

These minutes were approved by the Torrington Board of Education on January 24, 2018.



Torrington Board of Education

SUSAN M. LUBOMSKI
ASSISTANT SUPERINTENDENT

DENISE L. CLEMONS
SUPERINTENDENT

Budget Committee Meeting Wednesday, December 13, 2017, 6:00 p.m. 355 Migeon Avenue

1. Call to Order – 6:01PM
2. Roll Call – Ms. Cappabianca (chair), Dr. Brogis, Mr. Vergaro, Ms. Hoehne, Mr. Kissko, Ms. Bradshaw-Hill
Other Board Members – Mr. Giansanti, Mr. Kisko, Ms. Spino, Mr. Maniccia
Teacher Representative – Mr. Lafreniere
District Personnel – Ms. Clemons, Ms. Lubomski, Mr. Bascetta, Mr. Duva
3. Approval of Agenda – Dr. Brogis made the motion, seconded by Mr. Vergaro. All in favor.
4. Public Comment – None
5. Discussion Items:
 - a. Monthly Financials: Mr. Duva stated that all of the tuitions will need adjustments; Ms. Cappabianca requested that verification of residency be checked as thoroughly as possible.
 - b. Budget Transfers – None.
 - c. Student Funds and PTO Use List-THS is working with Mr. Duva on clarifying these accounts. Ms. Cappabianca requested if the accounts have more than \$1,000, they have to earmark how the money is being expended. If funds are designated for a specific field trip, then the funds can be held over 3 years for example: the DC Trip.
 - d. 2017/2018 Budget \$417,900 Request from the City – Ms. Cappabianca reviewed this request from the City. This request was based on the capital revenues. However, the City wants the reimbursement, but Capital was cut. There is no reimbursement. For this year, the City is short \$417,900. Mr. Bascetta stated there were no critical needs for the remainder of 2017-18 for Capital Projects. Ms. Cappabianca said that it would be better to talk with the City first to address the \$417,900. The committee voted to wait until the shortfall amount is determined before any plans for cuts are made.
 - e. Capital Projects – Ms. Bradshaw-Hill presented the Capital Projects. Ms. Cappabianca clarified the Capital Budget needed to be submitted to the City by January. Mr. Bascetta gave an overview of needs: the roof project TMS and the East School and Migeon Avenue moving expenses. Mr. Bascetta will determine the numbers of windows that need replacement at TMS. This will be brought forth to the full board.

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- f. Director of Finance and Operations – Ms. Bradshaw-Hill received a good reviews from the City and the district staff. Ms. Clemons is recommending Ms. Bradshaw-Hill as the new Director of Finance and Operations. The Committee agreed to move forward with this recommendation.
 - g. Network Manager – Ms. Clemons recommended the Network Manager handle the day to day management of IT with an increase in salary of \$10,000 without hiring a new Director of IT. Mr. Manley left the district on November 30, 2017. The Network Manager would report to the Director of Finance and Operations and Superintendent Clemons.
 - h. Director of Human Resources salary increase – Mr. Vergaro motion, Dr. Brogis second regarding the \$115,000 salary for the new Director of Human Resources candidate. This candidate will be brought forward to the board.
1. Action Items:
 - a. Monthly Financials – Mr. Vergaro made the motion, seconded by Dr. Brogis. All in favor. Move to full board.
 - b. Budget Transfer – No action.
 - c. Student Funds and PTO Use List – Mr. Vergaro made the motion, seconded by Dr. Brogis. All in favor. Move to full board.
 - d. 2017/2018 Budget \$417,900 Request from the City – No action.
 - e. Capital Projects Update – Mr. Vergaro made the motion, seconded by Dr. Brogis. All in favor. Move to full board.
 - f. Director of Finance and Operations – Mr. Vegaro made the motion, seconded by Dr. Brogis. All in favor. Move to full board.
 - g. Network Manager – Mr. Vegaro made the motion, seconded by Dr. Brogis. All in favor. Move to full board.
 - h. Director of Human Resources – Mr. Vegaro made the motion, seconded by Dr. Brogis. All in favor. Move to full board.
 2. Approval of Minutes:
 - a. November 8, 2017 – Mr. Vergaro made the motion with the amendment of the following spelling corrections “Mr. Vergaro and Mr. Lafreniere,” seconded by Dr. Brogis. All in favor.
 3. Comments for the Good of the Order – Mr. Vergaro commented that capital projects need to be a priority; Dr. Brogis commented that the administration needs to be able to do what they determine is most important
 4. Upcoming Agenda Items:
 - a. Monthly Financials
 - b. Budget Transfers
 - c. Student Funds and PTO Use List
 - d. Capital Projects-priorities of capital projects
 - e. Redistricting
 5. Adjournment – Mr. Vergaro made the motion, seconded by Dr. Brogis. All in favor. Meeting adjourned at 8:09PM.