

**Norwich Free Academy
Special Board of Trustees Meeting
Thursday, February 8, 2018, 5:30 p.m.
Latham Science and Information Center**

MINUTES

TRUSTEES PRESENT: Allyn Brown, III; Betsy Conway; Keith Fontaine; DeVol Joyner; Dr. David Kalla; Denise Lindell; Todd Postler; Dr. Mark Tramontozzi; William Warzecha; and Sarette Williams

ABSENT WITH NOTIFICATION: Diana Boisclair and Thomas Hammond

ALSO PRESENT: Head of School David Klein and Recorder Lynda Kulos

1. **Call to Order** – Chairwoman Sarette Williams called the meeting to order at 5:30 p.m.

2. **Secretary's Report**

a. **Approval of Minutes:** November 21, 2017, regular meeting

Motion by Mr. Fontaine, seconded by Mr. Warzecha, to approve the minutes of the Trustees' November 21, 2017, regular meeting. **Motion passed unanimously**

3. **Consent Agenda**

Motion by Mr. Postler, seconded by Dr. Tramontozzi, to approve the consent agenda as recommended by Mr. Klein, as follows:

a. **Field Trip Requests**

- NFA Special Olympics Team's overnight travel to the International Skating Center of CT, for Special Olympics Winter Games, February 24-25, 2018
- NFA Band/Choir's overnight travel to Washington, DC, for a Music Festival, April 5-8, 2018.

b. **Field Trip Ratification**

- Boys Basketball Team's overnight travel CCRI, in Warwick, RI, for a Boys Basketball Game, January 27, 2018

c. **Tuition Waiver Request**

d. **Policies re: Emergency Administration of Naloxone (Narcan) (New), Student Attendance (Revision), Disenrollment of Students (Revision)**

Motion passed unanimously

4. **Information & Planning**

a. **Reports and Updates**

1. **Finance**

a. **2018-19 Budget Presentation**

Mr. Klein presented the 2018-19 Budget with emphasis on the following topics:

- Mission Statement
- Foundation "Ask" of \$1,200,000 with the Foundation providing an additional \$300,000 grant earmarked for Partner District Tuition, for a total "Ask" of \$1,500,000.
- Guiding Principles in developing the 2018-19 Budget
- Enrollment, Staffing & Tuition Data
 - 2018-19 enrollment: Approximately 2,287 students
 - No increase in staffing
 - Tuition to increase by 1.5% for all programs. Norwich receives a \$200 per-student tuition discount for all programs.

- Financial Analysis
 - Overall, the 2018-19 proposed budget of \$35,950,091 is \$1,177,931 higher than the 2017-18 budget, for a proposed increase of 3.39%.

Mr. Fontaine, President of the NFA Foundation, spoke about what the Academy can do with the partnership of a private foundation.

On behalf of the Board of Trustees, Ms. Williams thanked everyone involved in the preparation of the 2018-19 budget.

Motion by Mr. Postler, seconded by Ms. Lindell, that the Board of Trustees approve the 2018-19 operating budget recommended by the Finance Committee in the amount of \$35,950,091; such budget to include the application of the \$300,000 unrestricted grant from the NFA Foundation toward Partner District tuition for a total tuition subsidy of \$1.5 million. **Motion passed unanimously**

5. New Business - None

6. Communications/Discussion - None

7. Other Business - None

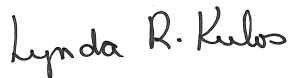
8. Executive Session - None

9. Adjournment

Motion by Dr. Kalla, seconded by Mr. Postler, to adjourn the meeting at 6:15 p.m.

Motion passed unanimously

Respectfully submitted,



Lynda R. Kulos
Recorder

Approved: 2/20/18