

Southington Board of Education Meeting

Thursday, January 23, 2020 6:30 PM

John Weichsel Municipal Center Public Assembly Room 200 North Main Street Southington, CT 06489 COMMITTEE OF THE WHOLE ~

OPERATIONS

200 North Main Street

Southington, CT 06489



SOUTHINGTON BOARD OF EDUCATION MEETING

1. CALL TO ORDER
2. Executive Session
 - a. Student Matters
 - b. Contract and Collective Bargaining Negotiations: Transportation, Secretaries and Food Service
3. Reconvene Meeting ~ Regular Session ~ 7:00 p.m.
4. Pledge of Allegiance
5. Approval of Minutes ~ January 9, 2020
6. Public Communications
 - a. Communications from Public
 - b. Communications from Board of Education
 - c. Communications from Administration
 - d. Communications from Student Representatives
7. Committee Reports
 - a. Finance Committee Meeting ~ January 7, 2020
 1. Transfer of Funds
8. Old Business
 - a. Town Government Communications
9. New Business
 - a. Review / Adoption of 2020-2021 Board of Education Operating Budget
10. 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 09, 2020

The regular meeting of the Southington Board of Education (Committee of the Whole – Operations) was held on Thursday, January 9, 2020, at 7:00 p.m. in the John Weichsel Municipal Center Public Assembly Room, 200 North Main Street, Southington, Connecticut and an Executive Session was held at 6:30 p.m.

1. CALL TO ORDER

Mrs. Terri Carmody, Chairperson, called the meeting to order at 6:34 p.m.

Board members present: Mr. Joseph Baczewski, Mr. Robert Brown, Mrs. Terri Carmody, Mr. James Chrzanowski, Mrs. Missy Cipriano, Mrs. Colleen Clark, Mr. David Derynoski, and Mr. Zaya Oshana. Absent was Mr. David Falvo.

Administration present: Mr. Timothy Connellan, Superintendent of Schools, and Mr. Steven Madancy, Assistant Superintendent.

2. EXECUTIVE SESSION ~ SCHOOL SECURITY

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

"Move to go into Executive Session, excluding the public and the press, for the purpose of discussing School Security, and upon conclusion reconvene to public session."

Motion carried unanimously by voice vote.

Mrs. Carmody declared Executive Session ended at 7:00 p.m.

3. RECONVENE MEETING ~ REGULAR SESSION

Mrs. Carmody reconvened the Board of Education Regular Session at 7:03 p.m.

Board members present: Mr. Joseph Baczewski, Mr. Robert Brown, Mrs. Terri Carmody, Mr. James Chrzanowski, Mrs. Missy Cipriano, Mrs. Colleen Clark, Mr. David Derynoski, Mr. David Falvo (*arrived at 7:37 p.m.*), and Mr. Zaya Oshana.

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 Special Services.

Student representatives present were Mr. Brett Sheldrick and Miss Amrit Kaur.

4. PLEDGE OF ALLEGIANCE

The student representatives led in reciting of the Pledge of Allegiance.

Mrs. Carmody called for a moment of silence in memory of the following:

- Jayne Rose Baczewski, the mother of Board of Education member Joseph Baczewski, who passed away on December 21, 2019.
- Laretta Hopko, former paraprofessional at Strong School for over 25 years, who passed away on December 20, 2019.
- Barbara Belanger, former secretary at various schools in the district for 35 years, who passed away on December 24, 2019.
- Laurette Saucier, former food service employee in the high school cafeteria for many years, who passed away on December 28, 2019.

5. APPROVAL OF MINUTES ~ December 12, 2019

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

“Move to approve the regular Board of Education minutes of December 12, 2019, as submitted.”

Motion carried unanimously by voice vote.

MOTION: by Mr. Oshana, seconded by Mrs. Clark:

“Move to move Agenda Item 9.a ‘Approval of Out-of-State/Overnight Field Trip’ to Agenda Item 5.a”.

Motion carried unanimously by voice vote.

6. PUBLIC COMMUNICATION

a. Communications from Public

There was no communication from the public.

b. Communications from Board Members

Board members discussed the following:

- Mr. Oshana noted that Mr. Trevor Messina, student representative, was absent from the Board meeting to attend the Band banquet. He explained that when some band members heard that a young man with special needs was looking for the band to come by his home and perform for Christmas word spread among the band

members and over 50 showed up to perform in the middle of the street at the home of the young boy. Board members stated how proud they were of the band members performing from the goodness of their hearts.

- Mrs. Carmody requested that Board members who were interested in serving on union negotiations for three different union contracts that were ending June 30, 2020 contact her by January 16 and that she would assign Board members if she did not get enough volunteers. Mrs. DiNello explained to the Board members the level of involvement required. Mr. Brown stated that he would be happy to serve on all three union contract negotiations.
- Mrs. Clark reminded the Board members about donating or signing up to participate in the Polar Plunge at the YMCA Camp Sloper Pond.
- Mrs. Carmody reminded the town officials and public that there would be two Board of Education 2020-2021 Budget Workshops. The first workshop would be on Tuesday, January 14, 2020 at 7:00 p.m. at Hatton School and the second workshop would be on Thursday, January 16, 2020 at 7:00 p.m. in the Municipal Center Public Assembly Room. She encouraged the public and town officials to attend.

Mr. Connellan pointed out that a motion was made to move up the Overnight Field Trip on the agenda to Agenda Item 5.a. that was overlooked.

- **Approval of Out-of-State / Overnight Field Trip** (*formerly Agenda Item 9.a*)

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

“Move to approve the Out-of-State/Overnight Field Trip to the FFA (Future Farmers of America) National Convention in Indiana.”

Motion carried unanimously by voice vote.

Mr. Patrick O’Keefe, Ag-Science teacher, stated that the FFA Convention is the largest convention in the USA attended by high school students with over 75,000 people in attendance.

c. Communication from Administration

Administration reported on the following:

1. Donation to SHS Drama Club: Mr. Connellan reported that an anonymous donation in excess of \$600 was made by a community member to the SHS Drama Club.
2. Additional Late Bus Options for Students: Mr. Madancy explained that a problem of practice came to his attention regarding students engaged in co-curricular and extracurricular activities with only one late bus for Open Choice students resulting in students waiting around into the evening depending on when their activity ended. The principals from the high school and middle schools collaborated to share their late buses. There is now an early-late bus that arrives at 4:30 p.m. starting at Kennedy to pick-up students then to DePaolo and then SHS. The second late bus arrives at 5:30 p.m. following the same route with a final late bus at 8:00 p.m.
3. CyberKnights Team 195 Kickoff Event: Mr. Connellan reported that he and Mr. Pepe attended the Robotics kickoff event on Saturday, January 4th in the Public Assembly Room. An email was sent to the Board with the competition dates.

