

Southington Board of Education Meeting

Thursday, February 22, 2018 6:30 PM

John Weichsel Municipal Center Public Assembly Room, 200 North Main Street, Southington, CT 06489

200 North Main Street
Southington, CT 06489



SOUTHINGTON BOARD OF EDUCATION MEETING

1. CALL TO ORDER
2. Executive Session ~ 6:30 p.m.
 - a. Contract Negotiations Update
3. Celebration of Excellence for Southington High School Students who received an award from the Connecticut Art Education Association ~ Jacqueline Carbone, Rebecca Dorzens, Kathy Ponce, Jennifer Thai, Abigail Legere, Jacob Manente & Thomas Palko
4. Reconvene Meeting ~ Regular Session ~ 7:00 p.m.
5. Pledge of Allegiance
6. Approval of Minutes ~ January 25, 2018
7. Communications
 - a. Communications from Audience
 - b. Communications from Board Members
 - c. Communications from Administration
 - d. Communications from Student Representatives
8. Superintendent's Report
 - a. Personnel Report
9. Committee Reports
 - a. Curriculum & Instruction Committee Meeting ~ February 8, 2018
 - b. Finance Committee Meeting ~ February 20, 2018
10. Old Business
 - a. Town Government Communications
 - b. Budget 2017-2018
11. New Business
 - a. Leonard & Gladys Joll Scholarship Committee Appointment
 - b. UPSEU, Local 424, Unit 113, Occupational & Physical Therapists Contract Approval
 - c. AFSCME, Local 1303-072 and 123, Maintenance & Custodians Contract Approval
12. Adjournment

The minutes presented within this document provide a summary of the discussion that took place at the Board of Education meeting. For the complete discussion of the agenda items, please view the video of the Board meeting on our website at www.southingtonschools.org. These minutes are considered a draft until approved at the following regular Board of Education meeting.

SOUTHINGTON BOARD OF EDUCATION

SOUTHINGTON, CONNECTICUT

REGULAR MEETING

JANUARY 25, 2018

The regular meeting of the Southington Board of Education was held on Thursday, January 25, 2018 at 7:00 p.m. in the John Weichsel Municipal Center Public Assembly Room, 200 North Main Street, Southington, Connecticut with an Executive Session scheduled for 6:30 p.m.

1. CALL TO ORDER

Mr. Brian Goralski, Chairperson, called the meeting to order at 6:30 p.m.

Board members present: Mr. Joseph Baczewski, Mr. Robert Brown, Ms. Lisa Cammuso, Mrs. Terri Carmody, Mr. David Derynoski, Mr. Brian Goralski, Mr. Zaya Oshana, and Mrs. Patricia Queen (*arrived 6:35 p.m.*). Absent was Mrs. Colleen Clark.

Administration present: Mr. Timothy Connellan, Superintendent of Schools; Mr. Steven Madancy, Assistant Superintendent; and Mrs. Sherri DiNello, Director of Business & Finance.

2. EXECUTIVE SESSION TO DISCUSS NEGOTIATIONS (AFSCME & UPSEU) UPDATES AND A STUDENT MATTER ~ 6:30 p.m.

MOTION: by Mr. Derynoski, seconded by Mrs. Carmody:

"Move to go into Executive Session, excluding the public and the press, for the purpose of discussing Negotiations (AFSCME & UPSEU) Updates, and a Student Matter, and upon conclusion reconvene to public session."

Motion carried unanimously by voice vote.

Mr. Goralski declared Executive Session ended at 6:51 p.m.

3. RECONVENE MEETING ~ REGULAR SESSION

Mr. Goralski, Chairperson, reconvened the regular session at 7:00 p.m.

Board members present: Mr. Joseph Baczewski, Mr. Robert Brown, Ms. Lisa Cammuso, Mrs. Terri Carmody, Mr. David Derynoski, Mr. Brian Goralski, Mr. Zaya Oshana, and Mrs. Patricia Queen. Absent was Mrs. Colleen Clark.

Administration present: Mr. Timothy Connellan, Superintendent of Schools; Mr. Steven Madancy, Assistant Superintendent; Mrs. Sherri DiNello, Director of Business and Finance; and Ms. Margaret Walsh, Director of Pupil Services.

