

Rochester Board of Education
Finance Committee Meeting
December 14, 2017

Attendance: Commissioner Cruz (Chair); Commissioner Powell; President White; Commissioner Hallmark

District Staff: Chief Financial Officer; Everton Sewell; Budget Director, Rodney Asse; Director of Procurement, Tim Schmandt; Director of Special Education, Theresa Wood; Executive Director of Early Childhood Education, Robin Hooper

Parent Representative: Giancarlo Giannini

Board Staff: Kallia Wade

Commissioner Cruz convened the meeting at 5:45 PM.

I. Review Minutes of November 13, 2017 Finance Committee Meeting

Motion by Commissioner Cruz to approve and accept the minutes of the November 13, 2017 Finance Committee meeting. Seconded by Commissioner Powell. **Adopted 2-0**

II. Question/Answer Session with District 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. Chief Financial officer, Everton Sewell addressed the Committee and noted that some changes could be expected regarding the reports the Finance Department would be providing in future meetings. Starting with the January 2018 meeting, the Financial Report will be supplemented to allow for better consistency with the budget book. CFO Sewell assured the Committee that the required state documents would still be included, but indicated that new additional reports will be more readable, recognizable and therefore understandable.

III. Review and Discuss October 2017 Financial Report

CFO Everton Sewell addressed the Committee regarding the November 2017 Financial Report. Overall, Mr. Sewell expressed that there have not been very many changes in the past month. The overall District adjusted budget is \$899,296,806. General Fund amended revenue is \$730,156,186—.01% over the amended budget. The Appropriated Fund Balance amended planned usage of \$17,500,000. Grant and Special Aid Fund \$127, 495, 000. Which is .8% over the amended budget. School Food Services current budget is \$24,045,620—consistent with amended budget in October 26, 2017. 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 and President . **Adopted 2-0.**

IV. Review and Approve Proposed Resolutions for the November 16, 2017 Board Business Meeting

A. PROCUREMENT & SUPPLY

- 1. Stadium System – contract agreement for the reconditioning of football equipment – Resolution No. 2017-18: 465**
- 2. Guitar Center, Inc. dba Music & Arts Center; Sam Ash Music Corporation; Shar Products Company; Steve Weiss Music Inc.; and Washington Music Sales Center Inc. dba Washington Music Center – contract extension for purchase of classroom and specialty percussion, general music, woodwind, brass, string and reeds musical instruments and accessories – Resolution No. 2017-18: 466**
- 3. Regional Distributors Inc. – contract agreement for purchase of school lunch paper in joint bidding process with Monroe-2 Orleans BOCES – Resolution No. 2017-18: 467**

Director of Procurement Tim Schmandt represented Resolution No. 2017-18:466 and was available for any questions.

Action Item: Parent representative Giancarlo Giannini submitted a request to find out “the breakdown of instruments and schools that each instrument was distributed to”. Director of Procurement Tim Schmandt noted that he would be able to provide the information requested following the meeting. Board Staff Kallia Wade to follow up with Mr. Schmandt and will submit the question for answer in the January Finance Committee Meeting.

Motion by Commissioner Cruz to address and approve the Procurement and Supply Resolutions as a bundle. Seconded by Commissioners Powell and President White. **Adopted 3-0 with concurrence of Parent Representative.**

Commissioner Hallmark arrived at approx. 5:57pm

B. EDUCATIONAL FACILITIES

Final Payments:

1. **Lozier Environmental Consulting, Inc.– final payment for air monitoring work in renovating Wilson Commencement Academy– Resolution No. 2017-18: 468**
2. **Leo J. Roth Corp. – final payment for plumbing work in renovating Edison Educational Campus– Resolution No. 2017-18: 469**
3. **Steve General Contractor, Inc.– final payment for general construction work in renovating School No. 57– Resolution No. 2017-18: 470**
4. **Steve General Contractor, Inc.– final payment for general construction work in renovating Jefferson Educational Campus– Resolution No. 2017-18: 471**
5. **Steve General Contractor, Inc.– final payment for general construction work in renovating School No. 29– Resolution No. 2017-18: 472**
6. **Steve General Contractor, Inc.– final payment for general construction work in renovating School No. 41– Resolution No. 2017-18: 473**