4. SPS Collaboration for Social Justice: Mr. Connellan reported that the next meeting would be held on Tuesday, January 28, 2020 at 5:30 p.m. at DePaolo Middle School. The sub-committees have been meeting all along.

4.a National Law Enforcement Appreciation Day: Mr. Connellan acknowledged that the school district has a wonderful partnership with the Southington Police Department helping with school safety and security, which is very much appreciated.

5. SHS Graduation Date: Mr. Connellan explained that the state statute changed. It used to be that Boards of Education could establish a graduation date as of April 1. The change was for those districts who required the use of outside facilities for graduation and those facilities needed to know the date before April 1. Boards can now establish a graduation date at any time during the school year as long as the date is 180 days from the first day of school. Mr. Connellan addressed the negative affects such as how the weather would affect the graduation date and gave other examples such as curricula that could be affected if the date was set before April 1st. He thought that by February 27, 2020 the Board would have a good idea regarding snow days or the Board could just stay with the April 1st date to set the graduation date.

d. Communication from Students Representatives

Mr. Brett Sheldrick reported on the following:

- Monday, January 6, the World Language Department sponsored a movie night.
- Friday, January 10, the Multicultural Student Union will sponsor another movie night.
- Thursday, January 9, is the Band Banquet, which Trevor Messina was attending.

Miss Amrit Kaur reported on the following:

- On December 18, the Band and Orchestra Winter Concert was held.
- The Robotics Team had their kick-off and their challenge this year has a Star Wars theme.
- The Course Fair for middle school students was held on Wednesday, January 8.

7. SUPERINTENDENT’S REPORT

a. Personnel Report

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

“Move to approve the Personnel Report, as submitted.”

Motion carried unanimously by voice vote.

8. OLD BUSINESS

a. Town Government Communications

There were no Town Government Communications.

b. Proposed 2020-2021 School Calendar ~ Second Reading

Mr. Connellan stated that he had requested and received input from staff and community members regarding the calendar, which he shared with the Board members.

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

“Move to approve the proposed 2020-2021 School Calendar, as presented.

Motion carried unanimously by voice vote.

9. NEW BUSINESS

a. Approval of Out-of-State/Overnight Field Trip (*Moved to Agenda Item 5.a*)

b. 2020-2021 Proposed Operating Budget Presentation

Mr. Connellan gave a PowerPoint presentation (*Attachment #1*) on the proposed 2020-2021 Operating Budget. He reiterated the dual responsibilities that the Board members and Superintendent have to the State Board of Education and to the local community in putting together a proposed school budget. There also is a statutory obligation to develop and propose a budget that meets the needs of the school district. The entire leadership administrative team worked very hard on putting together a very thoughtful and deliberate budget that maintains and supports the most effective services and innovative initiatives to support instruction. Mr. Connellan noted that the PowerPoint presentation would be available to the public on the district's website.

Mr. Falvo arrived at 7:37 p.m.

Mr. Connellan addressed the total budget net increase of 3.11% and explained in detail the MERS (Municipal Employee Retirement) contribution, which was proposed and passed by the state legislators, and the TRB (Teachers Retirement Board Pension contribution that was proposed and was not passed by the state. He spoke at length and broke down the increases in regular education (2.10%) and special education (5.79%) and addressed the lack of state and federal government funding for their mandates for special education. Mr. Connellan noted the major components of the budget were in salaries, benefits and purchased services. He also addressed elementary, middle school and high school enrollment projections from 2019-2020 through 2028-2029. Highlighted and discussed at length were the new personnel requests for regular education for 2.25 FTE (Full Time Equivalent) positions (SHS World Language, a math specialist and Registered Nurse) and the new personnel requested for special education totaling 2.0 FTE positions (SHS Special Education Teacher and School Psychologist). Nine new personnel positions were requested for the Special Education Program Expansion because of the increase of number of students on the autism spectrum. He addressed the major projects and equipment for the high school, ALTA/Pyne Center and system-wide initiatives.

Mr. Connellan spoke at length about the in-district special education programs, cost effectiveness, supporting and educating students with complex special needs and also addressed out-of-district placements with the average cost for one out of district placement of \$130,200.

Mrs. Carmody read a written statement made by Mr. Connellan that “this budget is a reasonable balance of legal responsibilities supporting the education needs of the community while acknowledging the fact that fiscal resources are limited and not all needs can be met in a

given year. This budget maintains and supports the most effective current services provided for students and continues the implementation and innovative initiative to support instruction.” Mrs. Carmody added that the Board of Education not only needs to provide for the academic needs of the students, but they must also be cognizant of the emotional, social, mental well-being of all students. She believed that this budget also addresses those needs.

Board members questioned the cost or savings of in-district special education programs versus out-of-district placements and the increase of special education students being serviced. Also addressed was the Vision of a Graduate. Mr. Baczewski questioned having other school districts paying tuition to utilize our special education programs. Mr. Oshana thanked the members of the Town Council and Board of Finance for attending the Board meeting for the budget presentation and to encourage their cohorts to attend the upcoming Board of Education budget workshops.

Mrs. Carmody asked the Board members to contact administration with any questions that they had on the budget presentation and to also come prepared to ask questions at the Board of Education Workshop on Tuesday, January 14 at Hatton School at 7:00 p.m.

