

**SHELTON BOARD OF EDUCATION  
FINANCE COMMITTEE  
SPECIAL MEETING  
NOVEMBER 21, 2009**

Chairman Arlene Liscinsky called the meeting to order at 8:10 a.m.

**Pledge of Allegiance**

**Roll Call**

**In Attendance:** Committee Members: Chairman Arlene Liscinsky, Win Oppel, and Michael Pacowta.

**Also in Attendance:** Allan Cameron, Director of Finance; Timothy Walsh, Board of Education Chairman, Board of Education Members, Kate Kutash, and John Francino-Quinn (8:45); Freeman Burr, Superintendent of Schools (5:25 p.m.); and Judson Crawford, Board of A&T.

The purpose of this meeting was to start the process for the making of the 2010-2011 school year budget. Those in attendance received a copy of the ED001, data year 2008-2009, a five-year history of expenditures, and the preliminary Foundation Budget Proposal book.

Allan Cameron told the group that the budget is modeled after the U.S. Department of Education publication "Financial Accounting for Local and State School Systems 2009". This board answers to the State Dept. of Education, the book tells how to set up the accounting system. The ED001 financial report takes about 5 weeks (200 hours) to produce. Mr. Cameron reviewed the 12 schedules of the report for the benefit of the new members and explained the rationale behind the method used by the BOE to prepare its budget.

Mr. Cameron reviewed section 3 of last year's budget book regarding the Strategic School Profile indicating that Shelton spends less than the State average per pupil. In some areas such as instructional supplies and media collections, Shelton spent more than comparable school systems. Shelton also spent more for student support services such as character building programs and elementary guidance programs. He indicated Shelton paid less for transportation expenses due to good contracts and good planning.

Mr. Cameron proceeded to review the history of the operating budget requests from 1998-99 through 2009-10 showing the budgets as they evolved from the foundation through to the final Board of Aldermen recommendation.

The five-year history of expenditures and foundation budget estimates were reviewed. Allan explained the organization of the budget book indicating that Form 4 was to accommodate the City's request. He noted that there were 57 objects and there was an increase proposed in 14. These increases were not new initiatives. The Foundation budget shows the amount of money required to operate the same as the previous year. The increases were contractual and were also related to increases in medical costs.

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A revision was made to the Budget Making Schedule. The meeting scheduled for Thursday, December 10, 2009 was changed to Wednesday, December 9, 2009. The time remained at 5:00 pm.

**ADJOURNMENT**

**ACTION:** Win Oppel moved to adjourn the meeting.  
Mike Pacowta seconded the motion.  
A vote was taken with all in favor. Motion carried. The meeting adjourned at 10:30 a.m.

Respectfully submitted,

Faith B. Hack  
Recording Secretary