



BLOOMFIELD BOARD OF EDUCATION - FINANCE COMMITTEE MEETING

Finance Committee Meeting AT Tuesday, October 28, 2014

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

1. Call to Order
2. Consent Agenda
  - A. Approval of Minutes - Special Finance Meeting - May 8, 2014 2  
M. Williams
  - B. Approval of Minutes - Special Finance Meeting - June 23, 2014 5  
M. Williams
  - C. Approval of Minutes - Finance Committee Meeting - September 23, 2014 6  
M. Williams
3. New Business
  - A. End of Fiscal Year 2013-2014 Financial Report (unaudited)  
W. Guzman
  - B. Final Budget Transfers for Fiscal Year 2013-2014  
W. Guzman
  - C. Budget Transfers for October 2014  
W. Guzman
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.

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M. Williams, Chair

BLOOMFIELD PUBLIC SCHOOLS – SPECIAL FINANCE COMMITTEE MEETING  
Monday, June 23, 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 R. Ike B. Silver  
J. Thompson H. Frydman E. Pierce  
M. R. Walters W. Joslyn

### 1. CALL TO ORDER

M. Williams called the meeting to order at 6:02 p.m. The roll was called and a quorum was present.

### 2. CONSENT AGENDA

#### 2. A. Review of Finance Committee Minutes: May 8, 2014

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

#### 2. B. Review of Finance Committee Minutes: May 27, 2014

A motion was made by S. True and seconded by M. Williams to approve the minutes of the Finance Committee meeting on May 27, 2014. The motion passed unanimously.

### 3. NEW BUSINESS

#### 3. A. Budget Transfers – June 2014

A document outlining the budget transfers for June 2014 was distributed to the committee members by W. Joslyn. The proposed transfer of monies will be used to pay services rendered by Our Piece of the Pie. Our Piece of the Pie (OPP) will be providing an alternate educational setting for students, formally known as the LAB program. These funds will prepay for services prior to the 2014-2015 fiscal year. Specifically, the funds will cover salaries and materials for curriculum development during the summer. These transfers are supported by a surplus of funds in the LAB supplies and LAB teacher salary accounts, as well as the District accounts, Tuition SPED and Unemployment Compensation.

A motion was made by S. True and seconded by M. Williams to move forward the recommended Budget Transfers for June 2014 to the Regular Board of Education for approval. The motion was passed unanimously.

### 4. ADJOURNMENT

At 6:10 p.m., a motion was made by S. True and seconded by M. Williams to adjourn. The motion passed unanimously.

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M. Williams, Chair



**BLOOMFIELD PUBLIC SCHOOLS –FINANCE COMMITTEE MEETING**

Tuesday, September 23, 6:00 p.m.

Bloomfield Board of Education

1133 Blue Hills Avenue

Board Room

**ATTENDANCE:** M. Williams, Chair Present  
L. Mara Absent

**ALSO PRESENT:** D. Harris E. Stoltz B. Silver  
S. McCann H. Frydman E. Pierce  
C. Fisher W. Joslyn S. Simpson

**1. CALL TO ORDER**

M. Williams called the meeting to order at 6:11 p.m. The roll was called and a quorum was not present.

**2. CONSENT AGENDA**

**2. A. Approval of Minutes – Special Finance Meeting – May 8, 2014**

Review of meeting minutes for May 8, 2014 were tabled until the next Finance Committee Meeting.

**2. B. Approval of Minutes – Special Finance Meeting – June 23, 2014**

Review of meeting minutes for June 23, 2014 were tabled until the next Finance Committee Meeting.

**3. NEW BUSINESS**

**3. A. Review of Budget Transfers**

Mr. Joslyn stated a request will be made to the Board of Education to approve a budget transfer at the next meeting on October 7, 2014. Funds are needed to cover the cost for the Human Resources Specialist interim position. The fees include the part-time cost for contracting services from July 1, 2014 through June 30, 2015.

**4. ADJOURNMENT**

The meeting concluded at 6:15 p.m.

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M. Williams, Chair