Student Representatives present were Joseph Martin and Bianca Spataro.

4. PLEDGE OF ALLEGIANCE

The student representatives led in reciting the Pledge of Allegiance.

5. APPROVAL OF MINUTES ~ January 11, 2018

MOTION: by Mr. Oshana, seconded by Mr. Derynoski:

“Move to approve the Regular Board of Education meeting minutes of January 11, 2018, as submitted.”

Motion carried unanimously by voice vote.

6. COMMUNICATIONS

a. Communications from Audience:

There were 20 students, parents and faculty who spoke regarding the proposed elimination of the Elementary Instrumental Music Program, Middle School French, and Library Media in the 2018-2019 Board of Education Operational Budget. The majority of the people spoke passionately opposing the proposed reduction of the Elementary Instrumental Music program detailing the positive outcomes of this music program. The following are the people who spoke and their topic:

Name	Address	Topic
Sara Ossias	1105 East Street	Instrumental Music
Kaylie Culp	130 Washington Drive	Instrumental Music
David Pestillo	136 Commission Street	Instrumental Music
Patricia Nagle	446 Hart Street	Instrumental Music
Nathanial Huff	936 Prospect Street	Instrumental Music
Madelyn Chasse	51 Country Club Circle	Instrumental Music
Christina Sack	291 South End Road	Instrumental Music
Adam Gwara	82 Buckland Street	Instrumental Music
Trevor Messina	132 Panorama Drive	Instrumental Music
Alex Carabetta	107 Little Fawn Road	Instrumental Music
Dan Callahan	159 Pin Oak Drive	Instrumental Music
Amie Markoski	248 Hitchcock Road	Do not cut any programs
Debbie Mauro	25 Beal Drive	Library Media and all programs
Sarah McAuliffe	73 Brightwood Lane	Instrumental Music
Robert Chasse	51 Country Club Circle	Instrumental Music
Anna Haberski	129 Deer Run	Instrumental Music
Andrea McAteer / Read letters from her son	1408 East Street	Instrumental Music and French Middle School Program
Sarah Lew	15 Foley Drive	Instrumental Music
Tara Bromley	107 Farmstead Road	Do not cut education programs
Joseph Martin	29 Amanda Lane	Instrumental Music

b. Communication from Board Members

Mr. Goralski thanked the Southington YMCA for organizing the annual Sloper Plunge at Sloper's Pond and raising over \$45,000 for children to attend YMCA Camp Sloper in the summer. Many Southington Public School employees participated with representation from each school. Mr. Goralski noted that the STEPS survey, which helps the community keep Southington children safe, was taken by Grade 7, 9 and 11 students on January 25, 2018.

c. Communication from Administration

1. Bread for Life Collaboration: Mr. Madancy announced that Bread for Life will be providing healthy snacks in the school counseling offices at the high school and middle schools for free/reduced lunch students who get hungry during the day and need a snack.
2. Healthy and Wise Committee Award: Mrs. DiNello reported that on January 17 the Healthy and Wise Committee (a partnership between the Board of Education and town) learned that they were the recipient of the Gold Award from the Business Council of Fairfield County for the 2018 Healthy Workplace Employer Recognition Program. The Healthy and Wise Committee has offered many healthy program opportunities to town and Board of Education employees.
3. Human Resources Update: Mr. Connellan reported that Mrs. Passamano, Human Resources Manager and Mr. Mark Sciota, Town Manager, have been collaboratively interviewing for an Assistant Human Resources Manager on the town side with that person starting in the near future.
4. Legislative Breakfast: Mr. Connellan announced that the Legislative Breakfast that is sponsored by the Capitol Region Education Council (CREC) and the Hartford area Superintendent's Association is February 15, 2018 at the State Capitol from 8:00-10:00 a.m. Board members are invited to attend.

d. Communication from Student Representatives

Bianca Spataro reported on the following:

- She thanked and praised the students who spoke earlier and noted that their voices do matter.
- Mid-terms ended on Tuesday, January 23 and the second semester had started.
- New themes will be added to decorating the hallways at the high school for Valentine's Day and St. Patrick's Day.

