

**Norwich Free Academy  
Board of Trustees' Meeting  
Tuesday, January 29, 2019, 5:30 p.m.  
Norwich Free Academy  
Latham Science and Information Center, Rm. 1101  
Norwich, CT 06360**

**MINUTES**

**TRUSTEES PRESENT:** Diana Boisclair via conference call; Alyn Brown, III; Betsy Conway ; Keith Fontaine; DeVol Joyner; David Kalla; Denise Lindell; Todd Postler; Mark Tramontozzi; William Warzecha; and Sarette Williams

**ABSENT WITH NOTIFICATION:** Thomas Hammond

**ALSO PRESENT:** Head of School David Klein, Director of Finance/Human Resources, Cyndee Finger, and Recorder Lynda Kulos

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

**Motion** by D. Lindell, seconded by M. Tramontozzi, to amend the agenda to include executive session to discuss attorney-client privileged communications. **Motion Passed Unanimously**

**2. Secretary's Report**

**a. Approval of Minutes:** November 20, 2018, Regular Meeting; December 6, 2018, Special Meeting; December 24, 2018, Special Meeting; December 28, 2018, Special Meeting; and, January 14, 2019, Special Meeting

**Motion** by T. Postler, seconded by M. Tramontozzi, to approve the following minutes:

November 20, 2018, Regular Meeting: Vote: 11-yes; 1 abstention (A. Brown) **Motion Passes**

December 6, 2018, Special Meeting: Vote: 11-yes; 1 abstention (B. Conway) **Motion Passes**

December 24, 2018, Special Meeting: Vote: 10-yes; 2 abstentions (A. Brown/M. Tramontozzi)

**Motion Passes**

December 28, 2018, Special Meeting: Vote: Unanimous **Motion Passes**

January 14, 2019: Vote: 11-Yes; 1 abstention (D. Boisclair) **Motion Passes**

**3. Consent Agenda**

**Motion** by K. Fontaine, seconded by A. Brown, to approve the consent agenda at the recommendation of D. Klein, as follows:

**a. Tuition Waiver Request**

**b. Field Trip Requests:**

- Wrestling Team, to Trumbull High School, Trumbull, CT, 2/15-16, 2019, to participate in the Class LL Championship
- Band/Orchestra/Percussion, NFA Ensemble Room, 2/22, 2019, to participate in a Rock-A-Thon Fundraiser
- Wrestling Team, to Hillhouse High School, New Haven, CT, 2/22-2/23, 2019, to participate in State Open Wrestling Tournament

**c. 2019-2020 Academic Calendar**

**Motion passed unanimously**

**4. Information & Planning**

**a. Reports and Updates**

**1. Finance**

**a. 2019-2020 Budget Presentation**

D. Klein presented the 2019-2020 Budget with emphasis on the following

topics:

- Projected Budget: \$36,610,779
- Proposed Dollar Increase: \$660,688
- Percentage Increase: 1.84%
- Reviewed guiding budget development principles
- Reviewed NFA Foundation, Inc., Tuition Subsidy History
- Provided an Enrollment Overview
- Provided Staffing and Tuition Data:
  - ~No Staffing Increase
  - ~2019-20 Enrollment: Approximately 2,257 students
  - ~Tuition to Increase by 1.75% for all programs
- Foundation "ASK" of \$1.2 million with NFA Foundation, Inc., providing an additional \$550,000 unrestricted grant earmarked for Partner District Tuition, for a total "ASK" of \$1,750,000.

**Motion** by M. Tramontozzi, seconded by A. Brown, to approve the 2019-2020 Budget as presented. **Motion Passed Unanimously**

**5. General Agenda Items**

S. Williams provided the Trustees with the 2018-19 Board Committee Assignments.

**6. Communications/Discussion-None**

**7. Other Business—None**

**8. Executive Session**

**a. Attorney-Client Privileged Communication**

**Motion** by A. Brown, seconded by T. Postler, to go into executive session to discuss an attorney-client privileged communication at 6:09 p.m. **Motion passed unanimously**

D. Klein was invited to attend this portion of the meeting.

**Motion** by A. Brown, seconded by W. Warzecha, to come out of executive session at 6:55 p.m.

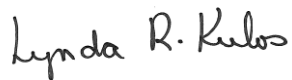
**Motion passed 10-0** (D. Boisclair was not part of executive session.)

**9. Adjournment**

**Motion** by T. Postler, seconded by D. Lindell, to adjourn the meeting at 7:00 p.m.

**Motion passed unanimously**

Respectfully submitted,



Lynda R. Kulos  
Recording Secretary

Approved: 4/23/19