

**REGIONAL SCHOOL DISTRICT 13 BOARD OF EDUCATION
MINUTES OF THE EDUCATIONAL RESOURCES COMMITTEE
OCTOBER 28, 2014**

The Regional District 13 Board of Education Educational Resources Committee met on Tuesday, October 28, 2014 in the Board of Education conference room at Central Office, 135A Pickett Lane, Durham, CT.

Committee members present: Mr. Fulton, Dr. Onofreo, Mr. Renninghoff.

Absent: Mrs. Flanagan, Mr. Hicks

Administrators present: Mr. Melnik, Business Manager, Dr. Veronesi, Superintendent of Schools

Chairman Fulton called the meeting to order at 6:00 p.m. after it was determined that a quorum was present.

I. Public Comment

There was no public comment.

II. Approval of Agenda

Mr. Renninghoff moved to approve the agenda of October 28, 2014. Dr. Onofreo seconded the motion.

In favor of the motion: Mr. Fulton, Dr. Onofreo, Mr. Renninghoff.

Opposed to the motion: None

Abstained from voting: None

Motion passed.

III. Approval of Minutes of September 17, 2014

Mr. Renninghoff moved to approve the minutes of September 17, 2014. Dr. Onofreo seconded the motion.

In favor of the motion: Mr. Fulton, Dr. Onofreo, Mr. Renninghoff.

Opposed to the motion: None

Abstained from voting: None

Motion passed.

IV. Trend Report

Mr. Melnik distributed to the members of the committee the Trend Report. Mr. Fulton provided background on the purpose of the report stating it provides a tool for the Board when working on the budget process.

Mr. Melnik said he reviewed the report with Mrs. Flanagan prior to the meeting. Mrs. Flanagan wanted a variance column to be added. Discussion took place to amend the report. The amended report will be distributed to the Board members at the November 12, 2014 BOE meeting.

Mr. Melnik distributed to the committee the Statement of Changes in Fiduciary Net Position from the June 30, 2013 audit. Mr. Melnik recommended that we stay with Tom Forma and his team who now are employed with Morgan Stanley. He also recommended that Hooker and Holcombe administer the distribution of checks to retirees. Mr. Melnik stated that the Town of Durham had decided to stay with Tom Forma.

Mr. Fulton spoke about the February 11, 2015 deadline and recommended at this time to remain with Mr. Forma. Dr. Onofreo also agreed.

Mr. Fulton asked for a motion to give Mr. Melnik the authority to move the investments and administration of the plan to Morgan Stanley and Hooker and Holcombe.

Mr. Renninghoff moved to give Mr. Melnik the authority to move the investments and administration of the plan to Morgan Stanley and Hooker and Holcombe. Dr. Onofreo seconded the motion.

In favor of the motion: Mr. Fulton, Dr. Onofreo, Mr. Renninghoff.

Opposed to the motion: None

Abstained from voting: None

Motion passed.

Mr. Fulton asked Mr. Melnik to get pricing from Morgan Stanley and Hooker and Holcombe.

Mr. Fulton also suggested that we locate a lawyer that has more experience with RFP and RFQ.

VI. Investment Policy Update

Mr. Fulton is to report back to the committee what direction he would like to take.

VII. Brewster Roof Update

Discussion took place regarding when to go to referendum, where to go for money, cost of an architect, and when work should be done on the roof at Brewster School. Mr. Renninghoff stated that the job needs to be done and prefers to do it in the summer. He also stated that the referendum take place in May when we have the Budget Referendum. The roof should be a separate item to vote on.

Dr. Veronesi recommended that we move forward with the project and was pleased to have the referendum on the same day.

Mr. Melnik will check to see if we can go out to bid before approval. He will report to the Board on November 12, 2014 with this information.

VIII. Business Manager's Update

Mr. Melnik announced that Terry Fredericks is retiring from her position at Central Office. We have hired an interim person Nancy Lach, who is starting on October 29, 2014. Mrs. Lach comes to the District with experience from the Town of Derby.

The first Pension Committee meeting will take place on November 19, 2014 at 6:00 p.m. The first meeting will include the election of officers, setting a meeting schedule and a review of the pension documents.

On November 20, 2014 Vanessa from Blum Shapiro will meet with the committee to review the audit.

Mr. Melnik reported that there is declining enrollment in MTA as other towns are creating their own programs. Mr. Melnik is working with Mrs. Emory to trim the costs. Dr. Veronesi will get the committee the head count for this year. Mr. Fulton recommended that discussion with Wesleyan may need to take place. Dr. Veronesi suggested that the committee revisit the MTA issue every month.

Mr. Renninghoff asked how enrollment figures compare with Dr. Chung's prediction. Dr. Veronesi will get that information.

IX. Reconciliation of the Capital Reserve

X. Confirmation of Fund Balance

XI. Status of 6/30/14 Audit

Mr. Melnik will have the confirmation on agenda items IX. X. and XI. within two weeks.

XII. 2015-2016 Budget Status Update

Mr. Melnik provided a handout to members of the committee to review and give feedback on the format. Dr. Veronesi and Mr. Melnik are working on a format that is consistent.

Budgets are due from administrators next week. Dr. Onofreo asked if it would be beneficial to look at the individual building costs.

XIII. Adjournment

Mr. Renninghoff moved to adjourn the meeting at 7:40 p.m. Dr. Onofreo seconded the motion.

In favor of the motion: Mr. Fulton, Dr. Onofreo, Mr. Renninghoff.

Opposed to the motion: None

Abstained from voting: None

Motion passed

Respectfully submitted,

Maureen Johnson