

**WALLINGFORD BOARD OF EDUCATION  
OPERATIONS COMMITTEE MEETING  
VOAG COMMUNITY ROOM – LYMAN HALL HIGH SCHOOL  
WEDNESDAY, FEBRUARY 11, 2015**

**MINUTES**

**MEETING CALLED TO ORDER**

The Operations Committee Meeting was called to order by Mr. Bolat at 7:03 P.M.

**BOARD MEMBERS PRESENT**

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

**STAFF MEMBERS PRESENT**

S. Menzo, S. Parkhurst, C. Lavalette, L. Winters, R. Mancusi, K. Veilleux, S. Wong,  
M. Deptula, P DeFilio, T. Hale

**OPERATIONS COMMITTEE MEETING MINUTES DATED JANUARY 14, 2015 AND  
JANUARY 28, 2015**

The minutes of the Operations Committee Meetings dated January 14, 2015 and January 28, 2015 were reviewed and accepted as presented.

**CAFETERIA FINANCIAL REPORT – JANUARY 2015**

For the month of January, Mrs. Wong reported that the Cafeteria Program had a profit of \$11,090. She stated that there were two less serving days in January because of school closings. The year to date is a loss of \$76,785.

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

**BOARD OF EDUCATION FINANCIAL REPORT – JANUARY 2015**

Ms. Winters presented the Board of Education Financial Report for January. There was one account in deficit – Tuitions Account. The deficit will be partially offset by revenues from the Excess Cost and State Agency Placement Grant. Contingency is forecasted to have a balance of \$286,466. Ms. Winters explained \$32,500 has been set aside for unanticipated expenses. Salaries are estimated to have a shortfall of \$5,571. Benefits which include medical insurance, workers'

compensation, medicare and social security, are estimated to have a surplus of \$265,971. Tuitions are estimated to be in deficit \$444,798. Ms. Winters stated that revenues are capped at 80% but this is not finalized until May. Transportation is estimated to have a balance of \$212,353. It is still early in the school year and both tuitions and transportation forecasts will be updated based on the needs of our students.

Unemployment is estimated to have a surplus of \$32,358. Heat is estimated to have a deficit of \$60,000. Plant and maintenance is estimated to have a surplus of \$18,979.

In total, the projected balance at year end is \$399,833.

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

### **TRANSFER OF APPROPRIATIONS**

Dr. Menzo stated that there was one transfer for \$3,000 requested by Mr. Flinter, Adult Education Director, to purchase a Smart Board for use in one of the Adult Education classrooms. The funds will be transferred from the Instructional Software Account.

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

### **CALENDAR DISCUSSION**

Mrs. Lavalette presented two options for the 2015/2016 school calendar. The difference between the two options was the February vacation. The first option is to have two days off, February 15 and 16 with the last day of school June 16, 2016. The first six days lost to school closings will be made up at the end of the school year. Any days beyond six will be made up at the end of the April vacation, starting with Friday, April 15<sup>th</sup> and working backwards. The second option is to have one half day off February 12 and a full day off February 15 with the last day of school June 15, 2016. The first seven days lost to school closings will be made up at the end of the school year. Any days beyond seven will be made up at the end of the April vacation, starting with Friday, April 15<sup>th</sup> and working backwards.

The consensus of the Operations Committee was to send option two of the 2015/2016 school calendar to the full Board for approval.

### **2015/2016 BUDGET REVIEW**

Dr. Menzo reviewed the changes in the initial 2015/2016 budget proposal.

Medical Savings – (130,200)

Life Insurance Reduction – (66,500)

Retirement – (16,971)

Electric - \$22,412  
Textbooks (Added to Sustained Services) - \$80,420  
Furniture (Added to Sustained Services) - \$50,000  
ECA Reduction in Estimated Increase – (1,557)  
WIMS Reduction in Estimated Increase – (7,385)  
Edison Reduction in Estimated Increase – (3,029)

With these changes, the Sustained Services Budget Request is \$96,183,629 or 2.54% increase.

Dr. Menzo distributed a prioritization of Strategic Plan items for 2015/2016. The 2015/2016 Budget Request is \$98,382,554 which is a 4.88% increase. He stated that the administration will continue to look for savings and opportunities for additional funding. Mrs. Castelli stated that the administration has worked very hard developing the budget and listing the Strategic Plan priorities. She recommended the Board accept the budget and present it to the mayor and the Town Council.

The consensus of the Operations Committee was to send the 2015/2016 Recommended Budget request of \$98,382,554 or 4.88% increase to the full Board for approval.

### **ADJOURNMENT**

Mr. Bolat adjourned the Operations Committee Meeting at 8:30 P.M.

Respectfully submitted:

Patricia DeFilio