

# **Rochester Board of Education**

## **Finance Committee Meeting**

### **November 13, 2017**

**Attendance:** Commissioner Cruz (Chair); Commissioner Powell

District Staff: East EPO Chief Financial Officer; Carleen Pearce; Budget Director, Rodney Asse; Chief of Information and Technology, Annmarie Lehner

Board Staff: Kallia Wade

Commissioner Cruz convened the meeting at 5:30PM.

#### **I. Review Minutes of October 19, 2017 Finance Committee Meeting**

**Motion** by Commissioner Cruz to approve and accept the minutes of the October 19, 2017 Finance Committee meeting. Seconded by Commissioner Powell. **Adopted 2-0**

#### **II. Question/Answer Session with EPO Administration**

Commissioner Cruz convened the meeting, noting quorum, acknowledging the persons present, and opening the discussion for questions or updates from/for the Finance team. East EPO Chief Financial officer, Carleen Pearce addressed the Committee and provided a status update on the EPO's finances. She noted firstly that East EPO does not review revenue and as such their financial report focuses on the alignment with anticipated expenditures—these are progressing as expected. Based on the status summary given, East is currently on track with its budget. The Administration's 2018-19 Budget Development process is now underway and they are solidifying their numbers. CFO Pearce also asserted that major emphasis is being placed on EPO sustainability and improving processes and efficiencies. Lastly, the EPO has been working collaboratively with the Human Capital Initiatives (HCI) Department as they conduct their faculty review. Based on the EPO Agreement, faculty not asked to return (on the basis of fit) will be working with RTA to go through the contractual process. Tenured teachers who have been asked not to return will be working with HCI to be placed at other schools. In response to Commissioner Cruz's question "are there any teachers being dismissed for disciplinary issues?" CFO Pearce denied this and explained that in reality many of these teachers were rated effective or highly effective. The teachers were primarily dismissed because they were not aligned with supporting East's mission. In total, about 26 teachers have been dismissed (tenured, non-tenured and support).

Both Commissioners Cruz and Powell asked questions pertaining to the release of the teachers namely, "Was information re the appropriateness of fit shared in teachers' evaluations", "is East's evaluation in line with the schedule", "does the removal of the 26 teachers mean 26 positions will be taken away from the district?". CFO Pearce responded affirming that teachers were made aware, and that HCI and Steve Carling were fully appraised and the team was sent information a month ahead of schedule. In response to filling the positions, East is working with RTA to see what the needs will be and to decide whether positions will be filled internally or externally.

Finally, CFO Pearce noted that East is in the process of applying for PSSG funding, and is waiting for NYSED response regarding the Community Schools Grant approval.

**Action Item:**

**Commissioners agreed that it would be beneficial for East EPO to provide a financial report document at Committee meetings. These will be provided whenever the EPO is included in the agenda.**

**III. Question/Answer Session with District Administration**

Budget Director, Rodney Asse addressed the Committee and provided a status update on recent occurrences affecting the district. He notes that the wait is still ongoing for the release of Community Schools Grant and explained that even State Ed is surprised that the District has not received the funds. Secondly, he noted that news from the State was that districts are not to expect more than a 2% increase in State Aid. Commissioners Cruz and Powell expressed their dismay at both updates

**IV. Review and Discuss October 2017 Financial Report**

Budget Director Asse addressed the Committee regarding the October 2017 Financial Report. Overall, Mr. Asse expressed that there have not been very many changes in the past month. As with last month, he noted the current budget had increased by .1% to \$898,125,912. General Fund amended revenue is \$730,156,186. The Appropriated Fund Balance amended planned usage of \$17,500,000. Grant and Special Aid Fund increased by 14% to \$126,424,106, primarily due to the Community School Aid grant. Mr. Asse noted that expenditures and revenues are reconciled and noted that though the District General Ledger shows a cash balance of \$45,742,942, which is \$18.2M less than the bank balance; this is primarily due to outstanding vendor and payroll checks. Commissioner Cruz reminded the Committee that he had attended a preview financials meeting with the finance team and could confirm the explanations to the report submitted.

**Action Items:**

**Motion** by Commissioner Cruz to accept the October 2017 Financial Report. Seconded by Commissioners Powell. **Adopted 2-0.**

**V. Review and Discuss 2018-19 Board Budget Priorities**

District Staff Kallia Wade presented the newest version of the Board Budget Priorities. The listed items are now prioritized to place emphasis on those concerns the district will want to see most applied to the 2018-19 Budget. Commissioners Cruz and Powell agreed that there was no additional need for changes at this time.

**Action Items:**

**Motion** by Commissioner Cruz to accept the 2018-19 Board Budget Priorities. Seconded by Commissioners Powell. **Adopted 2-0.**

## **VI. Review and Approve Proposed Resolutions for the November 16, 2017 Board Business Meeting**

Per Commissioner Cruz's request, the review of Resolutions started with Resolution No. 2017-18: TBD, i.e. pertaining to PowerSchool, to facilitate the presentation by the Information Technology Department.

