

**WALLINGFORD BOARD OF EDUCATION
OPERATIONS COMMITTEE MEETING
AG SCIENCE COMMUNITY ROOM – LYMAN HALL HIGH SCHOOL
MONDAY, JANUARY 11, 2016**

MINUTES

MEETING CALLED TO ORDER

The Operations Committee Meeting was called to order by Mr. Brooder at 6:07 P.M.

BOARD MEMBERS PRESENT

M. Brooder, K. Castelli, J. Cei, A. Doerr, S. Glidden, K. Hlavac, R. McKay,
P. Reynolds, M. Votto

STAFF MEMBERS PRESENT

S. Menzo, S. Parkhurst, C. Lavalette, L. Winters, K. Veilleux, R. Mancusi, S. Wong,
M. Deptula, P. DeFilio

OPERATIONS COMMITTEE MEETING MINUTES DATED DECEMBER 14, 2015

The minutes of the Operations Committee Meetings dated December 14, 2015 were reviewed and accepted as presented.

CAFETERIA FINANCIAL REPORT – DECEMBER 2015

Mrs. Wong presented the Cafeteria Financial Report for December 2015. The cafeteria program had revenues of \$146,617 and expenses of \$179,595. The year to date was a deficit of \$98,845.

Mrs. Wong reported she applied to the State of Connecticut for a waiver for whole grain pasta to include penne, elbows, stuffed shells, ravioli and lasagna.

Mrs. Wong stated that they are in negotiations for the cafeteria union. When the contract is settled, she will have additional expenses for retroactive salaries.

The consensus of the Operations Committee was to send the Cafeteria Financial Report for December 2015 to the full Board for approval.

BOARD OF EDUCATION FINANCIAL REPORT – DECEMBER 2015

For the month of December, Ms. Winters reported that there was one account in deficit. The Tuitions Account is in deficit. Wallingford has not received the revenues from the Excess Cost

and State Agency Placement Grants. Contingency is projected to have a balance of \$165,753. Salaries are forecasted to have a shortfall of \$240,307 and benefits are estimated to have a surplus of \$494,081. Benefits include medical insurance, life insurance, LTD insurance and workers' compensation. Tuitions are estimated to have a balance of \$65,191. Transportation is estimated to have a balance of \$86,951. Unemployment is forecasted to have a balance of \$21,420. In total, the forecast at yearend is \$593,089.

The consensus of the Operations Committee was to send the Board of Education Financial Report for December 2015 to the full Board for approval.

2016/2017 BUDGET OVERVIEW

Dr. Menzo and the administrators presented an overview of the 2016/2017 Proposed Budget. The presentation began with a list of accomplishments the Board of Education achieved from 2011/2012 through 2015/2016.

Last year the Board of Education requested a 4.88% increase or \$98,382,554. The Town Council approved a 2.88% increase or \$96,502,187.

The Budget Development Process was explained. Budget drivers which include contractual increases, insurance increases, transportation contract and food services subsidy were reviewed. A SWOT Analysis was conducted with parents, teachers, and administrators to identify **S**trengths, **W**eaknesses, **O**pportunities and **T**hreats. A Sustained Services Budget for 2016/2017 was developed. The Sustained Services Budget consists of all expenses for services and purchases from this year to next. The Sustained Services Budget Request is a 3.33% increase or \$3,210,806.

The Strategic Plan Budget was reviewed. The core areas of focus in the Strategic Plan are Community Outreach and Partnerships, Curriculum and Instruction, District Climate, Facilities and Maintenance, and Technology. The Strategic Plan Budget Request for 2016/2017 is \$2,416,018 which is an increase of 2.5%.

The Sustained Services Budget and the Strategic Plan Budget Request for 2016/2017 is \$102,129,011 which is an increase of 5.83%.

Dr. Menzo explained that the 2016/2017 Proposed Budget will be discussed at several Budget Workshops which will be held at Lyman Hall High School Ag Science Community Room at 6:00 p.m. The dates of the workshops are Thursday, January 21, 2016, Wednesday, January 27, 2016, Wednesday, February 3, 2016 and Wednesday, February 10, 2016.

ADJOURNMENT

Mr. Brooder adjourned the Operations Committee Meeting at 8:44 P.M.

Respectfully submitted:
Patricia DeFilio