

These minutes were approved by the Torrington Board of Education on December 20, 2017.



Torrington Board of Education

SUSAN M. LUBOMSKI
ASSISTANT SUPERINTENDENT

DENISE L. CLEMONS
SUPERINTENDENT

Budget Committee Meeting Wednesday, November 8, 2017, 7:00 p.m. 355 Migeon Avenue

1. Call to Order – 7:05PM
2. Roll Call – Mr. Traub (chair), Dr. Brogis, Mr. Vergaro
Other Board Members – Ms. Hoehne
Teacher Representative – Mr. Lafreniere
District Personnel – Ms. Clemons, Ms. Lubomski, Mr. Bascetta, Mr. Duva, Ms. Bradshaw-Hill, Mr. Manley, Mr. Fimbers
3. Approval of Agenda – Mr. Vergaro made the motion, seconded by Dr. Brogis. All in favor.
4. Public Comment – None
5. Discussion Items:
 - a. Monthly Financials – Ms. Clemons reviewed the monthly financial report. The question was raised: Is there a way to track if students who go to WAMAGO are really enrolled in agricultural programs? Also, Mr. Lafreniere questioned if there would be special education coordinators? Ms. Clemons said she was looking into taking them out of IDEA.
 - b. Budget Transfers – none
 - c. Student Funds and PTO Use List – presented for all schools, except THS.
 - d. 2017/2018 Budget Impact of New State Budget – The state will have to make up the \$5-6M short fall. The City will be okay until end of December.
 - e. 2018/2019 Budget Schedule/Process – Ms. Clemons said she wanted to start the process December 1. Now that the district is an Alliance District the board members were hoping for some funding. Ms. Clemons said the Alliance status still hasn't been voted on. The first few years addresses the needs and support, not funding. The state offers oversight. The third year, the funding comes.
Ms. Clemons is checking on attendance at WAMAGO making sure that those students are still Torrington residents.
Three business managers ago, Mr. Traub requested any contracts with expiration dates be presented to the board. He is requesting this again.
 - f. RFP Occupational Therapists – Do the OT's have to attend the PPT meetings? The consultants will have to share their report 3 days before the PPT. This will be a part of the procedures, not in the RFP. Mr. Traub wanted to change the title of Business Manager to

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the Director of Financial Operations in the RFP draft to reflect the new title of this position.

- g. Capital Projects – Mr. Bascetta’s update: This has not changed since last month’s report.
 - h. Request to Close State Project No. 143-0073CV-Mr. Bascetta reviewed the document of substantial completion of the THS Oil Tank. He suggested it be brought forward to the board.
 - i. Energy Projection for Southwest School – Mr. Bascetta said the lighting project for SW School was reaching the expiration date. Of the \$100K budgeted, \$93.00 was an overage. The board approved this, but the state budget was frozen. The extension was moved forward to December 1st.
 - j. Contract Extension for Burlington Construction on State Project No. 143-0072CV – Mr. Bascetta said this is the ADA project at THS, Phase I and II, Dept of Admin Services. Phase I not complete: the auditorium and seismic shifts. The counter and ticket booths. Asking for an extension in case it is not possible to complete the project. Calendar extension. Next summer is a realistic timeline to complete these projects.
 - k. Letter from CT Department of Administrative Services-Project No 143-0072CV – Mr. Bascetta and Ms. Bradshaw-Hill: state notified the district of \$47,000 of ineligible costs. TPS has to prove they are “eligible costs” for reimbursement. The district can’t submit again until December. The district shouldn’t be expecting any funds back until February, maybe later.
 - l. Contract Extension for Jespersen’s Landscaping for Mowing and Grounds – Mr. Bascetta presented that the company is willing to keep the current contract rate for two more years. Everyone accepted the fixed contract proposal.
 - m. Web Filter Renewal – Mr. Manley presented the Web Filter Bid due 1/17/18. Web filter and firewall were quoted at \$29,254 by Palo Alto Networks with the USF Discount. The district budgeted \$45,000.
 - n. Director of HR Salary – Ms. Clemons stated there were two great candidates, but the salary was too low. Ms. Clemons made the proposal for \$115,000-\$130,000, so we can offer this amount to one of the candidates. Two HR people directors prior, this position was at an elementary principal rate. Currently, the salary is at \$95,000. The Business Manager salary is capped at \$100,000 for this year.
6. Action Items:
- a. Monthly Financials – Mr. Vergaro made the motion, seconded by Dr. Brogis. All in favor. Full board.
 - b. Budget Transfer – none
 - c. RFPs – Occupational Therapists – Mr. Vergaro made the motion, seconded by Dr. Brogis. All in favor. As modified to full board.
 - d. Capital Projects – Close project 143-00073CV – Mr. Vergaro motion and Dr. Brogis second. All in favor.
 - e. Energy Projection for Southwest School Reaching Expiration – Mr. Vergaro motion and Dr. Brogis second. All in Favor. Move to full board.
 - f. Contract Extension for Burlington Construction on State Project No. 143-0072CV – Mr. Vergaro motion and Dr. Brogis second. All in Favor. Move to full board.
 - g. Letter from the CT Department of Administrative Services Project No 143-0072CV – Mr. Vergaro motion and Dr. Brogis second. Information purposes only.
 - h. Contract Extension for Jespersen’s Landscaping for Mowing and Grounds – Mr. Vergaro motion and Dr. Brogis second. All in Favor. Moved to the full board
 - i. Web Filter Renewal – Mr. Vergaro motion and Dr. Brogis second. All in Favor. Moved to the full board as presented by Mr. Manley.

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- j. Director of HR Salary – flexibility range of salary – \$115,000-\$130,000
Mr. Vergaro motion and Dr. Brogis second. All in Favor.
- 7. Approval of Minutes:
 - a. October 18, 2017 – Mr. Vergaro made the motion, seconded by Dr. Brogis. All in favor.
- 8. Comments for the Good of the Order – Members thanked Ken for all his years and volunteering his time. Dr. Brogis requested cost estimates for security guards. Mr. Vergaro requested cost estimates for grade level schools.
- 9. Upcoming Agenda Items
 - a. Capital – January 1 to City has to go to the Board in December
- 10. Adjournment – Mr. Vergaro made the motion, seconded by Dr. Brogis. All in favor. Meeting adjourned at 8:41PM.