

**Rochester Board of Education**  
**Finance Committee Meeting of the Whole**  
**December 13, 2018**

**Attendance:** Vice President Powell (Chair), President White, and Commissioners Sheppard, Elliott and Hallmark

District Staff: Superintendent, Barbara Deane-Williams; Chief Financial Officer, Everton Sewell; Deputy Superintendent, Elizabeth Mascitti-Miller; Deputy Superintendent, Cecilia Golden; Distinguished Educator, Jaime Aquino; Chief of Operations, Michael Schmidt; General Counsel, Karl Kristoff; Chief of Accountability, Raymond Giamartino; Chief of Student Support Services, Ruth Turner

Parent Representative: N/A (position vacant)

Board Staff: Kallia Wade

Others: Allen Williams (Chair) and members of the Rochester Joint Schools Construction Board and Facilities Modernization Program Team, Judith Davis (newly elected RCSD board member)

Vice President Powell convened the meeting at 6:27PM following the Special Meeting

**I. Facilities Modernization Plan Presentation**

Chief of Operations, Mike Schmidt, led the presentation on the Facilities Modernization Plan and introduced the members of the Rochester Joint Schools Construction Board (RSMP), including Chair, Allan Williams. The RSMP team presented a PowerPoint detailing the Phase III strategic plans, a master schedule chart and a probable school project update chart. Chief Schmidt walked through the updates projected for each school under Phase III. He also advised that in this new phase there would be a focus on increased community interaction and input, a student focus throughout the work, and increased student involvement. Following this, the Committee hosted a question and answer segment. Concerns noted included the structural budget gap and the increased spending for the projects. CFO Sewell indicated that the concern will be considered under the Budget Deficit Plan.

**Action: Superintendent Deane Williams requested that the Finance team provide a debt service graphic to the Board**

Chief Schmidt formally submitted a request to the Board, via Resolution No. 2018-19: 531, regarding the adoption of the Facilities Modernization Program (FMP) from Phase II to Phase III of the strategic plan. He explained that this resolution would prevent a lapse in construction and allow for a seamless transition between the FMP Phases. He also stated his hopes for a successful vote in the December Business Meeting pending a successful Finance Committee approval. Vice President Powell noted that the approved resolution would enable the FMP Board

to pitch the required legislation in the spring. The Committee thanked the members of the RSMP Board for their work.

## **II. District Update on the Budget Gap Elimination Plan**

Deputy Superintendent Beth Mascitti-Miller and CFO Sewell presented the budget gap elimination plan and led the Committee through a PowerPoint document. They stated how the District acquired its deficit, the drivers of this deficit, and provided ideas for the closure of the gap. The Commissioners and Distinguished Educator (D.E.), Jaime Aquino, posed questions and indicated concern for the projections made. CFO Sewell responded by noting the conservative nature of the projections. In answer to questions about the shortfalls in state aid, CFO Sewell advised that steps would be taken to lobby in Albany for full implementation of the foundation aid formula.

CFO Sewell primarily noted that the aim of the budget elimination plan is to remove items from the budget that will not return and cannot be compounded year over year. Deputy Superintendent Mascitti-Miller also assured the Committee that there is a non-impact on schools regarding teachers and administrators. She noted that the cuts do not include reading teachers, intervention teachers, services to special education and English Language Learners, or counselors and social workers. However, she also advised that a balanced line would mean that the cuts implemented will still be very painful in terms of impact. Mr. Aquino recommended that the Board consider the implications to any potential actions taken. He also suggested that CFO Sewell include “the likelihood of receiving efficiencies in the projected items” in the next version of the Budget Elimination Plan. The Committee discussed the value of reviewing the District’s delivery of services like transportation and summer school.

The Committee also discussed how the current information presented could be shared with the public. Commissioner Elliott suggested doing this through the Board Communications Plan and other suggestions included public engagement and pre-budget meetings/ events with the community. It was acknowledged that the information will be more appropriately shared after the Governor’s budget is released to allow for greater accuracy of data.

Before moving on to the next section of the meeting agenda, the Commissioners discussed the timeline for working on the response to the D.E’s report. Administration noted that a revised schedule will be provided to the Board the following day.

**Vice President Powell called for a brief intermission before the commencement of the regular proceedings of the Financial Committee Meeting. President White and Commissioners Elliott left at this time.**

**Motion** by Vice President Powell to approve the December 13, 2018 agenda as indicated. Seconded by Commissioners Hallmark and Sheppard. **Adopted 3-0.**

## **III. Updates with District Administration**

There were no other updates aside from that which was presented in the first half of the meeting.

