



BLOOMFIELD BOARD OF EDUCATION - REGULAR MEETING

Regular Meeting AT Tuesday, March 3, 2015

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. Approval of Minutes - Finance Committee - February 4, 2015 2  
M. Williams
3. New Business
  - A. Capital Improvement Plan  
W. Guzman
4. Adjournment



**BLOOMFIELD PUBLIC SCHOOLS – FINANCE COMMITTEE MEETING**

Tuesday, February 4, 2015, 6:00 p.m.

Bloomfield Board of Education

1133 Blue Hills Avenue

Board Room

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

**ALSO PRESENT:** J. Thompson E. Stoltz B. Silver  
S. McCann E. Pierce R. Ike  
W. Guzman W. Joslyn S. Braun

**1. CALL TO ORDER**

M. Williams called the meeting to order at 6:10 p.m. The roll was called and a quorum was present.

**2. CONSENT AGENDA**

**2. A. Approval of Minutes – Finance Committee – October 28, 2014**

A motion was made by Q. Johnson and seconded by M. Williams for the Finance Committee to approve the meeting minutes for October 28, 2014, as presented.

The motion was passed unanimously.

**3. NEW BUSINESS**

**3. A. Preliminary 2015-2016 District Budget Overview**

Dr. James Thompson welcomed attendees and noted that the committee presentation will be a high-level overview of the 2015-2016 budget request. We will address what cost areas had the greatest impact on the budget, review the realignment of staffing to projected enrollment and review the district strategies to mitigate our increases.

Mr. Guzman, Chief Operating Officer will lead the committee through the presentation.

On slide 2 of the PowerPoint, Mr. Guzman noted that the proposed budget is aligned to the district's four priorities.

On the following page, the Superintendent's Budget Request calls for a minimal increase of 1.85% or \$712,978. The district had a 0% increase over the last four years since the 2011-2012 budget. Mr. Guzman noted that the \$712,978 increase, when averaged out over the last four budget years, would have equaled just over \$142,000 per year.



A comparative analysis of final budget increases by town can be viewed on slide 4 of the PowerPoint. This information was provided by the Connecticut Association of Public School Superintendents (CAPSS). Mr. Guzman stated that corresponding budgets from neighboring towns shows an average increase of approximately 3.5%.

Slide 5 outlines the primary goals for the superintendent: staffing based on enrollment, maintaining comparable class sizes and sustaining current programs for students.

A decline in enrollment is a trend that can be observed throughout the state, as well as nationwide. Slide 6 outlines the reduction of staff due to declining enrollment. Mr. Guzman noted that we currently have received 8-10 notifications of retirement. It is anticipated that the reduction of positions may be further mitigated by additional retirements and resignations.

Slide 7 shows a synopsis of the budget. Mr. Guzman points out two line items highlighted in yellow, Employee Benefits and Tuition. Employee Benefits shows an increase of 11.2% from 2014-2015 to 2015-2016. This is based on an increase of the number of claims as well as the value of claims. Mr. Guzman added this is a fluid number as the company is using a 12-month rolling period to make projections. It is hopeful that this number will decrease. Mr. Guzman stated that the district may also look into incorporating Wellness Programs to address the types of claims going forward, as an incentive for healthier lifestyles. The second highlighted line item is Tuition. This shows an increase of 31.8% Tuition is directly related to Special Education students placed in out-of-district program and magnet school tuition.

In addition to Health Insurance costs, the district must also account for post-employment benefits. Mr. Guzman noted that this is the first time you will this line item in the budget as referenced on slide 9. The towns have a liability relative to employees who have retired. Hooker & Holcombe, Inc. is the actuary firm that completed the assessment and determined the contribution amount of \$266,000. This will also be seen in subsequent years going forward.

Slide 10 references other revenue resources from grants that supplement our educational programs.

The final slide provides the 2015-2016 Budget Timeline going forward.

Mr. Johnson inquired if the actuarial documents could be shared for his to review. Mr. Guzman stated he will get those from the town and provide to Mr. Johnson.

Mr. Guzman noted that if we were status quo, there would be a significant budgetary increase just based on contractual increases.



Mr. Williams commented that he appreciates the way the district framed staff decreases and it is fiscally responsible to align staffing needs with enrollment. This is a modest increase in comparison and is still contingent on approval of the state budget.

The committee inquired if the unions have been communicated with. Mr. Joslyn reported that the positions of concern were discussed with the union leaders.

Further, it was stated that the report on class sizes will be shared at the next Board of Education meeting.

### **3. B. Budget Transfers**

The second document presented to the Finance Committee was the budget transfers for January 2015. This report represents three months of activity since the last meeting of the Finance Committee in October. Mr. Guzman noted that the presentation of these transfers is in accordance with Board Policy 3010. The policy indicates the Superintendent will recommend to the Board of Education transfers between budgetary locations, salary transfers and all other transfers that exceed \$25,000.

Mr. Guzman reviewed the first transfer noting the transfer of funds for salary due to a guidance staff member who was relocated to LAB. The additional transfers will account for unanticipated expenditures and reallocation of funds for staff salaries.

The fourth transfer is the BEA Incentive which was unbudgeted. The BFEP incentive was budgeted but did not meet the qualifications to receive the monies. The final transfer on this page in the amount of \$182.00 from district funds was to balance the variance in the climate specialist expense accounts and make them whole.

A motion was made by Q. Johnson and seconded by M. Williams for the Finance Committee to recommend to the Board of Education for approval, the budget transfers, as presented.

The motion was passed unanimously.

### **4. ADJOURNMENT**

At 6:56 p.m., a motion was made by Q. Johnson and seconded by M. Williams to adjourn.

The motion passed unanimously.

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M. Williams, Chair