

Date: December 8, 2022

Place: Via Zoom

Present: Christina Downey (chair)  
Joe Kelly  
Cody Kittle  
Laura Kostin (arrived late)  
Dr. Toni Jones, Superintendent  
Mr. Blaize Levitan, COO

The meeting was called to order at 12:06 PM

Mr. Kelly moved the approval of the minutes from the November 9, 2022 committee meetings and Mr. Kittle seconded. Motion passed 3-0.

**Discussion Item:**

The committee met to discuss the Superintendent's proposed operating budget for FY 24, along with staffing.

Mr. Levitan provided the committee with information about staffing for his department, explaining that the workload exceeds the capacity of the few personnel dedicated to the department. He expressed concern that the work product they produce could not provide the analytical depth that is needed for ideal planning and decision-making. He then proposed that if an additional staff member were hired, it would allow them to conduct greater analysis of data, help with the management of the numerous grants that the district receives, as well as assist with data, budget, and other functions (he noted that other departments that have more staffing depth are able to conduct such analyses). Mr. Levitan has been in contact with the Town finance department on the issue as well.

The committee discussed this staffing issue and what funds would be required for an additional staff member and what the role of that person would be. While members noted that increased headcount is something to be questioned, there was a concern that staff members were not overworked and whether there could also be some

financial value attributable to another staff member. There was discussion about where the funding for such a staff member could come from.

The committee asked questions of Dr. Jones about staffing generally, including ratios and how staff are allocated to the various buildings by size.

Ms. Kostin moved to adjourn the meeting and Mr. Kittle seconded. Motion passed 4-0.

Meeting adjourned approximately 1:00 PM