RCSD that is much more accurate and comprehensive, which will be updated almost in real time. She pointed out that the District will have greater assurance of information privacy and security by managing their own in-house data warehouse.

Commissioner Powell questioned whether NYSED has had the capability to make use of the data gathered from the regional data warehouses. Ms. Murphy responded that the State has had this capability for accountability purposes in determining the performance level and status of districts and schools. She stated that aggregate data from RCSD will continue to be posted on the NYSED website.

Commissioner Powell inquired whether only aggregate student data from RCSD will be disclosed to inBloom.

Action Item: Ms. Murphy will look into the arrangements for NYSED to disclose RCSD student data to the national inBloom database once RCSD is operating its own in-house data warehouse. Ms. Murphy will report these findings to the members of the Finance Committee.

Commissioner Cruz suggested patenting or copyrighting the model for the RCSD data warehouse system, so that the District can offer these services to other districts in the future to generate revenue. Ms. Lehner affirmed the value of this approach, stating that the District now has a comprehensive systems package. She described the potential for offering services to charter schools and other districts for the District's e-learning platform and other instructional tools. Ms. Lehner reported that other districts (e.g. Pittsford Mendon and Pittsford Sutherland) have already expressed interest, and development of a business plan is underway. Ms. Murphy noted that all of the platforms that have been customized by the District's IM&T Department are proprietary.

Commissioner Cruz also suggested involving students in these types of projects so that they can gain valuable technical experience to promote them in this career path.

Motion by Commissioner Cruz to approve above resolution to contract with Erie 1 BOCES for data warehousing services. **Adopted 2-0.**

E. OTHER

- 1. Excellus Health Plan, Inc. (aka Excellus BlueCross BlueShield, Rochester Region) – amend agreement to administer the School Accident Program in which the District self-insures coverage for accidental injury to students – Resolution No. 2013-14: 60**

Mr. Ansbrow distributed handout materials regarding the School Accident Program, explaining that the Program provides insurance coverage for students' accidents if the family's insurance will not cover it.

Commissioner Powell pointed out that the administrative overhead for this program must be rather complex because it necessitates determining specific medical procedures that are covered by the family's insurance and also working with Medicaid.

Motion by Commissioner Cruz to approve above resolution for an agreement with Excellus to administer the School Accident Program. **Adopted 2-0.**

Motion by Commissioner Cruz to adjourn. **Adopted 2-0.**

Meeting adjourned at 7:26PM.