

**GROTON PUBLIC SCHOOLS
GROTON, CONNECTICUT**

FINANCE/FACILITIES COMMITTEES

**November 17, 2014, 6:00 P.M.
School Administration Building, Room 19**

Minutes

Present:

- Committee Members: Joey Schick, Kirsten Hoyt
- Others: Mike Graner, Sam Kilpatrick, Katrina Fitzgerald

1. Call to Order at 6:05 p.m.

2. Approval of minutes of September 15, 2014. Minutes were passed unanimously (Schick, Hoyt).

3. Business Manager Report:

a. Object Code Summary – 2014-2015

Dr. Graner shared a printout of the November 7, 2014 Object Code Summary [ATTACHMENT #1] that indicates an unexpended balance of \$70,467. In addition, Dr. Graner briefed the committee on the Title I and Title II grants. The title I grant narrative explains the allocations for 2014-2015 amounting to \$149,722. The budget breakdown includes the following:

- \$20,000 for an Executive Coaching Consultant
- \$10,000 for a Public Relations Consultant
- \$29,000 for National Urban Alliance Training
- \$40,722 for district-wide professional development
- \$50,000 for the Community Coordinator Program and the Violence is Preventable School Safety Program

The Title II grant amount for 2014-2015 is \$639,254; the narrative explains the following allocations:

- > \$356,269 for Personnel Services salaries
- > \$56,085 for Employee benefits
- > \$167,425 for Professional and Technical services – district-wide professional development
- > \$16,318 for Summer School Transportation
- > \$43,157 for instructional supplies

4. Director of Buildings and Grounds Report:

- a. Update regarding CIP submission** Mr. Kilpatrick reported that the cafeteria floor tiles at WSM do not contain asbestos; therefore, no asbestos abatement project will be required. Mr. Kilpatrick also reported that the new boiler has been installed at WSM and will be operational by Tuesday, November 18, 2014.

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5. 2015-2016 Budget Development Update:

- a. Budget Format** – Dr. Graner presented the committee with Groton Public Schools budget books from the last several years, and the committee discussed the program format of the budget. The 2015-2016 budget book will include both an Object Code Summary of accounts as well as the traditional program format.

- b. Budget Information Mailer** - Dr. Graner also presented budget brochures that Katrina Fitzgerald shared that give a full overview of the budget. The committee suggested that a similar brochure could be developed for distribution to Town residents during the budget process.

6. Discussion of the 2014-2015 Tuition Rates – This item was tabled until the next meeting.

7. Adjournment.

The meeting adjourned at 6:38 p.m.

NEXT MEETING: Monday, December 8, 2014