

**WALLINGFORD BOARD OF EDUCATION  
OPERATIONS COMMITTEE MEETING  
BOARD OF EDUCATION CONFERENCE ROOM  
100 SOUTH TURNPIKE ROAD  
MONDAY, APRIL 18, 2016**

**MINUTES**

**MEETING CALLED TO ORDER**

The Operations Committee Meeting was called to order by Mr. Brooder at 6:30 P.M.

**BOARD MEMBERS PRESENT**

M. Brooder, K. Castelli, J. Cei, S. Glidden, K. Hlavac, R. McKay, P. Reynolds

**STAFF MEMBERS PRESENT**

S. Menzo, C. Lavalette, L. Winters, K. Veilleux, R. Mancusi, M. Deptula, B. McCully

**OPERATIONS COMMITTEE MEETING MINUTES DATED MARCH 21, 2016**

The minutes of the Operations Committee Meetings dated March 21, 2016 were reviewed and accepted as presented.

**CAFETERIA FINANCIAL REPORT – MARCH 2016**

Ms. Winters presented the Cafeteria Financial Report for March 2016. The cafeteria program had revenues of \$190,097 and expenses of \$162,122 for a profit of \$27,975. The year to date was a deficit of \$73,472.

Mr. Cei asked what the loss was at the end of 2014/2015 year. Ms. Winters stated it was \$135,336.

Mr. Brooder requested that an assets and liabilities balance sheet that includes cash be included in future Cafeteria Financial Reports.

The consensus of the Operations Committee was to send the Cafeteria Financial Report for March 2016 to the full Board for approval.

## **PRESENTATION BY THE WALLINGFORD FOOD SERVICE PROGRAM STAFF**

Debbie Brauch, president of the Food Service Workers Union, presented a Food Service Cost Savings Proposal to the Operations Committee. The proposal included reduce the full time bookkeeper to part time, serve pizza twice a week, USDA direct delivery from Sysco, increase sales at the high schools with a sandwich deli. The estimated savings would be \$157,705. The Food Service staff at the meeting asked the Board members to give them one year to turn around the Food Service Program.

## **DISCUSSION AND POSSIBLE CONSENSUS ON TRANSPORTATION NOTIFICATION**

MaryAnn Croce, Board of Education Transportation Clerk and Matt Lehane, General Manager Durham School Services responded to questions and concerns from Mrs. Glidden.

Mrs. Glidden stated that on two occasions when the bus was delayed in the morning, there was no parent notification sent out. Mrs. Croce stated that on the first occasion, the bus was delayed because of inclement weather and some buses were traveling slower and on the second occasion the bus never picked up students because they could not get down steep roads in an ice storm. Mrs. Croce explained that we cannot send out a notification to all parents stating that there might be a delay with buses because this would delay the buses even more. Usually if a bus cannot get down a street, the bus company is able to tell us which students this would affect. Mrs. Croce contacts the school and parents are notified. On this one occasion because of the variables of the storm, Durham did not have time to determine what students would not be picked up. Mrs. Croce stated that she did not receive any complaints from parents the morning of the ice storm.

## **BOARD OF EDUCATION FINANCIAL REPORT – MARCH 2016**

Ms. Winters reviewed the Board of Education Financial Report for March 2016. Contingency is projected to have a balance of \$321,124. Salaries are forecasted to have a surplus of \$214,010. Benefits are estimated to have a surplus of \$541,799. The surplus in salaries and benefits are due primarily to a number of unfilled positions and staff electing to stay on their parents' insurance or are on a one person plan.

Tuitions are estimated to have a deficit of \$147,752. Transportation is estimated to have a surplus of \$69,790. Plant and Maintenance is estimated to have a surplus of \$20,000. Electric is estimated to have a surplus of \$23,289. Heat is estimated to have a surplus of \$379,466. The estimated unencumbered balance for all other accounts is \$93,367. The total estimated forecast at year end is \$1,537,045.

Dr. Menzo explained Governor Malloy's proposal to reduce the Education Cost Sharing funding to school districts. If approved, the Town of Wallingford will lose \$863,351 in

educational funding. The governor is also proposing reductions in aid to cities and towns.

In addition, New Haven is contemplating a charge to school districts for magnet school services. New Haven is a host magnet school district. Districts do not pay for students who attend New Haven Magnet Schools. If tuition fees were implemented, Wallingford would have to pay New Haven approximately \$60,000 in 2016/2017, approximately \$120,000 in 2017/2018 and approximately \$180,000 in 2018/2019.

The consensus of the Operations Committee was to send the Board of Education Financial Report for March 2016 to the full Board for approval.

### **DISCUSSION AND POSSIBLE CONSENSUS ON 2015/2016 FUND BALANCE**

Dr. Menzo stated the Board of Education approved and allocated \$575,900 from the 2015/2016 fund balance. \$551,900 will be used for technology: laptops, lab computers, chromebook carts, and additional computers for elementary schools. \$24,000 will be used by the Maintenance Department to replace window blinds.

The consensus of the Operations Committee was to send the request to use \$575,900 of the 2015/2016 fund balance for technology and maintenance items to the full Board for approval.

### **TRANSFER OF APPROPRIATIONS**

Ms. Winters reported that there was one transfer requested by Mr. Deptula in the amount of \$10,517 because of two change orders requested by the contractor for the Lyman Hall Track Project which require additional funds. All capital funds approved have been expended and the additional \$10,517 is to cover the balance left for the change orders. The funds will be transferred from Contingency

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

### **ADJOURNMENT**

Mr. Brooder adjourned the Operations Committee Meeting at 8:35 P.M.

Respectfully submitted:

Patricia DeFilio