

**WALLINGFORD BOARD OF EDUCATION  
OPERATIONS COMMITTEE MEETING  
BOARD CONFERENCE ROOM – 43 HALL AVENUE  
MONDAY, JUNE 8, 2015**

**MINUTES**

**MEETING CALLED TO ORDER**

The Operations Committee Meeting was called to order by Mr. Bolat at 7:50 p.m.

**BOARD MEMBERS PRESENT**

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

**STAFF MEMBERS PRESENT**

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

**OPERATIONS COMMITTEE MEETING MINUTES DATED MAY 18, 2015**

The minutes of the Operations Committee Meeting dated April 20, 2015 were reviewed and accepted with corrections.

**CAFETERIA FINANCIAL REPORT – MAY 2015**

Mrs. Wong reported that the Cafeteria Program had a profit of \$13,319 for the month of May. The year to date was a deficit of \$78,880.

Dr. Menzo stated that the deficit in the Food Service Program is less than forecasted. The subsidy from the Board of Education has been reduced \$125,435 for next year.

Mrs. Wong reported that the Dominos Pizza participation was very good the first week. The 2<sup>nd</sup> week participation dropped and by the 3<sup>rd</sup> week, participation dropped by half. For next year, she will market the program as an LTO (Limited Time Offer).

Dr. Menzo stated that he and Mrs. Wong will meet with food service companies. They will tour the kitchen facilities at the schools over the summer and provide ideas and information on their lunch programs.

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

**HEALTHY FOOD CERTIFICATION**

Dr. Menzo stated that in the past, the Board of Education has not participated in the Healthy Food Certification program. The Healthy Food Certification program provides funding to school districts that participate which could amount to approximately \$37,000 for Wallingford. If Wallingford chose to participate in the program, the schools could not collect money for parties and the high schools could not sell food items to the students until after school hours. Fundraisers of food items are allowed only if parents pick up the food items. Students can bring the orders and money to school.

Mrs. Wong stated that Wallingford complies with the Smart Snacks regulation. All food and beverages sold to Wallingford students during the school day meet nutritional standards.

The consensus of the Operations Committee was not to participate in the Healthy Food Certification program.

Mrs. Wong requested that the Board of Education vote to allow the beverage exemptions. The beverages can be sold at after school events that meet the 3 criteria for exemption. During the school day only milk, 100% fruit juice, juice and water blend, and water can be sold to students.

The consensus of the Operations Committee was to send the request to allow beverage exemptions to the full Board for approval.

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

Ms. Winters presented the Board of Education Financial Report for May. She reported that the salaries deficit improved. The estimated deficit is \$16,311. The estimated deficit for tuitions is \$399,680. Wallingford received the final state revenues which are capped at 80%. The estimated surplus for transportation is \$251,959. Heat is estimated to be in deficit \$189,692. Electric is estimated to have a balance of \$45,045. The balance for other accounts is \$188,630. There were two items purchased from the unencumbered fund balance. \$157,500 will be used to purchase kindergarten furniture and \$30,000 will be used to purchase equipment for the CNA program. The projected balance at year end is \$401,292.

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

**TRANSFER AUTHORITY**

Dr. Menzo requested authority to make transfers that will be required to complete the final financial report on the Board of Education's budget for 2014/2015.

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The consensus of the Operations Committee was to send the request for transfer authority for the superintendent to the full Board for approval.

### **DISCUSSION OF THE 2015/2016 BUDGET**

Dr. Menzo distributed a budget update. He reported that the sustained services budget as of 5/18/15 was \$95,961,198. The Town approved funding of \$96,502,187. There were remaining funds of \$540,989. There were additional savings to the budget which totaled \$937,480. The Operations Committee approved expenditures of \$426,300 at the May Meeting.

Dr. Menzo distributed a list of items for the Operations Committee to consider for the remaining balance of \$511,180. There were two reductions – IT Curriculum Resource Teacher - \$105,835 and Career Tech Education Curriculum Resource Teacher - \$106,714. The items for consideration are Career Tech Education Coordinator - \$137,300, Guidance Coordinator - \$129,772, Clerical Support for the Guidance Coordinator - \$70,000, College and Career Coordinator - \$66,870, Health and Wellness Consultant - \$9,384, HVAC/Automation Specialist - \$40,400, Technology Support Staff - \$77,803, Instructional Coaches - \$50,000, Innovation Team - \$50,000, Groundskeeper - \$67,200, and Part-Time Carpenter - \$25,000.

The consensus of the Operations Committee was to send the 2015/2016 Board of Education Budget in the amount of \$96,502,187 to the full Board for approval.

### **ADJOURNMENT**

Mr. Bolat adjourned the Operations Committee Meeting at 9:49 p.m.

Respectfully submitted:

Patricia DeFilio