9. ADJOURNMENT

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

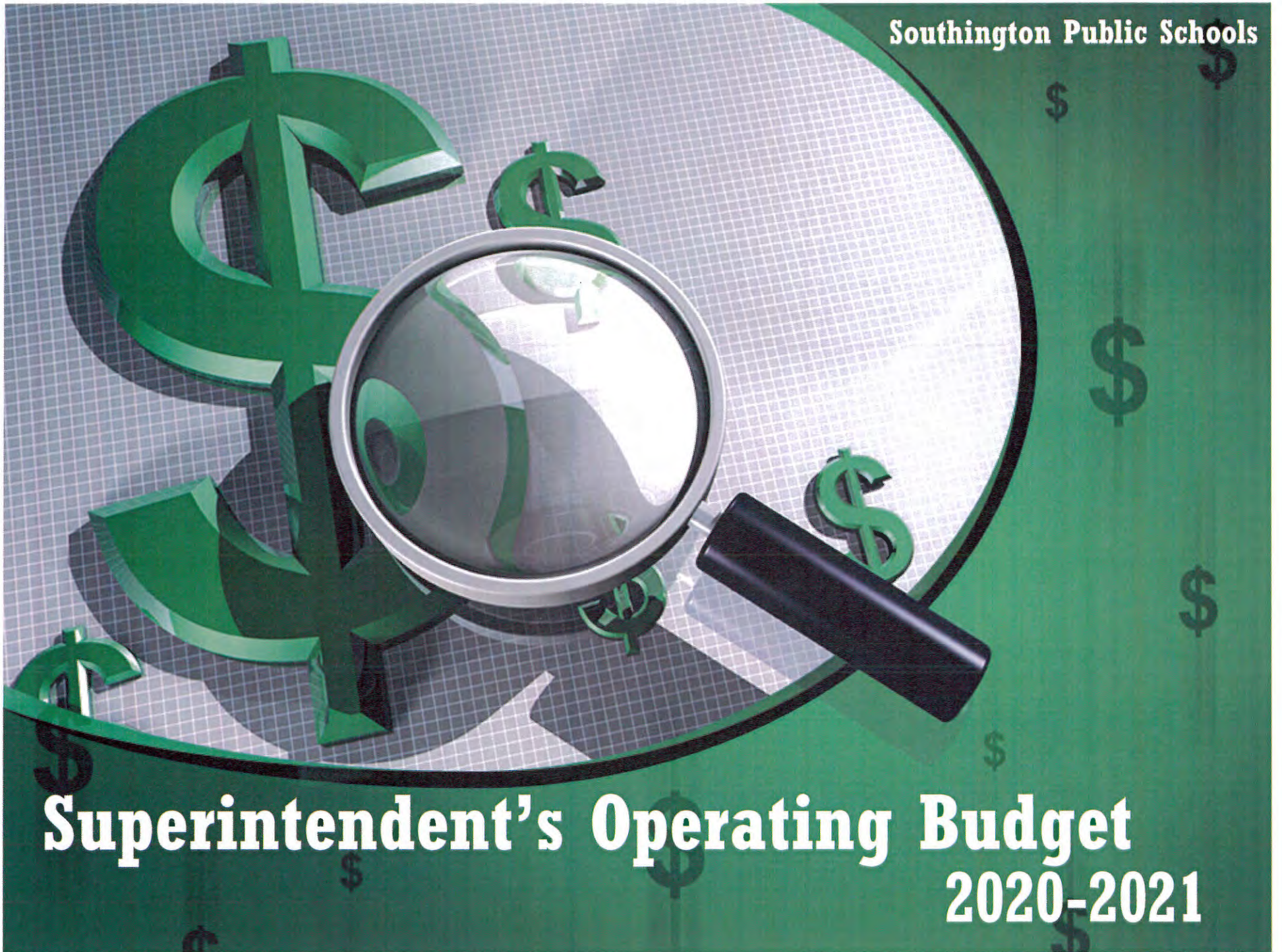
“Move to adjourn.”

Motion carried unanimously by voice vote.

The meeting adjourned at 8:14 p.m.

Respectfully submitted,
Linda Blanchard
Recording Secretary

Southington Public Schools



Superintendent's Operating Budget 2020-2021



Proposed Budget 2020-2021

BOARD OF EDUCATION

Terri Carmody ~ Chairperson

Joseph Baczewski ~ Vice-Chairperson

Colleen Clark ~ Secretary

Robert Brown 🌐 **James Chrzanowski** 🌐 **Missy Cipriano** 🌐 **David Derynoski** 🌐 **David Falvo** 🌐 **Zaya Oshana**

CENTRAL OFFICE

Timothy F. Connellan ~ Superintendent of Schools

Steven G. Madancy ~ Assistant Superintendent for Curriculum & Instruction

Sherri DiNello
Director of Business and Finance

Margaret Walsh
Director of Pupil Personnel Services

Peter Romano
Director of Operations

Jamie Olander
Director of Technology

Michelle Passamano
Human Resources Manager

Jennifer Mellitt
Accounting Manager



Proposed Budget 2020-2021

Southington High School

DePaolo Middle School

Christopher Palmieri
Principal

Robert Lasbury
Assistant Principal

Athletic Director
Steven Risser

Frank Pepe
Principal

Assistant Principals

Rich Aroian

Michael Halloran

Dianne Holst-Grubbe

Leah Clark

Director of School Counseling (Grades 6-12)
Jennifer Discenza

Kennedy Middle School

Richard Terino
Principal

Susanne Vitcavage
Assistant Principal

Director of Alta
Jess Levin

Derynoski Elem School

Jan Verderame
Principal

Kelly Nichols
Assistant Principal

Flanders Elem School

Katie Guerrette
Principal

Hatton Elem School

Robert Garry
Principal

Kelley Elem School

Marilyn Kahl
Principal

Oshana Elem School

Josephine Rogala
Principal

District Coordinators

Stephanie Lawlor
Language Arts

Amy Zappone
Mathematics

John Duffy
Science

Special Education

Amy Aresco

Dr. Eric Colon-Rodriguez

Catharine Goralski

Sonya Kunkel

South End Elem School

Erin Nattrass
Principal

Strong Elem School

Melissa Barbuto
Principal

Thalberg Elem School

Katie Reeves
Principal



School Year
2020-2021

Superintendent's Proposed Operating Budget





Operating Budget

	2019-2020	2020-2021	INCREASE
Total Operating Budget	\$98,188,939	\$101,623,445	\$3,434,506
Budget Increase			3.50%
MERS Contribution Line Item	<u>364,590</u>	<u>0</u>	<u>(364,590)</u>
	<u>\$98,553,529</u>	<u>\$101,623,445</u>	<u>\$3,069,916</u>
Budget Increase			3.11%
TRB Pension Contributions	<u>\$270,241</u>	<u>0</u>	<u>(270,241)</u>
Total Approved BOE Budget	<u>\$98,823,770</u>	<u>\$101,623,445</u>	<u>\$2,799,675</u>
Budget Increase			2.83%

