

**SHELTON BOARD OF EDUCATION
FINANCE COMMITTEE
SPECIAL MEETING
November 07, 2007**

Chairman Win Oppel called the meeting to order at 6:09 p.m.

IN ATTENDANCE: Committee Members: Arlene Liscinsky, Win Oppel, and Tom Minotti.

ABSENT: Paula Ellis

Also in Attendance: Allan Cameron, Director of Finance; Robin Willink, Superintendent of Schools; Assistant Superintendent of Schools, Lorraine Rossner; Susan Attard-Kollet, Director of Human Resources; Parry Curran, Director of Instruction; Tina Parchin, Director of Special Education; Board of Education Members Gene Kierce and Francis MacIlvain; Board Chairman Tim Walsh; Judson Crawford, Board of A&T; and Annine Crystal, Ray Buzzuto, Janice Simonetti, Catherine Araujo, Laura Dempsey and Bill Banfe.

Allan Cameron handed out 2008-2009 Foundation Budget Estimate grouped by families of accounts and a Summary of Changes in 2008-2009 Foundation Budget Estimate between 10/30/2007 and 11/07/2007. Heating fuel and diesel fuel were expected to increase from the \$2.05 locked in price to \$2.80 next year.

Susan Attard-Kollet handed out an organization chart. Robin Willink said it would be presented to the Board.

Certified Salaries Lorraine Rossner addressed the committee indicating a reduction in the number of students at Lafayette and Elizabeth Shelton schools, and added that it would not be possible at this time to tell if that would result in a reduction of staff. It would be necessary to go through the rest of the year and the summer before that assessment could be made.

Support Staff (Classified Staff) shows a correction as a function of history.

Benefits indicate an 11.13% increase at this time.

Instructional Materials and Program Improvement and Staff Development Patty Curran handed out a document detailing Materials and Textbook Expenditures, Professional Development Expenses, Projected Tutor Salaries, Waterford Early Reading Program, and Curriculum Development expenses projected for next year. She reviewed and supported the material with details of actual purchases.

Annine Crystal discussed her handout regarding Testing Expenses detailing the various test requirements and the associated expenses. She presented a wish list that included Intervention Programs and briefly discussed the English Language Learners program.

Stephen Pate's prioritized requests were submitted and briefly discussed.

It was thought that the Technology Committee might be able to offset the hardware costs for the Waterford Program.

Patty Curran discussed the Consolidated Grant 2007-2009 handout. Win Oppel asked what happens to money that goes to Lafayette school after that school closes. Patty said that the dollars would still be there. Dissemination of the funds would be up to the school guidelines given by the State.

Tuition Tina Parchin said there were 23 outplaced students, seven of whom were placed by state agencies. Rationale for types of placements and reasons were discussed. The Excess Cost Grant is expected to cover some of the costs. Discussion followed regarding outplacing vs. bringing the functions in house. Authentic residencies were also discussed.

Issues were anticipated if the teachers for Summer School support services continued to receive the same payments as the regular Summer School teachers. Teachers of support services want to be paid at a higher rate.

Student Transportation Catherine Araujo said the Bus Contract is out to bid, and a significant increase is expected. She noted that the BOE had the same company for 10 years. Shelton pays \$231 per bus, whereas Trumbull is up to \$269 per bus. A transportation consultant was hired to review the Board's bus program. The consultant felt it would not be unrealistic to see a 30% increase. The consultant reviewed efficiency and helped write the bid. Discussion on bus requirements continued. The Versatrans (transportation software) upgrade is very different from the original, and more training is needed. A half time person would be required to keep Versatrans in use.

Administrative This family was stable except for the anticipated increase in postage costs due to increased usage,

The Finance department administers purchased services and equipment rentals.

Building Repair and Maintenance Al Cameron indicated that historically there were no increases in this category. Additional dollars would be put in if they became available. The increase was held to 2.4%

Bill Banfe discussed Purchased Services, Equipment Rental, Building Maintenance and Repair, Purchased Services and Supplies. Some in house repair ability was lost when a maintenance person was lost 2 years ago. Some of the new equipment requires on site repair. Discussion followed regarding maintaining the buildings so that the small problems that may exist now do not develop into large problems. Bill said that they are trying to keep up. A quarterly review of each plant was mentioned. Field maintenance contracts have gone out to bid. It was considered that grounds maintenance would eventually be needed to be built into the budget. Discussion followed regarding graffiti control. Bill would be giving a detailed presentation at tomorrow's budget meeting. A discussion followed regarding going out to bid for painting, and having designs and specs written in advance for various projects so when the needs arise, they can go forward without delay.

ADJOURNMENT

ACTION: Tom Minotti moved to adjourn the meeting.
Arlene Liscinsky seconded the motion.
A vote was taken with all in favor. The meeting adjourned at 8:55 p.m.

Respectfully submitted,

Faith B. Hack
Recording Secretary