

**WALLINGFORD BOARD OF EDUCATION  
OPERATIONS COMMITTEE MEETING  
BOARD CONFERENCE ROOM – SHEEHAN HIGH SCHOOL  
TUESDAY, NOVEMBER 13, 2012**

**MINUTES**

**MEETING CALLED TO ORDER**

The Operations Committee Meeting was called to order by Mr. Miller at 7:06 P.M.

**BOARD MEMBERS PRESENT**

K. Castelli, J. Marrone, R. McKay, C. Miller

**STAFF MEMBERS PRESENT**

S. Menzo, E. Cohn, J. Guarino, L. Winters, R. Backus, S. Wong, M. Deptula,  
R. Mancusi, P. DeFilio

**OPERATIONS COMMITTEE MEETING MINUTES DATED OCTOBER 9, 2012**

The minutes of the Operations Committee Meetings dated October 9, 2012 were reviewed and accepted as presented.

**CAFETERIA FINANCIAL REPORT – SEPTEMBER 2012**

Mrs. Wong reported that there were 19 serving days in the month of September. Revenues dropped but the Food Service Program had a profit of \$21,719 for the month. The year to date was a deficit of \$35,472.

Mrs. Wong stated that this year there are 860 students eligible for free lunch and 199 students eligible for reduced lunch. Last year there were 859 students eligible for free lunch and 195 students eligible for reduced lunch.

The consensus of the Operations Committee was to send the Cafeteria Financial Report for September 2012 to the full Board for approval.

**BOARD OF EDUCATION FINANCIAL REPORT – OCTOBER 2012**

Ms. Winters presented the Board of Education Financial Report for October 2012. The forecast for contingency is \$140,000. Salaries are forecasted to have a balance of \$665,541. There are more people on maternity leaves and there are 2 unfilled positions. Benefits are forecasted to have a deficit \$77,872 because of changes in plan participation.

Tuitions are forecasted to have a balance of \$112,383. This includes revenues for public and private outplacements. Transportation is forecasted to have a deficit of \$9,844. The forecast for transportation will change on a monthly basis. Unemployment is forecasted to have a balance of \$96,520. This is based on the number of staff filing for unemployment. The projected balance at year end is \$926,728.

The consensus of the Operations Committee was to send the Board of Education Financial Report for October 2012 to the full Board for approval.

### **TRANSFER OF APPROPRIATIONS**

There was one transfer requested by Mr. Backus for \$2,698 for IT Direct Software. Dr. Menzo stated that the Town Council approved a bid waiver to purchase this software for the IT Department. The funds will be transferred from Contingency.

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

### **TITAN FOOTBALL CLUB 2012 FACILITY USE AGREEMENT**

Dr. Menzo stated that the Titan Football Booster Club will donate to the Wallingford Board of Education the equipment in the concession stand located adjacent to the Sheehan High School Football Field. The Titan Football Booster Club will be responsible for repairing, replacing and maintaining the donated equipment unless it is covered by insurance. The Board of Education will insure the concession stand and the equipment in it. The Titan Football Booster Club will have to hold personal liability insurance for its members. The agreement was developed by the Board of Education's attorney.

The consensus of the Operations Committee was to send the Titan Football Club 2012 Facility Use Agreement to the full Board for approval.

### **NEGOTIATIONS UPDATE**

Jan Guarino provided an update on negotiations. There was no update because all meetings were cancelled.

The contracts that will be coming up for negotiations this year are: Information Technology, Managers, Paraprofessionals and Secretaries.

### **SHEEHAN HIGH SCHOOL ROOF AND ASBESTOS ABATEMENT UPDATE**

Marc Deptula reported that there was extensive damage to Sheehan High School from Hurricane Sandy. The insurance company brought in ServePro who provided a drying

operation. The air quality was tested for mold and it is good. Asbestos was removed in the hallways. The students were displaced. An agreement was made with Toyota Presents Oakdale Theater for the Sheehan students to attend school at the theater. Dr. Menzo reported that it was a great experience for students and staff. He added that approximately 90% of the expenses will be covered by the insurance company. The intercom system was damaged and will need to be replaced. The system was purchased in 1971 and parts are not available for it. Mr. Backus stated that they would like to purchase a clock system which will integrate with the intercom system. Most of the clocks in the school have been replaced and are battery operated clocks. The cost for the clock system is \$32,023.

The consensus of the Operations Committee was to send the request to purchase a clock system to the full Board for approval.

### **LYMAN HALL ATHLETIC COMPLEX**

Amy Labas, Athletic Director at Lyman Hall High School, gave a presentation on the need for a new track and field at Lyman Hall. A committee was formed to assess the entire athletic facility. She stated that the project will include an all season turf field, six-lane track, lights, and a concession stand. The cost for the project is approximately \$1.5 million.

The committee will hire an independent design firm. The school district must go out to bid for the design firm. Mr. Balsamo, executive director of the Connecticut Association of Athletic Directors, stated that the design firm must be hired before the school district can apply for the Whorrell Grant which is a competitive national grant. He added that only two of eight schools in the state have been approved for the grant.

Ms. Labas stated that they will have fundraisers. Some ideas were: reaching out to local businesses, brick walk, online donations, booster clubs, youth program support and a 5K race. The race will be an annual event. The first one will be on April 1, 2013.

Mary Fritz, state representative, stated that she may be able to secure \$525,000 which was previously allocated through bonding for another project but was not used. She contacted the State Office of Fiscal Analysis and found that the bond funds were still available.

The consensus of the Operations Committee was to send the request to bid for a design firm for the Lyman Hall Athletic Complex to the full Board for approval.

### **ADJOURNMENT**

Mr. Miller adjourned the Operations Committee Meeting at 8:45 P.M.

Respectfully submitted:

Patricia DeFilio