



## Torrington Board of Education

JERRY DOMANICO  
DIRECTOR OF BUSINESS SERVICES

MARK L. WINZLER  
INTERIM SUPERINTENDENT

### **Budget Committee Regular Meeting** **Wednesday, August 10, 2016** **355 Migeon Avenue**

#### *MINUTES*

**Members Present:** Kenneth P. Traub, Committee Chair, Peter Vergaro, Jason LaFreniere

**Members Absent:** None

**Also Attending:** Board of Education: Ellen Hoehne

Administration: Jerry Domanico, Director of Business Services; Susan M. Lubomski, Assistant Superintendent; David Bascetta, Director of Facilities

1. Mr. Traub called the meeting to order at 7:05 p.m.
2. Roll call
3. Mr. Vergaro made a motion to approve the Budget Committee minutes of April 18, 2016, May 11, 2016, June 14, 2016 and July 13, 2016. Mr. Traub seconded. All in favor.
4. Review of Final 2016-2017 Budget

Mr. Traub wanted the transactions in the binder, which was what he originally requested. Only asked for copies for the budget committee. Mr. Traub stated that Mr. Winzler is aware of this request.

Mr. Domanico said that they sent the transactions with the capital electronically.

Mr. Traub requested the summary pages and cover pages for each site. Mr. Domanico explained the budget breakdown and how it gets created: Adopted, actual budget 2014, 2015, 2016, and 2017 level 6.

Mr. Domanico stated he is working on final placements of where people are and who moved where. Salary to salary, but we will tell the Board of Education what was done and provide a salary schedule.

Mr. Traub stated that all transfers vetted in sub-committee, but doesn't need to be at the full Board. Mr. Domanico stated that the state statute is that it will have to be approved by the full Board.

Mr. Traub stated that positions have been added that the board thought they would be cut such as literacy and numeracy.

Mr. Domanico stated that GB positions are not added to. Title I and Title II grant funding can support new positions. Mr. Traub stated that a literacy position showed up but the Board wanted secretaries instead.

Mr. Traub and Mr. Vergaro requested a protocol for changes that occur after the budget is approved for entitlements as well as other GB changes.

Mr. Traub stated that volunteer staff members don't attend budget meetings however, Mr. LaFreniere was voted as budget member. Mr. LaFreniere questioned if there is a set amount of grant money, why don't you know what you have?

Mr. Domanico stated that the three people you planned on paying may have left. People come and go, and you might have more than what you thought. The state needs to approve of the changes to the grants. Then there might also be carryover. How will you use the funds? You have to get state approval. Title I, Title II, Title III are not finalized until October or November. State does the checks and balances for the grant. State must approve, can't supplant funds.

Agenda: one transfer: confirmed super's salary; no firm amount on the search  
No line item transfer for \$175K. Advertising costs on the search committee. 2016-2017 budget matches. There have been no transfers. Mr. Traub requested that transfers be done timely. Line item transfers come to the full board. They will not come through sub-committee. Mr. Winzler Mark will have to decide. Policy 3040.

Mr. Domanico plans to send transfers every month for approval. Line item transfers have to go to the board. All salaries are not included.

5. Motion to move Final Copy of 2016-2017 Budget to the Full BOE

Mr. Vergaro made a motion to move final copy to the board with the summary sheets. Mr. Traub seconded the motion. All in favor.

6. Review Staffing Report for 2016-2017

Staff report 2016-2017: reflects the staff at each building however paras are still unresolved. Annuity: new principals? Amount? Is it included in the budget? Yes, both will get an annuity. Color coding: eliminated people. Color code for elimination?

Mr. Domanico stated that in September, the color codes will be eliminated to reflect where staff finally ended up.

MOU on the teachers' contract is that the superintendent's purview and then goes to the full board? The superintendent has to bring that to the board and then the board signs off on the MOU.

7. Motion to move Staffing Report 2016-2017 to Full BOE

Motion to move the salary schedule forward with the corrections was discussed. The committee decided to wait until September. Mr. Domanico is trying to complete the salary schedule by the September sub-committee meeting.

