



Colchester Board of Education Minutes Budget Committee

Date: Wednesday, February 3, 2010

Time: 7:30 AM

Place: BOE Conference Room

Members Present: Chairman Tim Lamp, Donald Kennedy, Mary Tomasi

Administration Present: Karen Loiselle, Maggie Cosgrove, Greg Plunkett
Katherine Shaughnessy

Others Present: Robert Esteve, Ronald Goldstein, Eva Gallupe

1. Call to Order

Chairman Tim Lamp called the meeting to order at 7:31 AM

2. Citizen Comments

None

3. Approval of Minutes

Motion by: Donald Kennedy

To approve the minutes from the January 6, 2010 meeting.

Seconded by: Mary Tomasi

Vote: Unanimous

4. FY 2009-2010 Financial Reports

- **Monthly Budget Reports**

Ms. Cosgrove presented the financial report as of January 31, 2010, noting that the overexpended line items have been discussed at previous meetings. It was also noted that the overexpended balance for Employee Related insurances has been reduced due to costs being funded by the IDEA-ARRA grant.

- **Budget Transfers**

Ms. Cosgrove reviewed budget transfers to be presented at the January 9, 2010 BOE meeting with the Committee (copies of which have been attached to these minutes).

- **Health Insurance Reserve**

Ms. Cosgrove presented the report for December.

- **Special Education Excess Cost Report**

Ms. Shaughnessy reviewed changes within the tuition accounts pointing out that a Private tuition student has returned to the district resulting in cost reductions.

5. Old Business

- **Status of OCR Violations**

Mr. Plunkett informed the Committee that a bid to add horns and strobes to the fire alarm at Bacon has been issued. Ms. Cosgrove explained that a request can be submitted to the BOF to appropriate the unexpended balance from the Fiscal Year 2008-2009 budget to Capital Reserve to continue work on the remaining OCR issues.

- **2010-11 Budget Development**

Ms. Loiselle invited the Committee to submit questions and/or request clarification on the budget as presented and any comments or suggestions for the presentation on Special Education and Curriculum costs within the budget.

- **Update on Grant Revision Request for Consolidated Grant**

Ms. Loiselle informed the Committee that the State had approved a budget revision for the Consolidated grants allowing the grant funds to continue to be used to fund existing positions.

6. New Business

- **Lighting Retrofit Project**

Mr. Plunkett informed the Committee that the District has been approved for funding from the Connecticut Energy Efficiency Fund for a Gym Lighting Retrofit project at all four schools.

- **Post-Employment Benefits Program**

Ms. Cosgrove presented an overview of the Tri-Board meeting on the next steps necessary to comply with the financial reporting requirements related to other post-employment benefits, as well as briefly discussing funding options.

7. Adjournment

Motion by: Donald Kennedy

To adjourn the meeting.

Seconded by: Mary Tomasi

Vote: Unanimous

Chairman Tim Lamp adjourned the meeting at 9:05 AM.

Respectfully Submitted,

Eva B. Gallupe
Financial Administrator

Colchester Public Schools

Budget Transfer - Greater than \$5,000

Superintendent Recommendation & BOE Approval

School/Department: District-wide

Reason for Request: Fund position of School Safety Officer at Bacon Academy

Reason for Available Funds: Funds budgeted to hire outside contractor to perform duties assigned to new position of School Safety Officer

From:

Account Number	Account Name	Amount
270007-44330	Transportation - Other Prof Tech Serv	24,978

To:

270007-40112	Transportation - Classified Salaries	24,978

01-27-2010
Date Requested

[Signature]
School Principal, Program Director or Supervisor

01-27-2010
Date Reviewed

[Signature]
Chief Financial Officer

1-27-10
Date Recommended

[Signature]
Superintendent of Schools

Date Approved

Board of Education Clerk

Colchester Public Schools

Budget Transfer - Greater than \$5,000

Superintendent Recommendation & BOE Approval

School/Department: Bacon Academy

Reason for Request: Reclassification of Nurse/Health Para summer & additional hours from Classified Salaries to Additional Staff Hours

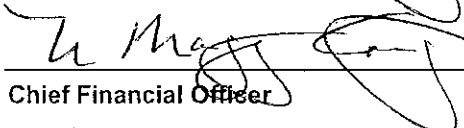
Reason for Available Funds: Reclassification of Nurse/Health Para summer & additional hours from Classified Salaries to Additional Staff Hours

From:	Account Number	Account Name	Amount
	211004-40112	BA - Classified Salary - Health Office	8,326
To:	Account Number	Account Name	Amount
	211004-40113	BA - Additional Hours - Health Office	8,326

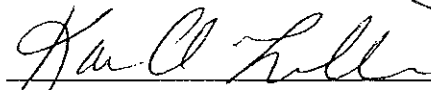
02-01-2010
Date Requested


School Principal, Program Director or Supervisor

02-01-2010
Date Reviewed


Chief Financial Officer

2-1-10
Date Recommended


Superintendent of Schools

Date Approved

Board of Education Clerk

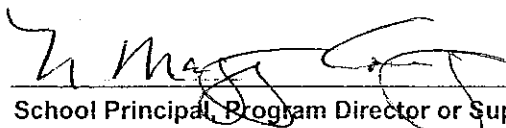
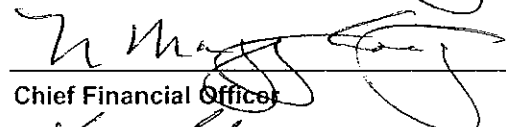
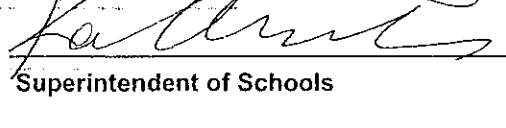
Colchester Public Schools
 Budget Transfer - Less than \$5,000
 Superintendent Approval

