Chairman Win Oppel called the meeting to order at 5:03 PM.

Roll Call

In Attendance:  Win Oppel, Chairperson, via Skype, Arlene Liscinsky, Vice Chairperson, Faith Hack, Tom Minotti, Mark Holden.

Also in Attendance:  Chris Clouet, Superintendent, Dominic Barone, Director of Finance, John Calhoun, Director of Facilities, Kate Kutash, Kathy Yolish, Darlissa Ritter, Deb Keller, Anne Gaydos.

Excused Absence:  David Gioiello, Jr.

Pledge of Allegiance was recited.

Arlene Liscinsky moved to approve the agenda as presented.  Tom Minotti seconded the motion.  A vote was taken with all in favor.  Motion carried.

Faith Hack moved to approve the minutes of the meeting of February 24, 2016.  Tom Minotti seconded the motion.  A vote was taken with all in favor.  Motion carried.

Dominic Barone handed out the YTD Object Summary (L2).

Dominic stated that everything was tracking as expected. He wanted to highlight a few things.

Salaries:  Mr. Barone advised that they are keeping an eye on the substitute line and tutor line as this can change.

Benefits:  We believe there may be a savings this year.  A discussion was had.

Instructional Materials:  On track with spending.

Tuition:  There are some deficits in the account that we will need to address at the end of the year due to situations that arise in special education throughout the year.

Kathy Yolish inquired about if there is a savings in any of the accounts at the end of the year would Finance use this money to buy paper, laminating supplies, and etc. for the schools.  Arlene Liscinsky advised that this is usually done.  A discussion was had regarding the copy paper supply in the school buildings.

Heat & Utilities:  Mr. Barone advised that the heating season is just about over now and seeing that this was a warm winter we were able to move some funds out of this account and into other accounts.

Darlissa Ritter questioned the expenses outlined in a few areas on the L2 that showed 100% of the expenses used.  Dominic advised that a few of the accounts are for Adult Education and not our money.  A discussion was had.

Cafeteria:  Dominic Barone advised that we are out to bid on the cafeteria.  The bids are due on March 22nd. There were 2 potential bidders that came to the mandatory pre-proposal conference.  We could get up to 2 bids.  Dominic pointed at that several other board of education systems only received one bid.

Child Nutrition Program Audit:  We provided responses to the audit findings and the audit went very well.
Dominic reported that the ACA reporting is done. We are hoping that they can start processing the forms. This is the new reporting that has to be done for the Affordable Care Act.

Facilities Projects
Sunnyside School: Dominic advised that they put together a media center list of all the furniture and other items that are needed and sent it over to City Hall purchasing agent in the hopes that they will send it out to bid. Sunnyside School Roof: The bid opening is March 17th. They expect 4 bids. There is a PBC meeting on March 21st.

PHS Closeout: Dominic reported that there are two forms that need to be done. Once these forms are done they will be signed and go up to the State. The State will then evaluate them and decide how much of the ineligible costs they will waive and the 2nd part is the retainage fee that is being held, which will be released once the final audit is done on the project.

3 School Fortification Project: The bids are out. They are due March 31st.

SHS Fire Code: Met with the state on March 15th. This should be wrapped up in the next few days. Dominic hopes to get a letter next week from the State that states that we can go out to bid on the Shelton High School fire code violation project.

John Calhoun gave an update on some projects. Arlene Liscinsky asked what the status was on the BHS cones that are there due to the poles being knocked down 18 months ago when the city was snow plowing. Mr. Calhoun advised that the cones at BHS will be removed. The new posts are on order. As soon as they come in the cones will be replaced.

Darlissa Ritter asked how the asbestos management cleanup. John advised that they are in the process of doing the 3 year required plan. All the schools have been surveyed and the company is putting the report together now. John advised that he does not expect to see any major changes.

Faith Hack moved to approve the check registers as presented, dated 2/2/2016, 2/4/2016 and 2/18/2016. Tom Minotti seconded the motion. A vote was taken with all in favor. Motion carried.

Mark Holden moved to approve the YTD Object Summary (L2) as presented. Tom Minotti seconded the motion. A vote was taken with all in favor. Motion carried.

Faith Hack moved to add to the regular agenda an item regarding the PHS Closeouts and a couple of other accounts regarding the transfer of funds. Mark Holden seconded the motion. A vote was taken with all in favor. Motion carried.

Dominic Barone advised that he would like to propose to fund three items in the general fund. One being the PHS Closeout for $32,650.00. Another is the Liability Insurance that is over budget in the amount of $27,934.00 and the third is the Service Contracts that is over budget by $45,427.00. Those three items total $106,011.00. The PHS Closeout does not have an account set up yet. He would like to create a new object in the L2 so that we can see this account along with all the others.
Tom Minotti moved to make the following budget transfers:
Create a new account titled Perry Hill (which would go under the Building and Equipment Service) and increase the account by $32,650.
Increase account 5522 Liability Insurance by 27,934
Increase account 5423 Service Contracts by 45,427
Decrease Account 5210 Medical Insurance by 106,011
and recommend to the full board that we make those changes. Arlene Liscinsky seconded the motion. A vote was taken with all in favor. Motion carried.

There was a brief discussion on the Athletic Account.

There was no further business to discuss.

The meeting was adjourned at 5:50 PM.

Respectfully submitted;

Teresa Milyo
Recording Secretary