

WATERBURY PUBLIC SCHOOLS

Meeting Minutes

Group/Team:	Finance Committee		
Location:	Superintendent's Conference Room	Norms Reviewed:	Yes
Date of Meeting:	January 29, 2020	Start Time:	5:18pm
Minutes Prepared By:	JOS	Finish Time:	6:02pm

Attendance at Meeting			
	Name	Position	
1	KAREN HARVEY	BOE	
2	ROEVO DRSD	BOE	
3	Noreen Biolo	Educ	
4	Chuck PAGANO	BOE	
5	Will Clark	BOC / co.	
6	Tom Van Stone	BOE	
7	Gordon Van Stone	BOE	
8	Verna D. Ruffin	Superintendent	
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Purpose of Meeting – Instructional Focus:	
Budget Timeline Discussion + Highlight Discussion Points	
Meeting Notes, Decisions, Issues (May include the meeting agenda)	
<p>Dr. Ruffin outlines district needs and some costs associated</p> <p>Mrs Biolo walks through timeline</p> <p>11 walks through Fixed Cost Increases</p> <p>11 notes other areas to be watched</p> <p>11 walks through budget mitigation plan</p>	

Motion to adjourn

JOS 4:0

KH

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Meeting Minutes

Meeting Notes Continued

Next Steps (Include action items)		
Action	Assigned to	Due Date
Schedule next Finance Comm. meet	R. O'Leary	FEB 2/24/20

Next Meeting			
Date:	Feb 20, 2020	Time:	5:30
Location:	WAMS		
Agenda:			

Meeting Minutes guidelines:

- Publish Minutes within 48 hours of any meeting
- Minutes available to all stakeholders (binders, shared drive, e-mail, website)
- Send Minutes via email to all team members

WATERBURY PUBLIC SCHOOLS

Meeting Agenda

Group/Team: BOE Finance Committee			
Location: Superintendent's Conference Room	Date of Meeting: January 29, 2020	Start Time: 5:15 p.m.	Finish Time:

Team Norms:

1. All Meetings will start on time
2. All issues will be approached with a positive attitude
3. A specific agenda will be set for all meetings
4. All team members will agree to stay on specific agenda topics
5. Decisions regarding future directions will be based upon actual data

Purpose of Meeting – Instructional Focus:

[illegible]

FY 20-21 EDUCATION BUDGET DISCUSSION POINTS
BOE FINANCE COMMITTEE
JANUARY 29, 2020

Operational Budget

Proposed FY21 Budget (no increase)

\$158,375,000

FY21 Operational Budget Fixed Cost Increases:

Contractual Salary Increase

SAW (1% GWI)

WTA (2.73% step increase & 1.41% GWI)) (new step salary schedule)

WMAA (2.75% GWI) *pending arbitration*

White Collar (2% GWI)

Blue Collar (Step Increase or 2.5% GWI for Top Step)

Transportation

Contract Escalator; Special Ed PreK; Special Ed ODT placements

Out of District Tuition & Purchased Services

Special Education (outplacements & services)

Regular Education (school choice)

Areas for Concern:

Bilingual Program support

PreK School support

Curriculum Integration

Increase Expansion to Academic Academy

Life Cycle Stewardship:

Academic Technology Infrastructure

Facility Repairs and Maintenance

Security and Safety Equipment Repairs

New Initiatives:

Early College High Program

Career Pathways/Special Programs

Budget Mitigation Plan:

Repurposing of Funds

Staffing Plan (right sizing to student needs)

Increase to ECS Alliance

Maximize other Grant Revenue for New Initiatives

Contingency Balance

Education Operating Budget Timeline – Fiscal Year 2021

Proposed – Budget timeline

TBD – January-February 2020	Finance Committee meets to review and discuss the proposed budget and recommends budget to the Committee of the Whole
TBD – January – February 2020	Special Meetings - Committee of the Whole reviews the Finance Committee's budget recommendation at Workshop
TBD – January –February 2020	Special Meeting - Board of Education adopts budget request and sends it to the Mayor
February thru March 2020	Proposed Education Budget considered by Office of the Mayor and Office of Budget Control
By Wednesday, April 1, 2020	Mayor submits Proposed City Budget to Board of Alderman
April thru May 2020	Meet with Board of Alderman Budget Subcommittee for review
By Friday, June 5, 2020	Board of Alderman adopts budget
Week of June 1-4, 2020	Board of Education Finance Committee meets to discuss final budget
Thursday - June 4, 2020	Board of Education Workshop meets to adopt Board of Education final budget
Thursday - June 18, 2020	Board of Education Meeting to adopt final budget