

**WALLINGFORD BOARD OF EDUCATION
OPERATIONS COMMITTEE MEETING
VOAG COMMUNITY ROOM – LYMAN HALL HIGH SCHOOL
MONDAY, DECEMBER 14, 2015**

MINUTES

MEETING CALLED TO ORDER

The Operations Committee Meeting was called to order by Mr. Bolat at 6:08 P.M.

BOARD MEMBERS PRESENT

J.P. Bolat, K. Castelli, J. Cei, K. Hlavac, J. Marrone, C. Shortell, M. Votto

STAFF MEMBERS PRESENT

S. Parkhurst, C. Lavalette, L. Winters, K. Veilleux, R. Mancusi, S. Wong, M. Deptula, P. DeFilio. S. Menzo entered the meeting at 6:26 P.M.

OPERATIONS COMMITTEE MEETING MINUTES DATED NOVEMBER 9, 2015

The minutes of the Operations Committee Meetings dated November 9, 2015 were reviewed and accepted as presented.

CAFETERIA FINANCIAL REPORT – NOVEMBER 2015

Mrs. Wong presented the Cafeteria Financial Report for November 2015. The cafeteria program had revenues of \$144,093 and expenses of \$137,506. The year to date was a deficit of \$65,867.

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

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

BOARD OF EDUCATION FINANCIAL REPORT – NOVEMBER 2015

Ms. Winters stated that there was a revision to the forecast for the month of October. The revision was for the tuitions account. It was changed from \$217,077 to \$176,009. This was a result of a change in forecasted revenues received after the Operations Committee Meeting packet was completed. The projected yearend balance for last month was revised to \$627,796.

For the month of November, Ms. Winters reported that 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 \$476,479. Benefits include medical insurance, life insurance, LTD insurance and workers' compensation. Tuitions are estimated to have a balance of \$149,200. Transportation is estimated to have a balance of \$109,761. Unemployment is forecasted to have a balance of \$21,000. In total, the forecast at yearend is \$681,886.

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

TRANSFERS OF APPROPRIATIONS

Ms. Winters reported that there were three transfers. The first transfer was for \$58,263 to cover prorated salaries of two new interventionist teaching positions for the second half of 2015/2016. The funds will be transferred from the Contingency Account.

The second transfer was for \$3,000 to cover half the cost of the WHIP (Wallingford Health Improvement Plan) Initiative. The YMCA will cover the other half. The funds will be transferred from the Contingency Account.

The third transfer was for \$1,530 to purchase "LaunchPad 6-Year Access for the Language of Composition, 2nd Edition" textbooks. The funds will be transferred from the Contingency Account.

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

DISCUSSION OF STEAM TRAP REVIEW

Mr. Deptula requested that the rebate received through Eversource for the boiler replacement at Moses Y. Beach be used for other Eversource energy saving projects. The projects would include a steam trap survey, a steam trap repair and replacement and reinsulate the steam and condensate piping throughout Moses Y. Beach. The amount of the rebate is \$18,132.

The consensus of the Operations Committee was to send the request to use the rebate received from Eversource to conduct a steam trap review and other energy saving projects up to the amount of the rebate to the full Board for approval.

ADJOURNMENT

Mr. Bolat adjourned the Operations Committee Meeting at 6:31 P.M.

Respectfully submitted:

Patricia DeFilio