

HAMDEN BOARD OF EDUCATION FINANCE COMMITTEE Meeting December 12, 2017 @ 6:00 pm MINUTES

Board Members Present: Myron W. Hul, Chair

Myron W. Hul, Chair Finance Committee Members: Lynn Campo, Walter Morton IV. Other BOE Attendees: Chris D. – BOE Chair

Administrators Present: Jody Goeler, Mike Belden

Myron Hul, Chairman called the meeting to order at 6:05 pm.

Public Comments

No Public Comments

Information Items

Mike Belden provided the finance committee with a status of the FY 2017-2018 budget as of November 30, 2017. As of November 30, 2017, the YTD expenditures are \$25,559,784 and the encumbrances total \$11,476,646 for a total of \$37,036,430 or 43.8% of the budget expended / encumbered versus the time elapsed of 41.67%. Special Education total expenditures are a big concern this year as total tuition expenditures in FY 16-17 were \$10,732,516 versus \$9,693,978 in FY 15-16, an increase of \$1,038,639. As of November 30, 2017, the estimated year end expenditures are \$801,119 over the budgeted expenditures and estimated revenues from the State of Ct. for excess cost tuitions (Projected expenditures \$11,690,967 vs budgeted expenditures of \$9,114,943 and State of Ct estimated revenues of \$1,774,905). This projected deficit increased by \$200,636 since October 31, 2017. In addition to this projected deficit, an estimated \$309,360 was encumbered to provide professional behavioral technician services to multiple students that are above the approved budget.

Purchase orders over \$2,000 were discussed. Purchase orders shown include encumbrances as well as expenditures for LEA (Operating Fund) and Grant funds.

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Mike Belden provided an update on the FY 16-17 Audit. Mike and Dawn Albizu have met with the Auditors and the BOE audit is progressing smoothly at this point. All requested information has been provided to Auditors.

Action Items

Mike Belden presented the Purchase orders \$50,000 - \$99,999 (see attached). There was 1 item. The item was a Special Education Tuition in the amount of \$64,177.

Walter Morton made a Motion to accept this purchase order as presented. Lynn Campo seconded the motion. A discussion concerning the approval process by the Committee was The Committee discussed the approval process of Purchas Orders and further review will be made regarding policy and regulations as to process. The Motion was approved unanimously.

Mike Belden presented the Purchase orders over \$100,000 (see attached). There were 6 items as summarized below:

- Wallingford BOE Lyman Hall tuition
- Related Services for students at Wintergreen
- Tuition at Wintergreen
- OT / PT Services
- Behavioral Services

Lynn Campo made a motion to accept these purchase orders presented and for these items to go to the full board for approval. Walter M. seconded the motion and the motion was approved unanimously.

Myron Hul adjourned the meeting at 6:53 pm.

Respectfully Submitted,

Michael Belden Chief Operations Officer

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November 2017 PO's over \$50,000 - \$99,999

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ltem #	Funding Source	PO #	Vendor	PO Date	PO Amount	Procurement Method	Description
1	LEA	1801510	GROVE SCHOOL	11/28/2017	\$ 64,177.00	PPS Tuition	Non -public tuition for one student starting 10/26/17



60 Putnam Avenue Hamden, Connecticut 06517 Phone (203) 407-2000 Fax (203) 407-2001

Purchase Order

Fiscal Year	2018	Page	1
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GROVE SCHOOL, INC. 175 COPSE ROAD P.O. BOX 646 MADISON, CT 06443

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Material Safety Data Sheets (MSDS) to be Included Ŧ

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Accts. Payable Department., Hamden Public Schools, 60 Putnam Avenue, Hamden, Connecticut 06518 Department Copy / Claim Voucher



