

BOARD OF EDUCATION
Ellington, Connecticut
Finance Committee Meeting Minutes

The Finance Committee of the Ellington Board of Education met on Tuesday, October 11, 2011 at 7:00 PM in the School Administration Building at 47 Main Street.

Attendees:

Administrative Team Members: Mr. Stephen Cullinan, Mr. Anthony Littizzio

Finance Committee Members: Dr. Michael Young, Mrs. Tracey Kiff-Judson, Mr. Dale Roberson

Absent Committee Member: Mr. William Trisler

Call to Order: The meeting was called to order at 7:06 PM by Committee Chairperson Mrs. Kiff-Judson.

Agenda Items

- **Establish 2012-2013 Budget Calendar**
 - Mr. Cullinan reviewed a proposed 2012-2013 budget calendar.
 - Mr. Roberson proposed dividing the Saturday budget session for the Board of Education into two Saturday sessions to ensure that people are able to keep focus. The committee decided to keep the existing one-day format.
 - **Motion made by Dr. Young:** to recommend to the full Board of Education the approval the proposed 2012-2013 Budget Calendar. **Second:** Mr. Roberson. **Vote:** approved unanimously.
- **Develop 2012-2013 Board of Education Budget Guidelines**
 - Mr. Cullinan reviewed the proposed budget guidelines.
 - Mr. Roberson asked how much of a deficit is created by the ARRA/JEIF funding ending. Mr. Cullinan indicated that right now, it results in approximately a \$480,000 hole in the budget.
 - **Motion made by Mr. Roberson:** to recommend to the full Board of Education the approval the proposed 2012-2013 Budget Guidelines. **Second:** Dr. Young. **Vote:** approved unanimously.
- **Review Timelines and Responsibilities for Contract Negotiations**
 - Mr. Cullinan reviewed the upcoming contracts that will be up for negotiation in the coming year.
 - The group discussed what rate to budget for salary increases for contracts that are to be negotiated in the coming year. Mr. Cullinan and Mr. Littizzio agreed to review other contracts and other factors to come up with a proposed increase rate for the budget.
 - Mr. Cullinan proposed suggesting that we request all board members to volunteer for one of the three contracts that will come up this year to ensure that we have adequate coverage. Ms. Kiff-Judson indicated that she will address this question to the full board during the Finance Committee report at the next full Board of Education meeting.
 - The committee agreed that the Finance Committee will meet with the Non-Represented Employees as was done this year. The committee agreed that we would like to start the discussions with Non-Represented Employees in January in anticipation of completing all but the teachers' contracts before summer.
 - The committee agreed to ask the board members who negotiated with the nurses in the past if they would like to participate in this capacity again or have that negotiation handled by the Finance Committee.
- **Old Business**
 - None.
- **New Business**
 - None.

Adjournment: A motion was made by Dr. Young to adjourn. **Second:** Mr. Roberson. **Vote:** Approved unanimously. Tracey Kiff-Judson adjourned the meeting at 8:04 PM.

Minutes submitted by: _____
Tracey Kiff-Judson, Finance Committee Chairperson