

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

**WEDNESDAY,  
SEPTEMBER 14, 2011**

A meeting of the East Hartford Board of Education Finance & Audit Committee was held on Wednesday, September 14, 2011, at the Board of Education Administration Building, 1110 Main Street, East Hartford, CT. The meeting was called to order at 5:35 P.M. by Chairperson Jeffrey Currey

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

**ALSO PRESENT** Dr. Mark Zito, Superintendent of Schools  
Paul Mainuli, Director of Finance  
Anita Morrison, BOE Member

**APPROVAL OF MINUTES**

**MOTION** By Tyron Harris  
Seconded by Jeffrey Currey  
To approve the Minutes of June 8, 2011 meeting  
Motion unanimously carried.

**Public Participation** – None

**Financial Closeout Report for FY 2010-11**

Mr. Mainuli noted we achieved all that we set out to do with our year-end projects and purchases:

- #2120 – Health Self Insurance - designated year end funds to town for health benefits;
- #2400 – Staff Retirement – all retiring teachers were cashed out by the end of June \$269,288.05;
- #4500 – Construction Services - \$520, 512.15 – in part, transferred to Town at year end for O’Connell Roof Bond;
- #4900 – Other Purchased Services – due to snow removal operations, additional \$300,000 overage;
- #5111 – Pupil Trans. Reg. Ed – costs increased due in part for Magnet School and Homeless student transportation;
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Mr. Mainuli noted we received \$301,533.08 from E-Rate dollars for voice and data communications. These funds are used to offset IT costs for the district. We also received \$4.5 million from Woodland for Spec Ed tuition revenues. These funds were used to offset any shortfall in the Spec Ed placement costs and other district cost overruns.

Mr. Mainuli noted we did really well, overall, for last year.

**Update on Year End Projects and Purchase of Equipment**

Mr. Mainuli noted the Board approved year-end priority spending plan was completed for all schools. He commended Facilities and IT staff for the excellent job done to get schools ready for school openings.

Some landscaping work remains to be completed at the O'Brien/STEM School courtyard. We are presently working with the PTO at the O'Brien/STEM School and Loews on a mini-grant opportunity to fund the courtyard improvement. Also, the school district is in need of additional band and string instruments.

**Discussion of Financial Forecast for September 2011**

Superintendent Zito stated out of magnet school tuitions are costing our district excessive dollars. He further noted reconfiguration meetings should run concurrent with budget meetings to discuss this entire situation. We really need to focus on Barnes and O'Connell Schools and our alternative education programs. Transportation for students the CREC IMS program, located at St. Rose School, is very costly. Also, we may have to add a fourth bus to Two Rivers. The magnet school enrollment for Two Rivers is upwards to 209 students. Overall transportation issues and busses are of major concern.

**OTHER BUSINESS**

Mr. Mainuli noted the following concerns/problems:

- Issues with cafeteria equipment – we may a refrigerator truck for our food operations. We were awarded \$16,000 from the State to purchase cafeteria equipment.
- A transfer switch is damaged at EHHS; Cost for replacement will be \$60,000-\$80,000; A percentage of this expense may be reimbursable to the district through FEMA
- Mr. Mainuli met with the Town and IT Department to discuss a proposal to convert to their MUNIS HR/Financial system. We are in the process of assessing the cost of this conversion and will report back to the Finance and Audit Committee. The upfront costs for consulting time will be significant. By using the MUNIS shared services approach, it would save the town and Board dollars. We presently have support from the City of Hartford's with their IT staff that also use the MUNIS system. A meeting will be scheduled in a couple of weeks with MUNIS representatives to discuss the project.

**MOTION**

By Marcus Oladell, IV  
Seconded by Tyron Harris  
To adjourn the meeting of the Finance & Audit Committee  
(7:25 P.M.)  
Motion unanimously carried.

Recorded by: Donna Fitzgerald