Motion by Commissioner Cruz to address and approve Facilities final payments as a bundle. Seconded by Commissioner Powell and President White. **Adopted 3-0 with concurrence of Parent Representative.**

C. OTHER

1. **The Center for Youth Services, Inc. – agreement to provide the New Beginnings Program – Resolution No. 2017-18: 474**
2. **Various State Education Department-approved Providers (Hearing and Speech Center of Rochester Inc. (dba. Rochester Hearing & Speech), Liberty Resources Post, LLC, Mary Cariola Children’s Center, Inc., Rochester Childfirst Network, Rochester School for the Deaf, United Cerebral Palsy Association of the Rochester Area, Inc., Western New York Speech-Language Pathology, OT, PT and Psychology Consultants, PLLC (dba Clinical Associates of the Finger Lakes)) – agreement to furnish educational and independent evaluation services for District students pursuant to requirements of the Committee on Special Education and/or Committee on Preschool Special Education – Resolution No. 2017-18: 476**

Director of Special Education, Theresa Wood represented Resolution Nos. 2017-18:474 and 476 and was available for any questions. She also provided supporting documentation, to support the resolution and presented to the Committee, pointing to listed information. In explaining Resolution No. 2017-18:474, Ms. Wood noted that the Center for Youth Services was providing workforce readiness, life skills and other acclimatization services to students who were being

reintegrated after incarceration. In regards to Resolution No. 2017-18:476, Ms. Wood noted that the rates provided were commensurate with county rates and were approved after vetting through the established process.

Action Item: Commissioner Cruz submitted a question, asking for “the estimate of the total cost to provide the evaluative services for the district (by vendor). Additionally, please indicate how much has been expended for these services for the past three years, so as to allow for a comparative view of expenditure”. Board Staff Kallia Wade to follow up with Ms. Wood and will submit the question for answer in the January Finance Committee Meeting.

Motion by Commissioner Cruz to address and approve the Resolution Nos. 2017-18:474 and 476. Seconded by Commissioners Powell and President White. **Adopted 3-0 with concurrence of Parent Representative.**

3. Community Based Organization (CBO) Providers – agreement to plan and implement developmentally appropriate activities and services for District pre-kindergarten children – Resolution No. 2017-18: 478

Executive Director of Early Childhood Education, Robin Hooper represented Resolution No. 2017-18:478 and was available for any questions. She also provided an extensive listing of vendors and addressed the Committee detailing the selection process for the various Community Based Providers. She advised that 21 agencies had applied, and submitted proposals and were marked in the presented rubric. The agencies also conducted a presentation to address questions of quality. Lastly, the facilities were subject to staff visits by the RFP team—over 44 visits were conducted. Tim Schmandt conducted analysis on the rubric and each agency was provided with a final score so that they could be ranked. Dr. Hooper referenced the rubric in the presentation and explained why the 2 agencies (Sunshine Village and Living Waters) with the lowest ranking did not get seats. She noted that their scores were significantly lower than the other agencies. While Sunshine Village has a history with the district and have been listed before in past years, Living Waters was a new option.

Each location had to fulfill certain requirements for a positive rating, some locations were not approved because the quality of the site (i.e. Generations’ St. Michael’s site was old and only had a playground for toddlers and 5-12 year olds and not for year olds, ABC Headstart’s Hudson location’s entrance did not have an easily identifiable entrance).

Dr. Hooper also identified positive sites (for example MCC Childcare’s new site in Henrietta). In response to the testimonials, Commissioner Cruz suggested that the site visit team keep photo documentation of each visit. According to Dr. Hooper, these are currently only done at some sites. She completed her presentation by noting that ABC Headstart received more seats at other sites to offset the Hudson location, which had not been chosen—she explained that for this provider, the program had been identified as positive versus the facilities. Additionally, half the sites for the Community Place were also accepted. The new vendors accepted were Creative Kids and MCC.

Motion by Commissioner Cruz to address and approve Resolution No. 2017-18:478. Seconded by Commissioner Powell and President White. **Adopted 3-0 with concurrence of Parent Representative.**

Next monthly Finance Committee Meeting: January 18, 2018. Meeting adjourned at approximately 6:13PM