Joseph Martin reported on the following:

- The winter sports teams were off to a good start.
- The senior class officers were continuing the Winter Wonderland decorating of the hallways.

7. OLD BUSINESS**a. Town Government Communications**

Mr. Goralski reported that the Committee of the Chairs will be meeting the first Wednesday of February to discuss the 2018-2019 budget. He will advocate continuing the process of the town board's sharing a grid showing questions and answers regarding the budget.

b. Budget 2017-2018

Mr. Goralski reported that due to recent reductions from the state, the town is still looking at a \$2.1 million deficit. Mr. Connellan and Mr. Sciota, Town Manager, are collaboratively working on this budget shortfall and closing the gap. Mrs. DiNello gave an update on an appropriation request that was made by the Board of Education. She explained that the Board of Finance and Town Council appropriated \$2.5 million at their last meeting, which was the additional ECS money that was received above what they had originally anticipated. This reduced the \$6.9 million shortfall to \$4.3 million for the current year budget and additional funding would come through the \$3 million contingency fund that both the Board of Finance and Town Council had foresight to set aside when they approved the 2017-2018 budget. The plan is to make appropriations in three installments after getting feedback from the meeting of the Committee of the Chairs. There currently is a town-wide spending freeze in place affecting the Southington Public Schools and the town.

Mr. Goralski explained that the Board of Education will be presenting their adopted 2018-2019 budget at the February Board of Finance meeting. The meeting is scheduled for February 14; however, the date possibly will change. Also at that meeting, Mr. Connellan and Mr. Sciota will be presenting their plan for the \$2.1 million current deficit. The next Board of Education meeting is scheduled for February 22, 2018.

8. NEW BUSINESS**a. Early Childhood Collaborative**

Mrs. Joanne Kelleher, Director of the Early Childhood Collaborative of Southington (ECCS) gave a PowerPoint presentation updating the Board on the needs of children in Southington prior to their entry into Kindergarten. She discussed the following in detail: ECCS goals, supporting the community, funding, 2014 report on children born to Southington families, childcare costs, Care4Kids, family childcare providers in town, licensed childcare centers, preschools in Southington, care gaps in Southington, children with preschool experience, upcoming ECCS events and state of Connecticut standards. She encouraged the Board and public to go to the ECCS website for more information at www.southingtonearlychildhood.org. The ECCS is also on social media (Facebook and Twitter).

b. Review / Adoption of 2018-2019 Board of Education Budget

Mrs. DiNello explained that the Board tasked administration with presenting three different reduction scenarios at previous 2018-2019 Board of Education budget workshops. The scenarios were: 1) showing \$1 million in reductions, 2) showing \$2 million in reductions and, 3) showing \$3 million in reductions. After the workshops, the Board members shared recommendations and questions with the administration resulting in Mrs. DiNello distributing a new draft document essentially addressing Scenario #1 and what it would look like without the personnel/staff reductions. This scenario would have the least amount of impact on students. She gave a summary of the document with Board members having many questions. Discussed was middle school cross country and athletic transportation, new textbooks, equipment, special projects and special budgets - Learning Academy and Major Projects. Replacing new textbooks would be districtwide Learning Management System (LMS) software in which Mr. Madancy spoke at length on how it would be utilized, and implementing high school athletic activity fees. These budget adjustments would result in a total reduction of \$681,933.

The Board members had questions and lengthy discussions on the following: Middle school cross country, assessing parking fees at Southington High School, eliminating the high school athletic activity fees from discussion, the impact of eliminating the Learning Academy at the high school, the Fortinet (district firewall and antivirus system) and Mobile Device Management System (MDM) software, Ag-Science students doing field maintenance, districtwide (LMS) software, reoccurring costs, eliminating the purchase of Canyon Creek software for online scheduling of parent-teacher conferences, eBook/License Subscriptions, and textbooks.

Mr. Goralski called for a consensus of the Draft Reduction Scenario page that Mrs. DiNello distributed to the Board and adding back in \$30,000 that was already budgeted and the reduction of \$5,000 for the Canyon Creek software resulting in a total reduction of \$529,433 (2.71%).

