

Guilford Board of Education
Finance Subcommittee Meeting
Guilford High School, 605 New England Road, Guilford, CT
Monday, August 9, 2010

BOE Members Present: Keith Bishop, Bill Bloss, Barbara Dudley, Susan Renner and Ted Zuse

BOE Staff Present: Tom Forcella, Andy Potochney, and Linda Trudeau

Mary Beeman joined the meeting in progress.

The meeting was called to order at 6:10 p.m. by Mr. Bishop in Dr. Meyer's absence.

1. Review of Monthly Reports

Prior to Mrs. Dudley reviewing the warrant reports for July, Mrs. Trudeau distributed a revised July Financial Report showing \$153,481.83 will remain in the Town's General Fund. Some of the items mentioned by Mrs. Dudley were a new guard rail at A. W. Cox and district-wide sprinkler inspection. She also noted a fee to University of Pittsburgh for training, professional development and software and graduation expenses submitted by Mr. Misenti.

2. Review of Financials 2009-2010

Mr. Zuse asked about the \$135,000 overage in the para budget. Dr. Forcella explained that the para budget is created around the current need, which is an approximation until PPT's are held and actual needs are known. Dr. Forcella also noted that beginning this year, all paras hired mid-year will be contracted as long-term subs and therefore, won't receive benefits.

The subcommittee also discussed other items such as fuel costs and how encumbrances are handled.

The lunch program was discussed at length and beginning next month, Mr. Potochney will include lunch reports with the monthly financial package.

3. Review of Financials 2010-2011

Mrs. Dudley reviewed the financial report for July 2010. Mrs. Dudley stated that 78% of the expenditures are for payroll and benefits and that 17.5% are for tuition. Mrs. Dudley noted that a payment was made to Giant steps for tuition for three students for one-half of the school year and for two students in the summer school program.

4. Review GFFE Grant

Mrs. Trudeau stated that the Board's approval will be requested for a grant from GFFE for Flip cameras for \$5,005.00 for Baldwin Middle School and Melissa Jones School. The cameras will be used in a pilot program the builds inter-school collaboration and shared professional development. Mrs. Trudeau noted that ten teachers in each school have agreed to participate in the program.

5. Discuss Waiving Bid Process for the Technology Lease

Mrs. Trudeau told the subcommittee that this year's lease will be for \$250,000. She also noted that they had difficulty getting someone to take the lease last year. It was requested that the bid process be waived and awarded to Chase for 2.4% for 5 years. She also mentioned it may be possible to supplement the current lease with an addendum and that such a process would save on time and legal fees for review of the lease contract.

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6. Discuss Resolution on the Technology Lease

Mrs. Trudeau told the subcommittee that a copy of the resolution is in the BOE packet with an updated form and current information. Upon approval tonight, she'll need Mr. Bloss' signature of acceptance.

7. Receive 2011-2012 Budget Timeline Draft

Mrs. Trudeau explained that the timeline will be as previously stated, as it has been in the past and will appear on next month's BOE Agenda. Mr. Zuse suggested a draft of capital projects be created prior the holidays and that the district find a way to better communicate the budget process to the community. He also asked if the Board of Selectmen was included in the process. Dr. Forcella explained that he meets with the First Selectman unofficially.

Dr. Forcella also mentioned that a decision would need to be made regarding the funding for the autism project.

The meeting adjourned at 7:26 p.m.

Respectfully submitted,
Jill Del Gobbo