

**WALLINGFORD BOARD OF EDUCATION
OPERATIONS COMMITTEE MEETING
BOE CONFERENCE ROOM – 43 HALL AVENUE
MONDAY, JUNE 9, 2014**

MINUTES

MEETING CALLED TO ORDER

The Operations Committee Meeting was called to order by Mr. Brooder at 6:16 P.M.

BOARD MEMBERS PRESENT

M. Brooder, K. Castelli, J. Marrone, R. McKay, C. Miller, C. Shortell, M. Votto

STAFF MEMBERS PRESENT

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

Mrs. McKay asked to have an item added to the Operations Committee Meeting agenda.

**MOTION TO GO INTO EXECUTIVE SESSION AT 6:17 P.M. TO DISCUSS
PERSONNEL MATTERS CONCERNING A PRINCIPAL**

MOTION: MCKAY, SECOND BY BROODER

**VOTE: UNANIMOUS APPROVAL TO GO INTO EXECUTIVE SESSION
AT 6:17 P.M. TO DISCUSS PERSONNEL MATTERS CONCERNING
A PRINCIPAL**

BOARD MEMBERS PRESENT IN EXECUTIVE SESSION

BROODER, CASTELLI, MARRONE, MCKAY, MILLER, SHORTELL, VOTTO

STAFF MEMBERS PRESENT IN EXECUTIVE SESSION

LAVALETTE, MCNAMARA, MENZO, PARKHURST

MOTION TO COME OUT OF EXECUTIVE SESSION AT 6:26 P.M.

MOTION: BROODER, SECOND BY MCKAY

**VOTE: UNANIMOUS APPROVAL TO COME OUT OF EXECUTIVE
SESSION AT 6:26 P.M.**

The Operations Committee meeting reconvened at 6:26 P.M.

OPERATIONS COMMITTEE MEETING MINUTES DATED MAY 12, 2014

The minutes of the Operations Committee Meetings dated May 12, 2014 were reviewed and accepted as presented.

CAFETERIA FINANCIAL REPORT – MAY 2014

Mrs. Wong reported that there were 21 days of service in the month of May. The Cafeteria Program had a profit of \$16,620 for the month. The year to date was a profit of \$1,067.

The consensus of the Operations Committee was to send the Cafeteria Financial Report for May 2014 to the full Board for approval.

HEALTHY FOOD CERTIFICATION

Mrs. Wong explained that as of July 1, 2014, all school districts must comply with USDA “Smart Snacks” regulations. There is no additional funding but compliance is mandated. For the next school year the Board of Education has the option to decide whether they want to participate in the Healthy Food Certification Program. The Connecticut Healthy Food Certification Program is voluntary and could provide reimbursement of 10 cents per meal served based on the previous school year.

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

The consensus of the members of the Board of Education is to sell food kids will eat.

BOARD OF EDUCATION FINANCIAL REPORT – MAY 2014

Ms. Winters presented the Board of Education Financial Report for May 2014. The estimated surplus in Contingency is \$144,833. Salaries are estimated to have a balance of \$27,075. Benefits which include medical insurance, worker’s compensation, Medicare and Social Security are estimated to have a deficit of

\$5,890. Tuitions including regular education and special education are estimated to have a deficit of \$66,270. Transportation is estimated to have a balance of \$89,300. Unemployment is estimated to be in deficit \$5,454. This is based on the number of employees collecting unemployment. Communications is estimated to have a deficit of \$9,065. Water is estimated to have a balance of \$16,736. Electric is estimated to have a balance of \$71,334. Heat is estimated to have a deficit of \$134,139 due to more degree days. Plant and maintenance is estimated to have a balance of \$185,000. For all other accounts, Ms. Winters estimated a balance of \$140,982.

In total, the projected balance at year end is \$454,442.

The consensus of the Operations Committee was to send the Board of Education Financial Report for May 2014 to the full Board for approval.

TRANSFER OF APPROPRIATIONS

Ms. Winters reported there was one transfer for \$23,444 to cover asbestos/PCB testing and quarterly and maintenance reports. The testing and reports are required by EPA. The funds will be transferred from the Repairs and Maintenance Account.

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

DISCUSSION OF 2014/2015 BUDGET

Dr. Menzo reviewed the 2014/2015 Budget. The Board of Education recommended a budget of \$95,231,505. The mayor recommended a budget of \$93,287,605 which is a difference of \$1,943,900. The Town Council approved a budget of \$93,802,605 which includes a restoration of \$515,000 to the Education Budget. All Strategic Plan items were removed and additional reductions were made in insurances, savings from retirements, and Contingency.

Dr. Menzo presented a list of additions and reductions to equal the \$515,550.

Additional .5 FTE Kindergarten Teacher at Highland	\$ 38,000
Additional .5 FTE Kindergarten Para at Highland	\$ 15,000
Additional 1.0 FTE Grade 3 Teacher at Pond Hill	\$ 76,000
Additional 1.0 FTE Grade 3 Teacher at Yalesville	\$ 76,000
Additional 1.0 FTE ELL – District	\$ 76,000
Removal of Usage of Unencumbered Funds	\$ 50,680
Increase Tuition Rate – ECA	\$ 2,460
Increase Tuition – WIMS	\$ 8,025

1.6 FTE World Language Staff Grades 1-2	\$(121,600)
Additional Resignation Savings – 5/5/14	\$ (21,310)
Additional Retirement Savings – 5/13/14	\$ (59,015)
Additional Retirement Savings – 5/27/14	\$ (38,604)
Addition of Alternative Education Staff	\$ 19,476
Reduction 1.7 FTE – High School	\$(129,200)
Medical Reduction	\$ 8,088

The consensus of the Operations Committee was to send the 2014/2015 Board of Education Budget of \$93,802,605 to the full Board for approval.

TRANSFER AUTHORITY

The superintendent requested authority to make transfers that will be required to complete the final financial report on the Board of Education’s Budget for 2013/2014.

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 ELEMENTARY MATH COACHING POSITIONS FUNDED THROUGH GRANTS

Dr. Menzo recommended using Title II funds to assign two teachers at grades 3 – 5 level to provide services as mathematics coaches.

The consensus of the Operations Committee was to send the request to assign mathematics coaches to grades 3 – 5 level to the full Board for approval.

ADJOURNMENT

Mr. Brooder adjourned the Operations Committee Meeting at 7:37 P.M.

Respectfully submitted:

Patricia DeFilio