

ROCHESTER BOARD OF EDUCATION

Special Meeting Minutes Finance Committee of the Whole via Zoom Video Conferencing November 17, 2020

Board Members in Attendance: President White, Vice President Elliott, Commissioner LeBron, Commissioner Powell, Commissioner Adams, Commissioner Maloy

Board Members Absent: N/A

Administration and Board Officers in Attendance: Superintendent, Lesli Myers-Small, State Monitor, Shelly Jallow; Deputy Superintendent, Genelle Morris; Deputy Superintendent, Melody Martinez; Chief of Communications and Intergovernmental and Community Relations, Marisol Ramos-Lopez; District Counsel, Karl Kristoff, Associate Counsel, Steve Carling; CFO, Carleen Pierce; East EPO Superintendent, Shaun Nelms; Auditor General, Anissa Henry-Wheeler; District Clerk, Kallia Wade; Executive Assistant, Francine Scott; Board Community Liaison Specialist, Rahimah Wynn; and several members of Executive Cabinet.

Parent Representative in Attendance: Rebecca Hetherington

Guests in Attendance: Nawrocki Smith LLP

President White convened the meeting at 5:38 p.m.

I. Speakers: *Due to the closure of meetings to the Public as a result of COVID-19, speakers will provide comments via the Board Email or via Zoom. These will also be posted to the District web site. The lists posted reflects the names of anyone who spoke, or submitted written comments for the record.*

- Jonathan Marsh, a parent, addressed the Board about the reopening of schools
- Eammon Scanlon, a community member, addressed the Board about the reopening of schools
- Claire Labrosa, a staff member, addressed the Board about the BOE vacancy candidate
- Kristen French, a staff member, addressed the Board about funding impacts

One written comment was submitted into the record for Claire Labrosa, a staff member, regarding the BOE vacancy candidate.

II. Special Meeting Discussion Items

Monthly Claims Audit Report

Board Approved December 15, 2020

External Claims Auditors, Darin Iacobelli, Richard Vitulli, and Dimitris Bantileskas from Nawrocki Smith LLP presented the Board with the Claims Audit Report for October 2020. The Commissioners engaged in a brief question and answer session regarding the report. Following this, the Auditor General, Anissa Henry-Wheeler, engaged the Commissioners in a brief discussion regarding the regularity of claims audit reports and the expectations for the Nawrocki Smith group. The Commissioners agreed to receive quarterly in-person reports, with monthly reports emailed. A schedule will be drafted up accordingly and shared.

III. Finance Committee of the Whole Meeting:

Commissioner LeBron convened the Finance Committee of the Whole at approximately 6:28 p.m. and welcomed the Parent Representative, Rebecca Hetherington once more to the meeting.

Finance Committee Discussion Items

Review and Acceptance of the Minutes

Motion by Commissioner Maloy to approve the Minutes of the October 20, 2020 Finance COW Meeting. Seconded by Commissioner Adams. **Adopted 6-0 with one vacant Board seat.**

November Finance Resolution Review

Commissioner LeBron noted the time on the agenda for the reviewing of finance resolutions as a standing agenda item for Finance Committee meetings ahead of the Business Meeting. She welcomed any questions or comments from the Committee. The Commissioners discussed in greater detail Resolution 2020-21: 484 and 456.

Review and Discuss Financial Reports

CFO, Carleen Peirce addressed the Finance Committee and shared the October 2020 Finance Report. She walked the Commissioners through the cover memo and supporting financial documents—i.e. cash flow report, revenue summary/adjustments, appropriations by fund. Ms. Pierce also shared information regarding the proposed budget amendments that were being suggested to rectify the District's budget this month. She advised that these would be reflected in the Resolution packet for the 11-19-20 Business Meeting, and that the amendments would be made to the General Fund, Special Aid Fund, and School Food Service Fund.

CFO Pierce also did a high level review of the 2020-21 First Quarter Student Activity Funds & Elementary Activity Accounts Report. She noted that with school being remote, there was very little activity as it relates to clubs and societies and the collection of funds.

Action

Question submitted to the Board Question Log by Commissioner LeBron: What is the interest rate and time period/ life of the Bond and how does accessing these bonds impact the budget?

Review of Charter School Data

Board Approved December 15, 2020

As promised, CFO Pierce shared the most recent charter school enrollment and budget data. She also noted the model utilized for instruction during the pandemic.

Action: Question submitted to the Board Question Log by Vice President Elliott: What is the cost incurred by the District as a result of urban/suburban and other alternative programs that take/enroll students out of the RSCD?

President White left the meeting briefly due to technical difficulties at approximately 7:55 p.m.

Motion by Commissioner Powell to bundle and move the October 2020 Financial Report and the 2020-21 First Quarter Student Activity Funds & Elementary Activity Accounts Report for acceptance at the November 19, 2020 Business Meeting. Seconded by Vice President Elliott.

Motion passed 5-0 with President White absent, and one vacant Board seat.

President White returned at approximately 7:57 p.m.

Finance Policy Recommendations: new Budget Transfer Policy (*Policy 6150*) and updates to the Fund Balance Policy (*Policy 6500*)

Following the first introduction of the proposed Budget Transfer Policy in the October Finance Committee meeting, Commissioner LeBron again shared the draft of (*Policy 6150*) for any feedback. Commissioner LeBron also shared for the first time, a proposed update to the Fund Balance Policy (*Policy 6500*). Commissioner LeBron called for any feedback to the policies. Commissioner Powell noted that the Budget Transfer Policy needed a limit to be plugged in to satisfy the terms of the policy. Commissioner LeBron requested that one be recommended by the Finance Department and folded into the language. Commissioner LeBron noted that the intention to move these policies through the adoption process, especially as these had been points indicated in the State Monitor plans.

General Counsel Kristoff to provide further information on the adoption, formulation and amendment of Policies Board procedures to clarify the process moving forward.

The Finance Committee Adjourned at 8:19pm

IV. Special Meeting New Business Items

No items.

Motion by Vice President Elliott to adjourn the Special Meeting to go into Executive Session for the purpose of discussing matters related to the employment of a particular individual, or other matters permitted by Section 105 of the Open Meetings Law, or to receive the advice and counsel of the General Counsel at 8:23 p.m., seconded by Commissioner Maloy. **Motion carries 6-0 with one vacant Board seat.**

The meeting did not reconvene into open session but was adjourned directly concluding Executive session at 8:52 p.m.

Next monthly Finance Committee Meeting of the Whole: December 15, 2020