Chairman Oppel called the meeting to order at 5:07 pm.

Roll Call:
In Attendance: Win Oppel-Chairman, Arlene Liscinsky-Vice Chairman, Faith Hack, Mark Holden, Tom Minotti, Darlisa Ritter
Excused: David Gioiello
Also in Attendance: Kate Kutash-BOE Member, Kathleen Yolish-BOE Member, Dominic Barone-Director of Finance, Christopher Clouet-Superintendent of Schools, John Calhoun-Facilities Manager, Deborah Keller-President, Shelton Education Association, Judson Crawford-Shelton Senior Center Commission

The Pledge of Allegiance was recited.

Darlisa Ritter MOVED to approve the agenda, SECONDED by Kathleen Yolish. A vote was taken with all in favor, motion carried.

Darlisa Ritter MOVED to approve the minutes of the August 17, 2016 meeting with 2 corrections, SECONDED by Mark Holden. A vote was taken with all in favor, motion carried.

Darlisa Ritter stated that there were a few corrections needed from last month’s meeting minutes. Page 2, middle of the page (larger paragraph, first line) change the word “waiter” to “water”. Also on Page 3, 3rd small paragraph down, remove the word “the” between modified and contract.

L2 Year to Date Object Summary for 2015-2016 and 2016-2017:

Dominic Barone stated the L2 hand-outs are colored coordinated (2015-2016, white and 2016-2017, yellow). The first L2 to be discussed was the 2015-2016 Year to Date Summary. Dominic stated not much is changing; essentially just paying out the encumbrances. He does not expect it to change significantly. There could be some pricing differences on some items delivered; however we are down to three (3) main items outstanding, the largest being about $75,000 worth of media center furniture for Sunnyside School. The only thing that may impact this now are some pricing changes and some potential audit adjustments, however we are not anticipating either.

The second L2 to be discussed was the 2016-2017 Year to Date Summary. Dominic stated it is pretty early in the year to draw any inferences. Right now this report is through August; however the major payroll does not begin until September, so next month you will start to see
some more activity. The summer is a busy time for the Finance Department, but financially, not a lot of money is being spent. The Finance Department does a lot of the encumbering for different things, so you will see that there is not a lot balances remaining on certain accounts such as utilities

Win Oppel asked where do we stand on the projected Special Education populations and also out of district schools. Christopher Clouet stated there have been a few families that have recently moved in to Shelton and come in to discuss some things. There are a few families that have moved into Shelton that currently have children in facilities, so that burden shifts to us, by virtue of their rights and moving into this town. Christopher Clouet also stated that we have a couple of cases that have the potential for costing the BOE some money, however, a price for that is not established as of yet. Dr. Clouet will let Mr. Oppel know as soon as he has the price. The people moving in are a local move, so the child would stay in the same facility. The Annual Review would happen later, but when a child with an IEP moves in, we are obliged to use the IEP they have until we review and possibly revise it. Regarding students who are tuitioning out by virtue of going to other things, that is steady, it is essentially the same numbers as last year. Next year there will potentially be a considerable cost to the district by virtue of Fairchild Wheeler charging the district per pupil. Dominic Barone stated that other options are being looked into. He stated the communities involved with that school are trying to see we are obligated to send children there if there are other options available. Win Oppel asked who is doing the mandating on that pricing. Christopher Clouet stated the State of Connecticut has accepted their proposal. The BOE will also be working to see if they can do a Legislative fix. Christopher Clouet will meet with them on Thursday morning (September 22nd) to discuss this along with some other issues. Win Oppel suggested that a conversation also take place with someone in the Mayor’s office, just to give them the heads up. Christopher Clouet stated he has spoken to someone at the Mayor’s office already, and that has been part of some of the conversations about doing some of the upgrade work at the High School. John Calhoun and Christopher Clouet have been over there to see where the location of the STEM Lab will be.

Arlene Liscinsky asked if the child goes to Fairchild Wheeler and we are paying their total tuition (around $15,000 per child) is there anything that prevents us from saying that they cannot participate in any Shelton School activities. Christopher Clouet stated we would be completely in our rights to say that if you are enrolling in another district, that child cannot participate in Shelton School activities. Win Oppel asked about discussing this at Policy and not being able to make that determination when it came to sports. Arlene Liscinsky stated since we are paying their full tuition to their school, so therefore they are no longer a student of Shelton High School. Win Oppel suggested though that there was some other wording that came out at Policy about a year ago about whether or not students who attended magnet school that was not located in Shelton on a full time basis and they did not offer the sports and extracurricular activities, whether Shelton had to provide them. Arlene Liscinsky suggested that in that case she believes the district was just paying the partial. Christopher Clouet will verify all of this information. Christopher Clouet believes that the district has the option of whether we do this or not, and that would be a choice of the Board. His advice to the Board would be, in this scenario that we do not allow for that.
Win Oppel asked about the final adjustment on our health insurance coming in within the tolerances that we established. Dominic Barone confirmed that is correct.

**Tom Minotti MOVED to approve the L2 Year-to-Date Summary for 2015-2016 and 2016-2017, SECONDED by Faith Hack. A vote was taken with all in favor, motion approved.**

**Check Register and A/P Cash Disbursements Journal (hand-out):**

Faith Hack MOVED to approve the check registers through August 31, 2016, SECONDED by Mark Holden. A vote was taken with all in favor, motion carried.

