Chairman Win Oppel called the meeting to order at 5:04 PM.

Roll Call
In Attendance: Win Oppel, Chairperson, Arlene Liscinsky, Vice Chairperson, Faith Hack, Tom Minotti, Mark Holden.
Also in Attendance: Chris Clouet, Superintendent, Dominic Barone, Director of Finance, Darlissa Ritter, BOE member, Kathy Yolish, BOE member (arrived at 5:07) Kate Kutash, BOE member (arrived at 5:07), John Calhoun, Director of Facilities, Carole Pannozzo, Director of HR, Ken Saranich, Anne Gaydos.
Absent: David Gioiello, Jr.

Pledge of Allegiance was recited.

Arlene Liscinsky moved to approve the agenda as presented. Faith Hack seconded the motion. A vote was taken with all in favor. Motion carried.

Win Oppel noted that Mark Holden is now on the Finance Committee and he should be included on the list of Finance Committee members as of the new year.

Faith Hack moved to approve the minutes of the meeting of January 20, 2016. Arlene Liscinsky seconded the motion. A vote was taken with all in favor. Motion carried.

The YTD Object Summary (L2) was handed out.
Dominic Barone stated that everything was tracking as expected. He wanted to highlight a few things.
Salaries: We are tracking similar to last year.
Tuition: There were 5 unanticipated special education tuitions this year. This is what is putting this line over budget.

Arlene Liscinsky moved to approve the YTD Object Summary (L2) as presented. Tom Minotti seconded the motion. A vote was taken with all in favor. Motion carried.

Faith Hack moved to approve the check registers as presented, dated 1/7/2016, 1/21/2016 and 1/22/2016. Tom Minotti seconded the motion. A vote was taken with all in favor. Motion carried.

Old Business
Dominic Barone advised that the budget was delivered to City Hall. The bound document is at the printer and once received it will be distributed. Mark Holden suggested that a PDF version be put online.

Cafeteria: Dominic advised that we are out to bid for the new cafeteria services. The RFP went out on 2/19/16. There is a mandatory pre-proposal conference on 3/4/16. They plan to go to a few different schools. Bids are due back on 3/22/16. Dominic advised that a committee will need to be appointed to review the bids and pick a vendor.
Dominic also advised that we had our nutrition program audit as well. This went very well. They were very pleased with how everything was organized and the variety of foods that are offered. The auditors were here for 3 days and visited a few schools.

Chris Clouet advised that on March 8th they will have a school lunch and nutrition summit at SIS. There will be a food tasting presented by prospective cafeteria organizations of the foods that they serve for lunch. This will take place in the cafeteria at SIS. This would be a good way to clear up any questions that we may have as well.

Dominic Barone advised that the ACA report should be wrapping up in the next few weeks.

Facilities
Dominic handed out a rate schedule for the Community Center in Shelton. This was used for comparison of rates so that the board could decide on a monthly fee to charge the Living Hope Church that currently uses SIS for their Sunday worship service. Ken Saranich pointed out that the Living Hope Church uses the entire building including the classrooms. The board was under the impression that the church was using only the auditorium. A discussion was had. The Board also advised that there needs to be some clarification on the amount of space that the Living Hope Church is using as well.

Sunnyside School Roof: This project for a new roof is out to bid. The walk through will take place on 2/25/15. The proposals are due on 3/10/16.

Dominic also advised that the BOE accepted the plans for SHS. They are in the process of setting up a meeting with the state so that we can get our bid letter out for that project. Once the letter is received they can go out to bid for that project.

3 School Fortification Project: Dominic advised that they received the letters to go out to bid and they are in the process of putting the bid together. The bid should go out next week.

John Calhoun reported that the underground tank at SHS has been drained and the DEP is satisfied that it is now off line. He hopes to have the tank removed during April vacation.

He also advised that they are in the process of updating their asbestos management plan throughout the district.

John also advised that the open part time groundskeeper position for the district was filled.

New Business
Carole Pannozzo distributed a report giving an overview of the 18 Building subs that were hired who work along with the 12 teaching interns among the 8 school buildings. There are currently 30 subs who work each day to cover the building absences. She proceeded to review and discuss the report that she put together. Ken Saranich reported from his perspective on how the building subs have improved classroom coverage. Mr. Saranich also stated that it offers more continuity as well because the subs are there every day and the students are familiar with them.

Carole Pannozzo passed out a report showing the tracking of teachers absences in each building based on the different absence reasons. A discussion was had.
Carole Pannozzo stated that she would like the board to consider giving her permission to hire 23-24 more building sub positions for next year.

Energy Performance Contract: Dominic Barone would like to go out to bid on this.

Wynn Oppel asked that PHS discussion be added to the agenda for Old Business.

Mark Holden moved to have the PHS discussion added to the agenda for Old Business. Faith Hack seconded the motion. A vote was taken with all in favor. Motion carried.

A punch list for PHS renovations was handed out. Mr. Oppel reported that a report was put together by Sean Sullivan and Don Sheehy about open items at PHS. Superintendent Clout met with the mayor regarding the list and they came up with a division of responsibility. Some would be the responsibility of the BOE, some the responsibility of city and most of them would be a joint responsibility. There are a number of items to be addressed. The mayor has agreed that the city will put up a certain amount of money. We do not have that total dollar amount yet. Further discussion was had regarding this report. It was the hope of the board that the PHS project would be complete before the start of the 2016-2017 school year.

Mark Holden moved that the board will allocate $32,650.00 to cover its share of the PHS punch list costs as outlined in the document provided, and that the finance committee recommend to the full board that we accept the PHS renovation project. Faith Hack seconded the motion. A vote was taken with all in favor. Motion Carried.

There was no further business to discuss.

The meeting was adjourned at 6:40 PM.

Respectfully submitted;

Teresa Milyo
Recording Secretary