

MINUTES OF THE REGULAR NOVEMBER MEETING OF THE BOARD OF EDUCATION'S BUSINESS AND FACILITIES COMMITTEE

Monday, January 4, 2016

Superintendent Barile called the meeting to order at 5:32PM.

Members in attendance were Paul Checco, Tara Lerner and Eve Sturdevant. Also in attendance were Superintendent John Barile, Business and Operations Director Al Cameron, Facilities Director Tom Tibolla and Accounting Supervisor Joan Reynolds.

Superintendent Barile requested nominations for the position of committee Chair. Mrs. Lerner nominated Mr. Checco. Mrs. Sturdevant seconded the nomination; the nomination was approved by all.

There was a Public Comment portion of the meeting; Rich Saluga spoke regarding the budget, Dawn DeCosta spoke regarding BHS stage floor.

Mr. Cameron requested that items Va, Vb and Vc be moved ahead of item IV on the agenda. The committee agreed.

Mr. Tibolla reported the roof project at BHS is complete; representatives from Barrett, Watsky and BPS will meet Friday, Jan. 8 to finalize the paperwork and warranty. Chairman Checco said the administration should seek state reimbursement for the project. Mr. Cameron agreed to submit a reimbursement request although he reminded the committee that the project was undertaken on an "emergency basis" without the required paperwork being filed with the school facilities unit. Mr. Tibolla reported nothing new on the BHS water project; Chairman Checco requested a timeline for the Leonard Engineering deliverables. Mr. Tibolla reported at Huckleberry the security cameras are installed, the wiring is complete and the final connection to the server will be made when the server comes in .

A discussion took place around the auditorium floor replacement. The demolition is complete. Problems with the original contractor resulted in a new contractor being retained to install the specified floor. A floor finishing contractor will be selected to do the painting.

A discussion took place around School Dude. Mr. Tibolla reported on plans to begin including material costs with the work tickets. He also reported on work that has been done in anticipation of the heating season, including planned training in computer diagnostics by SWAN.

Mr. Cameron reported on the 2014-15 year end close and audit. He and Mrs. Reynolds attended the Town Finance Committee meeting where the town's auditing firm, McGladrey, LLC reported on the results of the 2014-15 audit. They reported a \$5.3MM unrestricted fund balance; 9% of the budget. At the conclusion of the meeting they said "the fund balance is where it is supposed to be", "there were no big surprises", "the town and BOE budgets had been monitored very closely during the year" and in sum it was "a good financial report".

Mr. Cameron reviewed the Year-to Date Object Summary. He referred to the "narrative" which provides written highlights of each of the "Super Object families". He reviewed the salary and benefit accounts. He reviewed the balance in the Instructional Material family of objects, noting the Asst. Supt. has plans for the funds available. He brought the committee's attention to over budget conditions in Special Ed. transportation and tuition, explaining those situations will be resolved when the Spec. Ed. Excess Cost Grant is received. He reported on the available balances in Professional Development and Professional Services, noting again that the principals are working closely with Asst. Supt. Ruby to insure that expenditures are aligned and support the District Improvement plan.

Mr. Checco and Ms. Lerner reviewed and approved the check register and over \$1,000 report.

Superintendent Barile noted that his 2016-17 budget recommendations would be discussed at the Board meeting Wednesday, January 6. Chairman Checco discussed the procedure for capital items; how the items are passed on to the First Selectman for inclusion on the Town side of the budget.

An update on the Ct. Partnership was provided. Mr. Cameron reached out to the partnership and learned that they have an informative web-site and are willing to discuss their program with employers and employees. First Selectman Dunn continues former First Selectman Tinsley's interest in pursuing the plan.

In a effort to improve participation in the high school lunch program, there had been informal discussion of the possibility of withdrawing BHS from the National School Lunch Program. Last month the Committee directed Mr. Cameron to investigate the feasibility of withdrawing from the USDA program, to allow Whitson's to offer menu options that might be more appealing to high school students. Mr. Cameron investigated the possibility with the Bureau of Child Nutrition. He was told that the district could withdraw a school from the program but it would still have to provide Free and Reduced meals to all students who qualified for them - *at district expense*. In addition, the district would lose the proportionate share of the USDA commodities provided for the Free and Reduced meal program that pertained to the withdrawn school.

Mr. Cameron reported that Blum Shapiro has provided a very preliminary "draft" of their findings. They scheduled a meeting with school and town representatives to review the report for accuracy. Mr. Cameron and Mrs. Reynolds met with them; the Town had to reschedule due to the press of the regular audit. Mr. Checco inquired when the "steering committee" would meet to preview the report. Mr. Cameron reported that he had not yet connected with Mr. Gionozo, the new Chair of the Town Finance Committee, to find out who the representatives from that committee would be. Mr. Checco recommended that a letter be written inviting their participation.

In "New Business" Mr. Cameron reported that a complete file, including all individuals employed the BPS in 2015, was electronically transmitted to the company doing the ACA reporting for the town and the BOE. He recognized the difficulty of the challenge to provide accurate information in a timely way and acknowledged the hard work of the employees involved.

A discussion took place around the B & F Committee meeting schedule for January - June, 2016. The committee agreed to recommend moving the B&F regular meeting to the second Monday of the month; giving the Committee and staff a better chance to prepare for the meetings.

Finally, there was a report on the new NCLB legislation; it has a new name and new focus.

The meeting adjourned at 6:48PM.

Respectfully submitted,

Allan Cameron
Secretary