

Call to order: A regular meeting of the Shelton Board of Education Finance Committee was held on Wednesday, October 16, 2019. The meeting convened at 5:03 p.m., Chairman Thomas Minotti presiding.

Roll Call:

Members in Attendance: Chairman Thomas Minotti, Dr. Darlisa Ritter, Anne Gaydos, Amanda Kilmartin (5: 07 p.m.), Mark Holden (5:10 p.m.)

Members not in Attendance: Jose Goncalves, David Gioiello

Also in Attendance: Kate Kutash, Dr. Christopher Clouet, Superintendent, Kenneth Saranich, Assistant Superintendent, Richard Belden, Finance Director, John Calhoun, Facilities Manager, Judson Crawford, Shelton Senior Center Commission, Stephen Massad, Wayne Bragg.

The Pledge of Allegiance was recited.

Approval of the Agenda:

Dr. Darlisa Ritter MOVED to approve the agenda as presented, SECONDED by Anne Gaydos. A vote was taken with all in favor, motion carried.

Approval of the Minutes: "Regular" Finance Committee September 18, 2019

Dr. Darlisa Ritter MOVED to approve the meeting minutes, SECONDED by Anne Gaydos. A vote was taken with two abstentions, motion carried.

Finance Directors Report (handout) – Period Ending September 30, 2019:

- **Financial Report- Budget Narrative**

Rick Belden stated that the finance report represents 3 months. September is the first month where we have a full account of staff who are doing instructional work.

- **Revenue Report**

Rick Belden stated that concerning Pay-to-Participate the fall sports are pretty much done. We have three basic collection periods; fall, winter, and spring. We have about \$91,000 in towards a \$257,000 budget. Building usage already has about \$18,000 towards a \$30,000 budget in 3 months. Building usage will most likely be over the projected budget. Preschool tuition is a work in progress. It's a good possibility that it will be under budget due to a lack of typical peers. We have the bulk of parking fees in. They're doing the final accounting for the summer school program. Hopefully the next report will have the final numbers. The Excess Cost Grant funds we won't be in until the spring. We will have an idea next month for the report as to where we stand in regard to our outplaced tuitions, our special education professional services, and some of those salary lines.

- **Expenditure Report**

Admin salaries is projected to be over budget due to the transition of staff in the Special Education Department. The next report will probably have a firmer projection for certified staff lines. We are finalizing those now; there are still a few issues such as class sizes. We are still working on areas in Special Education. We have some minor revisions in terms of summer

custodians and summer school. The auditors began work on Tuesday. They'll be coming in on Tuesday's and Thursday's for the next couple of weeks. The town has not formally booked their side of the Excess Cost Grant funds. All of our report and financials reflect the credit for that.

Dr. Darlisa Ritter stated that she had reviewed the check registers and found a nice change. We are now participating in Arbiter. Arbiter is a program that will help with athletic responsibilities and save us money. We have over \$80,000 going out for instructional supplies for the beginning of the school year. We have an AP student who is doing distance learning through John Hopkins.

Rick Belden stated that we are still working with a 3rd party to make sure that we are getting full use of the fuel cell. The 800 Chromebooks are in the process of being ordered.

- **Petty Cash Journal** (no questions or comments)
- **Pre-Purchased Card Journal** (no activity)

Public Comment:

Wayne Bragg asked about the plan for the use Chromebooks. Superintendent Clouet spoke about the plan for the use of the Chromebooks.

Old Business:

(No old business)

New Business:

- **Maintenance Director's Report:**

John Calhoun reviewed the Maintenance Director's Report.

Superintendent's Commentary:

Superintendent Clouet stated that the rotary club is in discussion about an inclusive/ all accessible playground. It is still in the planning stage. Discussion ensued. The closing of the elementary schools on Saturday and Sunday to save money has been a discussion in the community for some parents who want to have end of the year events on the weekends. The Intermediate School and High School are still available for these events. Thanks was given to Chairman Thomas Minotti for all of his hard work.

Thomas Minotti thanked all of the board and staff who helped him in his position. The next meeting will be held in December.

Adjourn:

Meeting adjourned at 5:54 p.m.

Respectfully Submitted,

Anita Smith

Recording Secretary