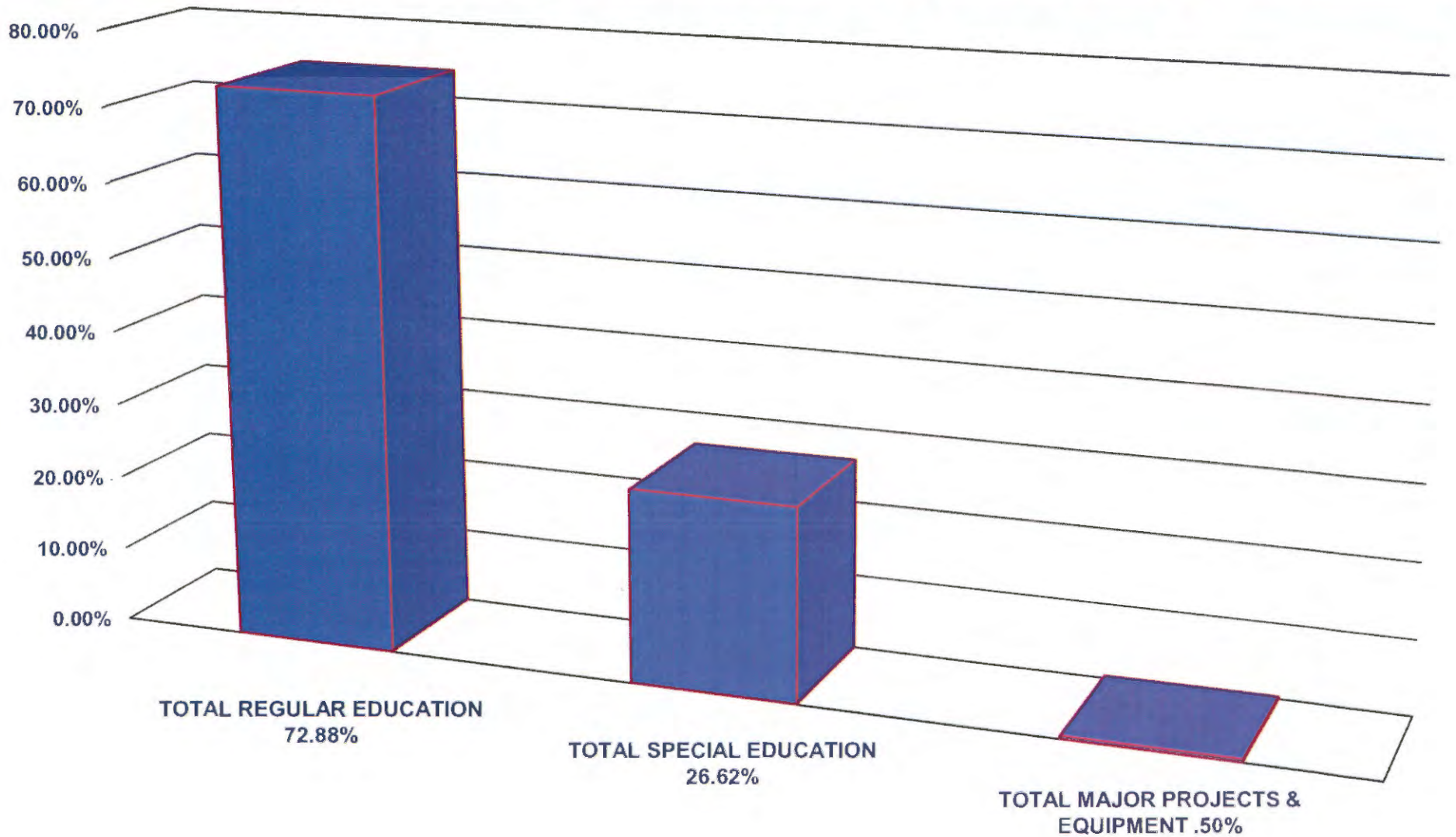


BREAKDOWN OF INCREASE

	\$ INCREASE	% INCREASE
REGULAR EDUCATION	\$1,526,394	2.10%
SPECIAL EDUCATION	\$1,480,492	5.79%



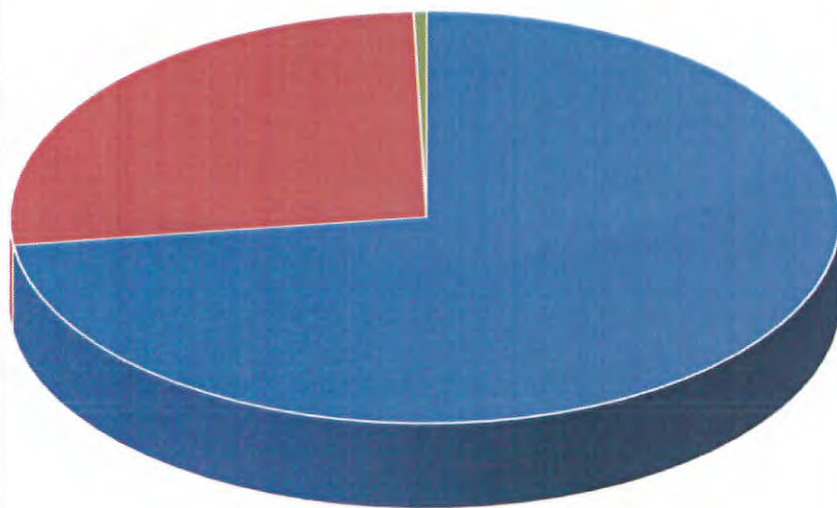
Budget Breakdown Operating Budget





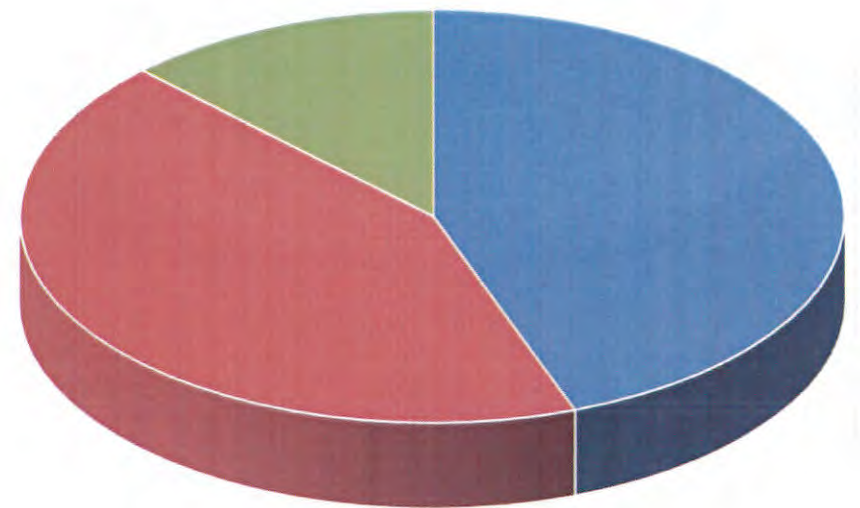
Budget Breakdown vs. Dollar Increase Requested

