

Rochester Board of Education

Finance Committee Meeting

May 22, 2017

Attendance: Commissioner Cruz (Chair); Commissioner Evans,
Parent Representative: Giancarlo Giannini

District Staff: Budget Director; Rodney Asses, Chief of Operations; Michael Schmidt

Board Staff: Kallia Wade

Commissioner Cruz convened the meeting at 6:03PM.

I. Question/Answer Session

Commissioner Cruz convened the meeting noting the absence of CFO Everton Sewell. Budget Director Rodney Asses informed the committee that CFO Sewell was away for a conference and would be back by the end of the week. Mr. Asses shared that he would be running the financials for the current meeting.

II. Review Minutes of April 20, 2017 Finance Committee Meeting

Motion by Commissioner Cruz to approve the minutes of the March 20, 2017 Finance Committee meeting. Seconded by Commissioner Evans. **Adopted 2-0 with concurrence of Parent Representative.**

III. Review and Discuss April 2017 Financial Report & Third Quarter Elementary Activity Accounts and Student Activities Funds Report

Budget Director Asses began the discussion by noting that the current budget is at \$870,462,768—a slight increase from the original budget. General Fund amended budget is at \$699,525,991—seeing a slight decrease of 1.7% from the adopted budget. Appropriated Fund Balance remained the same. Grants slightly increased to \$133,543,777. School Food Services budget is \$22,393,000—slight increase over the adopted budget amount of \$21,593,000.

A State update was provided re the Community School Grant Allocations—Mr. Asses advised that while the \$7MIL had not yet been released, by the end next month the State's plan is to issue applications so that districts can apply for the funds. This was noted to be somewhat of a backwards process, but the application should be approved easily for an award letter to be provided in July. Following this, the funds would be able to be booked for this year's revenue in order to offset the expenses already incurred.

Cash balanced report—General ledger is showing \$140,778, 632, and a bank balance of \$164,567,676 due to outstanding checks and electronic payments—a variance of \$23.7M.

Budget Director Asses noted that our cash flow is stable, as there have been no hiccups.

Capital Fund Balance for the H Fund was noted to be \$15,775,57—no change. The K Fund Bond Budget Balance is at \$6,046,256.

Action Items:

Motion by Commissioner Cruz to accept and advance the March 2017 Financial Report with amendments. Seconded by Commissioner Evans. **Adopted 2-0, with concurrence of Parent Representative.**

Budget Director Rodney Asses also presented the Third Quarter Elementary Activity Accounts and Student Activities Funds Report. Commissioner Evans questioned whether this was just for the elementary schools, and Mr. Asses clarified that this is for both elementary and secondary schools (district-wide). Elementary saw a beginning balance of \$24,834.75, and as of March 31st saw a closing balance of \$27,941.77. Secondary school reflected an opening balance of \$97,180.16 and a closing balance of \$125,801.94. Mr. Asses also called attention to a conversation held with Commissioner Cruz regarding the question of “how compliance is ensured when schools account for their funding in the Quarterly Extracurricular and Activity Report? I.e. how is it that there are several schools continually reporting high levels of funding, while others do not?” Mr. Asses advised that he had spoken with the accountant director regarding any issues or trainings needed in the schools. He confirmed that trainings are being provided, and monthly spot-checks will be conducted to ensure compliance with state laws. He noted also that only one school reflected concerns regarding the recording of funds from a fundraiser. However, district office provided assistance and training, and ensured things were wrapped up sufficiently. Board Staff Kallia Wade pointed to a formal response provided by Cerri Cupples, Director of Accounting, which had been included and made available for the committee in the packet for reference.

Parent Representative Giancarlo Giannini posed a question regarding the response and noted that the receipts reported in the Student Activities Funds Report were as a result of fundraising events. He wanted to clarify that these were not coming from district funds and going to schools—to which Mr. Asses confirmed.

Action Items:

Motion by Commissioner Cruz to accept and advance the Third Quarter Elementary Activity Accounts and Student Activities Funds Report. Seconded by Commissioner Evans. **Adopted 2-0, with concurrence of Parent Representative.**

IV. Review and Approve Proposed Resolutions for the May 25, 2017 Board Business Meeting

A. PROCUREMENT & SUPPLY

- 1. Mid City Signs Inc. – contract extension for purchase of District Signage – Resolution No. 2016-17: 747**
- 2. Best Plumbing Specialties Inc.; Buckpitt & Company Inc.; Crest/Good Mfg. Co., Inc.; Interline Brands, Inc. dba Sexauer; and V.J. Stanley, Inc.–**

**contract extension for Plumbing & HVAC Equipment and Supplies –
Resolution No. 2016-17: 748**

Action Items:

Motion by Commissioner Cruz to address and approve Procurement and Supply Resolutions as a bundle. Seconded by Commissioner Evans. **Adopted 2-0, with concurrence of Parent Representative.**

B. FACILITIES

Final Payments:

- 1. DiFiore Construction, Inc. – final payment for site work for renovations to Franklin Educational Campus and Wilson Foundation Academy – Resolution No. 2016-17: 749**
- 2. Kuitems Construction, Inc. – final payment for general construction work for renovations to Franklin Educational Campus and Wilson Foundation Academy – Resolution No. 2016-17: 750**
- 3. Kuitems Construction, Inc. – final payment for general construction work for renovations to Douglass Educational Campus – Resolution No. 2016-17: 751**
- 4. Eastcoast Electric, LLC – final payment for electrical work for renovations to Jefferson Educational Campus – Resolution No. 2016-17: 752**
- 5. Leo J. Roth Corp. – final payment for plumbing work for renovations to School No. 39 – Resolution No. 2016-17: 753**
- 6. Hewitt-Young Electric, LLC – final payment for electrical work for renovations to School No. 41 – Resolution No. 2016-17: 754**
- 7. Eastcoast Electric, LLC – final payment for electrical work for renovations to School No. 9 – Resolution No. 2016-17: 755**
- 8. Lloyd Mechanical Co., LLC – final payment for plumbing & fire protection work for renovations to School Without Walls Commencement Academy – Resolution No. 2016-17: 756**
- 9. Lloyd Mechanical Co., LLC – final payment for mechanical work for renovations to Jefferson Educational Campus – Resolution No. 2016-17: 757**

10. SSM & RC, Inc. dba Spring Sheet Metal and Roofing – final payment for roofing work for renovations to School No. 10 – Resolution No. 2016-17: 758

Action Items:

Motion by Commissioner Cruz to address and approve Facilities final payments as a group. Seconded by Commissioner Evans. **Adopted 2-0, with concurrence of Parent Representative.**

Contracts:

- 1. Massa Construction, Inc. – general construction work; Leo J. Roth Corporation – mechanical work; Unified Mechanical Contractors, Inc. – plumbing work; Hewitt-Young Electric, LLC– electrical work; Lozier Environmental Consulting, Inc. – air monitoring work: contracts for renovation of School No. 34 – Resolution No. 2016-17: 759**

Chief Schmidt clarified Commissioner Evans’ query that the contract resolution pertained to CIP work at School 34—nothing out of the ordinary. He advised that though these type of contracts would normally come as a bundle, but because of the timing, this was a stand-alone request.

Action Items:

Motion by Commissioner Cruz to address and approve the contract resolution. Seconded by Commissioner Evans. **Adopted 2-0, with concurrence of Parent Representative.**

Meeting adjourned at approximately 6:14PM