



PLYMOUTH PUBLIC SCHOOLS

CENTRAL OFFICE
27 NORTH HARWINTON AVENUE
TERRYVILLE, CONNECTICUT 06786

MISSION STATEMENT

The Mission of Plymouth Public Schools is to challenge, inspire, and prepare all students for success in an ever-changing and complex world.

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Donna Falcione
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PLYMOUTH BOARD OF EDUCATION

SPECIAL
PLYMOUTH BOARD OF EDUCATION
FINANCE COMMITTEE MEETING
TERRYVILLE HIGH SCHOOL LIBRARY
33 NORTH HARWINTON AVENUE
TERRYVILLE, CT 06786

WEDNESDAY, AUGUST 16, 2023

MINUTES

6:30 P.M.

Present: Mr. Seaman, Mrs. Kulesa, Mrs. Lucian, Mr. Showers, Ms. Tilton, Mr. Foote,
Mrs. Candrea-Florenciani, Mr. Perugino and Mr. Zbuska

Also Present: Mr. Falcone, Superintendent, Mrs. Melillo, Assistant Superintendent and
Mr. Tencza, Business Manager

1. Call to Order

Mrs. Candrea-Florenciani called the special meeting of the Finance Committee to order at 6:25 p.m.

2. Adoption of the Agenda

MOTION: To entertain a motion to adopt the agenda as presented. Motion Mr. Showers, second Ms. Tilton, any discussion, all in favor, any opposed, any abstentions, motion carries.

3. Business Manager's Report – Mr. Tencza, Business Manager

- * Year 2022 – 2023, the district did not have a surplus. Therefore, no money was returned to the Town this year.
- * Retainer purchased with Shipman & Goodwin in advance in anticipation of additional legal fees which were not budgeted.
- * Money for Pension reduction was prepaid.
- * Cushion for legal fees in anticipation fees were going to be greater than anticipated.

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Addressed Questions Submitted by Mrs. Candrea-Florenciani

1. What line items needed adjusting at the end of the year?

Referenced Facilities Report by Location Final Fiscal Year 2022 – 2023

* Fourth column – adjustments = Dollar value of every adjustment made. Bracket equals money taken away from account. No bracket equals money added to account in order to zero out the line.

* Under contingency - \$326,179 budget “surplus”. Budget balance with the exception of Encumbrances ends in zero.

2. What unexpended expenses did we incur?

*Utilities, legal fees and expense for paraprofessionals (outside contractor was used). All of these items ran over budget, however, we were able to make them up in other places.

3. What is the status on the van? Will it be used this year?

*The van is ready to go. However, we have an appointment with the DMV next week to change the registration from its current registration to the appropriate registration to carry school children. Grant funds were utilized to purchase the van for special education and the transition program but we are also hoping to use it for the Career Center and athletics when and if available.

4. & 5. Any unexpected expenses at the beginning of the year?
Any unexpected maintenance issues arise?

*Only unexpected expense at this point in time, we needed to replace the second large gas fired water heater in the high school at a cost of \$13,000.00. However, it will be replaced internally by our facilities staff.

6. How did the summer go?

*Landscaping company did not provide any services other than what the company was contracted to do. There was a challenge due to the shortage of custodians out on medical leave this summer. Tire marks made from the mower need to be removed from the sidewalks.

7. Are there any positions that have not been filled that we are going to need outside agencies to fill?
If so, is that going to affect the budget?

*Certified Open Postings – School Psychologist at Plymouth Center School; Special Education Teacher at Eli Terry Jr. Middle School; Tentative Grade 1 Teacher at Plymouth Center School. Possibly, in the next teachers’ contract language should include holding a certified staff member for a certain amount of days. Individuals leaving one or two weeks prior to the beginning of school year places a hardship on the school district. If we are not able to hire a School Psychologist, the district may need to hire an outside agency which may result in needing extra money. This position is essential as it covers testing and special education needs. We may need to enter into a 30-day or 60-day contract.

Budget Impact – Mr. Tencza used the vacancy salary dollars that were budgeted to offset those costs for as long as we are able. He monitors this on a monthly basis. Once the salary money is expended,

he will then look at other places that we can give or take money from so that we make certain we can cover that fee until the Psychologist position is filled.

Mr. Falcone indicated the high cost last year was using Delta T, an outside agency, for paraprofessional shortages in the district. But, due to the renegotiation of the paraprofessional contract by the Board which gives the paraprofessionals a significant increase in both beginning and ending salaries and posting of signage around town, vacancies went from sixteen last year to three this school year which is a significant difference.

8. Will the planters in front of the schools be filled before school starts? Can we put something in there that is no maintenance and will look aesthetically pleasing?

*Mr. Tencza – yes, they were filled on Monday and Tuesday. They are ready for the beginning of the year. The planters will be changed again before the winter and also in the spring. Looking to change the planters to some type of low maintenance items.

NOTE: Two trees which are still down. They are not the responsibility of the Board but rather the Town.

Miscellaneous – Alicia Da Ponte has resigned as the district's Food Service Director. Alicia has taken another position in another district. She will be replaced by an internal employee, Jessica Peterson.

Breakfast is free to all students this year. Lunch will be free to all free and reduced students. This year there is no reduced category. This is state funded. Students who do not qualify for free or reduced lunch will be charged this year. The rates will revert to pre-COVID. Within the next year or so predictions are to go to a Universal Free Lunch.

Credit Cards – This system will be introduced slowly. The first online payment will be insurance for chrome books.

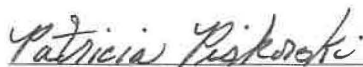
Audit – Auditors were at central office this past week. Last year the Board had zero findings. A zero finding is again anticipated.

4. Public Comment (limited to 3 minutes per speaker)

None

5. Adjournment

MOTION: To entertain a motion to adjourn at 6:48 p.m. Motion Mr. Showers, second Ms. Tilton, all in favor, motion carries.



Patricia Piskorski
Recording Secretary
Plymouth Board of Education