



Torrington Public Schools

SUSAN M. LUBOMSKI
ASSISTANT SUPERINTENDENT

DENISE L CLEMONS
SUPERINTENDENT

Budget Committee Regular Meeting **Wednesday, May 10, 2017, 7:00PM** **355 Migeon Avenue** *Minutes*

1. **Call to Order**—7:08PM
2. **Roll Call:** Mr. Traub (chair) Mr. Thibault (Alt), Dr. Brogis, Mr. Vegaro
Others Board Members Present: Mr. Knight, Ms. Hoehne
Teacher Representative: Mr. Lafreniere
Administration: Ms. Clemons, Ms. Lubomski, Ms. Lawrence, Mr. Bascetta, Mr. Domanico
3. **Approval of Agenda**—Dr. Brogis made the motion, Mr. Vegaro seconded. All in favor.
4. **Approval of Minutes**—Dr. Brogis made the motion, Mr. Vegaro seconded. All in favor.
5. **Public Participation:**
Lettermen's Club, has their own 501(c); They currently offer funding support for the football program. They would like to offer more supplemental funding, if they can participate in naming of the Football Field, a room, or a wing at THS. They want to ensure the football program funding will not be cut if they provide supplemental funding. Right now, Huddle is funded every year, so the team can watch the game films. Over 6 years, they have donated \$18,000 in supplemental funding.
6. **Discussion Items:**
 - a. **Monthly Financials**—Mr. Domanico reviewed the report. The lunch monitors at the middle school was posted to the wrong account. It was for teachers who provide lunch coverage. Mr. Vegaro questioned where an excess in the budget would be expended. Ms. Clemons it would go toward overages and 1:1 devices, starting at grade 6.
 - b. **Student Activities Report**— Mr. Domanico reviewed the report. Ms. Cappabianca questioned the requests for carryover. Mr. Domanico notified the principals to ensure they requested carryover by April 30th. Mr. Domanico's plan is to meet with all of the principals to discuss student accounts on a monthly basis next year. There are still accounts that haven't been used. Ms. Reitman didn't ask for carryover. If no carryover request is completed, the funds go into the General Funds.
 - c. **Budget Transfers**—The Board is still open to approving a transfer to fund the Guidance days. Mr. Domanico reviewed the new transfer request. Funds would be taken from the Unemployment account.

Instructional equipment: Music program: request for instruments, because of an increase in student participation. Mr. Splettozer 139 students wants to use uniform

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money to purchase the instruments. Student activities will be used as well. He would like to get the instruments now, so they can start to practice this year.

TMS request -Invention Convention Finals-coverage for student attendance.

Curriculum: LAS materials This would fund the supplemental materials needed during testing this year. A secretary was able to enter the student information, savings expenses in that line item would be put toward materials.

District: OT Clerical: Ms. Cappabianca was concerned about the OT for clerical. This is still a compilation of hours incurred throughout the year. This would be covered by funds in Unemployment that were overestimated.

Student Services-Tuition for summer placements 2016-2017 for use in student services expenses.

- d. **RFP Bid Reviews:** Special Education Transportation-Mr. Domanico reviewed the need for the bids and services based on student needs.
- e. **Review of Food Service Management Company Bids**-Aramark and EdAdvance-Award the Contract to EdAdvance. There was a request for more food variety. Ms. Cappabianca questioned the supervision of the employees. Mr. Domanico presented the parameters of supervision. Mr. Traub requested the numerical comparison, providing a summary sheet of the fixed costs.
- f. Mr. Domanico reviewed the **Paid Lunch Equity Tool**-Proposed Lunch Increase of 10 cents for lunch; breakfast price wouldn't change.
- g. **Review of Healthy Food Certification Forms**- If the district doesn't re-certify, the district could do whatever it chose for fundraisers as long as the sales are aligned with the district policy. The pie sales ended, because PTOs could not distribute the pies to students under the certification requirements. However, if the district doesn't re-certify, it will still have to follow the USDA regulations.
- h. **Discussion of Capital Projects**-Mr. Bascetta presented the following information. There is no PO for THS Oil tank. Oil Tank PO is next. Jerry will be setting up a PO next week. The Solar Project is \$92,800, transferring funds to the City. Mr. Bascetta will need the approval of the minutes from last month's meeting to transfer these funds. This project will be sent to the state. It has to be submitted by June 30th. The ADA Project came in at a lower cost. Mr. Bascetta presented the issues at the high school that need to be addressed. The state is willing to fund the projects, minus the maintenance and repairs. Code violations could be paid for at 72%. Maintenance is not reimbursable. There may be a change in the revenue stream that the City might be accepting. Mr. Bascetta: we have to be vigilant in monitoring what the City can provide and the actual expense. The meeting is taking place on May 24th. From the state, Dr. Wood and Kosta Diamantis will be present at the meeting. Mr. Traub said he will schedule a special meeting as needed. Mr. Bascetta needed a motion for the remaining capital to be sent to the City. Approximately, \$1.2M is going back to the City. Mr. Traub said BOF will need to approve this. All un-encumbered capital funds go into a special capital reserve account, so we can draw on the funds at a later date.
- i. **Discussion of Naming Rights**-Mr. Traub provided the history. All sports under one umbrella was the intent. The idea was if the naming/funding saves all sports, it was worth examining. Mr. Vegaro requested naming rights and advertising be discussed in the future.

These minutes were approved by the Torrington Board of Education on June 21, 2017

Motion to extend the meeting for 15 minutes, Dr. Brogis motion. Mr. Vegaro second. All in favor.

Naming rights continued: Mr. Traub addressed the issue of Title IX, and questioned who owns the field, the scoreboard, etc.?

7. **Action Items:**

- a. **Monthly Financials**—Dr. Brogis made the motion, Mr. Vegaro seconded. All in favor.
- b. **Student Activities Report**—Dr. Brogis made the motion, Mr. Vegaro seconded. All in favor.
- c. **Budget Transfers**—Dr. Brogis made the motion, Mr. Vegaro seconded. All in favor.
- d. **RFP Bid Reviews**—Dr. Brogis made the motion, Mr. Vegaro seconded. All in favor.
- e. **Review of Food Service Management Company Bids**—Dr. Brogis made the motion, Mr. Vegaro seconded. All in favor.
- f. **Review of Paid Lunch Equity Tool-Proposed Lunch Increase**—Dr. Brogis made the motion, Mr. Vegaro seconded. All in favor.
- g. **Review of Healthy Food Certification Forms**—Dr. Brogis made the motion, Mr. Vegaro seconded. All in favor.
- h. **Recommendation on Capital Projects**—Dr. Brogis made the motion, Mr. Vegaro seconded. All in favor.
- i. **Move Naming Rights to the Full Board**—Mr. Vegaro would like to wait until the Superintendent discusses this issue with the Mayor. Dr. Brogis and Mr. Traub agreed.

8. **Approval of Minutes:**

- a. April 17, 2017---Mr. Vegaro made the motion, Mr. Traub seconded. All in favor.

9. **Comments for the Good of the Order:**

None.

10. **Upcoming Agenda Items:**

- a. Monthly Financials
- b. Student Activity Report
- c. Budget Transfers
- d. Capital Projects
- e. Naming Rights

11. **Adjournment**—9:30PM