

**FINANCE & AUDIT COMMITTEE
EAST HARTFORD BOARD OF EDUCATION**

**WEDNESDAY,
APRIL 13, 2011**

A meeting of the East Hartford Board of Education Finance & Audit Committee was held on Wednesday, April 13, 2011 at the Board of Education Administration Building, 1110 Main Street, East Hartford, CT. The meeting was called to order at 5:47 P.M. by Chairperson Jeffrey Currey

PRESENT Jeffrey Currey, Chairperson, Finance & Audit Committee
Marcus Oladell, IV, Committee Member
Tyron Harris, Committee Member

ALSO PRESENT Mark Zito, Superintendent of Schools
Mary Alice Dwyer Hughes, Chair, Board of Education
Paul Mainuli, Director of Finance
Anita Morrison, BOE Member
George Simons, Coordinator of Student Transportation

APPROVAL OF MINUTES

MOTION By Marcus Oladell, IV
Seconded by Jeffrey Currey
To approve the Minutes of March 2, 2011 meeting
Motion unanimously carried.

Public Participation – None

**Discussion and Possible Approval of Student Transportation Contract
Extensions with First Student and Access Transportation**

MOTION By Tyron Harris
Seconded by Marcus Oladell, IV
To accept a contract extension from First Student, Inc. and ACCESS Transportation at a 0% increase for FY 2011-12, 3.50% increase for FY 2012-13, and 3.50% increase for FY 2013-14 and move to the full Board for its approval.
Motion unanimously carried.

Mr. Mainuli stated that he will continue to work with CREC and other towns on the development of a regional student transportation contract.

Discussion and Possible Approval of Year End Priority Purchasing Plan

Mr. Mainuli provided the Committee with ten priority items to be considered for purchase by year end. The priority items included textbooks, technology equipment of other critical items for EHHS, EHMS and elementary schools totaling \$525,164.72.

He requested that the Board consider approval of the priority purchasing plan at its next full Board on May 2nd. Further, he noted approval does not necessarily mean we would purchase all items, but instead, have them ready if available funds are identified at year end. All purchases must be made by June 30, 2011. Also, he would like to bring forward to the Board for approval approximately \$100,000 in bid purchases for trucks and equipment to support the Facilities Department.

MOTION By Marcus Oladell, IV
Seconded by Tyron Harris
To approve the priority list of items provided by Mr. Mainuli for year end purchases, contingent upon availability of funds, and forward to the full Board for its approval at the May 2, 2011 Board meeting.
Motion unanimously carried.

Discussion of Monthly Financial Forecast for April 2011
(Paul Mainuli, Director of Business Services)

Mr. Mainuli noted the following major costs have been taken care of from this year's budget:

- snow removal contractual services
- Tile removal at EHHS
- Norris School roof repairs
- Barnes School boiler
- Unemployment benefits

Our financial forecast shows a little more than \$900,000 in available balance as of April 4, 2011 which is primarily due to an increase in tuition revenues from Woodland School. We will also have a savings in legal costs for Special Education.

OTHER BUSINESS

- **Superintendent Zito** – believes the restrooms outside the gym at EHHS needs a complete overall; Mr. Mainuli will have Mr. Costa cost out renovations.

- **Mr. Mainuli** - (1) is working with Sodexo regarding an after-school dinner program for students. We will be contacting the state to determine if reimbursements for dinners are available. (2) the Federal government has new requirements regarding food prices. We may have 0.5 cent across-the-board increase for our purchased meals. The Federal guidelines require that a school districts meal prices must average \$2.46 per meal. The Federal guidelines also require price adjustments each year based on the Consumer Price Index (CPI).

Future Agenda Items for Discussion:

- Magnet school funding – reimbursement of students leaving program;
- Shared services with Town

MOTION

By Marcus Oladell, IV

Seconded by Tyron Harris

To adjourn the meeting of the Finance & Audit Committee
(7:10 P.M.)

Motion unanimously carried.

Recorded by: Donna Fitzgerald