

MINUTES

Board of Education – Finance/Facilities Committee
Tuesday, September 6, 2022; 6:00 p.m.
Flanders Room/Mitchell Elementary School
4 School St, Woodbury, CT 06798

Committee Members Present:

Chris Matta, Chair
Michael Devine
Jim Crocker
Tikva Rose (arrived 6:37 p.m.)

Absent:

N/a

Also Present:

Brian Murphy, Superintendent
Tina Tanguay, Director of Finance and Operations
Patricia Paige, Board Recording Clerk

Call to Order

Mr. Matta called the meeting to order at 6:02 p.m.

Monthly Financial Summary

The district is in good standing with the start of the new school year. Revenue through August 31, 2022 is 14.93% of anticipated income or \$5,767,473. Tuition for Vo-ag and Special Education students, which is based on October 1st enrollment numbers, has not been billed to date. It is anticipated that the numbers will be included in the November financial summary. Expenses totaled 15.39% of anticipated budgeted disbursements or \$5,947,837.

School Lunch Program Update

New cafeteria managers have been hired for both Mitchell Elementary and Nonnewaug High School. Students are currently being acclimated to the SMART program procedure where a pin number is utilized (Personal Identification Number) to purchase meals. It will also be used as a means to track the district's free meal allocation.

Connecticut State Department of Education/Bureau of Health/Nutrition Authorized Signatures Change Form ED-099

Ms. Tanguay notified the committee members that the ED-099 Authorized Signatures will be revised to reflect the change from Acting Superintendent Wayne McAllister to Superintendent Brian Murphy; it will be brought to the full board for approval.

Ellis Clark Agri-Science Air Conditioning

The Ellis Clark Agriscience Tech Building Air Conditioning project went out to bid with TradeTwins, LLC of Watertown received as the lowest bidder for the project; the proposal will be brought before the full board for approval. The goal is to have the job completed this school year, but it is contingent upon full board approval and supply chain limitations.

Network Administrator

The demands on the I.T. department have increased with necessary security updates. Dollars were budgeted for the professional services of TBNG for network support, but the original amount may not be sufficient. There may be a need for additional department staffing in lieu of outside services, specifically a Network Administrator. The committee would like periodic updates on the number of service hours purchased and used.

Eagle Scout/Senior Project: Amelia Pillis

Ms. Pillis' project entails building an access trail to the riverbed behind the Nonnewaug High School athletic fields. The trail would allow Agricultural and Science students access to hands-on learning and will provide a controlled pathway, eliminating the haphazard footprint currently utilized. Diagrams of the project were provided as well as logistics. It was suggested that Ms. Pillis meet with the town's Inland/Wetland Commission to obtain permission and then provide an update at a subsequent board meeting.

Other Business Properly Coming before this Committee

Ms. Tanguay is currently working with the RESC Alliance Oil and Fuel consortium through EdAvance to lock in a fuel rate; will be meeting with the group tomorrow.

Adjournment

A motion was made by Jim Crocker and seconded by Chris Matta to adjourn the meeting at 6:38 p.m.; all in favor; none opposed; motion carried unanimously.

Respectfully Submitted,

A handwritten signature in blue ink that reads "Patricia Paige". The signature is written in a cursive style with a large initial "P".

Patricia Paige, Board Clerk