



# RANDOLPH TOWNSHIP SCHOOLS

*Educating Students - Creating the Future*

## **FINANCE, FACILITIES & TRANSPORTATION (FFT) COMMITTEE**

MEETING: March 10, 2014 @ 7:30pm  
LOCATION: Central Office  
MEMBERS: Mr. Al Matos (Chairperson), Ms. Tammy Mackay (not present), Ms. Anne Standridge, Mr. Sheldon Epstein (not present), Mr. Mike Neves, Dr. Diana Thomas  
Alternate: Mr. David Rosenblatt (not present)  
David Browne, Ed.D. and Ms. Jennifer Fano may also be in attendance. (not present)

[The public is encouraged to attend. This meeting has been advertised therefore allowing additional BoE members to attend]

### **AGENDA & Summary Notes**

1. Call to Order & Public Comments
2. 2014-15 Budget Status and Review
  - a. Review consolidated PD Expense
  - b. Review Issues from last meeting
  - c. Review and Finalize PPT
  - d. Parking Lot
    - i. The committee reviewed the proposed budget and issues from last meeting. The committee remains concern with the overall magnitude of PD and having received the requested report (attached) on Tue, we can discuss at Tue BoE session.
    - ii. The committee reviewed, page by page, the presentation deck on the Tentative Budget for use on 3-18-14 for the first public presentation on the proposed budget.
3. Review Last Meeting Agenda Items
  - i. Summary notes from 3-6-14 FFT meeting reviewed
4. School Roofing Survey, Vetting of Contractors, Food Services, HS Traffic Pattern Change, Maintenance Building
  - i. The NJ Office of the State Comptroller requested a survey to be completed. The survey was completed by the Business Office. It was in regards to states review on the procurement process for the repair and replacement of roofs by school districts.

- ii. The Randolph Twp Police department sent the District an email recommending that all contractors be vetted by the district prior to coming on school grounds. Mr. Neves provided a recommendation to the Superintendent siting that the state does not require such screening and that all contractors are pre-approved by the state for NJ school use. Given the nature of the work contractors do, including emergency work, attempting to screen contractors prior to arrival on site would hinder the work performed. Further contactors are instructed not to have contact with staff or students. Contractors that do have contact with staff or student, such as Food Services, are required to be run though a security check. The committee concurs with the recommendation of the Business Office.
- iii. Mr. Neves report on the profitability of the new Food Service vendor. Over the past 2 months of operating the districts food service, Maschio's is showing a profit of ~\$19.3k which is a first in the district.
- iv. Mr. Neves highlighted a proposed change to the traffic pattern for the HS. The proposal would alter the current one-way road that today exits vehicles onto Millbrook Ave from the rear parking lot and change that road to two way at the northern section of the exiting road. Vehicle would enter the campus by egress at the Middle School, riding along the RMS building to the end making a left and a quick right. Mr. Matos created a draft drawing, attached, of what we believe is the proposal. The committee had a number of concerns focused on safety and the purpose of making this change as did several member of the public present. The committee recommends that a full due diligence and safety analysis be completed and presented to the full board before implementing this proposal.
- v. Mr. Neves report that the District was ready to release its RFP to implement the last item of the referendum, the Maintenance Building. Mr. Neves expects the RFP to go out next week with a potential award in May which would allow the contractor to start in June.