School/Department: William J. Johnston Middle School

Reason for Request: Reclassification of Nurse/Health Para summer & additional hours from Classified Salaries to Additional Staff Hours

Reason for Available Funds: Reclassification of Nurse/Health Para summer & additional hours from Classified Salaries to Additional Staff Hours

From:	Account Number	Account Name	Amount
	211003-40112	WJJMS - Classified Salary - Health Office	1,512
To:	211003-40113	WJJMS - Additional Hours - Health Office	1,512

Feb 1, 2010	
Date Requested	School Principal, Program Director or Supervisor
Feb 1, 2010	
Date Reviewed	Chief Financial Officer
2-1-10	
Date Approved	Superintendent of Schools
Date Notified	Board of Education Clerk

Colchester Public Schools
 Budget Transfer - Less than \$5,000
 Superintendent Approval

School/Department: Bacon Academy

Reason for Request: Registration fee higher than anticipated

Reason for Available Funds: items needed already purchased, balance of \$39.34

From:	Account Number	Account Name	Amount
	<u>100404-42611</u>	<u>Art - Instructional Supplies</u>	<u>25</u>
To:	<u>100404-43810</u>	<u>Art-Dues & Fees</u>	<u>25</u>

Jan 14, 2010

Date Requested



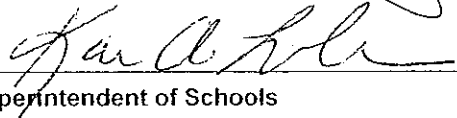
 School Principal, Program Director or Supervisor

1/27/10
 Date Reviewed



 Chief Financial Officer

1/27/10
 Date Approved



 Superintendent of Schools

 Date Notified

 Board of Education Clerk


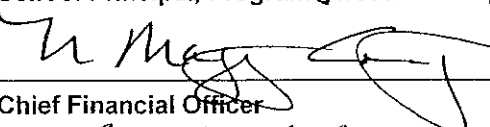
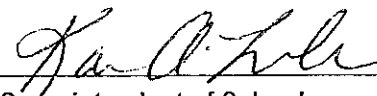
Colchester Public Schools
 Budget Transfer - Less than \$5,000
 Superintendent Approval

School/Department: Jack Jackter Intermediate School

Reason for Request: Students do not have access to resource books on the topic "Earth, Moon & Stars". Materials are needed to enhance science content.

Reason for Available Funds: Change in priorities.

From:	Account Number	Account Name	Amount
	100202-42611	Instructional Supplies	390
To:	101102-42641	Science Textbooks	390

Jan 5, 2010	
Date Requested	School Principal, Program Director or Supervisor
1/21/10	
Date Reviewed	Chief Financial Officer
1/27/10	
Date Approved	Superintendent of Schools
Date Notified	Board of Education Clerk

Colchester Public Schools
 Budget Transfer - Greater than \$5,000
 Superintendent Recommendation & BOE Approval

School/Department: Colchester Elementary School

Reason for Request: Reclassification of Nurse/Health Para summer & additional hours from Classified Salaries to Additional Staff Hours

Reason for Available Funds: Reclassification of Nurse/Health Para summer & additional hours from Classified Salaries to Additional Staff Hours

From:	Account Number	Account Name	Amount
	211001-40112	CES - Classified Salary - Health Office	6,732

To:	Account Number	Account Name	Amount
	211001-40113	CES - Additional Hours - Health Office	6,732

02-01-2010
Date Requested

[Signature]
School Principal, Program Director or Supervisor

02-01-2010
Date Reviewed

[Signature]
Chief Financial Officer

2-1-10
Date Recommended

[Signature]
Superintendent of Schools

Date Approved

Board of Education Clerk

Colchester Public Schools

Budget Transfer - Greater than \$5,000

Superintendent Recommendation & BOE Approval

School/Department: District/CES/JJIS

Reason for Request: Reallocation of Nursing position previously shared between CES, JJIS and District-wide to shared CES/JJIS Nurse

Reason for Available Funds: Position budgeted as shared position across CES, JJIS and District

From:	Account Number	Account Name	Amount
	<u>211007-40112</u>	<u>District - Nurse salary</u>	<u>18,268</u>

To:	Account Number	Account Name	Amount
	<u>211001-40112</u>	<u>CES - Nurse salary</u>	<u>9,134</u>
	<u>211002-40112</u>	<u>JJIS - Nurse salary</u>	<u>9,134</u>

02-01-2010
Date Requested [Signature]
School Principal, Program Director or Supervisor

02-01-2010
Date Reviewed [Signature]
Chief Financial Officer

2-1-10
Date Recommended [Signature]
Superintendent of Schools

Date Approved
Board of Education Clerk