

**Coventry Board of Education
Coventry, Connecticut**

Board of Education Special Meeting
Approved Minutes of Thursday, January 15, 2015
Administration Building Conference Room

Attendance Taken at 7:29 p.m.:

Board Members Present:

Jennifer Beausoleil, Chairman
Mary Kortmann, Vice-Chairman
Mary Minor, Secretary
Eugene Marchand
William Oros
Denise Ryan
Michael Sobol

Others Present:

David J. Petrone, Superintendent of Schools
Robert Carroll, Business Manager

Audience Members Present: Barbara Trinks, PSSS Director; Carla Kennedy, Director of Educational Technology; Beth Giller, GHR Principal; Marybeth Moyer, CGS Principal; Joseph Blake, CHS Principal; Michele Mullaly, Director of Teaching and Learning; Dennis Stanavage, Director of Physical Plant and Facilities; Dena DeJulius, CNH Principal; Steve Merlino, CHS Assistant Principal; and several high school students.

I. Call to Order

J. Beausoleil called the meeting to order at 7:34 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: Information - FY16 Budget Presentations

IV.A. Presentation of the FY16 Budget

Mr. Petrone presented his proposed budget to the Board of Education. Mr. Petrone shared a PowerPoint presentation, which will be available on the district website.

E. Marchand noted the low percentage increase and questioned how items are being added. Mr. Petrone explained that staff who retire, at a top salary step, were replaced with new teachers at lower salary amounts.

W. Oros said he was pleased that the budget addresses needs in the Physical Plant and Facilities department.

The Board discussed the importance of this focus.

IV.B. Technology Department

Mr. Petrone introduced Ms. Kennedy, who spoke to the Technology Budget for the FY16 school year. [The entire budget document will be available on the district website.]

M. Kortmann asked about the location of technology funds in the budget. The administration guided the Board through the Budget document and to which budget line items could be found. M. Kortmann made the point that the inventory/iPad lines should be a "constant rolling" from this point forward. The Board asked for an inventory of devices. Mr. Petrone said he would provide that for the Board.

J. Beausoleil asked for technology service ticket information. Ms. Kennedy said she could provide that.

IV.C. Pupil & Staff Support Services

Mr. Petrone introduced Ms. Trinks who presented the PSSS FY16 budget proposal.

M. Kortmann talked about the location of PSSS funds in the budget. The administration talked through the process.

E. Marchand talked about different accounts and transfers that were made regarding counseling services. Ms. Trinks explained there was some accounting adjustments that needed to be made to be sure items were reflected in the correct line. Ms. Trinks continued to talk about the counseling services.

M. Kortmann continued to clarify where different items were located in the budget.

The Board continued to talk about identifying nurses' expenditures in the budget specifically.

M. Kortmann said she wanted it to be clear that if budget cuts are made they have to come from the regular education budget. The special education budget cannot be touched legally.

W. Oros talked about servicing students appropriately.

M. Kortmann noted the SNAP item and wanted clarification on that figure.

IV.D. Coventry High School

Mr. Petrone introduced Mr. Blake who presented the CHS Budget for FY16.

J. Beausoleil asked about the tuition line item and that it has decreased. Mr. Carroll noted it is in part due to the decline in enrollment at E. O. Smith and magnet school adjustments.

W. Oros asked about the textbook accounts and if there was any savings due to the increase in iPad use. Mr. Blake said there are electronic textbooks in the budget.

M. Kortmann noted FTE amounts and that there was not an increase other than NEASC.

J. Beausoleil asked about specific programs at CHS. Mr. Blake answered those questions.

IV.E. Capt. Nathan Hale School

Mr. Petrone introduced Ms. DeJulius who presented the proposed FY16 budget for the Capt. Nathan Hale School.

M. Kortmann said there is a decrease in workbooks. Ms. DeJulius responded that this is due to the technology.

The Board talked about technology and specific numbers of devices available to students at CNH.

E. Marchand asked about a decrease in athletic salaries. Mr. Carroll spoke to that and said it was a refocus of funds.

IV.F. G. H. Robertson School

Mr. Petrone introduced Dr. Giller who presented the FY16 budget for the G. H. Robertson School.

D. Ryan asked about the homework club and if the amount requested would cover the waiting list. Dr. Giller said yes.

M. Kortmann asked where that item was located in the budget. Mr. Carroll spoke to that.

E. Marchand asked about the 500 line and the telephone bill and why was there an increase. Mr. Carroll explained it has to do with the decrease in the e-rate reimbursement from the federal government. M. Kortmann said they are increasing the technology support instead.

IV.G. Coventry Grammar School

Mr. Petrone introduced Ms. Moyer who presented the budget for CGS for the FY16 school year.

M. Kortmann asked about the regular para-educator FTEs and why they are going down at GHR and CGS. The comment was that it could be due to adjusting those to grant lines. Mr. Carroll said he would re-address those lines.

M. Minor asked about PowerSchool and what percentage of parents are using PowerSchool. Ms. Moyer and Mr. Petrone talked about the different needs for this at the K-2 level.

Mr. Carroll clarified the para-educator FTEs at CGS and GHR and said it was due to a reclassification of duties to the technology department, not an adjustment to any current para-educator positions. Mr. Petrone noted that the change has actually already happened.

IV.H. Physical Plant and Facilities

Mr. Petrone introduced Mr. Stanavage, who presented his FY16 budget for the Physical Plant and Facilities department.

M. Kortmann noted that CGS shows a .25 increase in these services. Mr. Petrone explained this item.

The Board talked about the inventory and cataloging process in this department and about how long it might take. Mr. Petrone said they believe it will be about 2 years for the process to be complete.

M. Kortmann noted the electrical budget line. Mr. Carroll explained that line, including the new savings expected from the solar panels.

IV.I. Central Office

Mr. Carroll highlighted items in the Central Office proposed budget for FY16. He reviewed gas, fuel, health benefits, pension, and special education tuition.

M. Kortmann asked if there is a date when figures would be received for insurance. Mr. Carroll said he believes April.

Mr. Carroll continued saying that diesel and oil has been locked in for FY16. He also reviewed property insurance, workers compensation, and special education costs.

J. Beausoleil again asked that Board members email questions ahead of time, if possible. She also asked that the entire Board be copied when sending emails. She encouraged the community to email questions as well.

D. Ryan said the whole administrative team did an excellent job on the budget development by enhancing programs and keeping fiscally responsible for the community. She noted the small overall increase is very reasonable.

E. Marchand and W. Oros also gave kudos to the administrators.

V. Adjournment

MOTION: To adjourn the meeting at 10:23 p.m.

By: W. Oros

Seconded: E. Marchand

Result: Motion passes unanimously

Respectfully submitted,

Kimberlee Arey Delorme
Board Clerk

Approved: January 29, 2015