### **Late Submissions:**

- 2. PowerSchool Group, LLC – contract agreement to provide the Master Scheduled Builder Workshop for approximately thirty Registrars, with the goal to enable the successful implementation of *PowerSchool*™ – Resolution No. 2017-18: TBD**

Chief of Information and Technology, Annmarie Lehner addressed the Committee regarding the request to enter into an agreement with PowerSchool Group to hold a two-day master Schedule Building Workshop for all Registrars. She noted that the workshop has been customized to address the needs of the District's Registrars, by providing hands on knowledge of master schedule building in order to significantly reduce student conflicts and improve multi-function course balance. Furthermore, the training will allow school registrars to begin building the master schedules in the new PowerSchool system (approved in past Finance Committee meeting) and will allow for a more seamless transition in the new school year. Lastly, Ms. Lehner advised that the schedule has been approved by the School Chiefs and is standards based.

**Motion** by Commissioner Cruz to address and approve Resolution No. 2017-18: TBD, i.e. pertaining to PowerSchool, with recommendation. Seconded by Commissioner **Adopted 2-0.**

### **A. EAST EPO**

#### **Late Submission:**

- 1. Board of Cooperative Educational Services (Monroe BOCES No. 1) – contract amendment to provide consulting and direct support to social studies teachers, teacher leaders, and supervising administration– Resolution No. 2017-18: TBD**

**Motion** by Commissioner Cruz to address and approve the EAST EPO Resolution with recommendation. Seconded by Commissioner Powell. **Adopted 2-0.**

### **B. PROCUREMENT & SUPPLY**

1. Aluminum Athletic Equipment Co.; BSN Sports Inc. dba BSN Sports, Passon's Sports & U.S. Games; Jim Dal Sports, Inc. dba Jim Dalberth Sporting Goods; The Prophet Corporation dba Gopher Sport; Patterson Medical Supply, Inc. dba Medco Supply, Masune & Surgical Supply Service; Pyramid Paper Co. dba Pyramid School Products; Riddell/All American Sports Corp.; S & S Worldwide, Inc.; School Health Corporation; and School Specialty – contract extension for purchase of athletic supplies and equipment – Resolution No. 2017-18: 407
2. Jim Dal Sports, Inc. dba Jim Dalberth Sporting Goods; Riddell/All American Sports Corp.; and V & V Vending, dba Valenti Sports – contract extension for purchase of football equipment and helmets – Resolution No. 2017-18: 408

**Motion** by Commissioner Cruz to address and approve the Procurement and Supply Resolutions as a bundle. Seconded by Commissioner Powell. **Adopted 2-0.**

## C. EDUCATIONAL FACILITIES

### Final Payments:

1. Eastcoast Electric, LLC – final payment for electrical work in renovating district-wide security upgrades– Resolution No. 2017-18: 409
2. Concord Electric Corp. – final payment for electrical work in renovating Wilson Commencement Academy– Resolution No. 2017-18: 410
3. Genesee Building Restoration, Inc. – final payment for general construction work in renovating Edison Educational Campus– Resolution No. 2017-18: 411
4. Testa Construction, Inc.– final payment for general construction work in renovating Wilson Commencement Academy– Resolution No. 2017-18: 412
5. Hewitt-Young Electric, LLC – final payment for electrical work in renovating School No. 10– Resolution No. 2017-18: 413

**Motion** by Commissioner Cruz to address and approve Facilities final payments as a bundle. Seconded by Commissioner Powell. **Adopted 2-0.**

### Other:

1. Request that City Council of the City of Rochester issue \$20M in notes or bonds to finance capital improvements to RCSD school buildings – Resolution No. 2017-18: 414

Commissioner Powell posed the question “do we know if city council will be approving this request?” Essentially, what is the District administration’s confidence that City Council will approve issuance of notes or bonds in the amount of \$20,375,000. Budget Director Asse verbally confirmed this, but he also noted that Chief Mike Schmidt could provide more information. Board Staff Kallia Wade to follow up to get a response before the November Board Business Meeting.

**Motion** by Commissioner Cruz to address and approve the bond request resolution upon receipt of responses from the administration regarding the aforementioned question. Seconded by Commissioner Powell. **Adopted 2-0.**

**Late Submissions:**

- 1. The Center for Youth Services, Inc.– agreement to sublease a portion of the facility located at 546 Oxford Street for use as an alternative school site for the New Beginnings Program – Resolution No. 2017-18: TBD**

Commissioner Powell noted that the Committee would need a formal response re the following:

- How did the district engage in the lease in the first place?
- There is a concern for responsibility and liability
- What is the reasoning behind the \$1 costing?

Board Staff Kallia Wade to follow up to get a response from Chief Schmidt and forward to the Commissioners before the November Board Business Meeting.

**Motion** by Commissioner Cruz to address and approve the Center for Youth Services Resolution upon receipt of responses from the administration regarding the aforementioned concerns. Seconded by Commissioner Powell. **Adopted 2-0.**

Next monthly Finance Committee Meeting: December 14, 2017. Meeting adjourned at approximately 6:07PM