

**WALLINGFORD BOARD OF EDUCATION
OPERATIONS COMMITTEE MEETING
BUDGET WORKSHOP
AG SCIENCE COMMUNITY ROOM – LYMAN HALL HIGH SCHOOL
THURSDAY, JANUARY 21, 2016**

MINUTES

MEETING CALLED TO ORDER

The Operations Committee Meeting was called to order by Mr. Brooder at 6:09 P.M.

BOARD MEMBERS PRESENT

M. Brooder, K. Castelli, J. Cei, A. Doerr, S. Glidden, K. Hlavac, R. McKay,
P. Reynolds, M. Votto

STAFF MEMBERS PRESENT

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

BUDGET REVIEW POWERPOINT

Dr. Menzo began the 2016-2017 budget review with a PowerPoint presentation. He explained the three assumptions that are incorporated in the 2016-2017 Sustained Services Budget Request of 3.33%. Assumption I – Year-over-year expenses transferred which is a 2.57% increase. Assumption II – Repurposing of Staff which are proposed staff changes or shifts made to increase impact and efficiency. This results in a slight decrease of -.01%. Assumption III – Staff reductions and retirements which are staff changes or shifts made by reinvesting savings from reduced teachers and retirement savings. This results in a .77% increase. If this proposal is adopted, the Sustained Services Budget increase is 3.33%.

CAFETERIA BUDGET REVIEW

The Proposed Food Service Department budget was presented. Mrs. Wong explained that the proposed expenditures are \$2,089,723. The estimated revenues are \$1,634,424 which includes a 15¢ lunch price increase for next year. Milk will remain at 50¢ a carton. \$59,523 in revenues was estimated for Wallingford's participation in the Healthy Food Certification Program. Dr. Menzo recommended that the Board of Education participate in the Healthy Food Certification Program for the additional revenue.

The Food Service Budget includes a \$431,345 subsidy from the Board of Education for 2016/2017. Because of the estimated deficit for next year, the Board of Education will consider outsourcing the Food Service Department. Dr. Menzo stated that Ms. Winters will review the State Department of Education Request for Proposal (RFP) template for the Operations Committee to review.

The consensus of the Operations Committee was to accept the Food Service Budget.

SUSTAINED SERVICES BUDGET REVIEW

Ms. Winters reviewed the Sustained Services Budget. The sustained services budget consists of the estimated expenses necessary to maintain services from this year, 2015/2016 to next year, 2016-2017. The increase in the Sustained Services Budget is \$3,210,806 or 3.33%. She reported that salaries and benefits comprise approximately 80% of the budget.

For Object 100 – Personnel Services; there is a \$2,636,037 increase. This is primarily due to contractual salaries.

For Object 200 – Employee Benefits; there is an increase of \$300,704. Ms. Winters reported that the estimated increase in medical insurance is 6% which will be updated in mid-February.

For Object 300 – Purchased Professional and Technical Services; there is an increase of \$99,358.

For Object 400 – Purchased Property Services; there is an increase of \$16,253. There is no rate increase projected for electricity and water and sewer.

For Object 500 – Purchased Services, there is an increase of \$109,151. There is a 2.5% increase in the pupil transportation contract for next year. For tuitions, there is a decrease of \$12,082. Ms. Winters stated that the estimated revenue from the Excess Cost and State Agency Placement Grant is 80%.

For Object 600 – Supplies; there is a proposed decrease of \$272,000. The decrease is due primarily to a decrease in the cost of oil and gas.

For Object 700 – Property; there is an increase of \$16,288.

For Object 800 – Miscellaneous; there is a proposed increase of \$305,015. This is due to an increase in the subsidy required for the Cafeteria Program based on their estimated loss.

STRATEGIC PLAN BUDGET REVIEW

Mrs. Lavalette reviewed the area of Community Outreach/Communication. The total budget request is \$101,800 which includes staff recognition, parent communication software, and a Family Resource Center.

Dr. Menzo stated that the next Operations Committee Meeting for Budget Review will be on Wednesday, January 27, 2016 at 6:00 p.m. in the Ag Science Community Room at Lyman Hall High School.

ADJOURNMENT

Mr. Brooder adjourned the Operations Committee Meeting at 8:58 P.M.

Respectfully submitted:

Patricia DeFilio