

**Woodbridge Public Schools  
Meeting Agenda and Notes**

**Vision**

Beecher Road School is a caring, creative community that models and inspires the joy of lifelong learning, embraces diversity, and celebrates the unique qualities of each person

**Mission**

To provide a dynamic educational environment that challenges and empowers students to persevere as innovators and collaborators in preparation for their role as global citizens

<p>Date: 10/29/2019 Time: 6:00pm</p>	<p>Present: Al Pullo, Mary Vincitorio, Dan DelPrete, Lola Johnson, Wendy Glynn, Joyce Shavers, Analisa Sherman, Lori Patrick, Daniel Cowan, Cheryl Mammen, Maria Federico Madonick</p> <p>Absent:</p>	<p>Norms: This task force will provide an opportunity for all members/stakeholders to be informed on past budget savings strategies and current possibilities. The committee will serve as a vehicle for generating new ideas, asking questions and providing an opportunity for the exchange of information. It will also provide a conduit of communication back to the various stakeholder groups. The final body that reviews the budget is Board of Education Finance Subcommittee.</p>
--	---	--

Agenda:	Approx. Time:
<ul style="list-style-type: none"> <li>● Savings &amp; Efficiencies - Members Ideas for Discussion (see table "IDEAS FOR CONSIDERATION")</li> <li>● Future Meetings</li> <li>● Adjourn</li> </ul>	

Notes:	Person Responsible:
<p>Call to Order: 6:05 pm</p> <p><b><u>Savings and Efficiencies:</u></b> From handout: (Pre Ad Hoc Budget Task Force)</p> <ul style="list-style-type: none"> <li>● Economies through collective bargaining ie insurance plan design, OPEB - short term savings \$53,000</li> <li>● Retirement Incentive Plans - certified and non- certified bargaining units - short term savings TBD</li> <li>● Continued exploration of shared services in the areas of Business Office, technology, identifying and eliminating and redundancies among WBOE, Town and Amity - savings TBD</li> <li>● Technology equipment leasing vs. purchasing - savings TBD</li> </ul>	

**Other ideas from Ad Hoc Budget Task Force:**

- See chart below

**Adjourn:** 8:08 pm

**Next Meeting(s):** 11/6/19 6:00pm

<b>IDEAS FOR CONSIDERATION</b>	<b>POTENTIAL SAVINGS \$\$\$</b>	<b>SHORT TERM FY21</b>	<b>MID TERM FY22</b>	<b>LONG TERM FY23</b>
<b>PRE AD HOC BUDGET TASK FORCE:</b>				
Economies through collective bargaining; i.e. insurance plan design, OPEB)	TBD	\$53,000		X
Retirement Incentive Plans: Certified & Non-Certified Bargaining Units (BOE approved 10/21/19)	TBD (FY20= \$79K)	X		
Continued exploration of shared services in the areas of Business Office, Technology, as well as identifying and eliminating redundancies among WBOE, Town, and Amity (i.e. Powerschool).	TBD	X	X	X
Technology reduce # of local printers routing print jobs through Xerox resulting in lower cost per copy	TBD	X	X	X
Technology Equipment leasing v. purchasing	TBD		X	

<b>AD HOC BUDGET TASK FORCE:</b>		<b>SHORT TERM FY21</b>	<b>MID TERM FY22</b>	<b>LONG TERM FY23</b>
<p>Master list of copies parent notifications to send home; households with multiple children; savings on paper - Lola indicated we already do something similar "youngest would receive paper copies to go home" and need to utilize it more. Also worth across lines with Rec, SPED, EDAY, etc. Parent connections increased with electronic</p>				
<p>Google drive for parent consent -- grade by grade break down of what might need to be signed off on.</p>				
<p>Power School Parent Portal -- utilize it for communication, alerts etc. Consider current demographics- ie families without computers, families that are not English speaking so have difficulty with completion of forms</p>				
<p>Frontline -- for IEPs and 504s-- might be switching to a free state program</p>				
<p>Lunch-- can we do portions based on age/grade and recommended caloric intake? → Lunch program is self sustaining.</p>				
<p>Automation → sensor lights etc. Parking lights- cost prohibitive to rewire</p>				
<p>Class sizes/teacher and student ratio - Cheshire, Farmington, Glastonbury, Trumbull, Guilford, Monroe similar districts to Woodbridge have slightly different teacher to student ratio. BOE is currently doing some class size research.</p>				
<p>Facilities upgrade → reduce maintenance expenses? Do we have contingency for buildings and grounds need? Currently budget has a Building Improvements appropriation for \$10K reduced from \$50K earlier years.</p>				

<b>Direct deposit-- go paperless on paychecks (Munis Self Serve?)</b>				X
<b>Consolidating Technology services with Amity and Town - benefit of cyber security protections</b>				
<b>Sandy Stein (BOS)-- ideas included shared Technology services, closing Transfer station and utilizing a person for grounds.....</b>				
<b>Two year contract for some services- would that save us some money?</b>				
<b>Piggy back software w/town depts</b>				
<b>SRO- cost savings if we make a change?</b>				
<b>Question: Are there budgetary items that could be eliminated that could then be picked up by the PTO?</b>				
<b>Endowment Fund</b>				