

WESTPORT BOARD OF EDUCATION

MINUTES

Board Members Present:

Elaine Whitney	Chair
Jeannie Smith	Vice Chair
Michael Gordon	Secretary
Mark Mathias	
Brett Aronow	
Karen Kleine	
Paul Block	

Administrators Present:

Elliott Landon	Superintendent of Schools
Elio Longo	Director of School Business Operations
Lis Comm	Dir. of Secondary Ed. & Research
Cynthia Gilchrest	Dir. of Elementary Ed.
Marge Cion	Director of Human Resources
Michael Rizzo	Director of Pupil Services

EXECUTIVE SESSION: 5:00 p.m., Staples High School, Principal's Conference Room 1025C

Evaluation of the performance of individual members of the Board of Education and the Superintendent of Schools

At 5:11 p.m. Brett Aronow motioned and Karen Kleine Seconded to go into Executive Session to discuss evaluation of individual members of the Board of Education and Superintendent of Schools. All members of the BOE were in attendance with the exception of Mark Mathias. Elliott Landon and Thomas Mooney, Shipman & Goodman attended at the invitation of the Board. Executive session ended at 7:16 p.m.

RESUME PUBLIC SESSION/PLEDGE OF ALLEGIANCE: 7:38 p.m. in the Staples High School cafeteria.

Mark Mathias arrived at 8:30 p.m.

MINUTES: January 29, 2014 minutes accepted.

DISCUSSION/ACTION:

Update and Recommendations: Board of Education Health Insurance Review Committee

Appropriation to Address Cash Shortfall & Risk Corridor

Be It Resolved, That upon the recommendation of the Health Insurance Fund Review Committee and the Superintendent of Schools, the Board of Education requests a special appropriation from the Board of Finance and the RTM in the amount of \$1,088,709, said amount to be deposited into the Board of Education's Internal Service Fund for healthcare expenditures, with \$355,009 of said amount to fund the projected 2013-14 net cash shortfall in Account 210: Health Insurance, and with the remaining \$733,700 of said amount, equivalent to 5% of projected healthcare expenditures for 2014-15, to provide a risk corridor for future potential variation in healthcare expenditures by the Board of Education.

MOTION: Elaine Whitney
SECOND: Karen Kleine
RESULT: Unanimous
VOTE: 6-0 (Mark Mathias absent for vote)

IBNR Plan

Be It Resolved, That upon the recommendation of the Health Insurance Fund Review Committee and the Superintendent of Schools, the Board of Education requests the Board of Finance to work collaboratively with the Board of Education to develop and implement a plan for addressing the current Board of Education accounting liability for incurred-but-not-reported (IBNR) claims, said plan to be consistent with the recommendations of the Town's external auditor, and said liability currently calculated in the Town's audited 2012-13 Comprehensive Annual Financial Report (CAFR) to be \$1,307,400

MOTION: Elaine Whitney
SECOND: Brett Aronow
RESULT: Unanimous
VOTE: 6-0 (Mark Mathias absent for vote)

Adoption of Proposed 2014-15 Budget of the Board of Education

Dr. Landon

Be It Resolved, That the Board of Education authorizes additions and deletions to the Proposed 2014-15 Budget of the Superintendent of Schools totaling \$699,072, as follows:

- Vote to decrease line 122: paraprofessionals by **\$13,500**, in order to eliminate the proposed increase of 0.5 FTE paraprofessional at CMS

MOTION: Brett Aronow
SECOND: Jeannie Smith
RESULT: Unanimous
VOTE: 7-0

- Vote to decrease line 150: substitute teachers by **\$75,000**, reflecting the net cost impact of reducing 1.0 FTE permanent substitutes at each of the 8 schools.

MOTION: Jeannie Smith
SECOND: Paul Block
RESULT: Unanimous
VOTE: 7-0

- Vote to decrease account 323: instructional program improvement by **\$21,782**, holding the budget to the current level.

MOTION: Michael Gordon
SECOND: Karen Kleine
RESULT: Unanimous
VOTE: 7-0

- Vote to decrease account 435: building projects by **\$125,790**, deferring installation of new systemwide HVAC controls.

MOTION: Michael Gordon
SECOND: Karen Kleine
RESULT: Unanimous
VOTE: 7-0

- Vote to decrease account 437: restorative/preventative maintenance, by a total of **\$265,000**, with \$245,000 of that amount to defer classroom refurbishing systemwide and the remaining \$20,000 to reduce the funding for systemwide tile cleaning and restoration

MOTION: Mark Mathias
SECOND: Paul Block
RESULT: Unanimous
VOTE: 7-0

- Vote to decrease account 560: public & private tuition by **\$50,000**, to reduce the projection of the increase in costs anticipated for special education outside placements.

MOTION: Mark Mathias
SECOND: Jeannie Smith
RESULT: Unanimous
VOTE: 7-0

- Vote to reduce account 611: instructional supplies by **\$50,000**, to reduce the District's purchase of consumable classroom supplies for elementary school students equivalent to approximately \$20 per elementary school student, and to establish a standardized packet of said materials to be purchased by parents of elementary school students, with provisions to accommodate cases of financial need.

MOTION: Jeannie Smith
SECOND: Karen Kleine
RESULT: Unanimous
VOTE: 7-0

- Vote to reduce account 732: new non-instructional equipment by **\$16,000**, to defer the purchase of a systemwide utility vehicle with plow.

MOTION: Michael Gordon
SECOND: Brett Aronow
RESULT: Unanimous
VOTE: 7-0

- Vote to reduce account 734: non-instructional replacement equipment by **\$32,000**, to defer the purchase of a rider scrubber for the Staples High School field house.

MOTION: Karen Kleine
SECOND: Michael Gordon
RESULT: Unanimous
VOTE: 7-0

- Vote to reduce account 736: instructional technology by **\$50,000**.

MOTION: Paul Block
SECOND: Karen Kleine
RESULT: Unanimous
VOTE: 7-0

And, Be It Further Resolved, That the Board of Education authorizes an automatic decrease in Account 210: Health Insurance of the Proposed 2014-15 Budget of the Board of Education in an amount equal to any funds appropriated by the Board of Finance and RTM by May 15, 2014 to be deposited into the Board of Education's Internal Service Fund for health insurance for the purpose of establishing a risk corridor for healthcare expenditures beyond the projected net

cash shortfall for 2013-14 of \$355,009. Said decrease would be up to the full amount of the appropriation request of \$733,700 for the purpose of a risk corridor.

And, Be It Further Resolved, That the Board of Education approves for submission to the Board of Finance a Proposed 2014-15 Budget of the Board of Education, that incorporates said additions and deletions, in the amount of \$110,319,484, with a potential automatic reduction to \$109,585,784, if the full amount of the Board of Education's request for an appropriation for a health insurance risk corridor is approved by the Board of Finance and the RTM, and with a copy of the completed proposed budget to be appended to the Minutes of the Meeting of February 10, 2014.

MOTION: Elaine Whitney
SECOND: Mark Mathias
RESULT: Unanimous
VOTE: 7-0

ADJOURNMENT: Meeting adjourned at 9:03 p.m.

Respectfully submitted,

Michael Gordon, Secretary
(Minutes written by Lisa Marriott)