

**WALLINGFORD BOARD OF EDUCATION  
OPERATIONS COMMITTEE MEETING  
VO-AG COMMUNITY ROOM – LYMAN HALL HIGH SCHOOL  
MONDAY, JANUARY 13, 2014**

**MINUTES**

**MEETING CALLED TO ORDER**

The Operations Committee Meeting was called to order by Mr. Brooder at 6:06 P.M.

**BOARD MEMBERS PRESENT**

M. Brooder, K. Castelli, J. Cei, K. Hlavac, J. Marrone, R. McKay, C. Miller,  
C. Shortell

**STAFF MEMBERS PRESENT**

S. Menzo, C. McNamara, S. Parkhurst, L. Winters, R. Backus, S. Wong, M. Deptula,  
R. Mancusi, P. DeFilio

**OPERATIONS COMMITTEE MEETING MINUTES DATED DECEMBER 9, 2013**

The minutes of the Operations Committee Meetings dated December 9, 2013 were reviewed and accepted as presented.

**CAFETERIA FINANCIAL REPORT – DECEMBER 2013**

Mrs. Wong reported that for the month of December the Cafeteria Program had a loss of \$22,252. There were only 13 days of sales. Last year there were 15 days. Personnel costs were higher this month because she was able to fill open positions. The year to date was a deficit of \$64,474.

The consensus of the Operations Committee was to send the Cafeteria Financial Report for December 2013 to the full Board for approval.

**BOARD OF EDUCATION FINANCIAL REPORT – DECEMBER 2013**

Ms. Winters presented the Board of Education Financial Report for December 2013. There are two accounts in deficit. The deficit in transportation will be partially offset by revenues from the Magnet School Transportation Grant. Tuitions deficit will be offset by revenues from the Excess Cost and State Agency Placement Grants.

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The estimated surplus in Contingency is \$159,239. Funds have been set aside in the amount of \$14,000 in reserve for unanticipated expenses. Salaries are estimated to have a deficit of \$36,487. Benefits including medical insurance and worker's compensation are estimated to have a surplus of \$3,520. Unemployment is estimated to have a surplus of \$14,339. In total, the projected balance at year end is \$286,391.

The consensus of the Operations Committee was to send the Board of Education Financial Report for December 2013 to the full Board for approval.

### **TRANSFERS OF APPROPRIATIONS**

There were four transfers. The first transfer was for \$39,316 to purchase computers to replace the ones damaged in the flood at Dag Hammarskjold Middle School. The funds will be transferred from Contingency. The next transfer was for \$50,000 from Certified Salaries to Noncertified Salaries for the High School Career Center Coordinator. The position is a noncertified position. The next transfer was for \$3,854 requested by Lyman Hall Athletic Department. An ambulance is no longer required at hockey games. The funds will be used for supplies. The last transfer was for \$2,393 requested by Pond Hill School to purchase four Mitsubishi DLP projectors.

The consensus of the Operations Committee was to send the transfers to the full Board for approval.

### **2014/2015 BUDGET OVERVIEW**

Dr. Menzo presented an overview of the 2014/2015 Proposed Budget. He explained that last year the Board of Education requested a 3.56% increase. The mayor approved a 1.88% increase or \$1,960,606.

Dr. Menzo explained the Budget Development Process. He met with students, parents and teachers. A Sustained Services Budget was developed. The sustained services budget consists of the estimated expenses for the fiscal year 2013/2014 school year \$91,255,111 plus additional expenses necessary to maintain services from this year to next year. The areas identified for increases were salaries, benefits, facility costs, fuel, electricity, required staffing changes and mandated service expenses. The Sustained Services Budget Request is \$94,697,269 which is a 3.77% increase.

He reviewed the Strategic Plan Budget. The areas of focus in the Strategic Plan are Community Partnerships/Outreach, Curriculum and Instruction, District Climate, Facilities, and Technology. The Strategic Plan Budget Request for 2014/2015 is \$6,304,316 or an increase of 6.91%. The Sustained Services Budget and Strategic Plan Budget Request for 2014/2015 is \$101,001,585 which is a 10.68% increase.

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Dr. Menzo explained that the next step is the Budget workshop on Saturday, January 25, 2014 at 8:00 a.m. at the Lyman Hall VoAg Community Room. The 2014/2015 Board of Education Budget will be approved at the February Board of Education Meeting. It will be sent to the mayor March 1<sup>st</sup>. The mayor will give the Board of Education the budget number on or about April 1<sup>st</sup>. The Town Council approves the budget the first Tuesday in May.

There also was a presentation on the accomplishments the Board of Education made over the last four years.

### **ADJOURNMENT**

Mr. Brooder adjourned the Operations Committee Meeting at 8:00 P.M.

Respectfully submitted:

Patricia DeFilio