<u>CONSENSUS:</u>	Yes - Mr. Brown	No - Mr. Derynoski
	Ms. Cammuso	Mr. Oshana
	Mr. Baczewski	Mrs. Queen
	Mrs. Carmody	
	Mr. Goralski	

Mr. Derynoski, Mr. Oshana and Mrs. Queen explained why they did not agree with the consensus because of the elimination of middle school cross country and new textbooks. The Board members discussed at length the Learning Management Software (LMS) and subject areas most dependent on textbooks (math, social studies, world language) with a consensus of adding back \$54,000 for geometry math textbooks.

Mrs. DiNello summarized the new figures by taking out the add back for the LMS, cutting the Canyon Creek and making the textbook adjustment of \$54,000, which gave a new reduction amount of \$475,433 (2.77% increase).

Mr. Goralski stated that the Board of Education did not want to reduce anything in the proposed 2018-2019 Superintendent’s Operational Budget especially with Southington ranking 154 out of 166 school districts in per pupil spending; however, in an effort to be a partner with the Town Board of Finance and being fiscally responsible in helping them make difficult decisions, the Board of Education must make these difficult reductions.

MOTION: by Mrs. Carmody, seconded by Mr. Brown:

“Move to adopt the 2018-2019 Board of Education Operating Budget in the amount of \$96,816,329 for a 2.77% increase over the baseline budget of the current fiscal year.”

ROLL CALL VOTE: YES – Mr. Baczewski, Mr. Brown, Ms. Cammuso, Mrs. Carmody, Mr. Derynoski, Mrs. Queen, Mr. Goralski. NO – Mr. Oshana.

Motion carried by voice vote with seven in favor and one opposed.

Mr. Derynoski and Mr. Oshana stated that they would stand behind this budget when presented to the Town.

9. ADJOURNMENT

MOTION: by Mr. Derynoski, seconded by Mr. Oshana:

“Move to adjourn.”

Motion carried unanimously by voice vote.

The meeting adjourned at 9:54 p.m.

Respectfully submitted,

Linda Blanchard

Recording Secretary

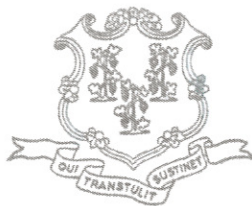
Board of Education

Administrative Report

February 22, 2018



- 1. Letter from Speaker of the House – Joe Aresimowicz appointing Margaret Walsh to the Advisory Council for Special Education.**
- 2. Professional Development Activities February 20, 2018**
- 3. Superintendent Meetings with PTO's and Staff**
- 4. Community Engagement Event – Rotary - 21st Century Skills and Southington's Vision of a Graduate**



STATE OF CONNECTICUT
HOUSE OF REPRESENTATIVES
HARTFORD, CONNECTICUT 06106-1591

JOE ARESIMOWICZ
SPEAKER OF THE HOUSE

January 22, 2018

Ms. Margaret Walsh
4 Fairway Road
Southington, CT 06489

Dear Ms. Walsh:

Pursuant to the provisions of Connecticut General Statutes 10-76i as amended by Public Act 17-96 s.5, I am pleased to appoint you to the Advisory Council for Special Education. Your appointment is effective immediately and expires on June 30, 2019.

I am confident that the knowledge and experience that you bring to this position will be of great value to the council. On behalf of the people of Connecticut, please accept my thanks for your willingness to serve.

If you have any questions or need further information, please contact my office at (860) 240-1468.

Sincerely,

Joe Aresimowicz
Speaker of the House

cc: Dannel P. Malloy, Governor
Nancy Wyman, Lieutenant Governor
Denise Merrill, Secretary of the State
Martin Looney, Senate President Pro Tempore
Bob Duff, Senate Majority Leader
Matt Ritter, House Majority Leader
Themis Klarides, House Minority Leader
Leonard Fasano, Senate Republican President Pro Tempore
Frederick Jortner, House Clerk
Garey Coleman, Senate Clerk
John Geragosian, Auditor of Public Accounts
Robert Kane, Auditor of Public Accounts
Carrie Rose, Legislative Library

