

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

**WEDNESDAY,
MAY 11, 2011**

A meeting of the East Hartford Board of Education Finance & Audit Committee was held on Wednesday, May 11, 2011, at the Board of Education Administration Building, 1110 Main Street, East Hartford, CT. The meeting was called to order at 5:38 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
Paul Mainuli, Director of Finance
Anita Morrison, BOE Member
From CREC: Dan Walsh, Peggy Sampson, Denise Gallucci
and Glen Peterson, EHGEMS Principal

APPROVAL OF MINUTES

MOTION By Marcus Oladell, IV, Committee Member
Seconded by Tyron Harris
To approve the Minutes of April 13, 2011 meeting
Motion unanimously carried.

Public Participation – None

Board of Education member, Anita Morrison, requested a financial statement from CREC for the EHGEMS operating budget for FY 2010-11 to compare with their FY 2011-12 proposed budget. Further, she requested this same information from CREC last year when meeting on EHGEMS FY 2010-11 proposed budget. Ms. Morrison would like the current year financial statement to be included in future discussions with CREC on the proposed budget requests for EHGEMS.

Ms. Sampson stated last year EHGEMS had a fund balance was \$118,000. This year the fund balance is expected to be approximately \$221,000. She further noted CREC will supply the requested financial statement through April 30, 2011. Superintendent Zito suggested a meeting with CREC in Mr. Peterson's office to discuss the fund balance.

**Presentation and Discussion of EHGEMS Proposed Budget for FY 2011-12
(Denise Gallucci, Don Walsh and Peggy Sampson from CREC)**

Ms. Sampson reviewed the EHGEMS budget summary and noted the following:

- Enrollment – increase of 12 additional students from Hartford over last year;
- Certified Staff – added a Reading Teacher to accommodate increase in students from Hartford and a Reading Tutor;
- There will be 2.0% increase in certified staff salaries;

- Management Services has increased due to elimination of ARRA grant funding;
- Unemployment Insurance has increased by approximately \$10,000;
- CREC is charging ELL staff directly to individual schools;
- Total increase of EHGEMS FY 2011-12 Proposed Budget \$165,218.00.

Superintendent Zito stated as the East Hartford Board of Education continues to look at opportunities to restructure the school district. We have had great success adding theme-based schools in our district. Mr. Mainuli noted that EHPS and CREC need to begin planning for the transition of Barnes School back to the district. Ms. Gallucci stated that she will have her staff schedule a meeting to begin the process with Mr. Walsh.

Discussion and Possible Approval of Five Cent Increase for School Lunches to Comply with Federal Guidelines

MOTION

By Marcus Oladell, IV

Seconded by Tyron Harris

To approve a five cent increase for school lunches to comply with Healthy Hunger Free Kids Act of 2010 federal regulations, and bring to the full Board for its approval.

Motion unanimously carried.

Discussion and Possible Approval of Bid #1669-11 Painting of School Lockers

MOTION

By Marcus Oladell, IV

Seconded by Tyron Harris

To approve Bid #1669-11 Painting of School Lockers at EHMS and award bid to Prism Painting & Decorating at a cost of \$4,200.00 for painting 1,200 lockers, and forward to the full Board for its approval, pending funds availability.

Motion unanimously carried.

**Discussion of the Financial Forecast for April 20, 2011
(Paul Mainuli, Director of Business Services)**

Mr. Mainuli highlighted the following:

- Unemployment Compensation – projected shortfall of \$37,000;
- Other Professional Services – projected shortfall of \$120,000, due primarily to Kelly Services;
- Other Purchased Services – projected shortfall – due primarily to snow removal of \$300,000 – Ms. Morrison asked that Mr. Mainuli follow up on FEMA reimbursement for snow removal. She also asked Mr. Mainuli to follow up on \$50,000 insurance deductible amount paid for the repair of the Norris School roof;

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- We expect to realize an additional \$2 million in revenue from Woodland School tuitions.

Mr. Mainuli noted as of April 20, 2011, we have a projected fund balance of \$630,656.53.

OTHER BUSINESS

- Mr. Mainuli re: Meal Plan – we are looking to provide a new meal plan that will offer dinner to our students participating in after school programs at the Middle School. The cost of the new meal program will be covered by the Federal government. The cost per meal is \$2.72.
- Mr. Mainuli stated Odyssey School in Manchester would like to come under EHPS for its meal plan. We would receive approximately \$4,000 in additional revenue for our school lunch account;
- Mr. Mainuli noted the following items on the priority list were put out to bid by Purchasing Agent Stan Staron. Mr. Staron was able to use purchasing consortiums to receive the best pricing:
 1. Bob Cat Truck \$29,000
 2. Heavy Duty Truck \$64,000
 3. Electric Scissors Lift \$16,500

Mr. Mainuli would like to forward the above to the full Board, pending funding availability. These were on his original priority list.

Future Agenda Items for Discussion:

- 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