

**WALLINGFORD BOARD OF EDUCATION
OPERATIONS COMMITTEE MEETING
BOARD CONFERENCE ROOM – 43 HALL AVENUE
MONDAY, DECEMBER 9, 2013**

MINUTES

MEETING CALLED TO ORDER

The Operations Committee Meeting was called to order by Mr. Brooder at 7:00 P.M.

BOARD MEMBERS PRESENT

M. Brooder, K. Castelli, J. Cei, J. Marrone, C. Miller

STAFF MEMBERS PRESENT

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

OPERATIONS COMMITTEE MEETING MINUTES DATED NOVEMBER 18, 2013

The minutes of the Operations Committee Meetings dated November 18, 2013 were reviewed and accepted as presented.

CAFETERIA FINANCIAL REPORT – NOVEMBER 2013

Mrs. Wong presented the Cafeteria Financial Report for November 2013. The cafeteria program had a deficit of \$6,176 for the month. This brought the Year To Date deficit to \$42,216.

The Cafeteria Program began a reimbursable breakfast program at both high schools on November 1st. Wallingford received a grant for \$3,000 per school for the program this year. No additional staff is needed because a la carte breakfast is already offered at the high schools.

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

BOARD OF EDUCATION FINANCIAL REPORT – OCTOBER 2013

Ms. Winters presented the Board of Education Financial Report for November 2013.

Contingency is estimated to have a balance of \$168,000. \$44,555 has been reserved for any unanticipated expenses. Salaries are estimated to have a balance of \$1,710. Certified salaries have an estimated surplus of \$204,744. There are additional leaves of absence and several positions not filled yet. Noncertified salaries have an estimated deficit of \$203,034 primarily due to hiring additional paraprofessionals this year.

Benefits are estimated to have a deficit of \$77,841. Tuitions are forecasted to have a surplus of \$197,863. Revenues from the Excess Cost and State Agency Placement Grant are estimated at 70%. The State Department of Education has written in the Connecticut General Statutes that the MOE (Maintenance of Effort) funding of \$231,221 will be provided directly to the Wallingford School System this year.

Transportation is estimated to have a deficit of \$149,638. This could change based on the needs of students as the school year progresses. The shortfall is primarily due to a requirement under the McKinney Vento Act to provide transportation to children without a home. The forecast includes estimated revenues of \$113,100 from the magnet school transportation grant. Unemployment is forecasted to have an estimated surplus of \$15,302.

The estimated balance at year end is \$155,396.

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

TRANSFERS OF APPROPRIATIONS

There were six transfers of appropriations. The first transfer was for \$82,907 for computer equipment and software to update the POS system for the Food Service Department. The funds will be transferred from Contingency. The next transfer was for \$45,000 to purchase computers/cpus for Autocad for the Career and Technical Education Program. The funds will be transferred from Contingency. The next transfer was for \$30,223 to install two HVAC Automation Systems – one for the Gym Mechanical Room at Dag Hammarskjold and one at the ARTS Academy at Lyman Hall High School. The funds will be transferred from Contingency. The next transfer was for \$15,000 to purchase instructional equipment which includes iPads, laptops, chromebooks, projector/cart, iTunes card and netbooks needed to support special education programming preschool-grade 12. The funds will be transferred from Contingency. The next transfer was for \$6,504 for an Information Technology Audit by EASTCONN. The funds will be transferred from Contingency. The last transfer was for \$5,000 which is a donation to Wallingford Center Incorporated for the Partnership in the Hubcap Project. The funds will be transferred from Contingency.

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

INSURANCE COMMITTEE HEALTHCARE UPDATE

Colin McNamara presented an overview of the Affordable Care Act for medical insurance that begins in 2014. Employers with at least 50 full-time equivalent employees must offer coverage to its workers. Anyone that works 30 hours a week or more must be offered medical insurance. Employers who do not offer affordable coverage could pay a penalty. Wallingford will have a test window from April 2014 to April 2015 to monitor the number of employees that work 30 hours or more and assess its options.

The consensus of the Operations Committee was to have 12 month testing to assess the Board of Education's requirements under the Affordable Care Act.

UPDATE ON IT/PERSONNEL AUDIT

Dr. Menzo reported that the IT/Personnel Audit was completed. He received the report and will review it with Mr. Backus.

PUBLIC PRESCHOOL INITIATIVE

Dr. Menzo reported that they would like to offer to private preschools an opportunity to become more aligned with the Wallingford Public School Preschool Program. There will be a three-tiered accreditation system. There is Gold Key - \$14,000 annually, Silver Key - \$7,500 annually and Bronze Key - \$3,500 annually. All 3 levels would have access to Wallingford Public School's PreK curriculum, a consultant/coordination of library programs, field trips and enrichment opportunities. All Wallingford preschools will be invited to view the Program.

ADJOURNMENT

Mr. Brooder adjourned the Operations Committee Meeting at 8:28 P.M.

Respectfully submitted:

Patricia DeFilio