

GROTON BOARD OF EDUCATION
SPECIAL FINANCE/FACILITIES COMMITTEE MEETING

TUESDAY, OCTOBER 22, 2019

6:00 P.M.

CENTRAL OFFICE, ROOM 4

Mission Statement

Our mission is teaching and learning.

Board Goals

1. Provide Dynamic Rigorous Curriculum
2. Ensure Effective and Engaging Instruction
3. Embrace Excellent Learning Environment

AGENDA

1. Call to Order
2. Review September 9, 2019 Meeting Minutes (Attachment #1)
3. Update re: FY21 Budget Salary Account
4. Review of FY21 CIP
5. Discussion of Food Service Department Stipends to Support USDA and Kendall Grant Management
6. Update re: Advertising Regulation R1325 (Attachment #2)
7. Adjournment

GROTON BOARD OF EDUCATION
SPECIAL FINANCE/FACILITIES COMMITTEE MEETING MINUTES
MONDAY, SEPTEMBER 9, 2019
5:00 P.M.
CENTRAL OFFICE, ROOM 4

Members Present: Jay Weitlauf, Katrina Fitzgerald, Jane Giulini

Also Present: Mike Graner, Sam Kilpatrick, Ken Knight, Dennis Colclough

Chairman Weitlauf called the meeting to order at 5:03 p.m.

1. Review August 19, 2019 Meeting Minutes – The minutes were approved as presented.
2. Review of Proposed FY21 Budget Development Timeline – Ken Knight reviewed the proposed timeline for the budget development; the timeline will be shared with the full Board at its September 23 meeting.
3. Review of Proposed FY21 CIP Requests – Mike Graner and Sam Kilpatrick explained the elements of the proposed FY21 CIP plan. Mike distributed the attached document which includes recommendations from the air quality study done at Northeast Academy by the Fuss & O’Neill engineering firm. The report recommends several long term projects at the school as well as several immediate/short term projects. The CIP list also includes the possibility of replacing the roof and removing the asbestos at S. B. Butler and resurfacing the Fitch football field. Perhaps the most pressing item is the relocation of the portable classrooms at Cutler Middle School & West Side Middle School and the one remaining portable classroom at Pleasant Valley School. The committee reviewed the list and requested that it be forwarded to the full Board.
4. Review of Advertising Guidelines & Fee Structure for Sports Banners – The committee confirmed that the guidelines in the regulation were appropriate; however, the committee recommended that sports banners not be hung in the gymnasium. This item will be referred to the full Board for discussion.
5. Discussion of the District Telecom Network – Dennis Colclough explained the advantages and disadvantages of our current Telecom system. Dennis explained that our current system needs to be updated; however, some phone lines must be connected by a direct analog line as opposed to Voice over Internet Protocol (VoIP).
6. Update re: RTM Jurisdiction Over Educational Grants – Mike Graner reviewed the correspondence from the town’s attorney and the Board’s attorney regarding the RTM approval of grants greater than \$10,000. A full report of the lawyers’ recommendations will be shared with the full Board.

The meeting adjourned at 5:58 p.m.

A. Fuss & O'Neill Report		
Long-term (NEA)	HVAC Unit (10)	\$820,000
	Curtain Drain	65,000
	Playground	27,000
	Athletic Field	<u>133,000</u>
		\$1,045,000
Immediate Recommendation		
(NEA)	Replace 2 Units	\$198,000
	Contingency	\$30,000
	Design	<u>\$30,000</u>
		\$258,000
Short-term (NEA)	Refurbish Dampers	\$9,500
	Dihumidification Controls	\$22,450
	Service Exhaust Fans	\$3,000
	Commission Controls	\$25,000
	Design (15%)	\$11,993
	Contingency (15%)	<u>\$11,993</u>
		\$83,936
B. S. B. Butler	Roof	\$450,000
	Asbestos	<u>\$275,000</u>
		\$725,000
C. Fitch High School	Football Field	\$110,000
Portable Classrooms Relocation		
D. Fee	Cutler Middle School	\$100,000
	West Side Middle School	\$50,000
	Pleasant Valley	<u>\$50,000</u>
		\$200,000

Community Relations

Advertising and Promotions - Regulations

The Superintendent or his/her designee must approve advertising in District facilities or on District property. Any approval must state precisely where the advertising is to be located and for the period of time. Advertising shall not be allowed outside the approved location or time span. Advertising, for the purposes of this policy, is defined as allowing for profit-making companies or organizations to utilize school property or facilities to promote their products or services in exchange for money, service, material, or other compensation.

Restrictions on Advertising

The following restrictions will apply to all advertising:

1. Violate or contradict the standards, values, or educational goals of the District or community;
2. Promote hostility, disorder, or violence;
3. Attack or defame ethnic, racial, or religious groups;
4. Discriminate, demean, or harass any person or group based on gender or sexual orientation;
5. Inhibit the functioning of the District;
6. Override the school or District identity;
7. Involve any political promotion or endorsement;
8. Be obscene or violate prevailing community standards;
9. Promote any religious organizations; or
10. Use any District or school logo without prior approval.

Funds Management and Allocation

The Board of Education retains the rights to allocate advertising revenue to support School and District programs. The Board or its designee shall have the right to enter into partnerships with school related clubs and organizations for the purposes of selling advertising. In these cases, the Board retains the right to allocate a portion of the funds raised to the club or organizational partner. The proposal and approval process in these cases must follow the process described in this policy and any corresponding regulations. Advertising revenues must be accounted for and reported to the Board of Education. All District programs must report advertising revenue and its utilization to the Superintendent. The Superintendent shall submit an annual report to the Board of Education regarding the intake and expenditures of all District and school advertising revenue.

Approval

All proposals for advertising shall be submitted in writing to the Superintendent of schools. Advertising proposals must be approved by the Superintendent or his/her designee in writing prior to being displayed on school property or facilities. The Superintendent retains the option of referring any proposal for advertising to the Board for its approval. Any arrangement that requires the District to enter into a formal contract must be approved by the Board.

Advertising in school-based publications or activity “programs.” Including but not limited to, newspapers, yearbooks, play programs, concert programs, must be approved, in writing, in advance by the school Principal or his/her designee. This advertising is also required to meet the standards described in this policy. The Principal may refer advertising to the Superintendent for approval.

Rates for various advertising activities will be established annually by the Superintendent and Business Manager and reported to the Board of Education.

Disclaimer

The approval and sale of advertising by the District does not constitute endorsement of any product, company or organization.