

**REGULAR MEETING – FINANCE SUB-COMMITTEE**

Approved 11/30/09

**Litchfield Board of Education**

**Monday, October 26, 2009, District Office Conference Rm., 6:30 p.m.**

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Meeting was called to order at 6:30 p.m.

Members Present: Mr. Noon (chair), Mr. Simone and Mr. Gorman.

Also Present: Dr. Wheeler, Messrs. Falcetti, Katzin, Shuhi and Buccitelli; Mrs. Fabbri and Mr. Robert Dean (insurance consultant).

**Approval of Minutes – Special Meetings September 17, 2009 and October 14, 2009**

MOTION made by Mr. Gorman and seconded by Mr. Simone: to approve the minutes of the special meetings of September 17, 2009 and October 14, 2009 as corrected (date on September minutes should read September 17, not 18).

MOTION carried. All votes were in the affirmative. There were no abstentions.

**Communications - none**

**Public Participation - none**

**Old Business**

Reviewed the minutes of October 14<sup>th</sup> regarding \$211,000 ARRA funds information presented to First Selectman by Superintendent and Director of Business Management on October 21, 2009.

**New Business**

**a. Financial Report for Period Ending September 30, 2009**

Budget is in the black; report on projected balance highlights; over expenditure (1) tutor to provide services for ELL student, (2) Long Term Substitutes for maternity/child rearing leaves; (3) undefined 1.0 FTE cut placed in the Custodial salaries in current budget; ARRA funding of Special Education Assistant; \$15,000 and savings from not filling a half-time clerical position in the Central Office.

Employee Benefits: \$35,000 position balance in health insurance allocation; \$33,000 over expenditure in unemployment compensation account for 5 claims.

Transportation: Positive balance of \$14,000; gasoline savings and vo-ag tuition savings (\$31,968 due to 4 fewer students attending).

Educational Program Accounts: \$10,790 positive balance, freeze of technology budget; \$20,000 for copier contract offset by unbudgeted \$15,000 athletic trainer and pool rental of \$17,500.

**b. Review of Property/Liability Insurance Allocations – Mr. Robert Dean (consultant)**

Robert Dean is a consultant for Town of Litchfield; reviewed breakdown of Town payments and BOE payments; Board of Education building values results in larger payment; umbrella policy – town pays 60%; Board of Education pays 100% for School Bd. Employment Practice Liability Insurance.

Bids: Insurance policies are bundled; go out to bid every 3 or 4 years (selectmen decide this). Last bid was in 2005; newspaper ads are placed; low bid is accepted if it meets all qualifications in the specifications; USI is the current broker; board members are held harmless by State Statute.

**c. Discussion - monetary impact on transportation account regarding Litchfield/Wamogo Schedules**

Discussed monetary impact on transportation account regarding Litchfield – Region 6 schedules: working presently on schedules.

**d. Transportation for Robotics competitions – discussion and possible action**

Should be on even playing field for all activities; discussed Costa Rica trip and lack of money in current budget; discussed student activities account; guidelines for participation should be set for the use of transportation funds; Mr. Gorman would like to see if funds are available for Robotics transportation; no money is in this year's budget.

**Strategic Plan Discussion**

Superintendent has spoken with Mr. Robert Petricone.

**Future Agenda Items**

Budget Development Process

MOTION made by Mr. Gorman and seconded by Mr. Simone: to adjourn the meeting at 8:12 p.m.

MOTION carried. All votes were in the affirmative. There were no abstentions.

Respectfully Submitted  
Donald R. Falcetti  
Board of Education