



# Colchester Board of Education Budget Committee Special Meeting - Minutes

**Date:** Wednesday, November 18, 2009

**Time:** 7:30 AM

**Place:** BOE Conference Room

**Members Present:** Chairman Tim Lamp, Donald Kennedy

**Administration Present:** Maggie Cosgrove, Katherine Shaughnessy, Greg Plunkett

**Administration Absent:** Karen Loiselle

**Others Present:** Ronald Goldstein, Eva Gallupe

**1. Call to Order**

Chairman Tim Lamp called the meeting to order at 7:34 AM

**2. Citizen Comments**

None

**3. Approval of Minutes**

**Motion by:** Donald Kennedy

To approve the minutes from October 9, 2009 meeting.

**Seconded by:** Chairman Tim Lamp

**Vote:** Unanimous

**4. FY 2008-2009 Financial Reports**

- **End of Year – Unaudited**

Maggie Cosgrove presented a detail review of the 2008-09 unaudited Year-End financial report including the year-end transfers, indicating that there will be an unexpended balance of approximately \$71,000.

- **Budget Transfers**

Ms. Cosgrove reviewed budget transfers to be presented at the November 19, 2009 BOE meeting with the Committee (copies of which have been attached to these minutes).

## 5. **FY 2009-2010 Financial Reports**

- **Monthly Budget Reports**

Ms. Cosgrove presented the October 31, 2009 Year-to-Date budget report indicating that the over expenditure in Employee Related Insurance was due to an increase of staff members requesting the insurance waiver.

- **Budget Transfers**

Ms. Cosgrove reviewed budget transfers to be presented at the November 19, 2009 BOE meeting with the Committee (copies of which have been attached to these minutes).

- **Health Insurance Reserve**

Ms. Cosgrove presented the September 2009 claims report stating that an average of the first three months would be the best way to estimate the actual claims experience due to the issues concerning Anthem's reporting and processing of claims since July 1<sup>st</sup>.

Ms. Cosgrove informed the committee that on November 16, 2009 she met with Anthem officials to discuss all of Colchester's concerns regarding claims processing. Anthem will be invited to the next Risk Management and Insurance Advisory Committee meeting to discuss these issues.

- **Special Education Excess Cost Report**

Katherine Shaughnessy reported that three students moved out of Colchester and three new students moved in plus one student returned from an out of district placement. Ms. Shaughnessy also expressed that there will be a cap on Excess Cost reimbursements; however the State has not yet determined the amount.

## 6. **Old Business**

- **Status of OCR Violations**

Greg Plunkett reported that the replacement of the Bacon Fire Alarm cost approximately \$67,000 leaving an unexpended balance of approximately \$14,000 from the funds appropriated for this expenditure.

After a brief discussion, it was recommended that the BOE submit a request to the BOF to appropriate these funds towards the OCR recommendation to add strobes and lights to the fire alarm system.

- **Federal Stimulus Grant Funds**

Ms. Cosgrove and Ms. Shaughnessy reported on the Federal requirement to calculate separate per pupil expenditure amounts for Elementary and Secondary grade levels.

- **2010-11 Budget Development**

The Committee discussed how to present budget information to the public regarding the impact of Federal Stimulus Funds on the BOE budget.

Katherine Shaughnessy left at 8:20 AM

**7. New Business**

- **School Physician**

Ms. Shaughnessy reported that Dr. Conrad, the District's School Physician, will provide sports physicals through December 31, 2009. At that time, the District will begin a contract with Connecticut Children's Medical Center for school physician services.

- **Fire Alarm WJJMS**

Mr. Plunkett informed the Committee that the Fire Alarm at William J. Johnston Middle School has been malfunctioning. The estimated cost of replacing the panel is approximately \$9,000. Funding for this expenditure will come from the Capital Reserve account for building maintenance.

**8. Adjournment**

Motion by: Donald Kennedy

To adjourn the meeting.

Seconded by: Chairman Tim Lamp

Vote: Unanimous.

Chairman Tim Lamp adjourned the meeting at 8:54 AM.

Respectfully submitted,

Eva B. Gallupe  
Financial Administrator