Superintendent Meetings with PTO's and Staff 2017-2018

SCHOOL	PTO MEETING	STAFF MEETING Q & A
Southington High School	N/A	March 19, 2018 – 2:20 p.m.
J.A. DePaolo Middle School	April 17, 2018 – 7:00 p.m.	February 21, 2018 – 2:45 p.m.
J.F. Kennedy Middle School	February 27, 2018 – 6:30 p.m.	February 6, 2018 – 2:45 p.m.
Derynoski Elementary School	March 14, 2018 – 6:30 p.m.	February 28, 2018 – 3:40 p.m.
Flanders Elementary School	February 20, 2018 – 7:00 p.m.	January 30, 2018 – 3:30 p.m.
Hatton Elementary School	March 12, 2018 – 7:00 p.m.	February 26, 2018 – 3:20 p.m.
Kelley Elementary School	February 7, 2018 – 7:00 p.m.	March 6, 2018 – 3:40 p.m.
Plantsville Elementary School	February 21, 2018 – 6:00 p.m.	March 15, 2018 – 3:30 p.m.
South End Elementary School	March 6, 2018 – 6:30 p.m.	January 22, 2018 – 3:10 p.m.
Strong Elementary School	April 18, 2018 – 7:00 p.m.	February 15, 2018 – 3:45 p.m.
Thalberg Elementary School	March 7, 2018 – 6:30 p.m.	January 31, 2018 – 3:30 p.m.

**BOARD OF EDUCATION
SOUTHINGTON, CONNECTICUT**

Informational Only _____ Board Meeting Date February 22, 2018

Decision Requested X Agenda Code 8. a.

AGENDA REPORTING FORM

Agenda Topic: Personnel Report

Summary of Issue: This Personnel Report includes appointments, resignations, retirements, and transfers for certified and classified personnel for 2017 – 2018.

Background: The attached report lists personnel activity from January 1, 2018, through January 31, 2018.

Alternative Strategies: _____

Cost (if applicable): N/A **Funding Source:** Board of Education

Beginning Date of Program or Project: _____ N/A

Ending Date of Program or Project: _____ N/A

Recommendation or Comment: Recommend that the Personnel Report be approved as submitted.



Signature of Staff Member Submitting Report



Signature of Superintendent of Schools

Titles of Attachments:

1. Personnel Report

Agenda – February 2018

PERSONNEL ACTIVITY REPORT
FOR: February 2018

APPOINTMENTS

Certified

Name	Position	School	FTE if Less Than 1.0	Effective Date	Highest Degree	University / School	Salary
Bielewicz, Eileen	Special Education Teacher	JFK		TBD	MA	Central CT State University	\$56,286.00 prorated

Classified

Name	Position	School	Hours Per Week	Effective Date	Salary / Hourly Rate
Perillo, Jennifer	Special Education Paraeducator	SHS	19.50	January 16, 2018	\$15.36
Butkiewicz, Frances	Head Custodian	SHS	40.00	January 22, 2018	\$26.54
Jenkinson, Petra	Grant Funded Math Tutor	SHS	12.50	January 26, 2018	\$20.12
Reed, Amelia	Special Education Paraeducator	Hatton	19.50	January 29, 2018	\$15.36
Colegrove, Teresa	Executive Assistant for the Assistant Superintendent	Central Office	40.00	January 29, 2018	\$29.29

ASSIGNMENT CHANGE

Certified

Name	From Position	To Position	School	Effective Date
Lepper, Michael	Special Education Teacher	Mathematics Teacher	JFK	November 22, 2017

Classified

Name	From Position	Hours per Week	To Position	Hours per Week	School	Effective Date
Alves, Kathleen	Special Ed Paraeducator	18.75	Special Ed Paraeducator	26.25	Plantsville	January 2, 2018
Frechette, Bonnie	Special Ed Paraeducator	18.75	Special Ed Paraeducator	27.50	Plantsville	January 2, 2018
Polverari, Jill	Special Ed Paraeducator	18.75	Special Ed Paraeducator	26.25	Plantsville	January 2, 2018
Gilmore, Jennifer	ABA Therapist	11.00	ABA Therapist	27.50	Hatton	January 8, 2018
Landry, Julie	Special Ed Paraeducator	19.50	Special Ed Paraeducator	27.50	JFK	January 16, 2018
Kaur, Parminder	Special Ed Paraeducator	19.50	Special Ed Paraeducator	27.50	JFK	January 22, 2018

