

**SHELTON BOARD OF EDUCATION
FINANCE COMMITTEE
SPECIAL MEETING
DECEMBER 01, 2009**

Chairman Arlene Liscinsky called the meeting to order at 5:17 p.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, Kathy Yolish, and Tom Minotti; Freeman Burr, Superintendent of Schools; Director of Special Education, Tina Parchin; Director of Instruction, Patti Curran; Director of Technology, Dana Urban; Director of Operations, Bill Banfe; Director of Human Resources, Rita McDougald-Campbell; Ray Buzzuto, Supervisor of Pupil Services; Ken LaCroix, Maintenance Supervisor; and Judson Crawford, Board of A&T.

The purpose of this meeting was to continue the budget making process involving a staff review of the preliminary Foundation Budget proposal. The meeting was open to question and answers from those in attendance.

Freeman Burr, in an effort to bring the board members up to date with this year's impending budget deficit, reviewed some of the week's events. He met with all of the principals, and presidents of the unions to discuss furlough days. One furlough day taken from the Superintendent on down would mitigate \$200,000. Layoffs for at-will employees would be considered. The deficit this year was a function of zero budget increase and not receiving the \$700,000 requested to offset the impending health insurance increase. The health insurance increase turned out to be less than anticipated, but the budget was still not enough. The greatest area of overage is related to Special Education. Going forward there will be significant impact because of outside factors which will impact this year as well as next. Unfunded mandates are a major concern.

Superintendent Burr continued to explained that \$1.3 million has been addressed leaving \$690,000 to be mitigated. Two furlough days would still leave approximately \$290,000 left to be mitigated. He indicated that there is a spending and hiring freeze, and all positions are being reviewed. They are looking into the viability of bringing some special education students back into the district. All special education positions are being audited.

More effective transportation, use of building on weekends to minimize overtime costs, and personal and sick time being looked at.

The dollars for the furlough days would be deducted from the remaining payroll periods rather than being taken all at once. The furlough days would be placed strategically.

The meeting continued with Allan Cameron's discussion of Budget Form #4 – Summary by Object of the 2010-2011 Foundation Budget Estimate. The 2010-2011 Budget Book was handed out at a previous meeting. Additional books were available. The premise of the Foundation Budget is to show next year's cost of doing what is being done today. The 5-6 school is not reflected in form 4. Mr. Cameron referred to the Certified tab in the budget book behind which resides the basis for the certified salaries that show up in the object summary.

Further discussion ensued regarding contracts coming up for negotiation.

Mr. Cameron proceeded to review each object and the rationale behind the Foundation increment resulting in the Foundation Budget. It was felt that summer help might be required to help make the move to the new 5-6 school. Certified tutors were being scrutinized. Tina Parchin said that the criterion for who gets what level of service is being reviewed. Some students may not need one on one tutoring.

Discussion followed regarding grants and grant funded positions and how to control hiring of tutors.

Freeman Burr added that they were looking for other models to address the special education problems, a resource center, for example. Tina Parchin added that they were looking at students who are making progress with the possibility of adjusting their IEPs.

The cost of renewing medical coverage is not known at this time. The City is going out to bid.

Discussion followed regarding the possible use of Lafayette School.

Energy conservation projects are ongoing at SHS. The Public Improvement Building Committee is studying all buildings to assess where there may be savings.

Arlene Liscinsky suggested that the athletic ticket receipts be used to pay the ticket takers.

Dana Urban told the committee that software and license updates renewal costs have been factored in. Nothing new is to be added. The 5-6 school is okay.

Equipment mitigation has been figured into the equipment budget. The athletic department may only order replacements.

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Tuesday, December 8, 2009 at 7:15 will be a Special Meeting of the Board of Education for a presentation of the 2009-2010 budget mitigation recommendations and the Superintendent's recommended 2010-2011 budget.

ADJOURNMENT

ACTION: Mike Pacowta moved to adjourn the meeting.
Win Oppel seconded the motion.
A vote was taken with all in favor. Motion carried. The meeting adjourned at 8:00 p.m.

Respectfully submitted,

Faith B. Hack
Recording Secretary