

**WALLINGFORD BOARD OF EDUCATION  
OPERATIONS COMMITTEE MEETING  
VOAG COMMUNITY ROOM – LYMAN HALL HIGH SCHOOL  
SATURDAY, JANUARY 26, 2013**

**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, J. Cei, C. Mansfield, J. Marrone, R. McKay, C. Miller, M. Votto

P. Reynolds entered the meeting at 10:00 a.m.

C. Mansfield left the meeting at 10:00 a.m.

**STAFF MEMBERS PRESENT**

S. Menzo, E. Cohn, J. Guarino, L. Winters, S. Wong, M. Deptula, R. Backus, R. Mancusi, C. Burke, P. DeFilio

**OTHER STAFF PRESENT**

R. Arciero, N. Brophy, D. Bryant, A. Cocchiola, D. Dayo, R. Duthie, P. Flinter, D. Kimball, C. LaTorre, A. Labas, J. Murphy, R. Napoli, J. Piacentini, R. Pizzonia, V. Reed, V J Sarullo,

**2013/2014 BUDGET REVIEW**

Dr. Menzo reviewed the agenda for the budget review. He stated that there was one financial adjustment. There was bid savings of \$3,150 as a result of the Fixed Asset Bid and savings of \$3,169 for natural gas per the mayor. This resulted in a 2.53% increase or \$91,841,037 for the 2013/2014 Sustained Services Budget. Dr. Menzo explained that the Sustained Services Budget is the cost to run the school district the way it is being run this year plus a reallocation of resources to address the Strategic Plan and/or State and Federal Mandates. There are savings from the Sustained Services Budget of \$859,036. This is based on 5 elementary positions that are no longer needed due to decreased enrollment and 14 retirements. The savings from the retirements is from the

salary differential between a veteran staff member retiring and a new staff member being hired to fill the position. As a result of the reallocation of resources, additional items are included in the Sustained Services Budget. They are a Humanities Curriculum Resource Teacher, a Human Resource Specialist, World Language Teachers for Grades 3 – 5, part-time Career Center Professionals for both high schools, 2 part-time Career Center secretaries, an additional .5 FTE clerk for each school, a VoAg Aqua Culture Teacher, a VoAg Food Science Teacher, Department Chairs for Health/Physical Education and Fine Arts at each high school, subject area coordinators for each middle school, part-time custodian at Lyman Hall VoAg Center, and after school programming for both middle schools. Dr. Menzo explained that the reallocated resources address items which are in the Strategic Plan, or are State and/or Federal Mandates or are increased safety measures. The 2013/2014 Sustained and Strategic Plan Budget request is \$97,603,899 which is an 8.94% increase.

The Food Service Department budget was reviewed. Mrs. Wong explained that this year was very challenging to balance expenditures and revenues. The department took on new business by providing lunches to High Road School students. Lunch prices were raised 10¢ this year. A la carte sales dropped 17%. The program lost 409 meals per day for the first few months of this year. She attributed this to mandated portion control and the premium tier pricing. This has had an impact on lunch sales. 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 for next year, 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. Wong stated suggested a 10¢ 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 which is currently \$2.86. For this year, Wallingford charges \$2.10 for elementary school lunch, \$2.25 for middle school lunch and \$2.35 for high school lunch.

For 2013/2014, Mrs. Wong estimated revenues of \$2,001,383 and expenses of \$2,081,321. Mrs. Wong stated she will use the fund balance if there is a shortfall in revenues. She added that many school systems subsidize the food service programs. Wallingford has not subsidized the Food Service Program in 19 years.

Mr. Votto asked if the administration has considered outsourcing the school lunch program. He stated that this is no reflection on Mrs. Wong and the Food Service Program.

Ms. Winters reviewed the Sustained Services Budget. The sustained services budget consists of the estimated expenses necessary to maintain services from this year (2012/2013) to next year (2013/2014). She reported that salaries and benefits comprise approximately 80% of the budget.

For Object 100 – Personnel Services, there is a \$1,527,524 increase. This is primarily due to contractual salaries.

For Object 200 – Employee Benefits, there is an increase of \$608,663. There is a 5.6% increase in medical insurance.

For Object 300 – Purchased Professional and Technical Services, there is a decrease of \$126,347. The decrease is primarily due to restructuring of Pupil Services. Mr. Votto requested an updated version of the Pupil Services structure.

For Object 400 – Purchased Property Services, there is an increase of \$287,926. There is no rate increase for electricity. There is an increase of \$117,684 based on KWH usage. There is a \$98,664 increase in Custodial Cleaning Services. For copiers and managed print services, there is a \$78,858 increase.

For Object 500 – Purchased Services, there is an increase of \$121,445. There is a 1.95% increase in the pupil transportation contract for next year. Ms. Winters explained that this will be the last year of a 3 year contract extension. For tuitions, there is a decrease of \$200,271.

For Object 600 – Supplies, there is a decrease of \$72,728. Ms. Winters stated the decrease was due to lower gas consumption, lower rates and savings from energy efficiency projects. Yalesville uses firm natural gas for heat. Lyman Hall, including Vo-Ag , Dag, Stevens and Moses Y. Beach heat with interruptible natural gas. Ms. Winters added that she met with Yankee Gas to see if it is possible to bring gas to Sheehan.

For Object 700 – Property, there is a decrease of \$76,858.

For Object 800 – Miscellaneous, there is an increase of \$3,815.

The Strategic Plan Budget was reviewed. There are five core areas of focus in the Strategic Plan. They are Community Outreach and Partnerships, Curriculum and Instruction, District Climate, Facilities and Maintenance, and Technology. Dr. Menzo explained that many items in the Strategic Plan Budget are either mandated or are for safety and security.

Mr. Cei suggested that parents and students work together to prepare a financial plan which would help students meet challenges after graduation. He also asked if the Common Core Assessment is made available to parents. Dr. Menzo stated that the assessment is the students' grades.

Mr. Reynolds asked how much money will be needed for mandates for the next three years. Dr. Menzo will provide the information.

The next budget review meeting will be on Wednesday, January 30, 2013. The meeting will begin at 6:00 p.m.

Mr. Brooder asked the Board of Education members to review the Sustained Services Budget and the Strategic Plan Budget. If there are any questions, send them to Dr. Menzo by Monday afternoon, January 28<sup>th</sup>.

**ADJOURNMENT**

Mr. Brooder adjourned the Operations Committee Meeting at 2:45 p.m.

Respectfully submitted:

Patricia DeFilio