

**WALLINGFORD BOARD OF EDUCATION
OPERATIONS COMMITTEE MEETING
VOAG COMMUNITY ROOM – LYMAN HALL HIGH SCHOOL
MONDAY, SEPTEMBER 14, 2015**

MINUTES

MEETING CALLED TO ORDER

The Operations Committee Meeting was called to order by Mr. Brooder at 6:07 P.M.

BOARD MEMBERS PRESENT

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

STAFF MEMBERS PRESENT

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

OPERATIONS COMMITTEE MEETING MINUTES DATED JUNE 8, 2015

The minutes of the Operations Committee Meetings dated June 8, 2015 were reviewed and accepted as presented.

CAFETERIA FINANCIAL REPORTS – JUNE 2015, JULY 2015 AND AUGUST 2015

Mrs. Wong reported that for the month of June, the cafeteria program had revenues of \$100,210 and expenses of \$156,756. The year to date was a deficit of \$7,683 which included the Board of Education contribution of \$127,653. \$7,683 of the fund balance was used to offset the deficit.

Mrs. Wong reported that the cafeteria program did not have revenue during the month of July. The cafeteria program had expenses of \$21,546. The year to date was a loss of \$21,546.

For the month of August, Mrs. Wong reported there was one day of sales which will be reported on the September Cafeteria Financial. Expenses were \$30,206. The year to date was a deficit of \$51,752. Mrs. Wong stated that the fund balance is \$247,029.

Board members expressed concerns they received from parents that students do not have enough time to eat when purchasing lunch. Mrs. Wong stated that some children do not

remember their PIN numbers and others forget what they ordered. This creates a back-up in the line. This should get better as the school year progresses.

Mrs. Hlavac asked if any food service companies had toured the kitchen facilities during the summer. Mrs. Wong stated that two companies took a tour of the kitchen facilities. She provided them with information about Wallingford's Food Service Program.

Mrs. Wong reported on new initiatives to increase lunch participation. Black lunch trays were purchased and Chinese take-out boxes were purchased to serve Chinese food options. Beginning in October, Wallingford lunchables will be offered once a week to students as one of their choices. The lunchables will be packaged in a clear plastic box and will include healthy food choices.

The consensus of the Operations Committee was to send the Cafeteria Financial Reports for June 2015, July 2015 and August 2015 to the full Board for approval.

BOARD OF EDUCATION FINANCIAL REPORTS – JUNE 2015, JULY 2015 AND AUGUST 2015

Ms. Winters presented the Board of Education Financial Report for June, July and August 2015. The school year ended in June with an unencumbered balance of \$784,962. The unencumbered funds go into a 1% account which was established and approved by the Town Council. These funds will be used for technology and maintenance capital items.

For the months of July and August, schools and departments have been preparing purchase orders. She indicated that a preliminary forecast will be provided at the October Operations Committee Meeting.

The consensus of the Operations Committee was to send the Board of Education Financial Reports for June 2015, July 2015 and August 2015 to the full Board for approval.

ADJOURNMENT

Mr. Brooder adjourned the Operations Committee Meeting at 6:42 P.M.

Respectfully submitted:

Patricia DeFilio