

Coventry Board of Education
Coventry, Connecticut

Special Board of Education Meeting
Approved Minutes of January 24, 2019
Administration Building Conference Room

Board Members Present:

Jennifer Beausoleil, Chairman
Eugene Marchand, Vice Chairman
Frank Infante
Mary Kortmann
Peter Larson
Kelly Sobol

Board Members Absent:

William Oros, Secretary

Administrators Present:

Dr. David J. Petrone, Superintendent of Schools
Robert Carroll, Director of Finance and Operations

Audience members present: Joseph Blake, CHS Principal; Ronda Carrie, CGS Principal; Jennifer DeRagon, GHR Principal; Dena DeJulius, CNH Principal; Michele Mullaly, Director of Teaching and Learning; Cathie Drury, Director of Educational Technology; William Trudelle, Director of Physical Plant and Facilities; and Beth Giller, PSSS Director.

I. Call to Order

J. Beausoleil called the meeting to order at 7:33 p.m.

II. Salute to the Flag

J. Beausoleil led the Salute to the Flag.

III. Audience of Citizens

There were none.

IV. Old Business

IV.A. Discussion and VOTE: Approve the Tuition Fund MOA between the Board of Education and the Town of Coventry

J. Beausoleil said she is happy to report the Council conditionally approved the MOA regarding the Tuition Fund at their meeting this week. She thanked the school and town administration for the work they did on the MOA to get it approved. She said there has been some good collaboration. She said the conditions of the Council's approval were that the Board approves the MOA and that the related non-resident student policy is approved by the Board.

MOTION: Approve the Tuition Fund MOA between the Board of Education and the Town of Coventry

By: E. Marchand

Seconded: M. Kortmann

Discussion: M. Kortmann said the way the money will flow is that it will come into the regular budget, as an offset of regular expenses, not as an additional appropriation. She added that the MBR [Minimum Budget Requirement] numbers would not be effected.

Result: Motion passes unanimously

IV.B. Information and Discussion: Policy 5118 - Non-Resident Students (to be warned for a VOTE at a future Board meeting)

J. Beausoleil said this item is on the agenda as warned for review. She asked if there were any questions. She verified that the Council did not ask for any adjustments to this policy at this week's meeting. The Board members requested no other changes.

J. Beausoleil asked that the New Business item be moved to before the budget discussion.

V. New Business

V.A. Information: Use of Facilities Fund

Dr. Petrone reviewed items that are being considered to be covered by the Use of Facilities Fund.

J. Beausoleil reviewed the procedures for accessing the Use of the Facilities Fund.

Dr. Petrone noted that the administration's suggestion is that the irrigation of the fields item be put on hold until later in the year. E. Marchand strongly expressed his desire for the field irrigation to stay on the list. J. Beausoleil said there are various items on the list to consider.

M. Kortmann asked about the cameras and if they are included in the security grant. Dr. Petrone said yes, if we receive the grant we would be reimbursed. M. Kortmann talked about how the reimbursement works.

J. Beausoleil said she is leaning toward using the Use of Facilities funds for the irrigation and covering the other items with funds in other areas where there might be a possible savings.

The Board talked about the timing of the security grant award.

M. Kortmann said she would like to see the items for the auditorium funded sooner. Mr. Trudelle said the Auditorium is the biggest money maker. K. Sobol said she would like to see the auditorium items funded.

M. Kortmann suggested the first three items (LED conversion; cameras at CGS; cameras at GHR) be taken care of out of the operating budget, the last three items (auditorium items) and the irrigation be taken care of through the Use of Facilities Fund and that the Board hold on the Card Access.

There was consensus on this plan.

IV.C. Discussion and Possible VOTE: FY20 Budget

J. Beausoleil said it is still early in the budget review process and there are still some numbers we would like to see solidified.

Mr. Carroll noted the first changes to the budget and distributed those new pages to the Board. He said the changes were to the workers compensation line and the liability insurance. He noted the bottom line is now a 1.25% increase overall, down from 1.3%.

The Board discussed workers compensation.

M. Kortmann asked about the CGS non-certified salaries. She said the FTE has increased. Dr. Petrone noted this is due to how they were applied to a grant in FY19 and would not be in FY20.

M. Kortmann asked about materials/supplies in CGS in grade two. She asked if it should be noted as Second Step. Dr. Petrone agreed and said that would be adjusted.

M. Kortmann noted the increase in general instruction supplies at CGS. Ms. Carrie said she wanted to reflect what was truly being used by this account. J. Beausoleil asked if this is why she sees a reduction in other accounts. Ms. Carrie said yes.

M. Kortmann asked about an increase in special education at CNH. Dr. Petrone said this is a position that needs to be moved from one location to another, due to student need.

M. Kortmann asked about an increase of a .2 FTE at CNH. Dr. Petrone said this something the administration is looking at to see if there is a student interest in a possible new program.

M. Kortmann talked about two larger number increases in Improvement of Instructional Services at CNH. Dr. Petrone and Ms. DeJulius talked about the Chinese Cultural Enrichment, the Literacy Night, and the National Junior Honor Society and why the increase was there. Ms. DeJulius noted funds were moved from other locations to accommodate.

E. Marchand asked about the Coventry Academy and why there is a decrease in funds. Dr. Petrone said there was a reduction in extra hours, but not in FTE.

M. Kortmann asked about lines at CHS and increases in Science and Tech Ed. Mr. Blake talked about properly allocating funds to correct departments.

M. Kortmann asked about the increase in textbooks. Mr. Blake said there are contracts up this year and also a new MCC course textbook is needed.

E. Marchand discussed the budget for Football and Ice Hockey. Dr. Petrone said the Board's budget is a flat amount for those two sports.

The Board went on to review the utilities, water systems, health insurance, and pension lines.

J. Beausoleil asked about the fuel that was in the oil tanks. Dr. Petrone said there was very little to be moved, but it has been moved. He said they are waiting for the new tanks. W. Trudelle said it is about 2000 gallons and he does not believe it will be any good by the time the new tanks are in. M. Kortmann suggested giving it to the Department of Public Works, who could use it.

Dr. Petrone said we are not waiting for too many figures to come in. Mr. Carroll said he believes, based on the information he has received, that we are good with the current number. He said the Transportation Contract will be up at the end of the year and that is a big variable to be decided. Mr. Carroll said that line is budgeted at a 3% increase currently.

M. Kortmann asked about the special education excess cost item. Dr. Petrone said they are currently comfortable with this, but reminded the Board that this is a snapshot of a moment in time.

M. Kortmann said page 81 in Facilities has \$50,000 dollars added as "Additional Considerations." She reminded the Board this is because the Town Council requested this be added to the regular operating budget rather than being asked for it when needed.

J. Beausoleil said there are two more meetings to discuss the budget. She added that questions can be emailed and answers will be given to the full Board.

V. Adjournment

MOTION: To adjourn the meeting at 9:04 p.m.

By: M. Kortmann

Seconded: P. Larson

Result: Motion passes unanimously

Respectfully submitted,

Kimberlee Arey Delorme
Board Clerk

Approved: February 14, 2019