

Rochester Board of Education

Finance Committee

August 26, 2008
5:30 p.m.

MINUTES

Attendance: Commissioners Powell (Chair), Elliott and Williams, District Staff: V. Carfagna, P. Burke, V. Connors, S. Lee, E. Mascitti-Miller, J. Scanlan, G. Smith. Parent Representative: F. Jacobs, and Board Staff: H. Washington

Commissioner Powell convened the meeting at 5:34 p.m. Commissioner Williams was absent.

I. Minutes for June 19th, July 24th and August 7th Meetings

Motion to approve the minutes for June 19th, July 24th and August 7th was made by Commissioner Elliott. Seconded by Commissioner Powell. **Adopted 2-0**

II. June Monthly Financial Reports

The Committee reviewed the Revenue Summary Report, Grant Revenue Summary Report, Available Funds Report, Available Funds Financial Analysis and the Cash Balance Report.

In the discussion on the June Financial Reports, Commissioner Powell asked V. Carfagna to explain the source of the additional \$3.5 in revenue. V. Carfagna's response was that \$2.7 million is an increase in New York State Aid and the \$0.828 million is an increase in Local Revenue. V. Connors pointed out that the Special Education Aid will fluctuate throughout the year due to the turnover rate in Special Education Students in the District.

Motion to accept and recommend approval of the June Financial Reports, which includes Budget amendments to the full Board, was made by Commissioner Elliott. Seconded by Commissioner Powell. **Adopted 2-0**

III. Proposed Resolutions for August 28, 2008 Board Business Meeting

The Committee reviewed Educational Facilities, Procurement and Supply and Other resolutions.

In the discussion regarding Educational Facilities, F. Jacobs requested a comprehensive list of all leased space. V. Carfagna said that he will work with the Law Department to provide a comprehensive list of space leased by the District.

In the discussion regarding Procurement and Supply, Commissioner Elliott asked how much is included in the Budget line item for vehicle repair and how much of that is allocated to Penn D.D.A. L.L.C. and to Altec Industries. V. Connors pointed out that amount is included in the Service Contractual line in the Available Funds Report and that facilities costs are included in the total amount.

Commissioner Elliott expressed a concern regarding the language used in the Monroe 2-Orleans BOCES (Commodities) resolution and noted that there was not a copy of the Cooperative Bid procedures provided to her. G. Smith explained the Cooperative Bid process and that BOCES 2 is a consortium of 17 school districts. They follow New York State Municipal Law 103, advertise in the Democrat and Chronicle; when BOCES enters into agreements, it allows us to use these bids and allows for greater

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flexibility. Districts save money by locking into a favorable rate. G. Smith also pointed out that Project Lead the Way should be included in the resolution. Commissioner Powell recommended that Project Lead the Way be inserted into the first paragraph of the BOCES resolution. Commissioner Powell recommended that the 3rd paragraph be removed from the resolution. Commissioner Elliott was in agreement with both amendments to the BOCES resolution.

In the discussion regarding Other resolutions, E. Mascitti-Miller explained what the EnCompass program is and that it focuses on literacy and improving instruction; it has a family component, a full wrap around program, is considered a best practice, it offers much needed support and offers opportunities for professional development in the summer. Commissioner Elliott raised a concern regarding resolutions received that involve significant amounts of money with no results provided. Commissioner Elliott would like historical information from districts that are comparable in size as well as ethnic information on the EnCompass program. She also expressed a concern regarding the District automatically assuming that the Committee is going to approve resolutions after the fact and that we need leeway, and time to think about resolutions; she stated that it is irresponsible of the District to make those assumptions. V. Carfagna pointed out that there are no other alternative programs for this year.

Motion to advance all of the following resolutions, except **Encompass**, to the Board for consideration was made by Commissioner Elliott. Seconded by Commissioner Powell. **Adopted 2-0**

- A. **EDUCATIONAL FACILITIES**
 - Final Payments**
 - 1. **Testa Construction, Inc.**
 - Leases**
 - 2. **Landsman Development Corporation**
- B. **PROCUREMENT & SUPPLY**
 - 1. **Calculators**
 - 2. **Musical Instruments and Accessories**
 - 3. **Otosopes**
 - 4. **Security Supplies**
 - 5. **Vehicle Repair**
 - 6. **Athletic Supplies & Equipment**
 - 7. **Athletic Supplies & Equipment (Re-bid)**
 - 8. **Envelopes**
 - 9. **Monroe 2-Orleans BOCES (Purchasing Agent)**
 - 10. **Monroe 2-Orleans BOCES (Commodities)**
 - 11. **Monroe 2-Orleans BOCES (UGI Services, Inc.)**
- C. **OTHER**
 - 1. **Follett Software Corporation**
 - 2. **EnCompass – Motion to table resolution by Commissioner Elliott.**
 - 3. **Welligent**
 - 4. **Lawley-Andolina, LLC**

Action Items

H. Washington will amend the July minutes (on page 2, paragraph 2) to include Commissioner Elliott's name.

V. Carfagna will work with the Law Department to develop a comprehensive list of space that is leased by the District.

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V. Connors will provide the Board with the amount allocated for vehicle repair costs and for vendors selected to render vehicle repairs services.

G. Smith will provide the Board with a copy of the Cooperative Bid procedures.

G. Smith will request from BOCES a summary of their process and provide a copy to the Committee. Administration will amend the resolution for Monroe 2-Orleans BOCES (Commodities) by adding Project Lead the Way to the description in paragraph 1, and paragraph 3 will be deleted.

The Administration will provide historical data, which includes other districts and ethnic data on the EnCompass program.

Future agendas will include a section at the beginning of the agenda to address general questions.

IV. Next Meeting – September 18, 2008 at 5:30 p.m.

Adjournment: Motion to adjourn at 7:06 p.m. was made by Commissioner Elliott. Seconded by Commissioner Williams. **Adopted 2-0**

Prepared by H. Washington