## 5. Public Comments

Adjourn

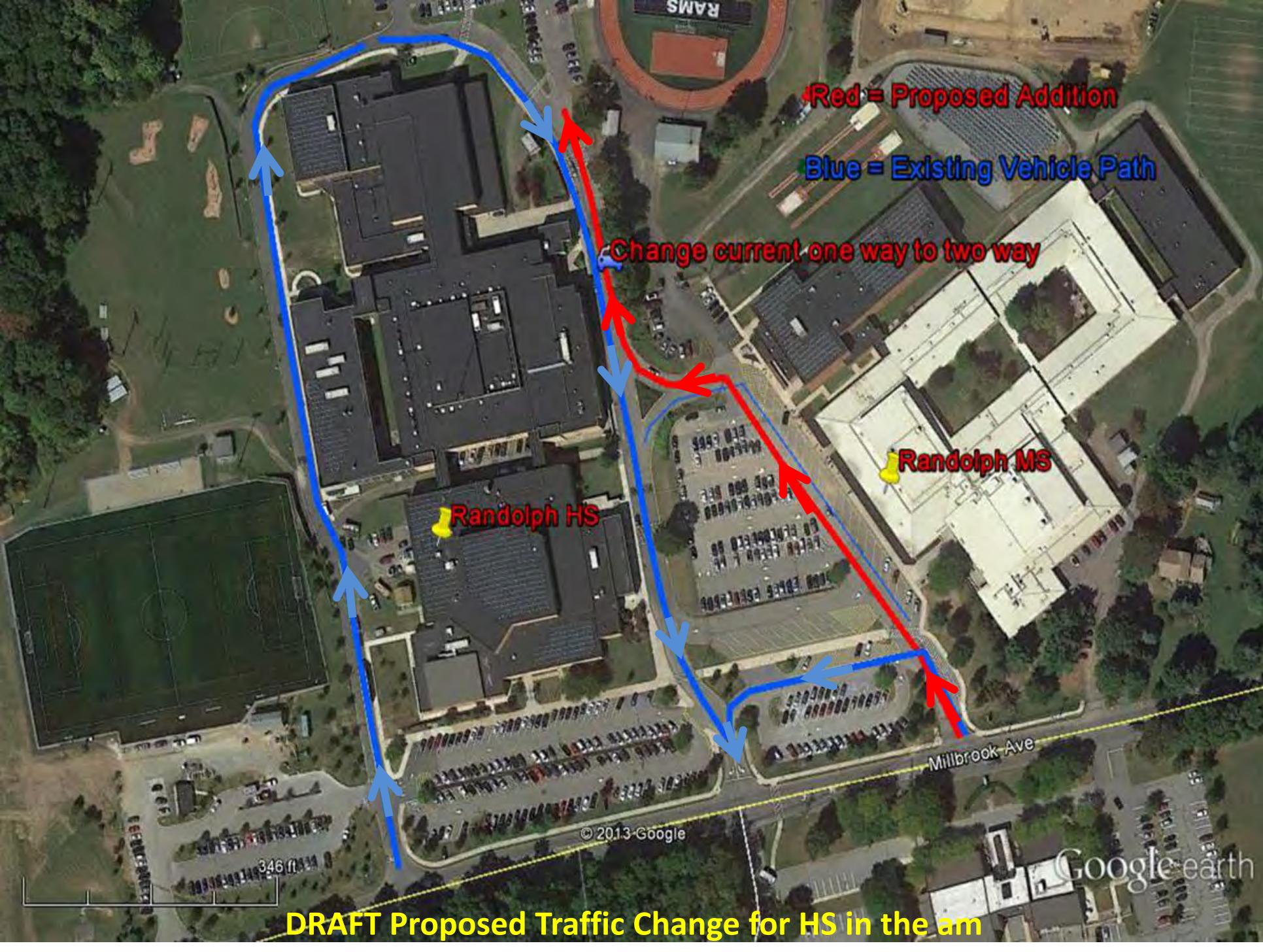
1 Attachment enclosed

### Budget Projection - Projection Details Report

<u>BD ANUM D</u>	<u>Date</u>	<u>Description</u>	<u>Amount</u>	<u>User</u>	<u>Sum by User</u>
11-000-223-320-05-2622	12/01/2013	PD for Staff - External and Internal	4,000.00	DCOPELAND	
11-190-100-320-05-0000	12/11/2013	Professional Development Workshops/Training	1,250.00	DCOPELAND	\$5,250
11-000-219-320-07-2621	12/01/2013	In District Therapeutic Program	130,000.00	DHAMBLIN	
11-000-219-320-07-2621	12/01/2013	In-District Trainers and Coaches, PD - OOD	25,000.00	DHAMBLIN	\$155,000
11-000-221-320-44-0440	12/11/2013	Reg. fees, guest artists, prof. dev., smartmusic	5,300.00	DIMOFF	
11-000-221-320-44-044A	12/11/2013	Prof. devel., kiln repair	2,000.00	DIMOFF	
11-000-221-320-44-044D	12/11/2013	Registration fees, transportation, guest artists,	1,500.00	DIMOFF	
11-000-221-320-44-044M	12/11/2013	Field trips, guest artists, registration fees	1,000.00	DIMOFF	\$9,800
11-000-223-320-06-2622	12/11/2013	prof.dev for common core, PARCC, HIB, Char. Ed.	5,000.00	DIOSSO	
11-190-100-320-06-0000	12/11/2013	Rachel's Challenge program for students/parents	5,000.00	DIOSSO	\$10,000
11-000-221-320-43-0430	12/16/2013	Committee Work (subs)	10,000.00	DSOLDIVIER	
11-000-221-320-43-0430	12/16/2013	IDE Grade 3 Social Studies PBL Sub Cost	4,000.00	DSOLDIVIER	
11-000-221-320-43-0430	12/16/2013	IDE Grade 3 Social Studies PBL Training	7,000.00	DSOLDIVIER	
11-000-221-320-43-0430	12/16/2013	IDE LATIC Classroom Cohort 1 & 2 8 workshop days	16,000.00	DSOLDIVIER	
11-000-221-320-43-0430	12/16/2013	IDE LATIC Classroom Cohort 1 & 2 10 coaching visit	20,000.00	DSOLDIVIER	
11-000-221-320-43-0430	12/16/2013	Intro to R&W Workshop - New Teachers 3 sessions	5,000.00	DSOLDIVIER	
11-000-221-320-43-0430	12/16/2013	Math - Training Grades 3 - 5 1200/day 1 day/grade	3,600.00	DSOLDIVIER	
11-000-221-320-43-0430	12/16/2013	Math - Training Grades 3-5 sub cost	5,000.00	DSOLDIVIER	
11-000-221-320-43-0430	12/16/2013	PD Opportunities (school visits, workshops)	10,000.00	DSOLDIVIER	
11-000-221-320-43-0430	12/16/2013	PD Opportunities for Literacy Coordinator	3,500.00	DSOLDIVIER	
11-000-221-320-43-0430	12/16/2013	Readers Workshop K-2 Sub Cost	17,000.00	DSOLDIVIER	
11-000-221-320-43-0430	12/16/2013	Readers Workshop K-2: 5 sessions/grade 1600/day	24,000.00	DSOLDIVIER	
11-000-221-320-43-0430	12/16/2013	Science Committee Meetings - Program adoption gr 2	1,000.00	DSOLDIVIER	
11-000-221-320-43-0430	12/16/2013	Writers Workshop 3-5 Sub Cost Only 6 sess/grade	23,000.00	DSOLDIVIER	\$149,100
11-000-221-320-42-0420	12/11/2013	CC and PARCC -- in district for 26 teachers	7,000.00	JCUSMANO	
11-000-221-320-42-0420	12/11/2013	NJSC for Science teachers	3,500.00	JCUSMANO	
11-000-221-320-42-0420	12/11/2013	PD for new math prog --- in district 26 teachers	11,000.00	JCUSMANO	\$21,500
