Attendance Taken at 7:28 p.m.:

**Board Members Present:**
William Oros, Chairman
Jennifer Beausoleil, Vice Chair
Michael Sobol, Secretary
Mary Kortmann
Eugene Marchand
Mary Minor

**Board Members Absent:**
Frank Infante

**Also present:**
Ben Urbanski, Student BOE Representative

**Administrators Present:**
David J. Petrone, Superintendent
Robert Carroll, Director of Finance and Operations

Audience Members Present: Debby Page, CNH World Language Teacher; Kathleen Ryan, China Program Liaison; Cathie Drury, Director of Educational Technology; William Trudelle, Director of Physical Plant and Facilities; Michele Mullaly, Director of Teaching and Learning; Joseph Blake, CHS Principal; Marybeth Moyer, CGS Principal; Todd Giansanti, PSSS Director; Beth Giller, GHR Principal; Dena DeJulius, CNH Principal; several students and citizens.

**I. Call to Order**
W. Oros called the meeting to order at 7:30 p.m.

**II. Salute to the Flag**
W. Oros led the salute to the flag.

**III. Audience of Citizens**
There were none.

**IV. Report of Superintendent**
Mr. Petrone reviewed a few items happening around the district. He included a notation about the CHS Program of Studies event held Wednesday evening. M. Minor also commented positively on the event.

**IV.A. Recognition: CNH 8th Grader - Kendall Schenck, Paralyzed Veterans of America Poetry Contest Grand Prize Winner**
Mr. Petrone introduced Kendall who read her poem to the Board. There was a round of applause. M. Sobol commented on how awesome the poem was.

IV.B. Information: Student Board of Education Representative Report

Mr. Urbanski went through events taking place at the high school, including the Program of Studies night this week and a Future Problem Solvers seminar on 3D printing.

V. VOTE: Consent Agenda

V.A. Approve the CNH January Field Experience to New York, NY
V.B. Approve the adjusted dates of the April 2017 CNH Trip to China
V.C. Approve the CHS April Field Experience to New York, NY

Mr. Petrone noted the China trip is back on the agenda due to date changes and that the students would now miss 8 days of school.

J. Beausoleil asked that the item B be moved off of the consent agenda.

MOTION: That the remaining consent agenda items, A and C be approved
By: Gene Marchand Seconded: Mike Sobol
Result: Motion passes unanimously

MOTION: Approve the adjusted dates of the April 2017 CNH Trip to China
By: J. Beausoleil Seconded: M. Kortmann

Discussion: J. Beausoleil said the amount of effort that Ms. Page and Ms. Ryan put into this program is outstanding. She thanked them for the work they have done and continue to do.

Result: Motion passes unanimously

VI. Report of Chairman

W. Oros reviewed the budget dates coming up. J. Beausoleil asked that an audience of citizens be added to any special meetings so there is an opportunity for comments to be made. W. Oros agreed.

W. Oros went on to note that Coventry students and Board members were featured in the CABE Journal. Students for their participation in the CABE/CAPSS Convention and the Board for the award they won.

W. Oros said we need to make sure the State representatives understand what the stand is of a small district like Coventry in relation to the budget dealings.

VIII. VOTE: Approval of Minutes

VIII.A. Approve Minutes of December 8, 2016

MOTION: To approve the minutes of December 8, 2016
By: J. Beausoleil Seconded: M. Sobol
Result: Motion passes unanimously

IX. New Business

IX.A. Information: FY18 Budget Presentations

IX.A.1. Presentation of the FY18 Budget

Mr. Petrone shared a slideshow laying out the budget for the Fiscal Year 2018. That slideshow is available on the district’s website. E. Marchand said this is a clear concise overview. He expressed
his concern that all families and parents need to see this and what the schools are doing. The Board discussed different options for getting this information out to the public. Mr. Petrone spoke to all of the different ways the district does relay this information to parents. J. Beausoleil talked positively about the Superintendent’s budget presentations, vision and the development of a District Strategic Plan.

IX.A.2. Technology Department

Ms. Drury presented the technology portion of the FY18 budget.

