

Rochester Board of Education
Finance Committee
April 24, 2012

Attendance: Commissioner Powell (Chair) and Commissioner Cruz. Commissioner White absent. Parent Representative: Giancarlo Giannini absent. District Staff: Vernon Connors, Chief Financial Officer; Gary Smith, Purchasing Officer; Jerome Underwood, Senior Director of Operations; Annmarie Lehner, Information Technology Officer; Rhonda Neal, NE Network Team; Bethany Centrone, Chief of Human Capital Initiatives.

Commissioner Powell convened the meeting at 5:09PM.

I. Question – Answer Session

Vern Connors stated that there is no further information at this time regarding the budget, except for several budget amendments that are typical for this time of year. He noted that the amendments involve an increase of \$12.6M to the total 2011-12 RCSD budget, with \$2M for the General Fund and approximately \$10M for the Grant Revenue Fund. He stated that the increase to the General Fund is due to increased NYS Aid for high-cost students, and the addition to the Grant Fund is primarily due to a rollover of Title I funds. These Title I funds are being used to support Superintendent initiatives for extended school day programs.

Commissioner Powell inquired about pending legislation sponsored by State Senator Joe Robach to clarify the Maintenance of Effort (MOE) issue, so that financing of District capital projects and of the Facilities Modernization Project (FMP) can commence. She stated that the Office of the Big Five has submitted a letter in support of this legislation. Jerome Underwood replied that while resolution of the MOE issue is good news for the District, the timing is problematic in terms of carrying out projects this summer. He stated that only high-priority projects will be conducted, and primarily use contingency funds from cost savings accumulated over the years.

Commissioner Powell asserted that this legislation will resolve the MOE issue for future years and for Phase 2 of the FMP.

II. Presentation regarding E-Performance Module

Annmarie Lehner provided handout materials with a sample of a performance evaluation using the e-Performance module. She explained that this new module incorporates the new teacher evaluation requirements (APPR), which has presented a challenge because the requirements were evolving during the year. Ms. Lehner pointed out that this module can also be used for teachers not subject to the new evaluation requirements. She stated that the e-Performance system was developed with input from collective bargaining units, and the RTA templates are ready for implementation. Ms. Lehner reported that the templates for BENTE and RAP employees are to be completed by the end of the year.

Ms. Lehner explained that goals will be established at the beginning of the school year and observations recorded throughout the year in the e-Performance module.

Rhonda Neal illustrated in a presentation the way in which composite scores are calculated in e-Performance based on all of the information entered. She stated that an email is automatically generated to the supervisor when the information is complete and the composite score has been calculated.

Ms. Lehner stated that e-Performance captures all of the elements of APPR and notifies supervisors when performance evaluations are due for each employee. She noted that the next step will be to enter this information into the Data Warehouse to allow comparison among schools and teachers.

Commissioner Powell asked whether there is any way at this point to determine if there is “evaluation inflation” by specific managers. Ms. Lehner replied that e-Performance will have this capability after the evaluation information has been entered.

Bethany Centrone pointed out that some evaluations are due by April 15th, but cannot be completed until NYS assessment scores have been provided this summer. She stated that management evaluations are planned to be compared with NYS assessment scores to determine the degree of correlation between these elements.

Commissioner Powell stated that school principals sometimes delegate responsibility for conducting performance evaluations, and asked whether principals will be required to approve the evaluations. Ms. Centrone replied that written authorization is required to transfer responsibility for conducting performance evaluations. Ms. Neal stated that principals will be required to sign the forms and to meet with the administrative team before meeting with the teacher for their performance evaluation.

III. Review Minutes of March 15, 2012 Finance Committee Meeting

Motion by Commissioner Cruz to approve the minutes of the March 15, 2012 Finance Committee meeting. **Adopted 2-0, with concurrence of parent representative.**

IV. Review of March 2012 Financial Report and Budget Amendments

Motion by Commissioner Cruz to approve the March 2012 Financial Report. **Adopted 2-0.**

- A. Amend General Fund – Resolution No. 2011-12: 672
- B. Amend Grant Fund – Resolution No. 2011-12: 673
- C. Amend School Food Services Fund – Resolution No. 2011-12: 674
- D. Amend 2011-12 RCSD Budget – Resolution No. 2011-12: 675

Motion by Commissioner Cruz to approve all above budget amendments. **Adopted 2 – 0.**

IV. Review of Quarterly Change Order Report for January through March 2012

Motion by Commissioner Cruz to approve the Quarterly Change Order Report for January through March 2012. **Adopted 2 – 0.**

V. Review of Resolutions for the April 26, 2012 Board Business Meeting

A. PROCUREMENT & SUPPLY

- 1. Phoenix Machine Repair, Inc. – new contract for purchase of floor scrubbing machines – Resolution No. 2011-12: 676**
- 2. Anaconda Sports; Laux Sporting Goods, Inc.; Premier Sports Center; Riddell/All American; Toth’s Sports – contract extension for purchase of athletic uniforms – Resolution No. 2011-12: 677**
- 3. Logisoft Computer Products, LLC – contract extension for purchase of software for the classroom and office setting with School World – Resolution No. 2011-12: 678**

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

Commissioner Powell noted that the costs under the contract with Logisoft Computer Products increased significantly last year, from \$36,994 to \$76,227. Gary Smith replied that software was provided to non-public schools last year.

Commissioner Cruz inquired about costs next year with upgrades to this software. Mr. Smith stated that he will consult with Tim Cliby to determine whether to continue using this vendor for instructional technology.

