



Lacey Township School District Board of Education Finance & Operations Committee Minutes

Monday, February 7, 2022 - *Board Office*

Call to Order: 5:04 p.m.

Members Present: Donna McAvoy - Chairperson
Frank Palino - Committee Member
Edward Scanlon - Committee Member
Vanessa Clark - Superintendent
Patrick S. DeGeorge - Business Administrator

Members Absent: None

Agenda Items:

- *Facilities*

- Educational Facilities Manager:

- The district's Educational Facilities Manager Mr. John Smith spoke briefly to the committee regarding his activities since assuming the role less than 2 months ago. Mr. Smith then left the meeting.

- Grounds Equipment:

- Mr. DeGeorge spoke of the need to replace equipment in the Grounds Department. More to come in subsequent committee meetings.

- Monthly Report:

- In the interest of time, Mr. DeGeorge asked committee members to please read the monthly report and email him with any questions or concerns.

- *Finance*

- Agreement for School Crossing Guard:

- Mr. DeGeorge presented an agreement between the Board of Education and Lacey Township in which the Township would provide and the Board of Education would pay for 1 crossing guard per year for the next 5 school years. A resolution will be presented at the February board meeting.

- Proposed Settlement with Atlantic Coast Alarm:

- Mr. DeGeorge updated the committee regarding a proposed settlement agreement between the Board of Education and Atlantic Coast Alarm related to the fire alarm replacement project. A resolution will be presented at the February board meeting.

- Colonial Life Insurance Company:

- Mr. DeGeorge presented information regarding Colonial Life Insurance Company's long term disability product and recommended adding Colonial Life to the other

contractors who currently provide this insurance to district staff members - all at no cost to the district.

- ESSER Grant:
 - Mr. DeGeorge provided an update regarding the presentation to be made at the February board meeting pertaining to the ESSER grant funds.
- 2022-2023 Quotations:
 - Mr. DeGeorge recommended issuance of formal quotations for HVAC Repair & Maintenance and Lawn Maintenance Services for the 2022-2023 school year.
- Staff Travel Procedures:
 - Mr. DeGeorge presented documentation regarding and reviewed an updated process for the approval and reimbursement of staff travel expenses. After reviewing the new process with union leadership, the manual will be presented for approval at the March board meeting.
- 2022-2023 Annual Budget:
 - Mr. DeGeorge provided and reviewed documentation related to operating budget revenue, benefits, property & casualty insurance, utilities and legal expenses - all related to the 2022-2023 budget.

- *Food Services*

- Operations Update:
 - Mr. DeGeorge spoke about a letter received from the New Department of Agriculture regarding specific parental complaints about meals served at the High School.
- Monthly Report:
 - In the interest of time, Mr. DeGeorge asked committee members to please read the monthly report and email him with any questions or concerns.+

- *Human Resources*

- Business Administrator Posting:
 - Dr. Clark briefly reviewed information regarding this posting.

- *Security*

- Alyssa's Law:
 - Mr. DeGeorge provided an update regarding a valid solution to comply with Alyssa's Law.

- *Transportation*

- CDL Driver Training:
 - Mr. DeGeorge provided an update regarding the procurement of CDL training for district bus drivers.

- Late Bus:
 - Mr. DeGeorge provided an update on the restoration of late buses in the district.
- *Upcoming BOE Meetings*
 - Major financial and operational items to note so far on the February 17th Regular Meeting Agenda:
 - Approval of Settlement Agreement with Atlantic Coast Alarm
 - Approval of Agreement for School Crossing Guard
 - Sale of SRECs
- *Other*
 - District Calendar:
 - Dr. Clark provided an update on the district calendars for the current 2021-2022 school year, as well as the upcoming 2022-2023 school year.
 - Mask Mandate:
 - Dr. Clark provided an update on the Governor's Executive Orders regarding the weaning of face coverings.
 - Student Discipline Hearing:
 - Dr. Clark provided an update regarding a student discipline hearing to be scheduled in the next 2 weeks.
 - Mr. Palino:
 - Mr. Palino inquired about a specific school bus route. Mr. DeGeorge agreed to look into it and report back to the group.

Adjournment: 6:45 p.m.

Next Meeting: Monday, March 7, 2022 @ 5:00 pm



Patrick S. DeGeorge
Business Administrator/Board Secretary