

**WALLINGFORD BOARD OF EDUCATION  
OPERATIONS COMMITTEE MEETING  
BOARD CONFERENCE ROOM – 43 HALL AVENUE  
MONDAY, OCTOBER 13, 2014**

**MINUTES**

**MEETING CALLED TO ORDER**

The Operations Committee Meeting was called to order by Mr. Brooder at 7:01 P.M.

**BOARD MEMBERS PRESENT**

M. Brooder, K. Castelli, K. Hlavac, J. Marrone, R. McKay, C. Miller,  
C. Shortell arrived at 7:10 P.M.

**STAFF MEMBERS PRESENT**

C. Lavalette, S. Parkhurst, S. Wong, R. Mancusi

**OPERATIONS COMMITTEE MEETING MINUTES DATED SEPTEMBER 13, 2014**

The minutes of the Operations Committee Meeting dated September 13, 2014 were reviewed and accepted with one correction.

**CAFETERIA FINANCIAL REPORTS – AUGUST 2014 AND SEPTEMBER 2014**

Mrs. Wong presented the cafeteria financial reports for August 2014 and September 2014. She reported that there were three serving days during the month of August. The revenue for the month of August was added to the revenue for September. Expenses for the month of August were \$67,549.86. Mrs. Wong pointed out that the cafeteria staff was asked to come in prior to the start of school for additional training due to updated POS software. The year to date was a loss of \$106,120.

For the month of September, the cafeteria program had a profit of \$69,659. The year to date was a loss of \$36,461.

The consensus of the Operations Committee was to send the Cafeteria Financial Reports for August 2014 and September 2014 to the full Board for approval.

## **BOARD OF EDUCATION FINANCIAL REPORT – SEPTEMBER 2014**

The budget for Contingency is \$333,340. There were two transfers from Contingency totaling \$3,749. Contingency is estimated to have a surplus of \$131,816 which is 40% of the budgeted amount minus the two transfers. Salaries are estimated to have a shortfall of \$65,095. Certified salaries have an estimated surplus of \$95,861. The budget was reduced \$200,000 for estimated savings from anticipated leaves of absence. Noncertified salaries are forecasted to have a deficit of \$160,956 because additional paraprofessionals were hired compared to the budget. Medical benefits are estimated to have a surplus of \$90,869. Workers' Compensation is estimated to have a deficit of \$30,000. Forecast for benefits in total is an estimated surplus of \$60,869.

Tuitions for students with special needs are estimated to be in deficit \$249,610. Expenses are higher than the amount budgeted by \$212,252. Revenues from the Excess Cost and State Agency Placement grant are estimated at 70%. Revenues are estimated to be lower than the amount budgeted by \$37,358. Transportation is estimated to have a surplus of \$480,593 based on expenses for in district and out of district vehicles for students with special needs. Expenses are less than the amount budgeted at this time. It is still early in the school year and both tuitions and transportation forecasts will be updated based on the needs of our students.

Unemployment is estimated to have a surplus of \$18,000 based on the number of unemployment claims paid for two months and forecasted for the remainder of the year. Heat is estimated to have a deficit of \$60,000. Plant and maintenance is estimated to have a surplus of \$17,036.

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

### **TRANSFER OF APPROPRIATIONS**

Mr. Parkhurst reported that there was one transfer for \$2,100 requested by the Maintenance Department for pager/cell phone service with Nextel. 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.

### **ADJOURNMENT**

Mr. Brooder adjourned the Operations Committee Meeting at 7:42 P.M.

Respectfully submitted:

Patricia DeFilio