8. Review Transfers for 2016-2017

Update on June 2016 Budget- Mr. Domanico said the numbers have changed. Balance \$418,464 to the good; probably \$390K. 1.3 over. Now 900K over. Two main areas: salary system doesn't encumber salaries so difficult to project. Also, over in tuition for Special Education. Energy a little higher. Transportation a little higher. Better to be on this side than to be on the other side. Lots of requests to spend this money, but Mr. Domanico said no.

Mr. Traub stated don't put anything against Medicaid to cover discrepancies. We have to get approval to move money into capital.

Mr. Domanico stated that we can use 1% of the funds for capital. There isn't a deadline.

Mr. Traub-request the surplus to capital from the city. They have to get this on their agenda for Board of Finance. Dollar amount after not making the Medicaid expenditures. Mr. Domanico stated-state statute created vehicle for city to approve.

Mr. Domanico stated that \$730K was transferred from capital. City gave us excess cost funds. \$500K was an appropriation from the city.

Mr. Traub stated that the Ken-Final ECS last numbers in May, but you froze the budget in November. Only helps to fund sped overages.

Mr. Domanico stated- End of May get the actual checks. Mr. Domanico explained that they will only use 75% of their budgets. This was sent to all principals. He rejected the encumbering of funds. Have to have a specific justification. Trying to be fair to everyone. Use of 75%. Mr. Domanico to go to faculty meeting to explain the process, the 75% process.

Mr. Traub requested via email, year-end after the Medicaid transfers. Not to be moved to the full Board, only to the sub-committee.

Mr. Domanico- One PO for 12 months. Not one each month. Better reflection of encumbrances. He explained the employee benefits: \$12M encumbered. He has encumbered what we pay to the City. We know what we are going to pay. The electricity is encumbered also.

Mr. Traub stated that when we send to the BOF, example: postage is at 74%. City will ask. How can we be? Will ask Mr. Winzler to have you do a cover letter that states what is encumbered.

#### 9. Review Monthly Financial July 2016

A motion to move Monthly Financials to Full BOE was made by Mr. Vergaro. Mr. Traub seconded the motion. All in favor.

#### 10. Comments for the Good of the Order

Mr. Vergaro questioned what are we facing next year. Contractual, insurance, etc. what kind of projections? Insurance won't give us projections. Mr. Domanico replied-first year HSA admin; second year teachers. Mr. Vergaro questioned if we could check with other districts.

Mr. Domanico stated that year two and three is better. More educated consumer. Might not get that procedure done. Might spend less at other medical sites. Requested: This year's budget contractual, range of insurance, benefit update and what we will be doing before we get to next year.

Mr. Traub- not apologizing for being aggressive in getting answers. Don't want to see the last 6 years this difficult. Train wreck. Don't want here to be a thorn but be here to be constructive. Mindful of a schedule. Past history. Questions to move us forward.

Mr. LaFreniere thanked the committee and stated he will stay on the committee. Mr. Traub stated that this will give the TEA a voice. The current schedules don't allow them the time. Mr. Traub will also reach out to the other two members.

#### 11. Upcoming Agenda Items

1. Mr. Traub-Major purchases, bids, etc that will come up
2. Mr. Domanico- budget projections will be difficult to do in September, maybe Oct.
3. Mr. Domanico will work on staffing for September.
4. Use of the capital money to save us more money? Solar?
5. Mr. Bascetta- oil tank in the spring, so we can apply to the state.
6. Mr. Domanico-bidding for the ADA. RFP for ADA at THS-September agenda
7. Mr. Domanico future: RFP-webhosting?-late fall; RFP- IT services?- RFP-Food service mgmt. company, bidding Dec-Jan. October developing the RFP. RFP out in Dec. RFP food services November.

These minutes were approved by the Torrington Board of Education on September 21, 2016.

12. Mr. Vergaro made a motion to adjourn. Mr. Traub seconded the motion. All in favor.  
Meeting adjourned at 8:38 pm.