Operating Budget



■ TOTAL REGULAR EDUCATION	72.88%
■ TOTAL SPECIAL EDUCATION	26.62%
■ TOTAL MAJOR PROJECTS & EQUIPMENT	.50%

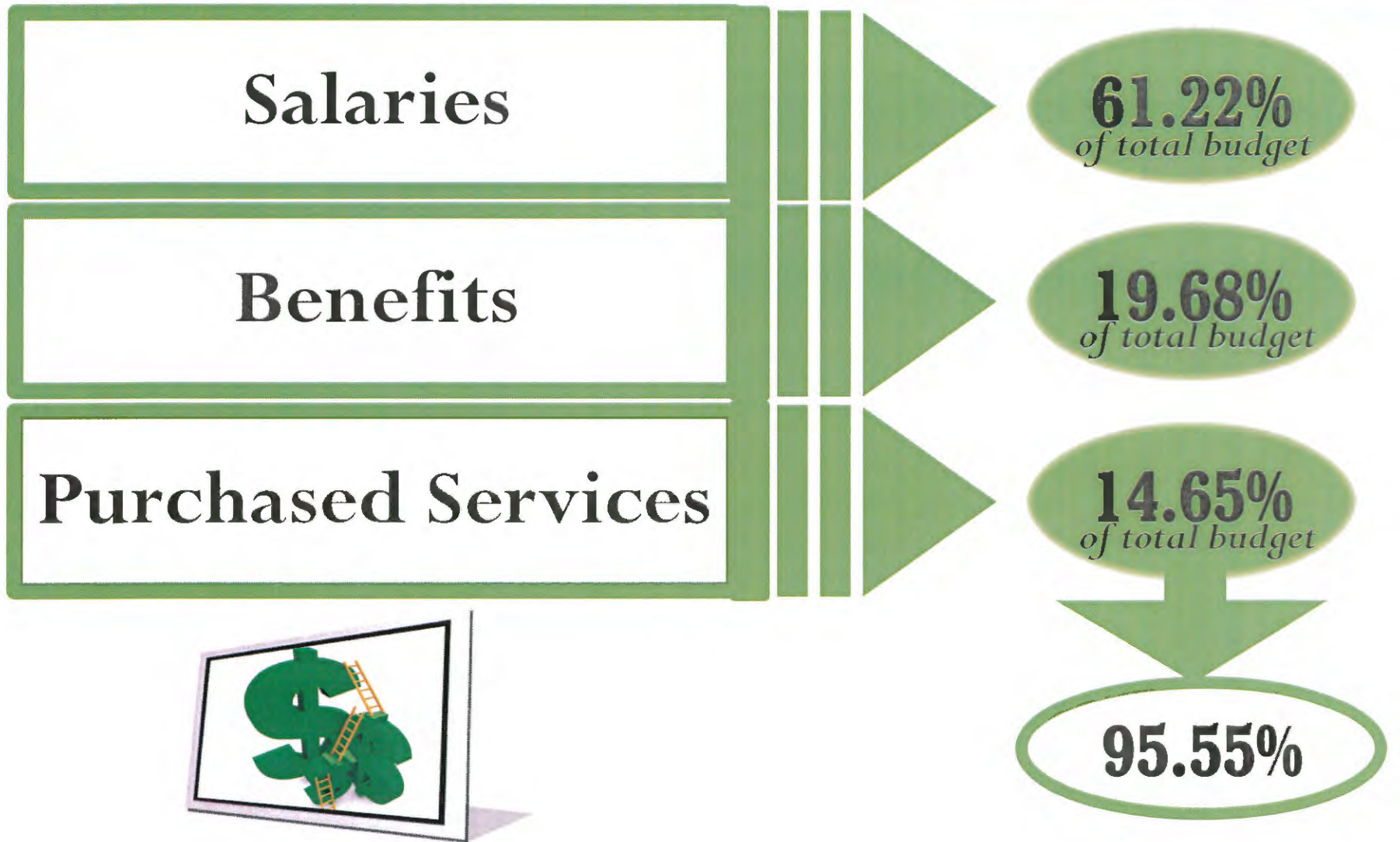
Dollar Increase



■ REGULAR EDUCATION \$1,526,394	44%
■ SPECIAL EDUCATION \$1,480,492	43%
■ MAJOR PROJECTS & EQUIPMENT \$427,620	13%

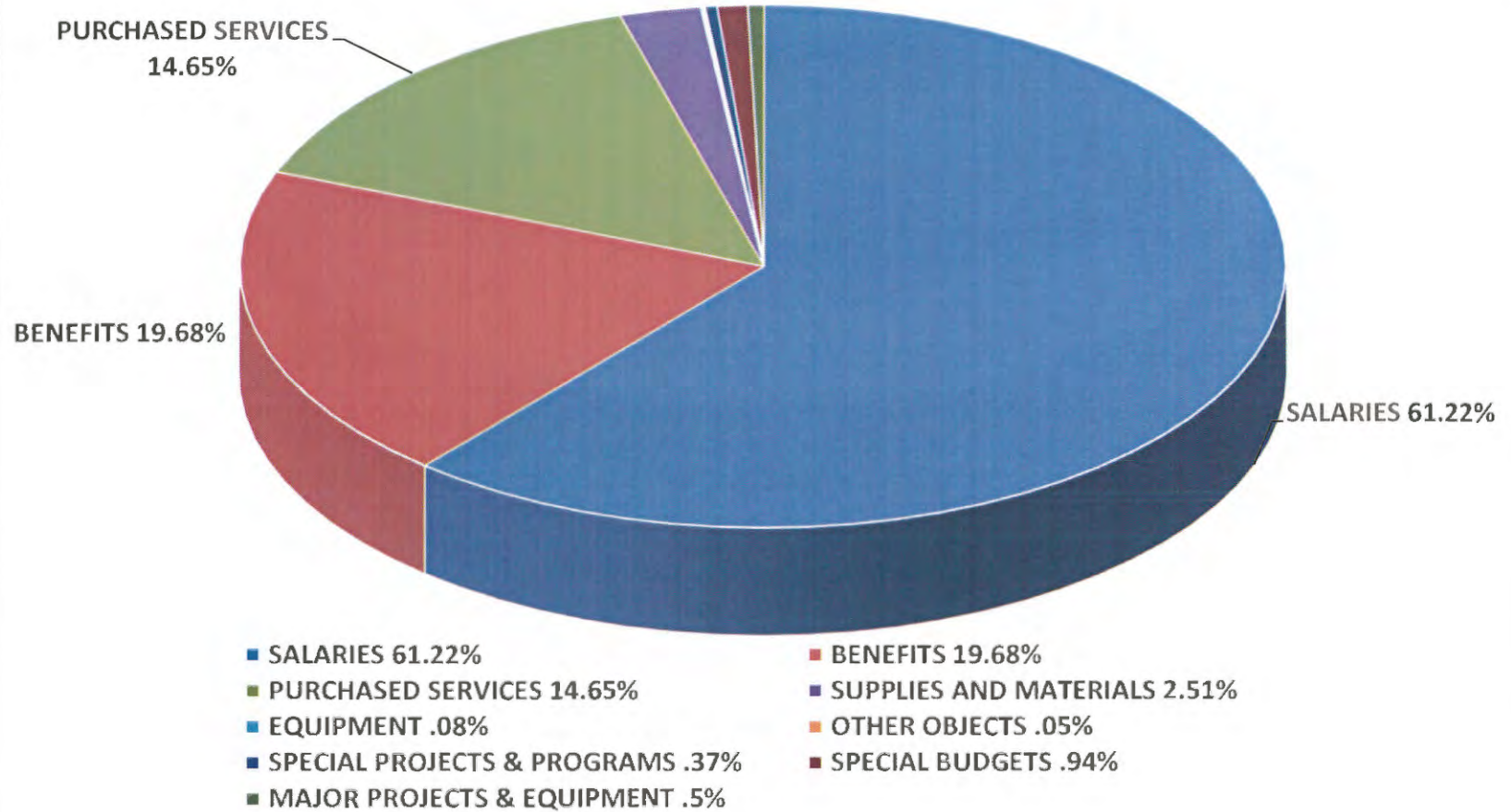


Major Components of Budget





REGULAR & SPECIAL EDUCATION BUDGETS COMBINED 2020-2021





Components of Budget Increase

Salaries

\$ 977,453

0.99 %

New Personnel

\$ 258,099

0.26 %

Benefits

\$ 800,858

0.81 %

Equipment/Special Projects/
Programs

\$ 392,773

0.40 %

Major Projects & Equipment

\$ 427,620

0.43 %

Impact on Budget

\$ 2,856,803

2.89%
of the
3.11%
Increase





PROJECTED ENROLLMENT

Milone & MacBroom, Inc.

Comprehensive Enrollment
Analysis and Projections

June 6, 2019





ELEMENTARY SCHOOL ENROLLMENT PROJECTIONS

SCHOOL	19-20	20-21	21-22	22-23	23-24	24-25	25-26	26-27	27-28	28-29
Derynoski	541	559	565	587	601	595	597	587	583	586
Flanders	281	275	287	296	277	285	287	286	287	288
Hatton	322	317	320	319	326	334	337	338	340	342
Kelley	286	287	291	288	297	306	311	306	311	312
Oshana	272	271	270	269	271	275	275	268	267	268
South End	254	247	256	250	254	260	249	249	246	247
Strong	285	285	300	311	325	321	319	318	316	317
Thalberg	451	463	480	486	493	503	506	500	496	499
TOTAL	2692	2704	2769	2806	2844	2879	2881	2852	2846	2859



Middle Schools & High School Enrollment Projections

MIDDLE SCHOOLS	19-20	20-21	21-22	22-23	23-24	24-25	25-26	26-27	27-28	28-29
