

These minutes were approved by the Torrington Board of Education on March 28, 2018.



Torrington Board of Education

SUSAN M. LUBOMSKI
ASSISTANT SUPERINTENDENT

DENISE L. CLEMONS
SUPERINTENDENT

Budget Committee Meeting Wednesday, February 14, 2018, 7:00 p.m. 355 Migeon Avenue

Committee Members: Mr. Maniccia (chair), Mr. Vergaro, Dr. Brogis

Board Members - Mr. Kissko, Ms. Hoehne

Administrators - Ms. Clemons, Ms. Lubomski, Mr. Bascetta, Mr. Duva

1. Call to Order - 7:00PM
2. Roll Call
3. Approval of Agenda - Dr. Brogis motion, Mr. Vergaro second. All in favor.
4. Discussion Items:
 - a. Monthly Financials-special education: 5563, 5561. May need budget transfers in the future.
Overages: 5112.29-Other fees and penalties-Taxes from October were charged to the wrong account. 5112.35-non-league officials: that will be investigated. 5121.06-homebound and special education-18 teachers are providing services. More than expected.
Credit: 5320-credit for \$14,000, more money than expected from Adult Ed grant.
Liability Insurance-City sets that rate. Still reviewing the budgets and will make transfers.
Mr. Carmelich said we should get the excess cost money for special education students.
Mr. Vergaro asked if we can we free up the supply money. Ms. Clemons is hesitant to do this right now.
 - b. Budget Transfers-none
 - c. PTO/Student Activities-Schools need to submit intent regarding the balance of the use of funds prior to April 30. There was a request for the names of the accounts to be more generic or to update the teacher names, particularly at THS.
 - d. CCM Electric Supply Contract-CCM (CT Council of Municipalities); Cities in collaborative: Torrington, Litchfield, Thomaston, Goshen, etc. These rates are better comparatively if we work as a collaborative. This would lock in the rate for 1-5 years.
 - e. Proposed Facility Use Procedures-Mr. Bascetta shared the "Facility Use Procedures". The event will be documented in the shared calendar. The custodian will call the contact

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person two days before. The custodian will document on the log sheet who was called and when. The Director of Facilities will check the day before the event to ensure that the site custodian in charge is aware of the upcoming event. Mr. Bascetta will bring the procedures to the Board Meeting for information sharing.

- f. State Project #143-0074CV-ADA Compliance-Mr. Bascetta presented the elevator project, location is behind B building at THS. March 8th put this out to bid. By the end of February, this should be completed. The Board will need to approve the cost estimate and the approval will be in the Board minutes. Mr. Bascetta will ensure that they have vandal proof buttons and a key for use.
ADA Compliance Project: Phase II: Mr. Bascetta is investigating what is reimbursable. The reimbursement rate has been reduced by the state. Mr. Bascetta provided account balance: \$572,128 remaining. Mr. Bascetta reminded the board to let the City know that they cannot plan for revenue, if the projects are not being completed. Ms. Clemons wrote a letter to the City with the approval of the Board Chair to clarify this fact.
 - g. 2018/2019 Budget and Public Hearing Calendar-Rose Forzano, new Business Manager, is starting March 1. March 8th is the first budget meeting. Ms. Clemons said she is not asking for much: 0%, 1%, 2% will be presented.
March 20-second Budget Meeting; March 26th- Public Hearing.
At the Full board Meeting, April 3rd, Ms. Clemons will identify priority areas.
5. Action items:
- a. Monthly Financials - Dr. Brogis motion, Mr. Vergaro second. All in favor.
 - b. Budget Transfers - none
 - c. PTO/Student Activities - move to board. Dr. Brogis motion, Mr. Vergaro second. All in favor.
 - d. CCM Electric Supply Contract - Dr. Brogis motion, Mr. Vergaro second. All in favor.
 - e. Proposed Facility Use Procedures-as amended. Dr. Brogis motion, Mr. Vergaro second. All in favor.
 - f. State Project #143-0074CV-ADA Compliance- Dr. Brogis motion, Mr. Vergaro second. All in favor. Discussion: move the additional items to the full board. Funds should remain. Use these funds for code violations that need to be addressed. Dr. Brogis motion, Mr. Vergaro second. All in favor.
 - g. 2018/2019 Budget and Public Hearing Calendar-move to full board. Dr. Brogis motion, Mr. Vergaro second. All in favor.
6. Approval of Minutes- Dr. Brogis motion, Mr. Maniccia second. Mr. Vergaro abstained. All in favor. In the future, move Minutes to after the Approval of Agenda and list the members of the committee and additional members separately.
7. Comments for the Good of the Order:
Budget concerns: Contractual: 1-2% increase for next year.
Unknown: Alliance amount
Unfortunate, district doesn't have sports 6-8.
Desire to build JROTC
8. Upcoming Agenda items:
"The usual" and bus contract-April 30th notification.
9. Adjournment: Dr. Brogis motion, Mr. Vergaro second. All in favor. Meeting adjourned at 8:16PM.
10. Next Meeting: March 14, 2018