Dominic Barone stated the Petty Cash summary is included in the narrative. Under the finance update, Dominic would like to highlight a couple of things. The cafeteria Sodexo contract is at the State; we sent up a signed contract and are expecting them to approve it. They will monitor Sodexo and determine whether they should go out to bid again, because he does not believe they received a favorable bid from them. Only one bid was received, so there were no options.

Caris Healthcare- we are working on scheduling a reference check with them. Carol Pannozzo and Pat from H.R. will be involved and talk to one of their customers or clients to see how that is going, and then they will report back to determine the next step.

Dominic stated that a suggested putting an RFP out on the street to select a vendor Driver’s Education provider. Dominic ran that RFP through legal to review and they had some significant concerns about the liability that would bring to the Board related to doing something with an RFP and somehow getting tied in with the vendor. Their recommendation was to get out of the business or control it completely. Dominic stated we are not going to do an RFP and notify the driving schools that there is no preferred vendor, they are allowed to advertise wherever they can, but we are not going to be associated with the driving schools, we are going to ask them to not use our name and to not have our picture up on their website. Mark Holden stated that there is a risk for a couple grand of income if we are associated with the companies.

The Athletic Account and the Student Parking Fees are on the L2 Narrative. Nothing to report on Transportation.

**Report on Facilities Projects (hand-out)**

John Calhoun went over the Issues and Accomplishments from August through September 2016. He stated the Fuel Cell is still in process. A lot of repairs on bleachers and railings, as a safety repair. A lot more in-house work was done during the summer. Painting was done at the front of Mohegan School. Overall it was a very successful summer. Work was done on the Sunnyside demolition and prepping. John went over the Goals and Objectives. He is still trying to reduce the overtime for this year. He will monitor staff reassignments to make things more
efficient. Also, working with School Dude to bring on line the “Use of Buildings” module, as well as the “Preventative Maintenance” Module. The recycling process is being upgraded at the High School and that is being monitored. They are also working with contractors to finalize the Sunnyside Library Project.

John Calhoun went over the Project Report hand-out. He stated the Sunnyside Roof is almost fully complete. The only thing that they are waiting for are some components for the cap, which should be done by the end of the week. Regarding the Media Center at Sunnyside, the floors and walls have been patched, painted and the carpet installed. Some of the furniture has arrived.

The 3 school fortification project is about 95% complete. All the front entryways are done in all three schools. John will be doing a walk through with a contractor and complete a punch-list on a few open items that we need to do as far as adjustments.

John Calhoun discussed the Fire Code Compliance Project. He attended a meeting this morning about this. The city has signed a contract with M.J. Daly, and has received the performance bonds. The contractor has met with the principal of the high school and have identified a room on each floor to be used as a staging area, so they can move productively throughout the building. It was also noted that the move disruptive work will be done after 2:30 on school days (drilling, cutting) so less disruptive work will take place during the day, in areas that are cordoned off. As the contractor progresses through the building, areas completed will be brought on line.

John Calhoun discussed the Energy Performance Contract. He stated that we have a potential meeting coming up to review the proposals. A representative from the city has been invited to attend.

John Calhoun went over the Perry Hill Closeout. The Cost Worksheet is finalized. They are waiting for a list of values to resend back to the State. The SCG049F is outstanding; expect to send to the State this week. The camera work has begun and should be done by the end of next week. Also waiting to hear back from O’Sullivan Flooring, waiting for a start date on the gym floor.

Arlene Liscinsky asked if there was a final figure on the Ineligible Cost Worksheet. Dominic Barone stated the estimate is around 2 to 3 million dollars (of reimbursement). The Perry Hill Project started out as a regular school construction project, so certain things are were not initially reimbursable. The Perry Hill Project was converted to a Renovate-as-new, which means a lot more of the costs are going to be eligible for reimbursement. Arlene asked of that figure that will be reimbursed to the city, will the ineligible costs be deducted from that check. Dominic Barone stated that the city has paid for everything. So it is a matter of how much they are going to get back. Joe DeSanti is putting together a schedule of values to go up with this ineligible cost worksheet.
John Calhoun discussed the High School Fuel Cell. The electrical and piping has been done. The Fuel Cell was delivered last week. A few things are being finalized. Tie in will be scheduled for a Saturday in October.

The Solar Project was discussed. Perry Hill is on-line and currently generating electricity. Long Hill is currently off-line. They had a faulty inverter and are waiting for the delivery on that. Long Hill has never been on-line. Darlisa Ritter asked if a maintenance schedule is in place. Mark Holden stated Solar City is responsible for maintaining the solar panels.

Darlisa Ritter asked about the signage that was put out in front of the Board of Education building, due to the fact that it is very small. John Calhoun stated that sign is being used to give people an idea of where the building is. There is another sign that will be replacing the rotted one out in front of the building.

Darlisa Ritter MOVED to adjourn the meeting, SECONDED by Tom Minotti. A vote was taken with all in favor, motion carried.

Chairman Oppel adjourned the meeting at 5:45 pm.

Respectfully Submitted,

Cheryl Rich
Recording Secretary
September 21, 2016