

To: Holmdel Township Board of Education

From: Chair, Budget and Finance Committee

RE: June 14, 2013 Committee Meeting

Attending: Mr. Sockol (chair), Ms. Garrity, Mr. Hammer, Mr. Mikos, Mr. Petrizzo, and Ms. Duncan  
Absent: Ms. Pascucci

The Budget and Finance Committee met on June 14, 2013, beginning at 12:12 p.m. The Committee conducted the following business:

1. The Committee reviewed the list of incumbent vendors seeking to provide professional services in the 2013/2014 school year. In most cases, there were no rate increases. Our auditor, treasurer, and sewer plant operator are seeking two percent increases after several years of keeping their rates frozen. The Committee recommends Board approval.
2. The proposed list of special services providers includes only three new vendors. The Committee asked Mr. Petrizzo to provide information that would allow us to compare the new proposed rates for Behavior Analyst Services and Occupational Therapy Services with those rates paid to our 2012-13 incumbents. Only one incumbent, West Long Branch Speech & Hearing Center, sought an increase in its rates from the past year (2%).
3. The administration sought RFPs on Architect services. The incumbent SSP Architectural Group provided the lowest rates in addition to providing the district with efficient services, and the Committee recommends Board approval.
4. Committee recommends Board approval of a resolution that will authorize the District's participation in the MCIA Pooled Equipment Lease program. The district will use the funding to lease or purchase \$783,188 worth of equipment, which will help meet the district's technology and operational needs. The list includes the purchase of a new generator designed to keep the district's radio communications systems intact in case of a power outage.
5. As expected in the wake of Hurricane Sandy, the district's renewal quotations for liability coverage through NJSBAIG represent an increase in the cost of coverage (7 percent), but the increase is lower than anticipated. Compulsory athletic accident coverage remained flat. Overall liability coverage will cost the district \$419,004 in 2013-14.
6. The Committee reviewed an early draft of the Long Range Facilities Plan, which was also reviewed with the Building, Grounds and Safety Committee. Planning will include a demographic study of future student population.
7. The Committee recommends approval of the District's request to set aside up to \$1 million in any remaining surplus monies from the 2012-13 school year for the Maintenance Reserve.
8. The Committee recommends utilizing AESOP to provide substitute caller services which will allow the District to better manage staffing district wide.

The meeting adjourned at 1:40 p.m. The next meeting of the Budget and Finance Committee will take place on Thursday, July 11 at 2 p.m.

Sincerely,

Mike Sockol

Chair, Budget and Finance Committee