DePaolo	729	752	742	714	687	702	728	763	782	775
Kennedy	762	766	733	705	678	693	719	754	773	767
TOTAL	1491	1518	1475	1419	1365	1395	1447	1517	1555	1542

HIGH SCHOOL	19-20	20-21	21-22	22-23	23-24	24-25	25-26	26-27	27-28	28-29
SHS	2122	2049	2000	1991	1958	1913	1880	1835	1795	1856



Budget 2020-2021

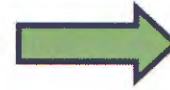
- **Funds have been added for New Personnel:**
 - ✓ **Regular Education..... \$155,969**
 - ✓ **Special Education..... \$102,130**
 - ✓ **Special Program Expansion... \$279,320**



NEW PERSONNEL REQUESTED REGULAR EDUCATION

FTE = FULL TIME EQUIVALENT

WORLD LANGUAGE: SHS



1.0 FTE

MATH SPECIALIST



.75 FTE

REGISTERED NURSE



.50 FTE

TOTAL NEW PERSONNEL
REGULAR EDUCATION



2.25 FTE

STIPENDS (Assistant Coaches Tennis, Assoc. Athletic Director Seasonal)

OTHER (Add hours & days to 2 Technology Assistants Schedule)



NEW PERSONNEL REQUESTED SPECIAL EDUCATION

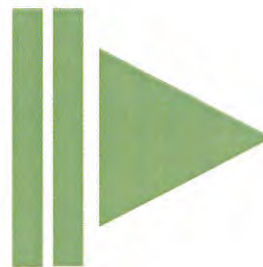
TEACHER SHS

→ 1.0 FTE

PSYCHOLOGIST

→ 1.0 FTE

TOTAL NEW PERSONNEL
SPECIAL EDUCATION



2.0 FTE

FTE = FULLTIME EQUIVALENT



NEW PERSONNEL REQUESTED

Special Education Program Expansion

TEACHER



1.0 FTE

BCBA



.50 FTE

ABA THERAPIST



7.0 FTE

SPEECH LANGUAGE PATHOLOGIST



.50 FTE

TOTAL NEW EXPANSION
PERSONNEL



9.0 FTE

FTE = FULL TIME EQUIVALENT



MAJOR PROJECTS & EQUIPMENT

SOUTHINGTON HIGH SCHOOL

- ❖ INSTALL DIVIDING WALL (W277)
- ❖ PARKING LOT SITE LIGHTING
- ❖ CEILING TILE REPLACEMENT
- ❖ CLP OFFICE RENOVATION

ALTA / PYNE CENTER

- ❖ UPDATE INTERIOR FLOORING, CEILING, PAINT, ETC.

