



Torrington Board of Education

LYNDA T. REITMAN
INTERIM SUPERINTENDENT

Budget Committee Regular Meeting **Wednesday, December 9, 2015** **355 Migeon Avenue**

MINUTES

Members Present: Fiona Cappabianca, Committee Chair; Daniel Thibault

Members Absent: Jeremy Hinman

Also Attending: Board of Education: Ellen Hoehne, Jim Lamoin, Jessica Richardson

Administration: David Bascetta, Director of Facilities; Susan M. Lubomski, Assistant Superintendent; Lynda T. Reitman, Interim Superintendent

1. Ms. Cappabianca called the meeting to order at 6:30 p.m.
2. Roll Call was taken.
3. Mr. Thibault moved to approve the meeting agenda. The motion was seconded by Ms. Cappabianca. All in favor.
4. Mr. Thibault moved to approve the minutes of the October 14, 2015 meeting. The motion was seconded by Ms. Cappabianca. All in favor.
5. Review monthly financials-Lynda reviewed the budget adjustment process:
 - a. Processed the budget adjustments
 - b. Reposted all salary line items
 - c. Reconciled all staff moves

Fiona explained that the "Proposed Budget Amendments" depicts what the board requested in June and the subsequent reconciled accounts.

The question was raised as to whether a medical advisor/consultant is mandated. This needs to be answered for next month's meeting.

The athletic transportation was also discussed. The board was lead to believe by someone

that it was included in the overall transportation. The 42K from student activities will be used to fund sub-varsity sports.

6. Lynda reviewed the “to” and “from”: what did we need and where can it come from?
 - a. Jim asked how much of a detriment is this to the district as a whole. Lynda said this reconciles everything, but it leaves a significant hole in the district. There is no technology and nothing for instruction. We need to do better for our students. This year is recovery, next year is stabilization, the following year is moving forward.
7. Procedures in the future:
 - a. Lynda is ensuring that the sites are creating thoughtful and meticulous budgets.
 - b. She is requiring variance reports from principals each month.
 - c. Some “sacred cows” might have to go.
 - d. Reviewing enrollment numbers.
8. 6th class-questioned if it was included in salary budget adjustments. Fiona requested that the 6th class cost: \$49,751 be added to the bottom of the Proposed Budget adjustments sheet, since it was not approved by the board.
9. Audit for 2014-15 must be completed by Tuesday, December 15.
10. Sub-committee proposed that Professional Development, \$10,000, be reinstated. Professional development will be monitored and presented at every sub-committee meeting. Dave Bascetta said the \$11,100 cannot be taken out of the available funds. This amount reflects snow plowing at SE, which would cost much less than other sites.
11. Fiona proposed that the “proposed Budget Amendments” be moved to the full board. Dan made a motion. Fiona second.
12. Lynda explained ECS costs. She is requesting that the state confirm the amount of money that has gone to the city over the last few years. In addition, she explained the percentages we receive in reimbursement for our excess costs in special education.
13. Student Activities. Lynda explained there were problems with Quick books. Fiona said they needed a print out of the credits, debits and remaining balances in each account for the next sub-committee meeting, no excuses. This is a site responsibility. The district confirms the amounts.
14. Capital-Dave Bascetta said that the Capital Budget needed to be on the next board agenda for the 16th.
15. Future Meetings: Paula to present on para additions that have occurred since the beginning of the year. There also needs to be a report on lunch monitors.
16. Motion to adjourn was made by Mr. Thibault and seconded by Ms. Cappabianca. All in favor.
17. Meeting adjourned 9:23 p.m.