**IV. Review and Approve Minutes of the August 13, 2018 Finance Committee Meeting**

**Motion** by Vice President Powell to approve the minutes of the August 13, 2018 Finance Committee meeting. Seconded by Commissioners Hallmark and Sheppard. **Adopted 3-0.**

**V. Review and Discuss District November 2018 Financial Report**

CFO Sewell presented the November 2018 Financial Report to the Committee. He referred to the provided memo and spreadsheets, and detailed the fiscal changes that took place since the previous month's report. He advised about the adjusted budget and noted that there was an increase to the Grant and Special Aid Fund revenue. Additionally, he noted several state changes in special services aide and CTE programs and also minor ups and downs in Foundation Aide. These changes have resulted in an adjusted budget revenue that is below the originally adopted budget. Given the changes, CFO Sewell advised that a budget amendment is needed for the 2018-19 budget.

**Motion** by Vice President Powell to approve the District's November 2018 Financial Report. Seconded by Commissioners Hallmark and Sheppard. **Adopted 3-0.**

**VI. Review and Discuss the 2018-19 Budget Amendments**

**A. BUDGET**

- 1. Budget amendment– agreement to amend the General Fund Budget for 2018-19– Resolution No. 2018-19: 521**
- 2. Budget amendment– agreement to amend the Special Aid Grant Fund Budget for 2018-19– Resolution No. 2018-19: 522**
- 3. Budget amendment– agreement to amend the School Food Service Fund Budget for 2018-19– Resolution No. 2018-19: 523**
- 4. Budget amendment– agreement to amend the Budget total for 2018-19– Resolution No. 2018-19: 524**

**Motion** by Vice President Powell to approve the Budget Amendment Resolutions Nos. 2018-19: 521-524. Seconded by Commissioners Hallmark and Sheppard. **Adopted 3-0.**

**VII. Review and Approve Proposed Resolutions for the December 20, 2018 Board Business Meeting**

**B. EDUCATIONAL FACILITIES**

**Final Payments:**

1. **Crosby-Brownlie, Inc. – final payment for Mechanical Work for Renovations to Early Childhood Education Center – Resolution No. 2018-19: 525**

**Motion** to address and approve the Educational Facilities Final Payment Resolution No. 2018-19: 525. Seconded by Commissioners Hallmark and Sheppard. **Adopted 3-0.**

**Contracts:**

1. **International Fire Shield, Inc. – contract agreement to provide maintenance services for various schools under Contract No. 5D – Curtain and Stage Drapery Cleaning – Resolution No. 2018-19: 526**
2. **Labella Associates, D.P.C. – contract agreement to provide additional architectural / engineering services incident to classroom air conditioning work on the Capital Improvement Project at Early Childhood School of Rochester School No. 57 – Resolution No. 2018-19: 527**

**Motion** to address and approve the Educational Facilities Contract Resolutions Nos. 2018-19: 526 and 527 as a bundle. Seconded by Commissioners Hallmark and Sheppard. **Adopted 3-0.**

**Other:**

1. **[NYS DOT Eminent Domain @ School #43 - draft pending review/revision by Requestor and Counsel] – Resolution No. 2018-19: 528**
2. **[authorization to acquire 1780 N. Clinton Ave from RTS - baseball field for School #50] – Resolution No. 2018-19: 529**
3. **[FMP Phase III Master Plan] – Resolution No. 2018-19: 531**

Chief of Operations, Michael Schmidt provided a brief explanation of Resolution Nos. 2018-19: 528 and 529. Commissioner Sheppard questioned whether there would be any other financial implications associated with Resolution No. 2018-19: 529 and Chief Schmidt advised that there was not.

**Motion** to address and approve the Educational Facilities Other Resolution No. 2018-19: 528. Seconded by Commissioners Hallmark and Sheppard. **Adopted 3-0.**

**Motion** to address and approve the Educational Facilities Other Resolution No. 2018-19: 529. Seconded by Commissioners Hallmark and Sheppard. **Adopted 3-0.**

**Motion** to address and approve the Educational Facilities Other Resolution No. 2018-19: 531. Seconded by Commissioners Hallmark and Sheppard. **Adopted 3-0.**

Next monthly Finance Committee Meeting: January 17, 2019.  
Meeting adjourned at approximately 9:05PM