SYSTEM-WIDE INITIATIVES

- ❖ ATHLETIC FACILITIES FEASIBILITY STUDY
- ❖ VARIOUS – Described on page 67 of Budget Book



SPECIAL EDUCATION IN-DISTRICT PROGRAMS

- **Supporting and Educating Students with Complex Special Needs In-District is Best for Children**
- **In-District Programs Have Been Created or Expanded**
- **In-District Programs Are High Quality and Cost Effective**
- **Without In-District Programs Many Students Would Require Out-of-District Programs to Meet Their Needs**



PROJECTED OUT-OF-DISTRICT PLACEMENTS

PROJECTED OUT-OF-DISTRICT PLACEMENTS WITHOUT IN-DISTRICT PROGRAMS FY 20

<u>Program</u>		<u>Students</u>
Stellar Program:	(18-21 years of age)	5
Achieve Program:	SHS (grades 9-12)	12
CLP Program:	SHS (grades 9-12)	4
LIDS Primary:	KES (grades K-2)	6
LIDS Intermediate:	HES (grades 3-5)	4
LAUNCH 1 & 2:	KES (grades K-5)	<u>10</u>
TOTAL STUDENTS.....		41



OUT OF DISTRICT PLACEMENT

AVERAGE COST FOR ONE OUT OF DISTRICT PLACEMENT

Tuition	\$86,900
Extended School Year	\$10,900
Transportation	<u>\$32,400</u>
Total	\$130,200

WITHOUT IN-DISTRICT PROGRAMS FY 20
PROJECTED COST \$5,338,200



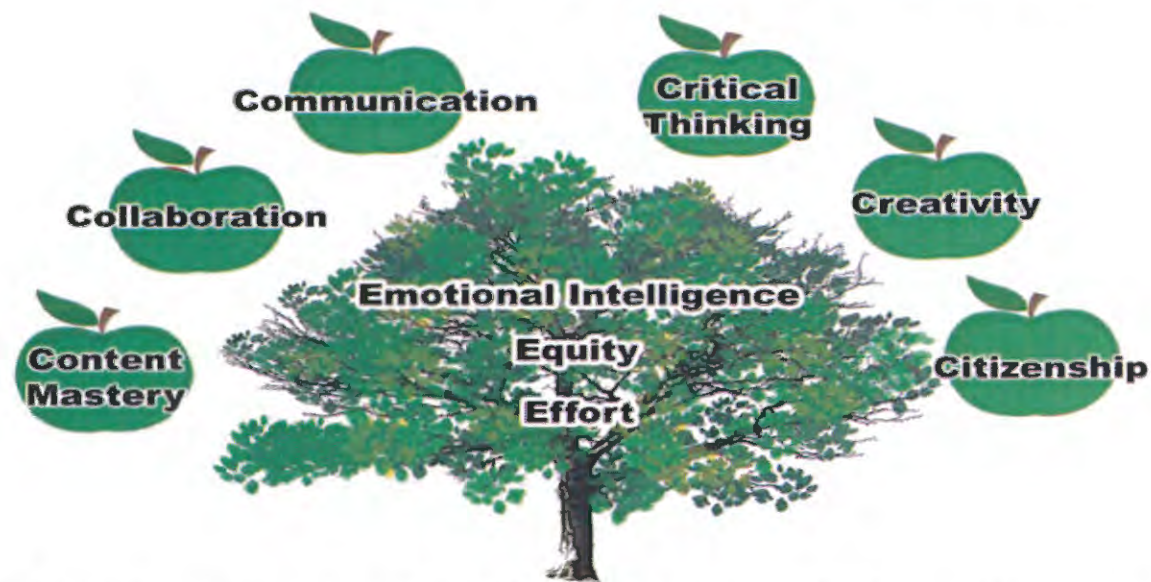
SPECIAL EDUCATION IN-DISTRICT PROGRAM GLOSSARY

- LAUNCH:** (Language, Autism Support, Unique Programming, Nurturing Environment, Community Building, High Expectations)
- LIDS:** (Learn, Improve, Develop Skills)
- EASE:** (Education Adaptive Social Experiences)
- TEAM:** (Therapeutic Education Alternative Model)
- ACHIEVE:** (Adult Daily Living Skills, Community Awareness, Health & Safety Training, Instruction in Social Skills, Education in Vocational Experiences)
- CLP:** (Collaborative Learning Program)
- STELLAR:** (Southington Transition and Education in Life-Learning Adult Responsibilities)



VISION OF A GRADUATE

Southington Public Schools Vision of a Graduate



A graduate of the Southington Public Schools will be college or career ready and prepared for life beyond by mastering the knowledge and demonstrating the skills to communicate effectively, think creatively and critically, and contribute to the global community.

Board of Education

Administrative Report

January 23, 2020



- 1. Polar Plunge**
- 2. Addition of multiple languages to the district website**
- 3. Professional development sessions for Elementary School Equity Leadership Teams re: Hurtful and Biased Comments**
- 4. STEPS Survey, targeting Feb 11th, families will be notified in advance**



SOUTHINGTON BOARD OF EDUCATION
Southington, Connecticut

FINANCE COMMITTEE MEETING

Tuesday, January 7, 2020, 6:00 p.m.