RESIGNATIONS

Certified

Name	Position	School	Effective Date	Years of Service	Retire
No certified resignations in the month of January					

Classified

Name	Position	School	Effective Date	Years of Service	Retire
Gemmell, Lesa	Security Attendant	SHS	January 3, 2018	10 years	No
Butkiewicz, Frances	Assistant Head Custodian	SHS	January 20, 2018	2 years	No
Colegrove, Teresa	Secretary, Elementary & Middle School, Class 1	JAD	January 27, 2018	4 ½ years	No
Schroeder, Elizabeth	Part-Time Special Education Paraeducator	JFK	February 15, 2018	4 years	No

TRANSFERS

Certified

Name	From Position	From School	To Position	To School	Effective Date
No certified transfers in the month of January					

Classified

Name	From Position	From School	To Position	To School	Effective Date
No classified transfers in the month of January					

UNPAID LEAVES OF ABSENCE

Name	Position	School	Start Date	End Date	Reason
Sinatra, Nicholas	Paraeducator	Hatton	January 22, 2018	April 6, 2018	Education

COACHING / STIPENDS

Appointments

Name	To Position	School	Effective Date	Stipend
No Coaching / Stipend appointments in the month of January				

Resignations

Name	From Position	School	Effective Date
No Coaching / Stipend resignations in the month of January			



SOUTHINGTON PUBLIC SCHOOLS

Southington, Connecticut Curriculum and Instruction Committee Meeting February 8, 2018

Committee chairperson, Mrs. Terri Carmody, called the Curriculum and Instruction Committee meeting to order at 10:03 a.m.

Committee Members Present: Mrs. Terri Carmody and Mrs. Patricia Queen.

Absent: Mr. Robert Brown

Administration Present: Mr. Steven Madancy, Assistant Superintendent.

Others present: Mrs. Rebecca Savelkoul, Instructional Technology Committee; Ms. Heather Allenback, Social Studies Department Chair (left at 10:40 a.m.); Ms. Lillian Schena, Business Department Chair (left at 10:40 a.m.); Mr. Frank Pepe, Joseph A. DePaolo Principal (arrived at 10:40 a.m.); Mr. Richard Terino, John F. Kennedy Principal (arrived at 10:40 a.m.).

AP Microeconomics

The AP Microeconomics course was brought forward as a discussion topic to the larger ongoing conversation the Curriculum and Instruction Committee has been having over the last several meetings relative to the revised graduation requirements effective for the class of 2023.

There was not agreement as to when this change could take effect. It was agreed this topic warrants further exploration and discussion. There is no recommended action for this item by the Board at this time.

Middle School Homework and Grading

The Trimester 1 grades for two cohorts - last year's 6th graders/current 7th graders and last year's 7th graders/current 8th graders - were shared and discussed.

There were several notable outcomes:

- The percentage of missed assignments across both cohorts increased considerably.
- Even with the percentage of missed assignments increasing, there was no notable overall difference in final grades for the trimester.
- A large percentage of students, approximately 80%, did all or most homework assignments. Essentially, all or most students who regularly completed homework assignments last year, continue to complete all or most homework assignments this year.
- Approximately 20% of the overall population made up for the largest percentage of missed assignments.

TIMOTHY F. CONNELLAN
SUPERINTENDENT OF SCHOOLS

STEVEN G. MADANCY
ASSISTANT SUPERINTENDENT
FOR CURRICULUM AND
INSTRUCTION

BOARD OF EDUCATION

BRIAN S. GORALSKI
BOARD CHAIRPERSON

TERRI C. CARMODY
VICE CHAIRPERSON

COLLEEN W. CLARK
SECRETARY

JOSEPH BACZEWSKI

ROBERT S. BROWN

LISA CAMMUSO

DAVID J. DERYNOSKI

ZAYA G. OSHANA

PATRICIA A. QUEEN

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SOUTHINGTON PUBLIC SCHOOLS

- There was no considerable difference in the number of students achieving honor roll status when comparing the cohorts across years. There was a reduction in the number of students who made first honors as opposed to second honors.
- Even though there was little overall difference on the grades, the increase in missed assignments signals a continued need for student accountability for completing homework as part of the teaching and learning process, not only for points towards a final grade. The committee agreed it would be appropriate for the middle school administration to begin exploring practices for implementing Habits of Work grades/ratings that will reflect student effort and commitment to learning on report cards.

