Call to order: A regular meeting of the Shelton Board of Education Finance Committee was held on
Wednesday, September 18, 2019. The meeting convened at 5:04 p.m., Chairman Thomas Minotti
presiding.

Roll Call:

Members in Attendance: Chairman Thomas Minotti, Mark Holden, David Gioiello, Anne Gaydos, Dr.
Darlisa Ritter.

Members not in Attendance: Amanda Kilmartin (excused), Jose Goncalves.

Also in Attendance: Kathleen Yolish, BOE Member, Kate Kutash, BOE Member, Dr. Christopher Clouet,
Superintendent, Kenneth Saranich, Assistant Superintendent, Rick Belden, Finance Director, Deborah
Keller, Shelton Education Association President, John Calhoun, Facilities Manager, Judson Crawford,
Shelton Senior Center Commission, Stephen Massad.

The Pledge of Allegiance was recited.

Approval of the Agenda:
Anne Gaydos MOVED to approve the agenda as presented, SECONDED by Mark Holden. A vote was
taken with all in favor, motion carried.

Review and Approval of the Following reports to the Committee:

• Minutes of the meeting of: Regular Finance Committee August 21, 2019 (attached)
Dr. Darlisa Ritter MOVED to approve the minutes, SECONDED by Anne Gaydos. A vote was taken with
all in favor, motion carried.

• Finance Director’s Report (handout) – Period Ending August 31, 2019
  1. Financial Report- Budget Narrative
Rick Belden stated that we are still in the summer months in terms of this report so there is no
significant salary account activity.
    a) Revenue Report
We did collect money over the summer for several of the line items. We have been receiving funds for
Pay to Participate. We haven’t gotten the final summary for Preschool Tuition. However, we do know
that it is less than in the past. We have started to incur some revenue from building usage. We are
waiting for a summary from the High School in regard to Parking Fees.
    b) Expenditure Report
Rick Belden stated that there was no significant activity. In regard to areas of concern, there are some
things that are variable like long term substitutes. We are working on lowering our energy utilization
costs. As of right now we are trending on budget.
      • Petty Cash Journal
      • Pre-Purchased Card Journal

Public Comment
No public comment was made.

Old Business
Dr. Darlisa Ritter brought up the discussion of the new substitute pay rate to meet the state law.
Discussion ensued.

David Gioiello MOVED to recommend to the full board to increase the substitute pay rate to $80.00
per day beginning October 1, 2019, SECONDED by Dr. Darlisa Ritter. A vote was taken with all in favor,
motion carried.
New Business

- **Maintenance Director’s Report**
  John Calhoun overviewed the project report. David Gioiello asked about curtain usage in classrooms. John Calhoun stated that he would look into the concerns. The projects that we would like to complete with UI will cost around $180,000 and UI is willing to give $135,000 in incentives. We are trying to restructure the custodial department so that we really reduce overtime in the district.

- **Review & Recommendation of Chromebook RFP Award**
  Rick Belden reviewed the Chromebook Bid 40-02 Summary of bid responses and I. T. Recommendation handout with the board. Discussion ensued.

Mark Holden MOVED to award the bid to Wholesale and to pursue the 48 month leasing option, SECONDED by Dr. Darlisa Ritter. A vote was taken with all in favor, motion carried.

**Superintendent’s Commentary**

Superintendent Clouet stated that he wanted to remind everyone that we will potentially be receiving demand letters from Durham. The Board of Education entered into a contract with Durham so we are liable to pay them and they have not been paid. There is a conflict between City Hall and Durham. Rick Belden stated $243,000 which is the final payment for the June services. Discussion ensued.

Dr. Darlisa Ritter stated that the check register looks good.

Chairman Thomas Minotti adjourned the meeting at 6:02 p.m.

Respectfully Submitted,

Anita Smith

Anita Smith
Recording Secretary
September 25, 2019