11-000-223-320-08-2622	12/11/2013	20 teachers National Conf (2000 per)	40,000.00	JFANO	
11-000-223-320-08-2622	12/11/2013	6 CO National Conf (3000 per)	18,000.00	JFANO	
11-000-223-320-08-2622	12/11/2013	8 Admin National Conf (2500 per)	20,000.00	JFANO	
11-000-223-320-08-2622	12/11/2013	ICLE Leadership Team (10 *2000)	20,000.00	JFANO	
11-000-223-320-08-2622	12/11/2013	ICLE Model Schools (10 * 2000)	20,000.00	JFANO	
11-000-223-320-08-2622	12/11/2013	PARCC Assessment Training	20,000.00	JFANO	
11-000-223-320-08-2622	12/11/2013	PD to support Read/Write across curr	15,000.00	JFANO	
11-000-223-320-08-2622	12/11/2013	PD to support STEM	15,000.00	JFANO	
11-000-223-320-08-2622	12/11/2013	Professional development for 6 Inst. Coaches	18,000.00	JFANO	
11-000-223-320-08-2622	12/11/2013	Professional Development as per NJ DOE	5,000.00	JFANO	
11-000-223-320-08-2622	12/01/2013	RMS (6-8) Math PD and substitutes	35,000.00	JFANO	
11-000-223-320-08-2622	12/11/2013	SGO and PLC Professional Development	15,000.00	JFANO	
11-000-223-320-08-2622	12/11/2013	Training for Evaluation	30,000.00	JFANO	
11-000-223-320-09-0001	12/01/2013	L2L new administrator fees	5,000.00	JFANO	
11-000-223-320-09-2622	12/01/2013	My Learning Plan training	5,000.00	JFANO	
11-000-223-320-09-2622	12/01/2013	Randolph Academy staffing	5,000.00	JFANO	
11-000-223-320-09-2622	12/01/2013	Systems 3000, Applitrack, AESOP, Genesis training	6,000.00	JFANO	
11-190-100-320-08-2460	12/01/2013	RMS grades 6,7 and 8 Math PD	27,000.00	JFANO	\$319,000
11-000-221-320-46-0460	12/16/2013	Humanities Pur Serv	8,000.00	JOLSEN	\$8,000
11-000-223-320-02-2622	11/25/2013	Workshops and substitutes for teachers to attend	7,500.00	KHECK	\$7,500
11-000-221-320-45-0450	12/16/2013	Confratute attendance Enrichment teacher	1,700.00	LDIAGOSTIN	
11-000-221-320-45-0450	12/16/2013	NJCSS Conference 14 x 90	1,260.00	LDIAGOSTIN	
11-000-221-320-45-0450	12/16/2013	PD opportunities: MSU, Drew, CSE	400.00	LDIAGOSTIN	
11-000-221-320-45-0450	12/16/2013	Standards Solutions 4 days @\$2,000.00	8,000.00	LDIAGOSTIN	
11-000-221-320-45-0450	12/16/2013	Sub costs for 4 days/20 staff members	8,240.00	LDIAGOSTIN	
11-000-221-320-45-0450	12/16/2013	Sub costs for conference 13 x 103	1,339.00	LDIAGOSTIN	
11-000-221-320-45-0450	12/16/2013	Subs for PD in-house/staff led 6 days/20 staff	12,360.00	LDIAGOSTIN	
11-000-221-320-45-0450	12/16/2013	Writing Coach Trainer/half day K Gibson/Pearson	2,000.00	LDIAGOSTIN	\$35,299
11-000-223-320-47-0470	11/30/2013	Nat'l & State ESL/WL Workshops	4,000.00	LHERNANDEZ	
11-000-223-320-47-0470	11/30/2013	Other workshops linked to building/disrict goals	1,500.00	LHERNANDEZ	
11-000-223-320-47-0470	11/30/2013	SIOP	2,000.00	LHERNANDEZ	\$7,500
11-000-223-320-03-2622	12/16/2013	2014-2015 Conference and Workshop Registrations	5,500.00	LNITTEL	\$5,500
11-000-221-320-41-0410	12/11/2013	AP Physics PD	4,000.00	MCASCIONE	