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

- 4. Monroe 2 Orleans BOCES – cooperative bidding for natural gas – Resolution No. 2011-12: 679**

Mr. Smith reported that 17 school districts purchase natural gas through cooperative bidding with Monroe 2 BOCES, and the price has fallen significantly.

Motion by Commissioner Cruz to approve above resolution for cooperative bidding for natural gas through Monroe 2 Orleans BOCES. **Adopted 2 – 0.**

B. FACILITIES

Contracts:

- 1. Newcal Construction Inc. – change in contract award for general construction for renovations to School No. 1 due to lowest bidder withdrawing their bid (Western NY Floor Co.) – Resolution No. 2011-12: 680**

- 2. Steve General Contractor, Inc. – general construction work; Leo J. Roth Corporation – HVAC work; Lloyd Mechanical Co., LLC – plumbing work; McMullen-Bishop Inc. – electrical work – renovations to School No. 4 – Resolution No. 2011-12: 681**
- 3. F.W. Construction – general construction work; Lloyd Mechanical Co., LLC – plumbing work; Eastcoast Electric, LLC – electrical work – renovations to School No. 6 – Resolution No. 2011-12: 682**
- 4. Kuitems Construction Inc. – general construction work for renovations to School No. 7 – Resolution No. 2011-12: 683**
- 5. Newcal Construction Inc. – general construction work; Leo J. Roth Corporation – HVAC work; Nairy Mechanical LLC – plumbing work; Eastcoast Electric LLC – electrical work (lowest bidder withdrew bid – Hewitt Young Electric, LLC) – renovations to School No. 8 and 45 – Resolution No. 2011-12: 684**
- 6. Kuitems Construction Inc. – general construction work for renovation of School No. 10 and 33 – Resolution No. 2011-12: 685**
- 7. Kuitems Construction Inc. – general construction work; Leo J. Roth Corporation – HVAC work; Lloyd Mechanical Co., LLC – plumbing work; Hewitt Young Electric, LLC – electrical work – renovations to School No. 16 and 44 – Resolution No. 2011-12: 686**
- 8. Steve General Contractor, Inc. – general construction work; Pipitone Enterprises, LLC – HVAC work; Lloyd Mechanical Co., LLC – plumbing work; Eastcoast Electric, LLC – electrical work – renovations to School No. 29 – Resolution No. 2011-12: 687**
- 9. Reject all bids received for renovations to School No. 30 due to exceeding appropriated funds for the project – Resolution No. 2011-12: 688**
- 10. Genesee Building Restoration Inc. – general construction; Pipitone Enterprises, LLC – HVAC work; Lloyd Mechanical Co., LLC – plumbing work; Eastcoast Electric, LLC – electrical work; Jupiter Environmental Services, Inc. – asbestos abatement work; Lozier Environmental Consulting Inc. – air monitoring work – renovations to School No. 39 – Resolution No. 2011-12: 689**
- 11. Genesee Building Restoration Inc. – general construction work; Leo J. Roth Corporation – HVAC work; Lloyd Mechanical Co., LLC – plumbing work; Kaplan-Schmidt Electric, Inc. – electrical work – renovations to Wilson Foundation Academy – Resolution No. 2011-12: 690**

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

Commissioner Powell asked whether all of the above Facilities contracts are based on using contingency funds from accumulated cost savings over the years. Mr. Underwood reported that some of these projects are based on resolution of the MOE issue, but authorization is still required from the Board of Education to plan and perform the work.

Commissioner Powell questioned whether costs will increase as a result of deferring projects until the MOE issue has been resolved. Mr. Underwood stated that some costs may increase, particularly for materials.

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

Final Payments:

12. Concord Electric Corporation – electrical work for renovations at the Edison Educational Campus – Resolution No. 2011-12: 691

13. Hewitt Young Electric, LLC – renovations to School No. 35 – Resolution No. 2011-12: 692

14. Kaplan-Schmidt Electric, Inc. – electrical work for renovations to School No. 43 – Resolution No. 2011-12: 693

15. Kuitems Construction, Inc. – general construction work for renovations to School No. 19 – Resolution No. 2011-12: 694

16. Leo J. Roth Corporation – plumbing work for renovations to School No. 15, Monroe High School, and School Without Walls Commencement Academy – Resolution No. 2011-12: 695

17. Steve General Contractor, Inc. – general construction work for renovation of Marshall High School – Resolution No. 2011-12: 696

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:

18. Request for Revision of Financial Information Form (FP-FI) be submitted to the New York State Education Department – Resolution No. 2011-12: 697

19. Request to submit verification to the NYS Education Department that the capital improvement project to relocate an existing modular building from School No. 50 to School No. 46 will not affect any sensitive environmental areas, in accordance with the State Environmental Quality Review Act (SEQRA) – Resolution No. 2011-12: 698

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

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

Service Contract:

20. Manel Excavating Corporation – contract for snow plowing and removal - Resolution No. 2011-12: 699

Motion by Commissioner Cruz to approve above Service Contract resolution.
Adopted 2-0.

Late Submissions:

- 1. eVerge Group of Texas, Ltd. – amend contract to enable implementation of ePerformance in accordance with new teacher evaluation system**
- 2. eVerge Group of Texas, Ltd. – new contract to provide functional and technical assistance for contract pay module in PeopleSoft**

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

Motion by Commissioner Cruz to approve above late submission resolutions.
Adopted 2-0.

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

Meeting adjourned at 5:51PM.

Next regular Finance Committee meeting: May 15th at 5:30PM