

**WALLINGFORD BOARD OF EDUCATION
OPERATIONS COMMITTEE MEETING
BOARD CONFERENCE ROOM – SHEEHAN HIGH SCHOOL
MONDAY, APRIL 8, 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, C. Mansfield, J. Marrone, R. McKay, C. Miller, P.Reynolds,
M. Votto

STAFF MEMBERS PRESENT

S. Menzo, L. Winters, E. Cohn, J. Guarino, R. Backus, R. Mancusi, S. Wong, C. Burke,
E. Napolitano

OPERATIONS COMMITTEE MEETING MINUTES DATED MARCH 11, 2013 AND MARCH 12, 2013

The minutes of the Operations Committee Meetings dated March 11, 2013 and March 12, 2013 were reviewed and accepted as presented.

CAFETERIA FINANCIAL REPORT – MARCH 2013

Mrs. Wong presented the Cafeteria Financial Report for March 2013. She reported that she received .06 more per meal for October, November, December and January. She said that last year at this time the daily receipts were about \$9,342 and this year it is \$9,512 per day for March. She also reported that the deficit has gone into the black with a year to date total of \$7,601 for March.

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

EAGLE SCOUT PROJECT

Michael Marinelli, a student from Lyman Hall High School and an Eagle Scout in Troop 5, came before the Board to explain that he would like to build a bridge connecting the road behind the Vo-Ag building to the wooded wetland area. He explained that this would allow ease of access for students to cross into the area to enable them to study the wildlife in the area. He distributed a revised diagram and information to Board members. He reported that it would take one day to put the cement blocks in place and another one or two days to actually build the bridge. He said he would solicit donations once he receives all the approvals.

The consensus of the Operations Committee was to send the request for the Eagle Scout project to the full Board for approval.

BOARD OF EDUCATION FINANCIAL REPORT – March 2013

Ms. Winters presented the Board of Education Financial Report for March 2013. She explained that there is a surplus in the salary accounts. There were 16 unpaid leaves of absence year to date. There is a deficit in the Benefits account of \$148,039 for FICA, Medicare and medical. Tuitions show a surplus of \$271,296. Transportation is projected to have a deficit of \$111,464. She explained that there will be some savings in transportation because we have combined 3 bus service for outplaced students who attend the same school with North Haven and Cheshire. She explained that the district farthest away from the outplaced school will pick up students on the way to school. She said there is the potential for significant savings for the Board.

She explained that the estimated surplus in the Heating account is \$151,521. All the tanks will be topped off in May. The bid price is \$3.10 per gallon. We locked in for the upcoming season at \$3.05 per gallon. The Communications account shows a projected surplus of \$95,014. She also indicated this includes a savings in postage of \$44,118. The volume of mail has decreased along with a savings from processing mail with a third party vendor. The telephone estimated surplus of \$50,896 includes revenues from the Universal Service Fund in the amount of \$42,119. She stated this is through the E-rate plan. She also reported a deficit of \$6,717 for facilities. The end of the year forecast is an estimated surplus of \$460,151.

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

DISCUSSION TO APPROPRIATE AN ADDITIONAL \$50,000 FOR INTERCOM UPGRADES

Randy Backus explained that initially there was a list of issues where intercoms weren't working in certain zones. Those issues have been addressed so that intercoms are working in all areas so that when there is a lockdown drill or when students are outside they can hear the announcements. Also, when someone who had a phone not working in their room they would go next door to use the phone in that room. Now each room has a working phone and intercom.

TRANSFER OF APPROPRIATIONS

There was one transfer for \$1,100 requested by Mr. Mancusi. Ms. Winters explained that the transfer presented is to move funds from the textbook account to an equipment account to purchase a projector and cart needed in the ARTS Academy. Mr. Mancusi said he consulted with Randy Backus.

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

DISCUSSION OF ALTERNATIVE HIGH SCHOOL PROGRAM

Dr. Menzo reported that there is a potential move for the Alternative High School program. He said Paul Flinter distributed information to the Board members in their packet. He also distributed a letter that was sent to parents explaining the move to Sheehan. Dr. Menzo said the number one concern is the safety and security of the students. He said there is not a

concern about moving the students from out in the community into the schools. Dr. Menzo said the students would have their own entrance, their own cafeteria, bathrooms and lockers all in the area where Central Office is. Mr. Flinter talked about how the program will work and transportation for the students to Sheehan. There was discussion about how the move would affect the students. There will be a meeting at 6:30 p.m. on April 18th for parents and students. Mr. Votto requested that a survey from all parties involved be done to make sure that the program is working properly after the move.

Dr. Menzo explained that he is working with Janice Small and the owner regarding the lease of the Hall – Elton building. He said he will be having a conversation with the Mayor for the next steps and he will keep the Board posted with the next steps. He said he will ask for an approval of the lease at the next Board meeting. He also stated that he will send a copy of the contract to Board members once he receives it.

DISCUSSION OF 2013-2014 BUDGET

Dr. Menzo reported that there will be two meetings at Town Hall for the presentation of the budget. The first meeting is on Wednesday, April 10th for the Public Hearing and the second is on Thursday, April 11th in the Town Council Chambers for the Budget Workshop for the Town Council. He said there is \$508,000 between what was approved and what was requested by the Mayor. He said this will be discussed at the Operations Committee meeting in May when the budget is discussed.

There was also discussion about the Vo-Ag tuitions which will increase by over \$500,000 which goes directly to the Town.

Dr. Menzo stated that there is a grant for school security but it will not be available until next school year. He said he is trying to get clarification on this because we already have some of the security items in place.

NEGOTIATIONS UPDATE

Mrs. Guarino explained that the Food Service contract was passed by the Town. She said they are in negotiations with IT on the 10th and on the 16th with Management for second round of proposals. She said the custodial negotiations will be on April 22nd and Paraprofessional negotiations will be on April 30th.

Mrs. McKay asked Board members to turn in their NEASC surveys to her.

ADJOURNMENT

Mr. Brooder adjourned the Operations Committee meeting at 8:28 p.m.

Respectfully submitted:

Elizabeth Napolitano