



BLOOMFIELD BOARD OF EDUCATION - FINANCE COMMITTEE MEETING

Finance Committee Meeting AT Tuesday, April 28, 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 - March 31, 2015 2
M. Williams
3. New Business
 - A. Review and Approval of the 2015-2016 Healthy Food Certification Statement
W. Guzman
 - B. Review and Approval of the Educational Specifications for the Roof Replacement Project
at the Board of Education
W. Guzman
4. Adjournment



BLOOMFIELD PUBLIC SCHOOLS – FINANCE COMMITTEE MEETING

Tuesday, March 31, 2015, 6:00 p.m.

Bloomfield Board of Education

1133 Blue Hills Avenue

Board Room

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

ALSO PRESENT: J. Thompson W. Casper H. Frydman
D. Harris W. Guzman S. McCann
M. Walters S. Braun R. Ike
W. Joslyn E. Stoltz B. Silver
S. Simpson

1. CALL TO ORDER

M. Williams called the meeting to order at 6:05 p.m. The roll was called and a quorum was present.

2. CONSENT AGENDA

2. A. Approval of Minutes – Special Finance Committee Meeting – March 3, 2015

A motion was made by L. Mara and seconded by Q. Johnson for the Finance Committee to approve the minutes for the special meeting on March 3, 2015, as presented.

The motion was passed unanimously.

3. NEW BUSINESS

3. A. Contract Award – BSC Group (Athletic Field Improvements)

Mr. William Guzman, Chief Operating Officer made an announcement of the contract award bid for the athletic field improvements. The announcement was in the newspaper and also posted on the State of CT website.

The Bloomfield Board of Education only received one bid from the BSC Group, who also completed the field analysis. The bid amount was \$64,800, which aligned with the estimate from the analysis. A copy of the bid cover letter was provided to members of the committee.

Further, Mr. Guzman noted the funds that will be subsidizing the cost of these improvements will be the non-recurring capital improvement fund established by the town. This fund currently has just over 1.1 million dollars.



It was inquired by a Finance Committee member if the announcement has to be reposted since only one bid was received. Mr. Casper noted that 20 inquiries were made into the posting; however only one bid on this project was actually made. This does not have to be reposted. Mr. Casper has also been in contact with town throughout this process.

A motion was made by L. Mara and seconded by Q. Johnson to recommend to the Board of Education, the contract for the Bloomfield High School Track and Field architectural/engineering services to BSC Group of Glastonbury, CT in the amount of \$64,800 to be paid from the non-lapsing account established by the Town Council entitled Board of Education 10-248a Project #11120300.

The motion was passed unanimously.

3. B. Budget Transfers

In accordance with Board of Education Policy 3010, Mr. Guzman presented a report of transfers for March 2015. These specifically relate to transfers between budgetary locations, salary transfers and transfers that exceed \$25,000.

Mr. Guzman noted that at this time, the Bloomfield Public Schools are winding down the fiscal year. These adjustments reflect covering shortfalls where there are needs.

The first transfer in the amount of \$5,000 is per the request of the principal for supplies for the Academic Extended Day Program.

The second transfer is a redistribution of funds for custodians for weather related overtime.

The following transfer in the amount of \$40,000 from purchase services will be used for emergency repairs to the roof at the Board of Education.

The next two transfers are for increased tutors at Carmen Arace, a need specifically requested by the principal and additional funds needed to cover contractual services through the end of the year.

The following transfer is moving funds from vacant salary positions to substitute account to deal with overage of substitute expenses. The district has been using substitutes to cover the vacant teacher positions.

Funds were moved from the Professional Leadership account cover the cost of the Teacher Evaluation program since the professional leadership was underwritten by a grant.

The next transfer in the amount of \$21,000 from the vacant teacher position at Bloomfield High School was used to cover the additional costs related district testing.



Mr. Guzman noted the final transfer we have discussing for months. The tuition for magnet schools is over-budget and several salary accounts were used to account for the estimated magnet school year-end tuition expenditure.

A concern was raised regarding funds to fix the roof and leaks at the Board of Education facility. Mr. Guzman replied that he and Mr. Casper met with the Town Manager to discuss the Capital Improvement plan over the next 5 years.

Many schools have required funds for renovations over the last few years. With this in mind, the board intends to complete the athletic field first, as children are the priority. The next projects in order are: the Board of Education roof (2 year plan) and the replacement of a sanding truck. Mr. Casper noted that the roof replacement estimation may very well be near \$500,000 so this may not be viable for next year without breaking the project out into phases.

M. Williams inquired if the HR Specialist contract services were for the end of the calendar year or school year. It was noted it was school year.

It was also inquired if the business office sensed the transfer amount would cover the total overage for Magnet Tuitions. At this time, they believe the estimation is aligned with the projected end-of-year deficit. This current year they are 44 students over budget. Based on this information, they have included this information in their projections for 2015-2016 budget.

It was noted that the heating account made sufficient savings this year. Mr. Casper elaborated that the constant cold actually helps reduce the cost as the boilers run more efficiently. In addition, the gas prices have dropped and they transitioned to more efficient electrical lighting last year as well.

A motion was made by L. Mara and seconded by Q. Johnson to recommend to the Board of Education for approval, the budget transfers as presented.

The motion was passed unanimously.

4. ADJOURNMENT

At 6:30 p.m., a motion was made by Q. Johnson and seconded by L. Mara to adjourn.

The motion passed unanimously.

M. Williams, Chair