

**Coventry Board of Education  
Coventry, CT  
Approved Minutes  
Special Meeting of Thursday, October 1, 2009**

Members Present: Cheryl Trudon, Fiscal Committee Chair  
Mary Kortmann, Fiscal Committee Member

Members Absent: Michael Whitham, Fiscal Committee Member

Also Present: Dr. Donna Bernard, Superintendent of Schools

The meeting was called to order at 6:45 pm by C. Trudon.

**I. Approve Fiscal Minutes from August 27, 2009**

Cheri Trudon asked for the following changes on page 2, III., paragraph 3. She said to add that there was a discussion about the Expenditure Report. She said it would be helpful to add a column or a section for comments on the Expenditure Report. It was decided that there would be a comment section on a separate sheet for the Expenditure Report.

Cheri Trudon asked for the following changes: Page 2, III. paragraph 3, Cherri should be Cheri. She asked for the same correction throughout the minutes.

Motion: To approve the Fiscal Minutes of August 27, 2009 with noted changes.

By: C. Trudon Seconded: M. Kortmann

Motion Passes.

**II. Encumbrance Report for August 2009**

Dr. Bernard read the memorandum on Expenditure Reports for Regular Budget and Grants-August, 2009.

Dr. Bernard said there still are allegations that we are going to be cut 25% off of Excess Costs coming in from the State. She said we do not have that figure yet. She said she asked Sherry Holmes what was the worse we had gotten hit. She said prior experience was \$100,000 of reductions. She said if it turns out to be true, and the State gives us a 25% excess cost reduction for this Fiscal year, based on last year's figures, it would be \$220,000. Dr. Bernard said for the next Fiscal meeting, she will have a position statement; hopefully some word on excess costs from the Governor; hopefully some recommended places for transfers.

Cheri Trudon asked for details on the wind turbine project. Dr. Bernard said the last figure was \$12,000 split between (them and us)the Town of Coventry and the Coventry Board of Education. C. Trudon asked if we were getting \$12,000 worth of energy out of the wind turbine. Dr. Bernard said Paul Noel would keep the Board of Education informed about the wind turbine project.

C. Trudon said she would ask the Town Council whether the wind turbine had any other costs associated with it and what the potential maintenance costs would be. Dr. Bernard said that Paul Noel was dealing with some unanticipated expenses regarding the wind turbine project/warehouse expenses. C. Trudon said she would ask them whether they'd reimburse us for the expenses.

Mary Kortman said she has the end of last year's budget. M. Kortman said based on the minutes from May 27<sup>th</sup>, 2009, which said:

Mary Kortmann asked Dr. Bernard if she was satisfied with the formula used for determining the Liability Insurance, for next year, or if the town might decide the Board of Education owes more. Dr. Bernard said she has a meeting with the Town Manager, John Elsesser next week.

M. Kortman said it seems like the number we put into the budget is short again. M. Kortman asked Dr. Bernard what she found out from John Elsesser regarding the formula for determining the Liability Insurance. Dr. Bernard said that when she met with John Elsesser she does not remember talking about that. Dr. Bernard said the budget was determined with all the information gathered by Sherry Holmes. There was further discussion regarding the liability insurance line item.

### **III. Budget Items**

#### **a. FICA/MEDICARE Scenarios**

Information regarding FICA/MEDICARE Scenarios was supplied to the Board members. It said:

**FICA IS WITHHELD ON THE FOLLOWING EMPLOYEES:**

- \*Administrators & Teachers that are not part of the Teachers' Retirement System
- \*Teachers under a .5 FTE
- \*Non-certified staff

**MEDICARE IS WITHHELD ON THE FOLLOWING EMPLOYEES:**

- \*All administrator & teachers hired after April 1, 1986
- \*All other non-certified employees

**NORTHERN LIFE IS WITHHELD ON:**

- \*Temporary/Seasonal Employees (Substitutes)

#### **b. Northern Life 3121 Premier Plan Explanation**

Information from MidAmerica Administrative and Retirement Solutions was supplied to the Board members.

#### **c. Review of the Regular Board of Education Meeting Minutes of March 26, 2009**

Dr. Bernard said the original motion was: To Charge Cafeteria for propane, full pension, and telephone. She said the motion was defeated. She said that Sherry Holmes has the money in the regular education budget. She said the amounts for telephone were about \$2500, \$3600 for propane, \$25,500 for pension.

Dr. Bernard said for the October Fiscal Committee meeting, Sherry Holmes will provide the preliminary budget transfers, position statement, excess cost sheet, any reduction we will have, and an additional excess cost sheet tying the tuitions to the budget.

Cheri Trudon said there was a question in the Regular Board Meeting, during Audience of Citizens, regarding the oil tanks. Cheri said it was a unanimous decision by the Fiscal Committee. She said we have a maximum amount of gallons that we are allowed to purchase at the very low rate. She said since \$2.00/gallon, at that time, was inexpensive, we used our surplus from last year to top off the tanks, rather than using our \$1.60 purchasing power. She said at the end of this year, we might end up buying oil at \$3.00 per gallon.

Mary Kortman read the following statistics:

We used 68,000 gallons of oil in 2005-06.

We used 93,000 gallons of oil in 2006-07.

We used 84,000 gallons of oil in 2007-08, with no top off.

She said she does not know what we used in 2008-09. Mary said she knows we used more than 80,000 gallons in 08-09 because we hit that amount somewhere in March 2009 and topped off the tanks with 24,000 gallons. Mary said the cap this year is 102,000 gallons. She said if you take off the 24,000 gallons from the 102,000 gallons, you've got 78,000 gallons to work with for the rest of the year, at the lower number. She said that 78,000 gallons is less than what we've used in any of the other years. She said we would be searching for oil at the end of this school year at a different price if we had filled the tanks in this fiscal year.

## **V. Adjournment**

The meeting adjourned at 7:23 pm.

Respectfully submitted,

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Michelle M. Bates, BOE Subcommittee Clerk

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Approved