

**WALLINGFORD BOARD OF EDUCATION
OPERATIONS COMMITTEE MEETING
VOAG COMMUNITY ROOM – LYMAN HALL HIGH SCHOOL
SATURDAY, JANUARY 25, 2014**

MINUTES

MEETING CALLED TO ORDER

The Operations Committee Meeting was called to order by Mr. Brooder at 8:04 a.m.

BOARD MEMBERS PRESENT

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

STAFF MEMBERS PRESENT

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

OTHER STAFF PRESENT

R. Arciero, N. Brophy, D. Bryant, A. Burke, D. Curtis, N. DaPonte, G. Dirkson, P. Flinter, J. Foss, S. Govin, J. Iaiennaro, D. Kimball, C. LaTorre, A. Labas, C. Laudadio, C. Madancy, J. Murphy, J. Piacentini, R. Pizzonia, V. Reed, V J Sarullo

2014/2015 BUDGET REVIEW

Dr. Menzo reviewed the agenda for the budget review. He stated that there were financial adjustments. The Substitute Account is decreased \$18,000. The Lyman Hall Field Trip Transportation Account is decreased \$16,000. There is one increase of \$3,721 for a custodian at the Lyman Hall VoAg Department. This resulted in an overall decrease of \$30,279 in the 2014/2015 Sustained Services Budget. The Sustained Services Budget Request for 2014/2015 is \$94,666,990 which is a 3.74% increase

There are decreases in the Strategic Plan Budget. The budget for the Career Center Coordinator was duplicated resulting in a savings of \$65,788. A part-time carpenter was duplicated resulting in a savings of \$25,000. The budget for computers at Dag was decreased \$20,000 because computers that were damaged will be replaced this year. This resulted in a decrease of \$110,788 in

the 2014/2015 Strategic Plan Budget. The Strategic Plan Budget Request for 2014/2015 is \$100,915,797 which is a 10.56% increase.

The Food Service Department budget was reviewed. Mrs. Wong explained that this year was very challenging to balance expenditures and revenues. Lunch prices were raised 10¢ this year. Revenues for lunch sales and a la carte sales dropped. Expenditures have increased. Healthy food costs more. Students are now required to take a fruit or vegetable before leaving the serving line.

Mrs. Wong stated that capital equipment expenditures for technology and kitchen equipment will be absorbed by the Technology and Maintenance Departments. In the past, these items were covered by the Food Service fund balance. Mrs. McKay asked Mrs. Wong what equipment needs to be replaced. Mrs. Wong stated a freezer at Sheehan, food prep sinks and grease traps will need to be replaced.

Mrs. Wong suggested a 5¢ increase in lunch prices for next year and reminded the Board that the federal government requires all school lunch programs to increase their lunch prices until it equals the reimbursement for free lunch.

For 2014/2015, Mrs. Wong estimated revenues of \$1,727,144 and expenses of \$2,011,971. Mrs. Wong stated she will use the remainder of the fund balance to cover the shortfall. The Board may need to fund some of the Food Service Operating Budget. She added that many school systems subsidize the food service programs. Mr. Brooder and Mrs. McKay expressed concern that the projected revenues are too high. Dr. Menzo stated that the projections will be reviewed and an update will be provided at the next meeting.

The consensus of the Operations Committee was to accept the Food Service Budget.

Ms. Winters reviewed the Sustained Services Budget. The sustained services budget consists of the estimated expenses necessary to maintain services from this year (2013/2014) to next year (2014/2015). She reported that salaries and benefits comprise approximately 80% of the budget.

For Object 100 – Personnel Services, there is a \$2,630,120 increase. This is primarily due to contractual salaries.

For Object 200 – Employee Benefits, there is an increase of \$1,155,007. There is an estimated 10.7% increase in medical insurance.

For Object 300 – Purchased Professional and Technical Services, there is a decrease of \$332,828.

For Object 400 – Purchased Property Services, there is an increase of \$201,201. There is an estimated rate increase of 1.5% for electricity. There is no rate increase for water and sewer.

For Object 500 – Purchased Services, there is an increase of \$232,556. There is a 2.75% increase in the pupil transportation contract for next year. Mr. Brooder asked if we purchase the cameras on the buses. Dr. Menzo stated we do not own the cameras. Cameras were included in the bid specifications. For tuitions, there is a decrease of \$109,601.

For Object 600 – Supplies, there is a decrease of \$432,392. Ms. Winters stated the decrease was due to nonrecurring textbook purchases and Strategic Plan instructional, supplemental and guidance materials.

For Object 700 – Property, there is a decrease of \$125,525.

For Object 800 – Miscellaneous, there is an increase of \$114,019. Ms. Winters stated that a \$63,859 subsidy is budgeted for the Cafeteria Program and \$42,630 is budgeted for NEASC Lyman Hall Accreditation.

The Strategic Plan Budget was reviewed. There are five core areas of focus in the Strategic Plan: Community Outreach and Partnerships/Communication, Curriculum and Instruction, District Climate, Facilities, and Technology.

Dr. Menzo explained that the net total of the educational areas in the Strategic Plan Budget is \$2,386,056. He pointed out that many items in the Strategic Plan Budget are either mandated or are for safety and security. The mandated facility items total \$258,700 and the safety facility items total \$838,996. This represents a 7.48% increase. Dr. Menzo suggested that the unencumbered fund balance be used to purchase some of the nonrecurring items.

Mrs. McKay stated that Board members must decide what is absolutely necessary to move the district forward.

Dr. Menzo will provide an updated priority list to the Board of Education at the meeting on Tuesday.

The next budget review meeting will be on Tuesday, January 28, 2014. The meeting will begin at 6:00 p.m.

ADJOURNMENT

Mr. Brooder adjourned the Operations Committee Meeting at 1:39 p.m.

Respectfully submitted:

Patricia DeFilio