



BLOOMFIELD BOARD OF EDUCATION - SPECIAL FINANCE COMMITTEE MEETING

Special Finance Committee Meeting AT Monday, June 23, 2014

Bloomfield Board of Education 1133 Blue Hills Avenue Board Room, 1133 Blue Hills Avenue ,
Bloomfield, CT 06002

1. Establishment of a Quorum and Call to Order
2. Consent Agenda
 - A. Review of Finance Committee Minutes: May 8, 2014 2
 - B. Review of Finance Committee Meeting: May 27, 2014 5
3. New Business
 - A. Budget Transfers - June 2014
W. Joslyn
4. Adjournment

BLOOMFIELD PUBLIC SCHOOLS – SPECIAL BOARD RETREAT

Finance Committee

Thursday, May 8, 2014, 7:00 p.m.

Bloomfield Board of Education

1133 Blue Hills Avenue

Board Room

Attendance: M. Williams, Chair Present
L. Mara Present
S. True Absent

Also Present: H. Frydman
J. Thompson
B. Joslyn
B. Silver
E. Pierce

1. Call to Order

M. Williams called the meeting to order at 7:05 p.m. The roll was called and a quorum was present.

2. Consent of Agenda

A motion was made by L. Mara and seconded by M. Williams to approve the minutes of the March 25, 2014 meeting. The motion passed unanimously.

3. New Business

A. Discussion of Year-End Proposals

A copy of the Bloomfield BOE Expenditure Report by Major Object was distributed to the attendees. B. Joslyn reported on the line items that will be ending the 2013-2014 fiscal year with a surplus. He specifically highlighted certified salaries, employee benefits, pupil transportation and tuition. L. Mara inquired about the communications account and B. Joslyn explained this account is comprised of expenditures such as telephone, internet and marketing. A discussion was initiated to utilize the surplus of funds to support the needs relative to the 2014-2015 and 2015-2016 fiscal years. These expenditures will help reduce the impact on our future budgets; as these are projected to be challenging fiscal years.

The Year-End Expenditures 2013-2014 by Priority Report was distributed to the attendees. B. Joslyn explained how the itemized list incorporates the districts needs as relative to the 2014-2015 Fiscal Year and the 2015-2016 budget planning

process. The report also highlights how each item directly relates to one of the District's Priorities.

One item that is anticipated to receive the most scrutiny is the purchase of a box truck. B. Joslyn explained the truck is necessary to the health and safety of the students as it functions as a transportation vehicle for food to the magnet schools as well as the summer school program. L. Mara inquired if any items from the safety checklist, comprised through a safety audit following Sandy Hook, were included in the itemized list. B. Joslyn commented that some information technology, communication requests and supplies as listed under the Priority III, does support the overall safety of our students. E. Pierce added that over time the district has been upgrading the security cameras in our school to support the ability for the Bloomfield Police Department to connect in and use as a command center in the event of an emergency as part of the Security Grant received in the fall of 2013. L. Mara suggested the board follow up on the safety checklist at a future time and the members agreed.

M. Williams suggested reorganizing the document and condensing the line items. L. Mara requested to review the items as listed under Priority IV – Parent and Community Engagement and inquired if any monies would be allocated to parent engagement. She suggested incorporating programs that would help parents transition within our district schools. E. Pierce commented that funds from the Hartford Foundation Planning Grant will be used for the purpose of parent engagement. In addition, our schools have invested in the employment of School to Community Liaisons, intended to support the efforts of engaging parents and the community.

Additional items that were reviewed and discussed were the replacement of the mobile computer stations with Chromebooks and replenishing the attorney retainer fees. M. Williams referenced the need to incorporate student support programs such as anti-bullying or substance abuse programs. E. Pierce commented that our district, through the federal Elementary Counseling Grant, will be partnering with interns from local universities to provide intervention and preventive counseling services. Furthermore, we are purchasing IEP Direct, a program intended to generate individualized, educational plans for students.

A motion was made by L. Mara and seconded by M. Williams to accept the Year-End Proposal as presented and amended to the Board of Education at the Regular Meeting. The motion was passed unanimously.

4. Adjournment

At 7:50 p.m., a motion was made by M. Williams and seconded by L. Mara to adjourn. The motion was passed unanimously.

M. Williams, Chair

BLOOMFIELD PUBLIC SCHOOLS – FINANCE COMMITTEE MEETING
Tuesday, May 27, 2014, 6:00 p.m.
Bloomfield Board of Education
1133 Blue Hills Avenue
Board Room

ATTENDANCE: M. Williams, Chair Present
L. Mara Absent
S. True Present

ALSO PRESENT: D. Harris M. R. Walters E. Stoltz
J. Thompson B. Silver
M. R. Walters S. McCann

1. CALL TO ORDER

M. Williams called the meeting to order at 6:07 p.m. The roll was called and a quorum was present.

2. CONSENT AGENDA

2.1. Review of Finance Committee Minutes

A motion was made by S. True and seconded by M. Williams to table the minutes of the May 8, 2014 meeting. The motion passed unanimously.

3. NEW BUSINESS

3.A. Transportation Request for Proposal Results

The Student Transportation, Request for Proposal (RFP) document was distributed to the committee members and attendees by W. Joslyn. J. Jacoby initiated the bid process for a three year, student transportation contract on behalf of the Bloomfield School District. They began the process by creating a committee comprised of J. Jacoby, S. Braun, B. Joslyn and W. Casper. The legal notice inviting companies to bid went out on March 31, 2014. Sealed bids were to be received no later than April 21, 2014.

The committee, along with the assistance of Mason Thrall, a transportation consultant from CREC, reviewed the bids. Each company submitted a bid including regular home-to-school and school-to-home transportation, athletic transportation and field trips. The bids did not include services rendered for the Special Education Department. The RFP reflected a three-year contract with two option years.

The committee's recommendation is to award the contract to First Student. The overall package submitted by First Student was the most appealing based on cost and services offered. The final cost will be a 9.2% increase over the 2013-2014 regular education budget for transportation. The approved budget for 2014-2015 estimated a 5.2% increase and the difference of \$44,423 will need to be mitigated.

The new contract would require First Student to purchase new buses or not have buses exceeding ten years old. In the event new buses do not arrive for September 2014, the Board of Education would sign off on a waiver stating the school system is aware that some buses will exceed the ten-year maximum. First Student assured the committee that all current buses will meet necessary safety standards and the company will begin to acquire new buses.

M. Williams stated a concern regarding the mitigation of funds in 2014-2015. W. Joslyn stated the Business Department does not foresee this to be an issue. The contract would allow for the district to consider other vendors for economies (field trips and athletics).

D. Harris inquired if in-town trips were free of cost. W. Joslyn responded that there is a cost for all trips, even in-town trips. The district has been very satisfied with the management of First Student and the inability to extend the current contracted prices prompted the RFP process. This process was beneficial as it allowed for more competitive pricing.

A motion was made by S. True and seconded by M. Williams to forward the recommendation of the Student Transportation Review Committee to the Regular Board of Education meeting on June 10, 2014. The motion was passed unanimously.

4. ADJOURNMENT

At 6:24 p.m., a motion was made by S. True and seconded by M. Williams to adjourn. The motion passed unanimously.

M. Williams, Chair