

**SHELTON BOARD OF EDUCATION  
FINANCE COMMITTEE MEETING  
October 15, 2014**

Chairman Arlene Liscinsky called the meeting to order at 5:00 PM.

Pledge of Allegiance was recited.

**In Attendance:** Arlene Liscinsky, Chairperson, Win Oppel, Vice Chairperson, via skype, Faith Hack, Tom Minotti, Mark Holden.

**Also in Attendance:** Dominic Barone, Finance Director, and Freeman Burr, Superintendent (arrived at 5:10).

**Absent:** Jay Francino-Quinn

**Tom Minotti moved to approve the agenda for the meeting. Faith Hack seconded the motion. A vote was taken with all in favor. Motion carried.**

**Mark Holden moved to approve the minutes of the meeting of September 17, 2014 with an amendment to the minutes stating that Jay Francino-Quinn was not in attendance at the September or August meetings. Both of these absences were not excused absences. Faith Hack seconded the motion. A vote was taken with all in favor. Motion carried.**

Mr. Barone handed out the YTD Object Summary (L2) for the 2013-2014 fiscal year which was unchanged from the last meeting as well as the YTD Object Summary (L2) for the 2014-2015 fiscal year through September. Also handed out was a Petty Cash summary. A discussion was had.

**Tom Minotti moved to accept the check registers as presented for 9/11/14, 9/18/14, and 9/23/14. Mark Holden seconded the motion. A vote was taken with all in favor. Motion carried.**

**Faith Hack moved to approve the YTD Object Summary (L2) for the 2014-2015 fiscal year. Tom Minotti seconded the motion. A vote was taken with all in favor. Motion carried.**

Old Business

A summary of facilities projects was handed out. Mr. Barone updated everyone on a few projects.

The Ballistic Film is essentially almost done. They have a few more windows to be done at SIS. These should be addressed this week.

The Mesh Project is complete except for the walk through.

Dual Fuel Project, which is the propane at the 4 of the 5 elementary schools. Sunnyside already has gas at their school so they are not a part of this project. They are looking at putting the tanks underground at LHS, ESS BHS and MOH. Mr. Barone handed out overview pictures of each school so that they could see where these tanks will be buried. They are hoping to start the excavation next Friday, 10/24/14 and work over the weekend. The plan is to start meeting with the principals and show them the maps of where the tanks will be going as well as advising them when the equipment will be on site.

The tanks will be owned by the provider, Santa Fuel, not the BOE. If we want to switch providers 10 years from now we may have to cut a deal with Santa Fuel. This is something that is done all the time so it should not be an issue.

Nothing else has changed on the facilities projects. It was mentioned that there is still a problem with the roof leaking at Sunnyside School. Kenny LaCroix was going to go there to take a look.

### New Business

Dominic Barone handed out the Year End Budget Transfers for the 2013-2014 fiscal year. A discussion was had.

Mr. Opel signed out of skype at 5:45 PM.

**Faith Hack moved to bring the document on the Budget Transfer as presented for 7/2013 to 6/2014 before the entire Board. Mark Holden seconded the motion. A vote was taken with all in favor. Motion carried.**

A proposed budget making schedule calendar for the 2015-2016 school year was handed out by Dominic Barone. A discussion was had. This handout will also be put into the BOE meeting packet so that everyone will see it. The budget making materials will be handed out to the principals and department heads on November 17, 2014. They will start meeting with them the first week of December. This will give the principals and department heads about 1 ½ weeks to put together their budgets. Mr. Burr would like to encourage principals to share their school budgets with their school parents so that they can get some feedback from the parents as well before the final budget decision is made. Mr. Burr has already suggested this to the principals.

It was suggested that an alternate date be added into the proposed budget making calendar after each meeting date for an inclement weather day, preferably the day after the scheduled meeting date.

**Arlene Liscinsky moved that the Finance Committee adopt the proposed budget meeting schedule as outlined with the changes that were discussed in the meeting. Faith Hack seconded the motion. A vote was taken with all in favor. Motion carried.**

A discussion was had on the Pay to Participate receivables. There is still \$1,302.75 owed in the Pay to Participate account for the 2013-2014 school year. Mr. Burr stated that several reminders were sent out to the families by accounts payable. The families had several opportunities to make a partial or full payment and they chose not to. Mr. Burr also stated that although the BOE could easily waive these monies due, it would not be fair to all of the other families in the district who paid their dues in full despite their hardships. In a letter to these parents Mr. Burr stated that they must contact the accounts payable department immediately to set up a payment plan that will require them to pay 50% down on their balance due with a plan to pay the rest. If the parent does not contact accounts payable with a plan to pay by October 31, 2014 as well as the down payment, then it will result in potentially the following penalties: prohibition from participating in school events, prohibition from participating in school dances, etc., prohibition from participating in practices and/or games. These are consistent with penalties imposed at the high school on students for other disciplinary consequences, etc.

The committee did not discuss the Title 1 Grant because it was already given out the day before and it was reviewed then.

**Tom Minotti moved to adjourn the meeting. Faith Hack seconded the motion. A vote was taken with all in favor. Motion carried.**

Meeting adjourned at 6:30 PM

Respectfully submitted by;

*Teresa Milyo*

Recording Secretary