

**WALLINGFORD BOARD OF EDUCATION  
OPERATIONS COMMITTEE MEETING  
BOARD CONFERENCE ROOM – SHEEHAN HIGH SCHOOL  
MONDAY, SEPTEMBER 10, 2012**

**MINUTES**

**MEETING CALLED TO ORDER**

The Operations Committee Meeting was called to order by Mr. Brooder at 7:03 P.M.

**BOARD MEMBERS PRESENT**

M. Brooder, K. Castelli, J. Cei, C. Mansfield, J. Marrone, C. Miller, P. Reynolds  
R. McKay entered the meeting at 7:09 P.M.

**STAFF MEMBERS PRESENT**

S. Menzo, E. Cohn, R. Backus, S. Wong, M. Deptula, R. Mancusi, A. Labas, P. DeFilio

**CO-OP LYMAN HALL HIGH SCHOOL HOCKEY**

Dr. Menzo explained that during the budget process, there was discussion that there may be a need to organize an ice hockey co-op for the high schools. The Athletic Director at Lyman Hall, Amy Labas, stated there are 10 students interested in playing ice hockey. Lyman Hall would like to pursue an ice hockey co-op with Haddam-Killingworth this year. If Lyman Hall is going to have a co-op hockey team, the paperwork must be signed by the superintendent and sent to the CIAC by September 15<sup>th</sup>. The commitment for a co-op is 2 years. Amy Labas stated that whatever school has the largest number of players is considered the lead school and in charge. Lyman Hall will be the lead school.

The consensus of the Operations Committee was to pursue an ice hockey co-op with Haddam-Killingworth. The cost for year 1 will be \$1,000 for their players and \$2,000 for year 2.

**OPERATIONS COMMITTEE MEETING MINUTES DATED JUNE 11, 2012**

The minutes of the Operations Committee Meetings dated June 11, 2012 were reviewed and accepted as presented.

## **CAFETERIA FINANCIAL REPORTS – JULY 2012 AND AUGUST 2012**

Mrs. Wong reported that the cafeteria program had revenue from the High Road School for the month of July. The program had a loss of \$15,546 for the month of July. For the month of August, the cafeteria program had revenue of \$8,059. The cafeteria program had a loss of \$41,646 for the month of August. The year to date was a loss of \$57,192. The expenses were higher than anticipated. Staff had to be trained for the High Road School program, batteries were replaced and carriers were purchased for High Road School. Mrs. Wong reported she is providing lunch for High Road Schools at \$3.25 per meal.

The consensus of the Operations Committee was to send the Cafeteria Financial Reports for July 2011 and August 2011 to the full Board for approval.

## **BOARD OF EDUCATION FINANCIAL REPORTS – JULY 2012 AND AUGUST 2012**

Dr. Menzo presented the Board of Education Financial Report for July 2012 and August 2012.

The forecast for contingency is \$140,000. He reported that they are holding back one third of the contingency budget for any unanticipated expenses. Salaries are forecasted to have a balance of \$476,701. There are more people on maternity leaves of absence and employees hired at a lower rate. Benefits are forecasted to have a deficit \$113,587. There are more paraprofessionals taking insurance benefits than anticipated. The projected balance at year end is \$503,114.

The consensus of the Operations Committee was to send the Board of Education Financial Reports for July 2012 and August 2012 to the full Board for approval.

## **TRANSFERS OF APPROPRIATIONS**

There were two transfers. The first transfer was for \$7,803 requested by Marc Deptula for additional costs from switching cleaning companies at Highland Elementary School. The funds will be transferred from contingency. The next transfer was for \$3,259 to cover the cost of Defibtech Lifeline AED packages. The money will be transferred from contingency.

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

## **POLICY**

Dr. Menzo explained that these policies and regulations were placed on the Operations Committee Meeting agenda for review. They will be presented at the October 15<sup>th</sup> Board of Education Meeting.

Policy 6-A Parent Portal Acceptable Use and Safety Policy

The Wallingford Public School district developed the Parent Portal to enhance communication with parents/guardians. Each parent/guardian must sign a Parent Portal Agreement.

Policy 6-B Internet Acceptable Use: Filtering

The policy allows for the appropriate use of the Board of Education's internet.

Policy 6-C Social Media For Personnel – Certified/Non-Certified

The policy allows employees to use social networking websites for professional purposes.

Regulation 6-D Social Media for Personnel – Certified/Non-Certified

The regulation provides the rules and regulations for the use of social networking websites.

Policy 6-E Responsible Use for Personnel – Certified/Non-Certified

The policy allows for the use of computers, computer networks, electronic devices, internet access, and email by Board of Education employees to enhance the educational opportunities for students and the business operations of the school district.

Regulation 6-F Responsible Use for Personnel – Certified/Non-Certified

The regulation provides the rules and regulations for the use of any technological resources.

### **UPDATE ON FACILITIES SUMMER WORK**

Dr. Menzo stated that the report in the Operations Committee Meeting packet listed the work that was completed by the Maintenance Department during the summer. Marc Deptula stated there are some projects not completed yet.

### **SHEEHAN CONCESSION STAND UPDATE**

This item was removed from the agenda and tabled for future discussion. Dr. Menzo asked if any Board members were interested in volunteering. Michael Brooder, Kathy Castelli and Chet Miller volunteered.

### **ADJOURNMENT**

Mr. Brooder adjourned the Operations Committee Meeting at 9:21 P.M.

Respectfully submitted:

Patricia DeFilio