

# 4/11/16: Special Meeting - Budget Workshop

Monday, April 11, 2016

5:41 PM

Attendees: Board Chair: Aimee Genna, Board members: Joan Trivella, Kelly Coddling, Mae Lyons, Keith Atchinson, Eric Anderson, Superintendent: Dr. Louise Berry, Finance Director: Mrs. Sherri Holmes, Mr. Otto and Mr. Bob Kelleher.

## Members of the Public and Press

- Aimee called the meeting to order at 5:37pm
- Rose Wing roof repairs conversation
  - Mr. Kelleher presented the need for the Rose Wing roof repairs including new gutters, new roof and upgrade flashing
  - Budget is \$56k
  - Kelly made a motion to accept the budget for the Rose Wing roof repairs. Joan seconded. All in favor.
- Keith arrived at 5:39pm
- Mr. Kelleher left the meeting at 5:42pm.
- Transportation RFP:
  - Joan reported that we have received bids for the RFP but we need to go back out for bid based on an alternate bid that was proposed by one of the companies who responded.
  - Some negotiation may be needed according to Mr. Otto.
  - Kelly asked if we need to increase our placeholder for the budget number for transportation costs for next year. Mr. Otto suggested that we follow the advice of Mrs. Holmes which was to stay with the number we have for now.
- Budget Review:
  - Mrs. Holmes reviewed the final budget numbers with the Board that will be presented at the Board of Finance meeting on 4/13.
  - Mae questioned the savings number for the medical insurance and believes the number should be greater. Mrs. Holmes is going to review and reply back to the board on why the savings is less than expected.
  - Aimee asked if all tuition numbers are now final. Mrs. Holmes stated they should be final at this point.
  - No other changes to the new budget sheet from the last meeting.
  - The grant amount has not been removed from the final budget number at this point.
  - Aimee asked about the breakdown of individual items for lines Dues and Fees of the Board of Ed (810.A) and Dues and Fees of Staff (810.B)
    - \$4,929 for membership fees for CABE and convention fees
    - Joan asked where the money is coming from for the Legislative Policy updates from CABE.
    - Mrs. Holmes stated she will provide a copy of the invoice from CABE for the Board to review.
    - Joan stated that the online policy program from CABE, called COPS, is a \$2,700 fee for the first year and \$1,300 per year on-going.

- Mae questioned the policy dollar amounts stating that she believes they have been significantly more expensive. Mrs. Holmes will look in to the itemized breakdown and report back.
- Principal Search Committee Update from Aimee:
  - Committee met earlier in the day today (4/11)
  - Committee voted to add elementary school teacher, Mrs. Sara Guimont, to the committee.
  - They felt it would be important to add an "in-classroom" teacher to the search committee.
  - Kelly asked if the Elementary Principal job had been posted yet. Dr. Berry replied that it had been posted.
  - Aimee asked Dr. Berry to provide a list of places where the job has been posted, but Dr. Berry didn't have that information handy. She stated she would get back to the Board with that answer.
  - Aimee asked who the Board thought should check references for the final candidates
    - Eric thought the Board should perform the reference checks. Members of the Board agreed.
    - Joan mentioned that Dr. Berry had done the reference checks in the past.
- Kelly asked what the next steps are for the proposed budget
  - Mr. Otto stated the state of CT is going through budget cuts. The Mill Rate is in fluctuation. If the Mill Rate increases by over 4 Mills, the likelihood of the budget passing will be less.
- Joan asked about retirements in the faculty this year. Dr. Berry thought there would be at least a couple and would report back when she knows with more certainty.
- Kelly made a motion to adjourn. Mae seconded. All in favor.
- Meeting adjourned at 6:35pm.

Notes submitted by Keith Atchinson, Board Secretary.