

**WALLINGFORD BOARD OF EDUCATION
OPERATIONS COMMITTEE MEETING
BOARD CONFERENCE ROOM – 43 HALL AVENUE
MONDAY, MARCH 2, 2015**

MINUTES

MEETING CALLED TO ORDER

The Operations Committee Meeting was called to order by Mr. Brooder at 6:46 p.m.

BOARD MEMBERS PRESENT

M. Brooder, J. Cei, K. Hlavac, J. Marrone, R. McKay, C. Shortell
J.P. Bolat and K. Castelli entered the meeting at 7:08 p.m.

STAFF MEMBERS PRESENT

S. Menzo, C. Lavalette, L. Winters, R. Mancusi, P. DeFilio

OTHER STAFF PRESENT

K. Friend, D. Curtis

**OPERATIONS COMMITTEE MEETING MINUTES DATED FEBRUARY 3, 2015,
FEBRUARY 11, 2015 AND FEBRUARY 18, 2015**

The minutes of the Operations Committee Meetings dated February 3, 2015, February 11, 2015 and February 18, 2015 were reviewed and accepted as presented.

BOARD OF EDUCATION FINANCIAL REPORT – FEBRUARY 2015

Ms. Winters presented the Board of Education Financial Report for February. 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 \$55,814. Benefits which include medical insurance, workers' compensation, medicare and social security, are estimated to have a surplus of \$269,513. Tuitions for regular education magnet school students and special education students are estimated to be in deficit \$463,859. Ms. Winters stated that she received preliminary estimated revenues which range from 80% to 86% but this is not finalized until May. Transportation is estimated to have a balance of \$190,342.

Operations Committee Meeting – 3/2/15 – Page 2

Unemployment is estimated to have a surplus of \$32,552. Heat is estimated to have a deficit of \$60,000. Plant and maintenance is estimated to have a surplus of \$19,852. Water is estimated to have a surplus of \$18,000. For all other accounts, Ms. Winters estimated a surplus of \$94,075. In total, the projected balance at year end is \$331,127.

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

TRANSFER OF APPROPRIATIONS

Ms. Winters stated that there was one transfer for \$3,476 requested by Cook Hill School to purchase a Smart Board for use in one of the Kindergarten classrooms. The funds will be transferred from the Instructional Supplies Account.

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

ELL AUDIT AND REVIEW

Dr. Menzo reviewed the ELL Audit provided by CREC. There are 328 English Learners in grades K-12. The majority of the English Learner students speak Spanish as their native language but there are over 20 different languages.

The overall findings were: provide additional staffing, hire a Program Coordinator for English Learner services, offer more Professional Development for ESL teachers, and provide collaboration time for ESL teachers and regular classroom teachers in order to provide seamless services.

Mrs. Hlavac asked if there were any ELL students with special needs in the district. Mr. Mancusi will provide the information to her.

CERTIFIED STAFF HIRING PLAN

Mrs. Lavalette presented a timeline for hiring staff for the next school year. On March 23, 2015, retirees will be acknowledged. March 24, 2015, anticipated job openings will be posted internally and externally in accordance with the WEA contract. Mrs. Lavalette would like to begin the hiring process with the more difficult certified positions such as Physics teacher, ELL teachers, Library Media Specialist, and Family Consumer Science teacher.

April 1, 2015 – Recruitment Fair at UCONN. If there are viable candidates, on the spot interviews will be held.

April 9, 2015 – In-District interviews will be held

Operations Committee Meeting – 3/2/15 – Page 3

April 21, 2015 – Recruitment Fair at the University of St. Joseph

April 24, 2015 – Interview candidates

First week of May – Top candidates will be invited to teach a model lesson

Five to ten days after the budget is approved, candidates for positions that will not be affected in a RIF scenario will be offered the positions.

Dr. Menzo stated that they plan to meet with the high school students to suggest they consider teacher certifications in the more difficult areas. There are too many students graduating college with a certification in elementary teaching.

ADJOURNMENT

Mr. Brooder adjourned the Operations Committee Meeting at 8:10 p.m.

Respectfully submitted:

Patricia DeFilio