

**Mason Public Schools
Finance & Property Meeting
Monday, February 6, 2017 at 5:00pm**

A Finance & Property Committee meeting of the Mason Board of Education was held at the Harvey Educational Center on Monday, February 6, 2017. The meeting was called to order at 5:00 p.m. by Chairperson Beebe.

Present: Ralph Beebe, Kurt Creamer, Tim Ayres, Cheryl S. Wald, Ron Drezwicki

Also Present: Jerome Brzezinski, Kevin Jones, Kevin Doty and Kristin Higgins

Monthly Budget Update

Cheryl presented the committee with the monthly budget report. The budget remains on track. Items of note include that the report will be modified beginning with next month's report to reflect the budget amendment passed, and that this report contained three pays in the month of December, which somewhat skews the monthly numbers.

Playground Improvement Project

Kevin Doty reported to the committee on the bids received for the project. It was noted that by re-bidding the project for completion during the summer months cost savings were achieved. Three bids were received on February 3, 2017. The bids were reviewed by Kevin Doty and GMB. Discussion followed. The committee is recommending that the proposal be taken to the full board for consideration.

Copier Lease

Cheryl S. Wald has identified a vendor for the next generation of copiers and related support for MPS. Our copiers are outdated and in urgent need of replacement. Seven bids were received and appropriate vendors were selected to provide demonstration units. Jerome Brzezinski and Kevin Jones have been involved as well. Staff reviews were also solicited. Cheryl S. Wald recommended Toshiba Business Solutions to the committee. Discussion followed. The committee is recommending that the proposal be taken to the full board for consideration.

Phone System

Jerome Brzezinski presented the committee with the results of the bid process on the new phone system. Five bids were received. Jerome recommended Voiplink to the committee as they offer the best total solution. Installation will commence hopefully over spring break if the switches arrive in time. Discussion followed. The committee is recommending that the proposal to purchase 334 total phones from Voiplink be taken to the full board for consideration.

H.S. Domestic Water Boiler

The committee has previously discussed at length the need for work on the domestic hot water system at the H.S. Kevin updated the committee on the status. Design and bid documents were completed by GMB with 11 bids solicited. Six bids were received. Kevin Doty and GMB are recommending that the award be made to Johnson & Woods, LLC. Discussion followed. The references were checked by Kevin – and the project will result in considerable energy savings to the H.S. The committee is recommending that the proposal to award to Johnson & Woods, LLC be taken to the full board for consideration.

Roof Replacement Projects

Kevin provided an update on the roofing needs within the district. Approximately 70,000 square feet has been identified as in need of replacement. Bids are currently being solicited with a closing date of February 23. The committee will receive an update next month.

ELA Textbook Purchases

Ron updated the committee on the recommendation by the Policy and Curriculum Committee to purchase a new ELA curriculum and materials from McGraw Hill Education. Funding of the purchases was discussed. The total cost over the next 6 years could be as much as approximately \$500,000.00. The committee is in agreement that a new ELA curriculum is a vital and an urgent need. We discussed possible funding sources including the possible use of fund balance. We feel that the costs can responsibly be budgeted (without impacting current programs and other needs) and will look to Ron and Cheryl to present final budget plans as part of the budgeting process.

2017-2018 Elementary K-1 Staffing and Facilities

Ron updated the committee on the status of the Kindergarten expansion undertaking this year – as was presented to the Board last year. As part of that expansion it will now be the time to increase the number of 1st grade sections within the district by one. North Aurelius is the logical place for the expansion – and as such, the classroom space will need to be expanded. Kevin and Ron are looking at the option of replacing the current “single” portable classroom with a “double” classroom. Ron will continue to update the committee and other appropriate committees as the plan is finalized.

District Financial Auditor

We have reached the end of the current auditor agreement. The committee decided that the services should be re-bid to ensure that we are getting the best value for the taxpayers. Cheryl will prepare and solicit the bids.

Child Development Services

Ron updated the committee on information he received from CDS regarding a possible price increase. Ron reviewed area rates and found that the proposal was very modest and in line with

others. CDS will implement the price increase. Historically CDS has set their own rates as a “stand alone” program and the committee sees no need for board action.

H.S. Band Uniforms

The H.S. band continues to grow in size – which is a good thing. That also requires that some new uniforms be purchased to ensure all children can have a uniform. Ron presented information from the band program that they are looking to purchase 20 uniforms for the 2017-2018 school year. The committee agrees with the recommendation – and Ron and Cheryl will include whatever costs are necessary in the 2107-2108 budget.

Adjourned

The meeting adjourned at 6:05 p.m. The next meeting is scheduled for March 6, 2016 at 4:00pm.