TIMOTHY F. CONNELLAN
SUPERINTENDENT OF SCHOOLS

STEVEN G. MADANCY
ASSISTANT SUPERINTENDENT
FOR CURRICULUM AND
INSTRUCTION

BOARD OF EDUCATION

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PATRICIA A. QUEEN

Promotion and Retention Policy

Revisions to the regulations relative to the District's Promotion and Retention Policy were shared and discussed. Currently, students in middle school would need to fail two or more courses to be required to attend summer school. The administration is recommending that a student who fails any one course in ELA, Math, Social Studies, or Science, be required to attend summer school. This committee endorsed this recommendation. This revision will now be brought forward to the Personnel and Policy Committee for further discussion. No Board action is required for this agenda item.

The meeting adjourned at 11:45 a.m.

Respectfully submitted,

Steven Madancy
Assistant Superintendent for Curriculum and Instruction

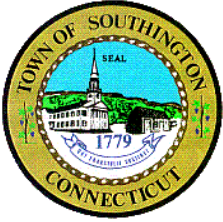
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SOUTHINGTON BOARD OF EDUCATION
Southington, Connecticut



FINANCE COMMITTEE MEETING

Tuesday, February 20, 2018, 6:30 p.m.

John Weichsel Municipal Center

Conference Room #2

200 North Main Street

Southington, CT 06489

Board Members Present: Colleen Clark, David Derynoski, Joseph Baczewski, Zaya Oshana
Present from Administration: Sherri DiNello, Director of Business & Finance; Jennifer Mellitt,
Account Manager

The Finance Committee meeting was called to order at 6:30 p.m.

1. SELF INSURANCE:

Mrs. DiNello reviewed the claims data for the Board of Education through January 31, 2018. The Board of Education claims are \$824,000 under budget and the Town and Board of Education combined are \$794,000 under budget. She explained a conversation and suggestion at the last Self Insurance meeting regarding the growth in the Self Insurance fund balance over the past year. The balance increased by \$1 million last fiscal year and based on claims data the fund may increase again this year. The Director of Business and Finance explained her recommendation to request that the Self Insurance Committee consider reducing the Town and Board of Education contribution into the fund this year in an effort to keep the fund balance flat for June 30, 2018. Input has been requested by the consultant for the Self Insurance Committee regarding the appropriate fund balance and this recommendation.

The Self Insurance Committee can review the information and make a recommendation to the Town Council if they agree.

2. FINANCIAL UPDATE 2017-2018:

Mrs. DiNello began with a review of the appropriations received to date for the gap in grant revenues not being sent to the Board of Education from the state. The Board of Education budget remains \$3,468,681 short of the anticipated revenues of \$6,898,970. We anticipate two additional appropriations in the amount of \$850,000, which will reduce the shortfall to \$1,768,681. This amount aligns with the expectation outlined by the Board of Finance on February 15, 2018 that the Board of Education needs to provide a plan of how to find \$1,575,000 (75% of \$2.1 million).

Mrs. DiNello then provided a report showing expenditures through January 22, 2018. The report includes line item information on accounts projected to have a surplus or deficit at year end and also the dollars saved from deferring equipment, special projects and major project work.

The total supply fund balance in regular education was \$655,000 on February 5, 2018. Mrs. DiNello explained that the Assistant Superintendent is reviewing school requisitions for supplies to determine if the purchase is needed for the curriculum to be implemented. If an assumption is made that 75% of the remaining supply balance will not be spent, then the Board of Education budget is projected to have just over \$600,000 to put toward the deficit

mitigation plan. The projections shown on this report are based on the assumption that the Board of Education receives to total budget \$94,208,909.