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November 2017 PO's over \$100,000

ltem #	Funding Source	PO #	Vendor	PO Date	Ρ	O Amount	Procurement Method	Description
1	LEA	1801439	WALLINGFORD BOARD OF EDUCATION	11/20/2017	\$	102,345.00	2017-2018 SY Tuition - Lyman Hall	Tuition for vocational agriculture -15 students @\$6,823 each
2	LEA	1801511	ACES	11/28/2017	\$	145,000.00	SPECIALIZED VENDOR- PPS	Encumbrance for related services - resource for students at WIMS
3	LEA	1801451	MERIDEN PUBLIC SCHOOLS	11/20/2017	\$	196,295.00	2017-2018 SY Tuition	Magnet School Tuition for 43 students to Wintergreen @ \$4,565 each (This allows Hamden to remain below the State Mandated 55% Reimbursement
4	LEA	1801508	CHESHIRE FITNESS ZONE	11/28/2017	\$	200,000.00	SPECIALIZED VENDOR- PPS	Encumbrance for mulitple students OT / PT / SP evaluations
5	LEA	1801424	CONNECTICUT BEHAVIORAL HEALTH, LLC	11/20/2017	\$	309,360.00	PPS Professional Services	Encumbrance for multiple students 2017- 2018 SY professional services
6	LEA	1801488	ACES	11/21/2017	•	1,408,636.00	Magnet School Tuition - Wintergreen	District Wintergreen tuition per slot for 320 students 2017-2018 SY @ \$,4,565 = \$1,460,800 (8% increase in tuition for FY 17-18 less \$52,164 adjustment from WIMS from prior year).



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HAMDEN PUBLIC SCHOOLS

60 PUTNAM AVENUE



WALLINGFORD BOARD OF EDUCATION BUSINESS MANAGER **43 HALL AVENUE** WALLINGFORD, CT 06492

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Material Safety Data Sheets (MSDS) to be Included

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* Important: Read terms and conditions provided as part of this purchase order When complete shipment is made, mail your invoice itemizing all charges to: Accts. Payable Department., Hamden Public Schools, 60 Putnam Avenue, Hamden, Connecticut 06518 Department Copy / Claim Voucher

INVOICE

WALLINGFORD BOARD OF EDUCATION 100 SOUTH TURNPIKE ROAD WALLINGFORD, CONNECTICUT 06492



Hamden Board of Education 60 Putnam Avenue Hamden, Connecticut 06517-2825

Invoice No: 17-18-1 Date: 11/01/17

MAKE CHECKS PAYABLE TO "BUSINESS MANAGER - WALLINGFORD BOARD OF EDUCATION" AND MAIL TO THE ABOVE ADDRESS

2017-2018 TUITION FOR VOCATIONAL AGRICULTURE REGULAR TUITION BILLING (MAY BE PAID IN TWO INSTALLMENTS)

15 Students @ \$6,823.00/year

<u>\$102,345.00</u> **\$102,345.00**

thale@wallingfordschools.org



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Hamden Public Schools

60 Putnam Avenue Hamden, Connecticut 06517 Phone (203) 407-2000 Fax (203) 407-2001

ACES 205 SKIFF STREET

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When complete shipment is made, mail your invoice itemizing all charges to:

Accts. Payable Department., Hamden Public Schools, 60 Putnam Avenue, Hamden, Connecticut 06518

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Department Copy / Claim Voucher

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60 Putnam Avenue Hamden, Connecticut 06517 Phone (203) 407-2000 Fax (203) 407-2001

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MERIDEN PUBLIC SCHOOLS

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* Important: Read terms and conditions provided as part of this purchase order When complete shipment is made, mail your invoice itemizing all charges to: Accts. Payable Department., Hamden Public Schools, 60 Putnam Avenue, Hamden, Connecticut 06518 Department Copy / Claim Voucher

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CHESHIRE FITNESS ZONE 382 SOUTH MAIN STREET



CHESHIRE, CT 06410

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Accts. Payable Department., Hamden Public Schools, 60 Putnam Avenue, Hamden, Connecticut 06518

Director of Finance and Operations

Department Copy / Claim Voucher



60 Putnam Avenue Hamden, Connecticut 06517 Phone (203) 407-2000 Fax (203) 407-2001

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HAMDEN PUBLIC SCHOOLS

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60 PUTNAM AVENUE

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CONNECTICUT BEHAVIORAL HEALTH, LLC 673 SOUTH MAIN STREET

CHESHIRE, CT 06410

Material Safety Data Sheets (MSDS) to be Included

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of Finance and Operations

