



FINANCE COMMITTEE MINUTES

January 5, 2015
Seymour Middle School
Library Media Center
7:00 p.m.

BOARD MEMBERS IN ATTENDANCE: Kristen Harmeling, Chairman
Jennifer Magri
Yashu Putorti

OTHERS IN ATTENDANCE: Christine Syriac, Superintendent of Schools
Rick Belden, Asst. Superintendent, Finance & Operations
Lee-Ann Dauerty, Board Clerk

I. CALL TO ORDER

- A. Pledge of Allegiance
Ms. Harmeling called the meeting to order with the Pledge of Allegiance at 7:00 p.m.

II. REPORTS AND INFORMATION

- A. Information and Recommended Action
1. Review and recommendation to the full Board of Education to approve the Financial Management Summary ending November 30, 2014
Mr. Belden reported that the filings are complete and appropriate paperwork has been sent to the state. He spoke about a town initiative to install a Capital Assets Software program in the future and different ones are now being researched. Use of this program will include the Board of Education. Mrs. Harmeling submitted several questions to Mr. Belden for clarification of information on the Financial Management Summary. 1. Question regarding A/C 431 Building Repair and Maintenance. There are basically three types of expenditures in this account: Planned Major Projects; Annual inspections / testing; and unplanned day to day issues (e.g. plumbing issues, door issues, window issues, etc.). The planned projects are typically done in the summer and included the items listed in the 2014-15 Proposed Project Detail. All annual inspections were completed (utilizing blanket purchase orders) and some unplanned work was required due to various inspections (e.g. fire marshal report, elevator inspection, playground inspection). Additional unplanned expenditures include repairs to the High School sound system (\$5,712); Central Office remediation due to water damages (\$19,325 - insurance deductible \$20,000); and test/inspection services for CLS snow melt system (\$16,950 incurred with possible reimbursement to BOE by Building Committee). The remaining open blanket PO's are for day to day issues and we will be monitoring closely to mitigate year end budget deficit. 2. Payment to Rob Dyer - 11/11/2014 check 39260-\$3,573.44. This is retroactive payment to Rob for the additional \$15,000 salary for Town IT services. The \$15,000 is reimbursed to the BOE by the Town through an accounting function. Ms. Harmeling expressed some concern that this money will not be seen anywhere on the reports.

3. ACES payments. The BOE incurs expenditures with ACES for out placed special education student tuition (check 747380-\$34,592, check 747411-\$32,566, check 747425-\$22,491.20, checks 747426-747428, checks 747431-747434) and extended therapy services for occupational therapy/physical therapy for special needs students and 504 students (check 747429-\$27,749.67, check 747430-\$771.46). 4. Ashley Hinnners (payment). This represents reimbursement for tuition (6 credits @ \$150 per credit). The BOE reimburses teachers for partial tuition. 5. Blackboard Inc. (payments). These represent the annual software licenses for GradeQuick, Connect-Ed, and Web Site Hosting. 6. Central Connecticut Acoustics payment. This represents payment for six (6) boxes of acoustical ceiling tiles. They are used to replace broken/damaged ceiling tiles throughout the District schools. 7. Curtin Motor Livery Services payments. These represent payments for transportation services for a special needs student living in a group home (outside of Seymour) and attending a special education school. 8. D.G. Home Improvement payment. This represents a payment for various "handyman" services provided from August through November by Dave Gallo. These services are predominantly carpentry and small repairs. 9. Hillyard Rovic (payments). These represent payments for replacement custodial machines. We have a planned replacement program for custodial maintenance machines, as they are used extensively and provide significant productivity gains as used by our cleaning staff. Ms. Harmeling asked what was done with expired equipment and Mr. Belden indicated that it is sometimes traded in but in many cases it has reached the end of its life and is simply hauled away. 10. ITS (payment). This represents a payment for the upgrade to the Bungay Notification system. The recently approved security grant will provide approx. \$14,900 reimbursement toward this cost and we will be booking the appropriate journal entry upon receipt of State funds. 11. Seymour High School (payment). This represents payment to the Seymour High School Activity Fund - Athletics for cost incurred for referees, timers and scorers at the various games. Although an admission fee is charged at some games, most events operate at a loss when all costs are accounted for (e.g. police coverage, ambulance coverage, etc.). The BOE has always budgeted the officials' fees.

MOTION: (Ms. Magri/sec., Mr. Putorti) to recommend to the full Board the approval of the Financial Management Summary ending November 30, 2014 as presented

SO VOTED

AFFIRMATIVE: Ms. Harmeling, Ms. Magri, Ms. Putorti

- B. Reports
 - 1. Chairman's Report
 - None
 - 2. Superintendent's Report
 - None

III. ADJOURNMENT

MOTION: (Mr. Putorti/sec., Ms. Magri) to adjourn

SO VOTED

AFFIRMATIVE: Ms. Harmeling, Ms. Magri, Ms. Putorti

The meeting adjourned at 7:23 pm.

Submitted by:
Lee-Ann Dauerty
Board Clerk