John Weichsel Municipal Center

Conference Room #2

200 North Main Street

Southington, CT 06489

Board Members Present: Zaya Oshana, Chair; Joe Baczewski; Colleen Clark, James Chrzanowski
Present from Administration: Sherri DiNello, Director of Business & Finance; Jennifer Mellitt, Accounting Manager

The Finance Committee meeting was called to order at 6:03 p.m.

1. SELF INSURANCE:

- a. 2019-2020 Claims: Mrs. DiNello reviewed claims through November 2019. Board of Education claims are \$222,000 under budget.
- b. 2020-2021 Budget Recommendation: Mrs. DiNello told the committee that the Self Insurance Committee approved a four percent (4%) increase for the 2020-2021 budget based on renewal information from Anthem.

2. TRANSFER OF FUNDS:

Mrs. DiNello reviewed the transfer of salary dollars from Library salaries to Teacher salaries for the transfer of a Full Time Equivalent (FTE) to English Language (EL) teacher. The committee recommends approval of Transfer of Funds by the full Board.

3. RUBBISH REMOVAL AND RECYCLING CONTRACT:

Mrs. Mellitt reviewed the purchasing policies for the new committee members. She shared that our current rubbish and recycling contract with HQ Dumpsters & Recycling expires on June 30, 2020. The current five-year contract included beginning organic recycling at the secondary schools in the kitchen area. Thalberg and Kennedy Middle School expanded the organic recycling into the cafeteria where students are separating food, paper, and liquids. Mrs. Mellitt pointed out that HQ provided the receptacles needed at JFK free of charge to implement the program expansion. She explained that HQ has been in discussions with administration about extending their five-year contract and expanding the organic recycling into all cafeterias by December 31, 2020. She explained that there was an additional cost for the expansion because a separate truck is used to pick up organic waste.

The committee had a number of questions concerning the program and the potential cost. Mrs. Mellitt offered to bring an HQ Dumpster & Recycling representative to a future meeting. The committee was interested in having them attend.

Mrs. DiNello explained that they did not want to begin negotiations on an extension unless the Board of Education was interested in an extension and willing to waive the bid process. Determining the interest level in organic recycling may play into that decision; therefore, the administration was bringing this to the BOE Finance Committee to vet first. An HQ Dumpster and Recycling representative will attend the next Finance Committee meeting.

4. FINANCIAL UPDATE:

Mrs. DiNello distributed the Expenditure Report through November 30, 2019. She reviewed the report and explained additional turnover and electricity projection savings are helping to keep the Board of Education budget in the black. The 25% supply holdback will continue because until the first Special Education Excess Cost Grant check is received it is difficult to project a year-end balance. The committee can revisit this decision in the spring.

Mr. Baczewski had some questions regarding electricity and our consultant. Mrs. DiNello explained the role of the new Commodities Manager. She also explained the 2019-2020 utilities budget was prepared by a prior consultant; therefore, the numbers were higher than necessary. The 2018-2019 budget ended the year with a \$251,000 surplus in the electricity account, which added to the year-end surplus. The electricity projections for 2019-2020 were done in the fall of 2018 and, therefore, are overstated once again.

5. MISCELLANEOUS:

There were no miscellaneous items.

The meeting adjourned at 6:57 p.m.

Respectfully submitted,



Sheri DiNello
Director of Business & Finance
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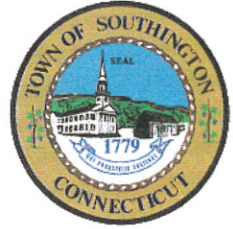
Southington Public Schools
Southington, Connecticut

2019 - 2020
TRANSFERS OF FUNDS
RECOMMENDED TO FINANCE COMMITTEE
January 7, 2020

SCHOOL	FUND	ACCOUNT	KEY #	DESCRIPTION	AMOUNT TRANSFERRED FROM	AMOUNT TRANSFERRED TO
Central Office	10	11500	0125	Librarian Salaries	(75,610.00)	
	10	11300	0103	Teacher Salaries		75,610.00
TOTAL					(75,610.00)	\$75,610.00

Southington Public Schools

200 North Main Street
Southington, CT 06489



To: **DIRECTOR OF BUSINESS & FINANCE**

From: Sherr DiNello

Location: Central Office

Subject: **REQUEST FOR TRANSFER OF FUNDS**

Please authorize the following transfers within the accounts assigned to my program location:

	FUND	ACCOUNT NUMBER	NAME OF ACCT.	OBJECT CODE	FUNCTION	SITE CODE	KEY #	AMOUNT
FROM:	10	11500	Librarian Salaries	111	2220	462	0125	\$75,610
TO:	10	11300	Teacher Salaries	111	1123	500	0103	\$75,610
FROM:								
TO:								
FROM:								
TO:								
FROM:								
TO:								

BRIEFLY JUSTIFY YOUR REASONS FOR MAKING THE ABOVE REQUEST.

EL teaching position needed. Transfer of staff

Approved from high school library.

Signature: Principal - Administrator

January 3, 2020

Date

BUSINESS OFFICE USE ONLY

Approved

Denied

COMMENTS

- Insufficient balance
- Outstanding encumbrance
- Other (See COMMENTS)

Director of Business & Finance

Date

**BOARD OF EDUCATION
SOUTHINGTON, CONNECTICUT**

Informational Only Board Meeting Date January 23, 2020

Decision Requested _____ Agenda Code 8 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 _____

Board Meeting Date January 23, 2020

Decision Requested X

Agenda Code 9.a

AGENDA REPORTING FORM

Agenda Topic: Review/Adoption of the 2020-2021 Board of Education Budget

Summary of Issue: The Superintendent presented the 2020-2021 Superintendent's Operating Budget at the January 9, 2020 regular Board of Education meeting. The Board of Education held budget workshops on January 14, 2020 and January 16, 2020 with Question and Answer follow-up to the Board members.

Background: If appropriate, the Board of Education will be asked to adopt their 2020-2021 budget at this meeting.

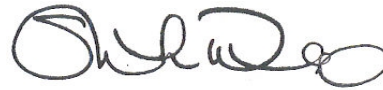
Alternative Strategies: N/A

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

Beginning Date of Program or Project: July 1, 2020

Ending Date of Program or Project: June 30, 2021

Recommendation or Comment: Recommend that the Board of Education adopt the 2020-2021 operating budget.



Signature of Staff Member Submitting Report



Signature of Superintendent of Schools

Titles of Attachments:

1. _____
2. _____

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