The Meeting of the Finance Committee was held at the Blake Building, 25 Ogden Street, West Haven on October 16, 2006. The meeting was called to order by Gerald E. Calabritto at 6:30 p.m. with a pledge to the flag.

COMMITTEE MEMBERS: Gerald E. Calabritto, Chairman  
PRESENT: M. Toni Paine  
Robert Guthrie  
Raymond Collins

OTHER BOARD MEMBERS  
IN ATTENDANCE: George Monahan  
Eric Murillo

BOARD MEMBERS ABSENT: Krista Pickering  
Mark Palmieri  
Howard Horvath Jr.

ADMINISTRATORS PRESENT: Dr. JoAnn Andrees, Superintendent  
Garth Sawyer, Director of Finance

Jerry Calabritto called this meeting to have Garth Sawyer come forward and give us an update on where we are in regards to our operating budget.

Garth passed out a Budget Worksheet for 2006–2007. To date nothing is in the red and that is a good sign.

Tuition - We are on target. He has talked to the Director of Special Ed and we are on target but obviously with out placements it can vary from month to month so this number is always subject to change. 43% of our out placements last year were by the State DCF. As of right now we are still looking good.

Student Transportation - We are on target but we only have a month of bills in to date.

Salaries–Nothing really stands out at this point and we have not had any major issues.
This is looking good and we will keep you up-dated on a month to month basis. Bob Guthrie asked Garth if all overtime is under control and not authorized unless it is signed for ahead of time. Garth stated we are definitely keeping an eye on over time and it does have to be authorized. Dr. Andrees stated this seems to be working quite well and people have to give an idea of what the job is and how many hours they will need ahead of time. This allows us to cut down on overtime requests.

Operation of Plants–Last year this was a problematic area. This year for the first three months we are in line with what we spent last year.

Electricity is an area which we can see as being problematic. The City is trying to lock in rates for the January increase. Within the next month I should know what they locked in. We will have some figures of what those increases will be for the second six months of our school year.

Repair to Buildings is the other area we are keeping an eye on. We have had a couple of expenditures this year so far that were unavoidable for instance the circuit breaker at Savin Rock School.

Bob asked if any of this was reimbursable by insurance. Garth's response was that we are self insured unless it is over a certain amount which this wasn't.

Benefits and Fixed Charges–This category we don't really have to worry about since we are fixed in to spending what we budgeted. The first three months of our benefits came higher than we spent last year. There is actually no savings at this point. In August there were a lot of births. Jerry stated that the bottom line is that even if they continue we have a negotiated agreement and that is all you pay because that is what they said they were going to save so like you said we don't have to worry about this.

Bob stated but still with the benefit costs each day that passes by you see less relevance than in savings because nothing is agreed to. Whatever money they thought they were going to save is less than cost savings realized because nothing has been agreed upon. Jerry stated we negotiated that is our bottom line we are fixed. This is a fixed charge for us.

Other–Everything is looking in line as of right now. The Board of Ed–Dues and Conferences is something that gets spent at the beginning of the year because this includes the CABE dues. This is why there is only a small balance remaining.

Instruction–Nothing stands out. We are halfway through the teaching supplies account. This is normal because everyone buys their supplies at the beginning of the year.

Eric posed a question on Contract Services. Garth said the big one from there is HVAC contract which is about 100,000. The money was left on the budget from last year. The HVAC went out to bid and was locked in for three years the other ones are yearly. Eric
Garth asked if you had any contracts out there that will be bid on. Garth said no. The big one that comes out of that account is for 107,000 for the George Ellis Company.

Garth asked if there were any questions on anything else and to please take a look through.

Jerry previously requested that any accounts which come within 10% that the board will be immediately alerted. Garth stated that it is a little early in the year for this though but he will do this.

Bob asked Jerry when he planned on scheduling the next finance meeting. Jerry said most likely the end of the year or beginning of the year.

Bob thought it would be advantageous to have Food Service, Rink and Stadium personnel come in and let us know where their budgets stand. Jerry thought this was an excellent idea and will do that.

As there were no other questions Jerry thanked Garth and asked for a motion to adjourn.

Ray Collins made the motion to adjourn
Toni Paine seconded the motion
All were in favor
Meeting adjourned at 6:45 p.m.

Respectfully submitted,

Marylou C. Amendola
Board Clerk