M. Kortmann asked about the iPad initiative. Ms. Drury shared the outline for the iPad replacement information.

M. Sobol asked about the condition of the network switches. Ms. Drury said they are in good shape and are kept track of with the infrastructure and big ticket items.

M. Kortmann asked about big ticket software items and how the future expenses are being handled - will there be any big "bumps" in one year. Ms. Drury talked to that point saying they are tracking that well and there should not be.

IX.A.3. Physical Plant and Facilities

W. Trudelle presented the Facilities FY18 budget.

The Board talked about the decrease in this budget, which is highly unusual. W. Trudelle thanked Mr. Petrone and Mr. Carroll for their assistance.

The Board continued talking about the different facilities items including continued maintenance tracking, oil prices, and electricity.

J. Beausoleil asked for a breakdown of where the budgeted amount of electricity comes from.

IX.A.4. Central Office

Mr. Carroll reviewed the Central Office budget for FY2018.

The Board touched on the insurance rate and that good work has been done for this more predictable impact. J. Beausoleil talked about the ECS rate and if the 73% budgeted for is worth revisiting. M. Kortmann talked about the unstable condition of this item and it may not be worth adjusting at this early point.

The conversation turned to the new phone system and the increase in that account. J. Beausoleil noted that the system had to be replaced, as it was antiquated and was no longer supported.

The Board talked about employment recruiting issues. Mr. Petrone focused on the intern programs and how that does help.

IX.A.5. Pupil and Staff Support Services

Mr. Giansanti shared his review of the PSSS budget for FY18.

J. Beausoleil said it is important to note that when the special education budget is developed it is based on known facts, not estimates or placeholders.

M. Sobol asked about the 100 series and if the increase was due to contractual salaries. Mr. Petrone and Mr. Carroll verified yes.

M. Kortmann reviewed the BCBA and the contracted services line. Mr. Giansanti spoke to that point.
X.  Report of Board Members

X.A. Information:  Report of the Fiscal Committee, Meeting of January 12, 2017

M. Sobol reviewed the discussion of the evening's fiscal meeting.

M. Sobol said the Committee did focus on the ECS concerns and working collaboratively with the Town to resolve these issues together. He read a short statement, "We as a Board recognize our fiscal responsibility to address the forced adjustments from our State. In review of the desire to work collaboratively with the Town to accommodate an additional $68,000 shortfall in state aid to our town, we are in the midst of ongoing board and committee level discussions. I will be requesting that the Town Finance Committee join us at our next Board meeting on January 19 to be a part of the discussion. It is important to note that despite the fact that the town is in possession of $75,000 in addition revenue, this revenue was received to the town from other school districts for costs incurred by our BOE to educate students placed from outside our town. We are still willing to look at efficiencies in this fiscal year to accommodate the new known reduction in aid. We hope to have a proposal finalized for submission to the Town at our meeting on January 19."

M. Sobol added, at the audit review meeting last evening it was noted how much money the town put to the 1.5% fund at the end of the FY16 year. M. Kortmann again stated that the Council is trying to reach a certain level for bonding purposes.

J. Beausoleil said this is our heavy budget meeting season and the Council’s heavy season comes after the Board’s, so hopefully they could come now, while the Board is already meeting.

J. Beausoleil asked about the result of the audit. M. Sobol said the auditor had no concerns or findings of the Board of Education financial books. The Board thanked Mr. Carroll for his work.

X.A.1. VOTE: Request to use 1% Non-lapsing Account Funds

M. Sobol said he appreciates the Board was able to establish this fund.

J. Beausoleil said she appreciates the schools are buying sprinkler protectors.

MOTION:  To give authorization to the Superintendent to send a letter of request to the Town Council asking permission to spend money from the 1% non-lapsing account to fund the insurance deductible from the gym floor damage at CHS and pay for the sprinkler protectors, the full amount not to exceed $8,000

By:  M. Sobol  Seconded:  M. Minor

Result:  Motion passes unanimously

XI. Adjournment

MOTION:  To adjourn the meeting at 9:53 p.m.

By:  J. Beausoleil  Seconded:  M. Kortmann

Result:  Motion passes unanimously

Respectfully submitted:

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Kimberlee Arey Delorme
Board Clerk

Approved:  January 26, 2017