Discussion took place regarding the Board of Finance request and the concepts of structural change versus deferred expenses.

3. MISCELLANEOUS:

a) Lawn Mowing Bid:

Mrs. Mellitt provided the timeline on the lawn mowing bid currently being advertised for four (4) sites. She plans to share results with the committee via email. If the committee is comfortable with the recommendation, it will be on the March 8, 2018 Board of Education agenda under New Business for award.

b) Oher Miscellaneous:

Mr. Derynoski requested information on the following items:

1. Total technology budget
2. Number of permanent substitutes
3. ECS revenue projections for 2018-2019

The meeting adjourned at 7:47 p.m.

Respectfully submitted,



Sheri DiNello
Director of Business & Finance

**BOARD OF EDUCATION
SOUTHINGTON, CONNECTICUT**

Informational Only Board Meeting Date February 22, 2018

Decision Requested _____ Agenda Code 10 a.

AGENDA REPORTING FORM

Agenda Topic: Town Government Communications

Summary of Issue: Communications (when applicable) will be discussed.

Background: N/A

Alternative Strategies: N/A

Cost (if applicable): N/A **Funding Source:** N/A

Beginning Date of Program or Project: N/A

Ending Date of Program or Project: N/A

Recommendation or Comment: N/A

Timothy J. Connellan

Signature of Superintendent of Schools

**BOARD OF EDUCATION
SOUTHINGTON, CONNECTICUT**

Informational Only _____ X _____

Board Meeting Date February 22, 2018

Decision Requested _____

Agenda Code 10.b

AGENDA REPORTING FORM

Agenda Topic BUDGET 2017-2018

Summary of Issue: The 2017-2018 Board of Education Operational Budget was funded with an expectation that special education revenues in the Educational Cost Sharing (ECS) Grant were being directed to the Board of Education and not the Town as in previous years.

Background: The 2017-2018 budget was reduced by the Board of Finance and Town Council with revenues of \$6,898,970 because of the change in how state revenues were going to be directed based on the Governor's original budget.

The Board of Education originally budgeted to receive \$1,461,796 in the Special Education Excess Cost Grant; consequently, netting that amount from the outplaced tuition account. The Educational Cost Grant revenues were directed to the Town in the past, but the change made in the original Governor's budget had \$8,360,766 being sent to the BOE. The Southington Board of Finance and Town Council netted those two figures together and adjusted the Board of Education's operational budget by the \$6,898,970. Appropriations in the amount of \$2,580,289 and \$850,000 were approved leaving a shortfall of \$3,468,681.

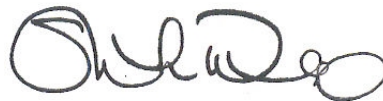
Alternative Strategies: _____

Cost (if applicable): _____ **Funding Source:** _____

Beginning Date of Program or Project: _____

Ending Date of Program or Project: _____

Recommendation or Comment: Informational



Signature of Staff Member Submitting Report



Signature of Superintendent of Schools

**BOARD OF EDUCATION
SOUTHINGTON, CONNECTICUT**

Informational Only _____

Board Meeting Date February 22, 2018

Decision Requested X

Agenda Code 11 a

AGENDA REPORTING FORM

Agenda Topic: Leonard and Gladys Joll Scholarship Committee Appointment

Summary of Issue: The Leonard and Gladys Joll Scholarship applications will be reviewed prior to the March 22, 2018 Board of Education meeting and a recipient will be selected to be recommended for Board approval.

Background: Annually the chairperson of the Board of Education appoints a committee of the Board to select a recipient for the Leonard and Gladys Joll Scholarship.

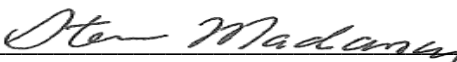
Alternative Strategies: Reject

Cost (if applicable): \$300.00 **Funding Source:** Joll Scholarship Fund


Beginning Date of Program or Project: N/A

Ending Date of Program or Project: N/A

Recommendation or Comment: The Chairperson of the Board will appoint a committee to select a recipient for the Joll Scholarship.



Signature of Staff Member Submitting Report



Signature of Superintendent of Schools