

**WALLINGFORD BOARD OF EDUCATION
OPERATIONS COMMITTEE MEETING
BOARD OF EDUCATION CONFERENCE ROOM
100 SOUTH TURNPIKE ROAD
MONDAY, MARCH 13, 2017**

MINUTES

MEETING CALLED TO ORDER

The Operations Committee Meeting was called to order by Mrs. Glidden at 6:01 p.m.

BOARD MEMBERS PRESENT

M. Brooder, J. Cei, K. Castelli, A. Doerr, S. Glidden, K. Hlavac, R. McKay
Mr. Votto entered at approximately 6:35 p.m.

STAFF MEMBERS PRESENT

S. Menzo, C. Lavalette, C. LaTorre, Ed Arum, A. Belchak, M. Deptula, K. Veilleux, R. Mancusi

OPERATIONS COMMITTEE MEETING MINUTES DATED JANUARY 18, 2017, JANUARY 25, 2017 AND FEBRUARY 13, 2017

The minutes of the Operations Committee Meetings dated January 18, 2017 and January 25, 2017 were reviewed and accepted as presented. The minutes of the Operations Committee Meeting dated February 13, 2017 were reviewed and accepted with corrections.

CAFETERIA FINANCIAL REPORT – FEBRUARY 2017

Mr. Arum presented the Cafeteria Financial Report for February 2017. He reported that the cafeteria program had revenues of \$154,452.82 and expenses of \$158,904.27 for the month of February. Year to date expenses were \$1,045,842.77 and year to date income was \$1,010,677.46.

Mr. Arum reported that there is a \$311.00 loss per day. There are 61 days left in the school year which is approximately \$18,000 giving a total projected loss of \$54,000 for the entire year, minus the Board of Education assistance of \$38,000, therefore reducing the projected loss to \$15,424 for the entire year. Mr. Arum reported the district has set aside \$119,000 which would leave \$104,000 for the start of the next year.

Mr. Arum also stated next year the district is projecting a proposed loss of \$58,000, along with proposed assistance from the Board of Education of \$80,000 for a gain of \$21,000, leaving the district with a projected balance of \$125,000 for next year.

The loss for the 2015-16 school year was \$101,446 and the projected loss for the 2016-17 school year is \$35,165. In the 2015-16 school year, income per day was \$8,443.51. In 2016-17 income per day went up to \$8,944.05. The expenses per day dropped from \$9,357.44 in the 2015-16 school year to \$9,255.25 for the 2016-17 school year.

Mr. Belchak spoke about the State audits. He stated the schools did very well during the State audits. The schools scored high marks and one school was perfect, Rock Hill Elementary School. The other schools that were audited were Lyman Hall High School and Holy Trinity.

Mr. Cei inquired about the number of students who are eligible for the Free and Reduced Lunch Program and are actually participating in the program. Mr. Belchak stated 70% of students eligible for the Free and Reduced Lunch program are participating. Dr. Menzo suggested sending an email blast to parents and placing the information in school newsletters, along with having the information on the back of school lunch menus. Mrs. Castelli suggested emphasizing to parents that this is highly confidential and no one will be able to recognize that you are participating in this program. Mrs. Zakowski of the Food Service Department came before the Board, she suggested looking at each individual school to see what the percentage is of those eligible who actually participate. She felt the high schools would have a lower percentage of participation than the elementary and middle schools. Dr. Menzo asked Mr. Belchak if he could supply that information and stated that the district would work on getting the information out to the families of students that the district knows are qualified for the program as well as reaching out to the families of students who may not be aware of the program.

The consensus of the Operations Committee was to send the Cafeteria Financial Report for February 2017 to the full Board for approval.

BOARD OF EDUCATION FINANCIAL REPORT – FEBRUARY 2017

Mr. Arum reviewed the Board of Education Financial Report for February 2017. The balance in Contingency is \$338,724, which remains the same as last month. The Benefits account has a surplus of \$317,903, this is due to the number of positions that remain open. The Tuition account continues to have a deficit of \$938,903. There has been an increase due to higher tuition rates from the Special Education programs and increased cost of tuition at certain schools. We have also seen an increase of approximately \$123,000 in the Special Needs of Magnet School Students. Although tuition may be free in some of the Magnet Schools, Wallingford is responsible for the cost of any services provided due to Special Needs for students from the Wallingford district. Mr. Mancusi stated that the district recently had an additional Out Placed student which added to the cost of tuition. He stated that this account is

constantly changing depending on the needs of each individual student and his department is consistently evaluating the students' needs to determine whether or not they could return to the district. There was also discussion on the number of outplaced students, students enrolled at magnet schools and whether the students are included in Wallingford's enrollment counts. Mrs. Glidden requested adding this information to budget information going forward. Mrs. McKay agreed and asked for the information this year as well. In the Transportation Account there is a surplus of \$320,161 due to the significant additional savings that was found in PPS transportation. The Salary account is \$164,161. Unemployment is projected to have a balance of \$180,000. Medicare and Social Security are projected to have a balance of \$17,151. Plant / Maintenance / Utilities are projected to have a balance of \$30,000.

Mr. Arum stated that the projected balance is \$429,197.

The consensus of the Operations Committee was to send the Board of Education Financial Report for February 2017 to the full Board for approval. Mr. Votto abstained.

DISCUSSION AND POSSIBLE CONSENT OF STAGE LIGHTING AND RIGGING PROJECT

Dr. Menzo explained that this project had been approved by the Mayor two years ago and that it was bonded. Mr. Deptula introduced David Stein from Silver Petrucci & Associates. Mr. Stein gave a brief overview of the project. He reviewed the Proposed Theatre Renovations Schematic Design Narrative for Lyman Hall High School, Mark T. Sheehan High School, Dag Hammarskjold Middle School and James H. Moran Middle School. The next steps consist of putting together an engineering document to get ready to go out to bid and setting up a schedule for the project. The goal is to complete all four schools by the fall of 2017 having Moran completed prior to the start of school.

ADJOURNMENT

Mrs. Glidden adjourned the Operations Committee Meeting at 7:09 p.m.