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11-000-221-320-41-0410	12/11/2013	Business PD	2,000.00	MCASCIONE	
11-000-221-320-41-0410	12/11/2013	Mathematics PD	7,600.00	MCASCIONE	
11-000-221-320-41-0410	12/11/2013	Science PD	8,000.00	MCASCIONE	
11-000-221-320-41-0410	12/11/2013	Substitute Teacher Costs - Collaboration	4,635.00	MCASCIONE	
11-000-221-320-41-0410	12/11/2013	Substitute Teacher Costs - workshops	9,270.00	MCASCIONE	
11-000-221-320-41-0410	12/11/2013	Tech PD	2,000.00	MCASCIONE	\$37,505
11-000-213-320-48-0480	12/06/2013	Costs for professional development for nurses	2,400.00	MLOPEZ	\$2,400
11-000-221-320-43-0430	02/26/2014	Adjust PD Oppurtunities per DS	-3,000.00	MNEVES	
11-000-221-320-44-0440	02/17/2014	Reducer per D. Imhoff	-600.00	MNEVES	
11-000-221-320-44-044D	02/17/2014	Reduced Per D Imhoff	-500.00	MNEVES	
11-000-223-320-02-2622	02/07/2014	Reduction per L. Gross	-1,000.00	MNEVES	
11-000-223-320-04-2622	02/07/2014	Reduced per C. Burns 2/10/13	-8,000.00	MNEVES	
11-000-266-320-29-0000	01/15/2014	Professional Development	2,000.00	MNEVES	
11-000-266-320-29-0000	01/15/2014	Travel	500.00	MNEVES	(\$10,600)
11-000-223-320-01-2622	12/16/2013	Staff Development	5,000.00	MRODAS	\$5,000
11-000-223-320-04-2622	12/16/2013	Professional Development	23,000.00	TSLATTERY	\$23,000
			<b>790,754.00</b>		<b>\$790,754</b>



Red = Proposed Addition

Blue = Existing Vehicle Path

Change current one way to two way

Randolph HS

Randolph MS

Millbrook Ave

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Google earth

DRAFT Proposed Traffic Change for HS in the am