

TRUMBULL PUBLIC SCHOOLS

TRUMBULL, CONNECTICUT

Finance Committee of the Trumbull Board of Education

Minutes

March 27, 2017, 5:45 p.m.

The Finance Committee met at the Long Hill Administration Building on March 27, 2017. Members present: Paul Lavoie (Chair), Suzanne Testani and Sean O'Keefe. Invited guests included Mr. Jeff Hackett, Manager of Technology and Dr. Jonathan Budd, Director of Curriculum.

The Chair called the meeting to order at 5:45 p.m.

1. The Committee approved the minutes from the February 21, 2017 meeting by unanimous consent.

2. New Business –

a.) February 2017 Financials - Mr. O'Keefe reviewed the Financial Reports through February 28, 2017. Mr. Lavoie inquired about the status and timing of the receipt of the escrow funds from Bank of America related to the completion of the phase 2 performance contracting projects. Also a question on the Food Services accounts and one related to the new expendable trust account which was created in the name of Ralph Pascale who passed away in late January.

b). Transfers – there were no budget transfers in the month of February 2017.

At this point, a motion was made and unanimously approved to move up Agenda Item 2J related to the Food Service policy related to outstanding balances.

c). Update on Bridgeport Magnet Tuition – Mr. O'Keefe briefed the committee about the initial hearing on March 27 at the Fairfield County Courthouse in Bridgeport. The next court date is April 24 when Judge Bellis is expected to consider a temporary injunction on the matter. Parties to the complaint include Stratford, Shelton, Monroe and Trumbull.

d). Update on DECA/THS Musical Marketing – Mr. O'Keefe relayed a message from "C" House Principal that the THS Musical "Seussical" netted more than \$41,000 in credit card sales which not only exceeds the receipts from the prior year but also exceeded their breakeven milestone of \$28,000. It was discussed that once the financials are complete, we would request the THS Thespian

Society and DECA Club appear at a Board of Education meeting to present the final results of the cooperative effort between the two groups.

e). Long Hill Administration Building potential move – Mr. Lavoie requested that Mr. O’Keefe complete a comprehensive financial analysis of the potential move including various options including rental vs purchase vs renovate vs build and report back to the BOE Finance Committee at their next meeting on April 18. Mr. Hackett spoke about specific technology-related expenses that would need to be incurred for a move from the long Hill Building which included a new data center build at THS, wiring and fiber connections between the new site and all of the school buildings. These items will be incorporated into the financial analysis.

f). Five Year Capital Plan – Mr. O’Keefe briefed the committee about a request from Mr. Deming, Facilities Director, regarding the utilization of capital funds from the 2013-14 and 2014-15 appropriations. These requests will need to be presented at the next Board of education meeting in April. One of the transfers will subsequently require Board of Finance approval.

g). THS Health & Wellness Center – The committee discussed the possible financing of the center through the BOE and various athletics clubs, sponsorships and donations from some alumni.

h). Update on TECEC tuition increase – feedback – Mr. O’Keefe spoke with Dr. Wheeler, Director of TECE and he reported that there were no concerns from the parents about a proposed tuition increase. The request will go to the Board of Education at its meeting on March 28 for approval.

i). Food Services RFP – Mr. O’Keefe reported that work has begun on the RFP formats that were recently received from the State Department of Education.

j). Food Services policy on outstanding balances – Dr. Budd explained that he is working with Mr. O’Keefe and Mrs. Sinko, Food Services Director, on a new policy required by the USDA, that requires districts to explain their outstanding balance policy. It is expected that this policy, which is required to be in place by July 1, 2017, will go to the Policy Committee and then to the Board of Education for a first review at its meeting on April 18.

k). BOE Budget update – Mr. O’Keefe briefly re-capped the current state of the 2017-18 budget process and that there will be a review with the Town Council Finance Committee on Wednesday March 29.

By unanimous consent, the meeting was adjourned at 7:00 p.m.