

Finance Committee
April 30, 2018
Central Office 4:30 pm

Committee Members Present: Mr. Jay McMullin, Ms. Jill Dawson, Mrs. Jenn Storer,
Mrs. Patricia Wilson
Administrator: Frank Rizzo

The Finance Committee reviewed and agreed to approve and move forward with the items:

- 1. Board of Education 2018-2019 Meeting Schedule**
Move that the Board of Education approve the attached 2018-2019 Meeting Schedule (see attached exhibit)
- 2. Resolution for Appointment of Representative to the School Health Insurance Fund effective July 1, 2018 to represent the BHPRSD**
Move that the Board of Education approve the appointment of Frank Rizzo as Representative to the School Health Insurance Fund, effective July 1, 2018 to represent the Black Horse Pike Regional School District.
- 3. Designation of Official Newspapers**
Move that the Board of Education act to approve the designation of The South Jersey Times and _____.
- 4. Adoption of Existing Board Policies**
Move that the Board of Education approve the adoption of existing board policies.
- 5. Appointment of Purchasing Agent**
Move that the Board of Education approve the appointment of the Frank Rizzo as the District Qualified Purchasing Agent from July 1, 2018 through June 30, 2019 bid threshold \$ 40,000.
- 6. Appointment of Board Secretary**
Move that the Board of Education approve the appointment of Frank Rizzo as Board Secretary from July 1, 2018 through June 30, 2019.
- 7. Appointment of PACO/OPRA**
Move that the Board of Education approve the appointment of Frank Rizzo as the Public Agency Compliance Official (PACO) and Open Public Records Official from July 1, 2018 through June 30, 2019.
- 8. Appointment of Affirmative Action Officer**
Move that the Board of Education approve the appointment of Julie Scully, Director of Personnel and _____ & Policy as the Affirmative Action Officer(s), from July 1, 2018 through June 30, 2019.
- 9. Appointment of 504 Officer**
Move that the Board of Education approve the appointment of _____ as the District 504 Officer from July 1, 2018 through June 30, 2019.
- 10. Approve Petty Cash Fund**
Move that the Board of Education approve petty cash funds for the period of July 1, 2018 through June 30, 2019, as specified below:

Central Administration	\$200.00
Building Principals	\$100.00
Special Education Student Incentive Program	\$100.00
Maintenance	\$200.00
- 11. Approve Tax Shelters**
Move that the Board of Education approve the following Tax Shelter providers and include them as an addendum to the district 403(b) Plan Document: Lincoln Investments, AXA Equitable, First Investors, Metlife, Siracusa Benefits, Midland National, Franklin Templeton, Vanguard

BE IT FURTHER RESOLVED, that The Omni Group be appointed the District's 3rd Party Administrator for the District's 403(b) plans.

12. Authorization to Award Contracts

Move that the Board of Education authorize the Business Administrator to award contracts up to the bid threshold/quote threshold until the next reorganization meeting of the Board.

13. Approve Bill Payments between Board Meetings

Move that the Board of Education authorize the Business Administrator to approve bill payments between board meetings.

14. Safety Grant

Move that the Board of Education approve submission of the Safety Grant application in the amount of \$ _____ to NJSIG (Insurance Safety Grant)

15. Approve of Request for Proposals

Move that the Board of Education approve the following vendors starting July 1, 2018 and ending June 30, 2019:

- Architect
- Auditor
- Bond Counsel
- Engineers
- Environmental Firm
- Insurance Consultant
- Nursing
- Physician
- Solicitor
- Substitute Service
- Therapy Services

16. Comprehensive Equity Officer and Title IX Officer

Move that the Board of Education approve the appointment of _____ as the Comprehensive Equity Officer and Title IX Officer from July 1, 2018 through June 30, 2019.

17. Anti-Bullying Coordinator

Move that the Board of Education approve _____ as the district's Anti-Bullying Coordinator from July 1, 2018 through June 30, 2019.

18. Anti-Bullying Specialists

Move that the Board of Education approve the appointments of the following individuals to serve as Anti-Bullying Specialists for the assigned schools from July 1, 2018 through June 30, 2019.

Highland - _____ Timber Creek - _____ Triton - _____

Other Discussion Items:

Cafeteria –The Committee discussed the performance of the Cafeteria for the 16/17 and 17/18 school years. The Committee recommends a 3% raise for 18/19 as the staff did not receive an increase for 17/18. The Committee also recommends reducing the insurance contribution to 15% from 18%.

Transportation Contract – Mr. Rizzo reviewed with the Committee that a transportation contract would be approved at the 5/10/18 meeting.

Police and Fire Federal Credit Union – The Committee discussed adding PFFCU as an additional option for the employees. The Committee discussed some of the options offered by the PFFCU.