

Rochester Board of Education Finance Committee

June 19, 2008

6:30 p.m.

MINUTES

Attendance: Commissioners Powell (Chair) and Williams, District Staff: V. Carfagna, V. Connors, T. Cliby, T. Keysa, A. Lehner, N. Palozzi, T. Petronio, G. Smith. Parent Representative: Felix Jacobs, and Board Staff: H. Washington.

Commissioner Powell convened the meeting at 6:34 p.m. Commissioner Elliott was absent.

I. Minutes for May Meeting

Motion to approve the May minutes was made by Commissioner Williams. Seconded by Commissioner Powell. **Adopted 2-0**

II. May Monthly Financial Reports

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

Motion to accept and recommend approval of the May Financial Reports to the full Board was made by Commissioner Williams. Seconded by Commissioner Powell. **Adopted 2-0**

III. Student Activity Funds Report

The Committee reviewed the third quarter Student Activity Funds Report.

Motion to accept and recommend approval of the Student Activity Funds Report for the third quarter was made by Commissioner Williams. Seconded by Commissioner Powell. **Adopted 2-0**

IV. Proposed Resolutions for June 2008 Board Business Meeting

The Committee reviewed Procurement and Supply, Educational Facilities, Business Services, Communications, Other, Information Technology and Instructional Technology resolutions.

In the discussion regarding Procurement and Supply, T. Keysa noted that there are expected to be additional costs for security guard services, due to weekend shifts at the Service Center and a 24 hour guard at the 33 School project, while construction is taking place. The cost is expected to increase from 126k to 215k and also includes costs for back-up security guards from Morris to cover at Central Office for long term illnesses and retirements.

T. Keysa noted that having caps or limits on service contracts creates a problem when it comes to addressing urgent needs and not having the opportunity to come back before the Committee and Board for approval. G. Smith pointed out that 20% is added to the amount that was spent in the past on service contracts and recommended that we do not use "not to exceed limits" in service contracts. Commissioner Powell said that she would entertain the discussion when the full Committee is present.

APPROVED BY COMMITTEE

In the discussion regarding Educational Facilities, T. Keysa pointed out that Capital Improvement contracts for summer work at five of our elementary schools, which are more than 50 years old, need to be approved by the State Historical Preservation Office (SHPO) prior to approval from the Commissioner of Education. This is a technicality, as there are no known objections to the planned construction, but if the District is unable to obtain the required approval prior to the Business Meeting on Wednesday, Administration will seek to replace this resolution with a resolution to reject all bids. If we do not receive approval of the SHPO and the Commissioner of Education, the projects would not be eligible for (95%) building aid reimbursement and the projects would have to be delayed until next year.

In the discussion regarding Other resolutions, Commissioner Williams expressed a concern regarding using the same agency for the feasibility study and for general liability insurance. Commissioner Powell recommended that the contract with Brown and Brown include a stipulation that explicitly forbids Brown and Brown from competing for a contract to perform plan administration services if that is their recommendation. Brown and Brown will study the feasibility of an inter-municipal health insurance consortium. RCSD is to be the fiscal agent, with the City of Rochester and the County of Monroe being the other municipal partners. The study will be paid for by a grant for that specific purpose.

Motion to advance the following resolutions to the Board for consideration was made by Commissioner Williams. Seconded by Commissioner Powell. **Adopted 2-0**

a. PROCUREMENT & SUPPLY

1. **Early Childhood Learning Material Re-Bid**
2. **Vehicle Repair**
3. **Tires, New & Recapped & Related Services**
4. **Panther Graphics**
5. **Auto, Truck & Bus Parts (2005-06: 543)**
6. **Auto Truck & Bus Parts (2005-06: 672)**
7. **Plumbing & HVAC Equipment & Supplies**
8. **Science Equipment & Supplies (2006-07: 35)**
9. **Science Equipment & Supplies (2006-07: 232)**
10. **Security Guard Services**
11. **Water Treatment Chemicals & Services**

b. FACILITIES

- i. **Final Payments**
 1. **AAC Contracting, Inc.**
 2. **DG Messmer Corp.**
 3. **Kuitems Construction, Inc.**
 4. **Pipitone Enterprises**
 5. **WYCO Mechanical, LLC**
- ii. **Projects - Renovations**
 1. **School No. 20, 23, 25, 41 and 44**
- iii. **Other**
 1. **Bid Rejection for Charlotte High School**
 2. **New York State Education**
- iv. **Leases**
 1. **MAPCO Auto Parks, Ltd.**
- v. **Agreements**
 1. **Baden Street Settlement, Inc.**
 2. **Day Automation Systems, Inc.**
 3. **City of Rochester (Refuse)**

APPROVED BY COMMITTEE

c. BUSINESS SERVICES

1. **The Travel Team, Inc.**
2. **Non-Resident and Tutoring Rates**
3. **Transportation (Monroe School)**
4. **Transportation (A&E Transport and Laidlaw)**
5. **Oliver Wyman Actuarial Consulting, Inc.**

d. COMMUNICATIONS

1. **Blackboard Connect**

e. OTHER

1. **Brown & Brown Insurance (Municipal Services)**
2. **Brown & Brown Insurance (General Liability)**
3. **Harter Secrest & Emery**
4. **Harris, Chesworth, O'Brien, Johnstone, Welch & Leone**
5. **Brown & Hutchinson**

f. INFORMATION TECHNOLOGY

1. **Frontier Telephone Corp.**
2. **FiberTech Networks**
3. **Ronco Communications & Electronics, Inc. (Wireless Equipment)**
4. **Ronco Communications & Electronics, Inc. (Maintenance)**
5. **Paetec Communication, Inc. (Internet Email Scanning)**
6. **Paetec Communication, Inc. (High-Speed Internet Access)**
7. **Paetec Communication, Inc. (Telephone Services)**
8. **Serverware Corporation (Maintenance)**
9. **Serverware Corporation (Hardware)**
10. **Centris Group, LLC (Software Licenses)**
11. **Western NY Regional Information Center**
12. **Austin Sky Technology, LLC**
13. **NCS Pearson, Inc. (Software License)**
14. **NCS Pearson, Inc. (formerly Chancery – Consolidated Transcripts)**
15. **Oracle USA, Inc.**
16. **School World**

g. INSTRUCTIONAL TECHNOLOGY

1. **Scientific Learning**
2. **CTB McGraw Hill**
3. **Achieve 3000**
4. **Compass Learning, Inc.**

Action Items

Administration will amend the amount of the resolution for security guard services to 215K.

H. Washington will draft a memo to the Administration and the Board recommending that the contract with Brown and Brown be amended to prohibit them from competing for a contract to perform plan administration services if that is their recommendation.

IV. Next Meeting – July 17, 2008 at 5:30 p.m.

Adjournment: Motion to adjourn at 8:45 p.m. was made by Commissioner Williams. Seconded by Commissioner Powell. **Adopted 2-0**