

**GROTON BOARD OF EDUCATION
SPECIAL MEETING MINUTES
FEBRUARY 1, 2024 @ 7:00 P.M.
~~CENTRAL OFFICE, ROOM 11/HYBRID~~ REMOTE**

MEMBERS PRESENT: Jay Weitlauf-Chairperson, Beverly Washington-Vice Chairperson, Andrea Ackerman, Dean Antipas, Adrian Johnson, Robert Meade, Matthew Shulman, Ian Thomas (arrived at 7:36 p.m.), Jennifer White

ALSO PRESENT: Susan Austin, Phil Piazza, David Fleig, Laurie LePine, Floyd Dugas

- I. Call to Order – Chairperson Weitlauf called the meeting to order at 7:00 p.m.
- II. Review FY24 Budget Challenges (Attachment #1) – David Fleig gave an overview of the budget challenges. Chairperson Weitlauf mentioned the special education excess cost reimbursement as a possible income stream. Jennifer White suggested looking at developing a way to track vendors so that we don't have unexpected costs from prior periods. Adrian Johnson asked if there were any other grant positions that have expired or will be expiring this year that the district will now need to finance. Superintendent Austin replied that the ARP ESSER is the main challenge, which needs to be looked at carefully, and that there are no other grant close outs this year. Mr. Fleig interjected that he has put together a schedule that shows the remainder of the grants, the FTEs associated with the grants, and the grants' expiration date. Mr. Johnson suggested hiring an outside contractor to give an independent evaluation regarding the Fitch insurance claim. In response to a question from Chairperson Weitlauf regarding possibly receiving help from the town with the insurance deductible, Superintendent Austin stated that she is working with the town manager regarding this issue.
- III. Board of Education Roles & Responsibilities – Chairperson Weitlauf introduced Board of Education attorney, Floyd Dugas, who facilitated discussion regarding the Board's roles & responsibilities and the Freedom of Information Act (FOIA), focusing on how FOIA pertains to remote meetings. He also discussed statutes pertaining to budgets.

Ian Thomas asked for some discussion regarding action as a private citizen versus that of a board member. Attorney Dugas clarified that any board member who participates in an activity as a private citizen needs to make it clear that they are expressing their own opinion and not an opinion of the board.

Ian Thomas asked for clarification regarding the recording of meetings. Attorney Dugas stated that only fully remote regular meetings are required to be recorded. The Board's subcommittee meetings (i.e., Policy, Finance/Facilities, etc.) and special meetings are not required to be recorded.

- IV. Adjournment

MOTION: Ackerman, Johnson - to adjourn at 8:36 p.m.
MOTION PASSED UNANIMOUSLY

**Groton Public Schools
FY24 Estimate - 2.1.24**

	FY24 Budget	Unexpected Expenses			Overbudget Expenses		FY24 Budget Needed	General Operations	(A) FY24 Overage	Opportunities				(B) Total	(A) - (B) FY24 Estimated Budget Shortfall
		FY23 Expenses (Exhibit 1)	Property Costs (Exhibit #2)	Unfunded Lunch Balances	FY24 Paid (Exhibit #3)	FY24 Estimated (Exhibit #4)				30% Site Budget Holdback	DoD Supplemental	Impact Aid	Operations (Exhibit #5)		
Salaries & Wages	\$ 52,677,853	\$ 259,902	\$ -	\$ -	\$ 14,988	\$ 414,247	\$ 53,366,990	\$ 443,525	\$ 1,132,662	\$ -	\$ -	\$ -	\$ (675,603)	\$ (675,603)	\$ 457,059
Employee Benefits	\$ 9,936,781	\$ 14,000	\$ -	\$ -	\$ 1,177	\$ 32,518	\$ 9,984,476	\$ (17,929)	\$ 29,766	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 29,766
Purchased Services	\$ 2,209,079	\$ 22,681	\$ 139,753	\$ -	\$ -	\$ 52,600	\$ 2,424,113	\$ 125,403	\$ 340,437	\$ (22,369)	\$ -	\$ (153,444)	\$ (113,316)	\$ (289,129)	\$ 51,309
Property Services	\$ 871,964	\$ 23,943	\$ 89,657	\$ -	\$ 67,656	\$ -	\$ 1,053,220	\$ (51,354)	\$ 129,902	\$ (16,489)	\$ -	\$ -	\$ -	\$ (16,489)	\$ 113,413
Trans, Ins, Comm, Tuition	\$ 12,402,129	\$ 329,076	\$ -	\$ -	\$ -	\$ 214,218	\$ 12,945,423	\$ (414,293)	\$ 129,002	\$ (65,391)	\$ (378,079)	\$ -	\$ -	\$ (443,470)	\$ (314,468)
Supplies	\$ 3,229,576	\$ 108,705	\$ 3,486	\$ 80,000	\$ 16,877	\$ 255,186	\$ 3,693,831	\$ 12,959	\$ 477,214	\$ (116,302)	\$ (260,186)	\$ -	\$ (21,625)	\$ (398,112)	\$ 79,101
Equipment	\$ 83,734	\$ -	\$ 7,177	\$ -	\$ -	\$ 45,000	\$ 135,911	\$ (36,305)	\$ 15,872	\$ (17,880)	\$ -	\$ -	\$ -	\$ (17,880)	\$ (2,008)
Dues & Fees	\$ 99,511	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 99,511	\$ (504)	\$ (504)	\$ (7,530)	\$ -	\$ -	\$ -	\$ (7,530)	\$ (8,034)
Total	\$ 81,510,627	\$ 758,309	\$ 240,073	\$ 80,000	\$ 100,697	\$ 1,013,769	\$ 83,703,475	\$ 61,504	\$ 2,254,352	\$ (245,960)	\$ (638,265)	\$ (153,444)	\$ (810,544)	\$ (1,848,213)	\$ 406,139
		\$ 1,078,382			\$1,097,011										

Note: Does not include healthcare costs. Any overage in healthcare will be covered by the healthcare reserve.

Groton Public Schools
FY23 Expenses Deferred or Received in FY24
Exhibit #1

FY23 Expenses Deferred to FY 24:

	<u>Expense</u>
FY23 Hourly Payroll Paid in FY24	\$ 254,621
Summer School Payroll (Non-Teachers)	\$ 19,281
STA/First Student Transportation	\$ 219,353
Site Level Supplies (Bid List)	\$ 106,045
Maintenance PO's	\$ 23,943
Casey Psychological Services	\$ 3,000
Total	<u>\$ 626,243</u>

FY23 Expenses Received in FY24:

Curtain	\$ 49,453
STA Transportation	\$ 43,126
Adelbrook	\$ 23,376
SPED (Services & Transportation)	\$ 13,450
Language Testing	<u>\$ 2,660</u>
Total	\$ 132,065

Grand Total \$ 758,309

Groton Public Schools
 Property Cost Information
 Exhibit #2

Property:	Claim Filed	Total Estimate
Mystic River Insurance Claim (Water - Bottle Filler)	8/4/2023	\$ 53,691.03
Mystic River (Water - Nurse/Admin Area)	BOE Paid	\$ 4,475.48
Mystic River Transformer Replacement	BOE Paid	\$ 3,486.42
Mystic River Chain Link Fencing	BOE Paid	\$ 5,000.00
Fitch Insurance Claim (Water)	10/3/2023	\$ 73,971.40
Fitch Water Issue #2	BOE Paid	\$ 7,615.00
Fitch HVAC Lines	BOE Paid	\$ 6,548.00
Fitch Water Heater	BOE Est	\$ 70,000.00
Fitch Fieldhouse Lift (ADA Compliant)	BOE Paid	\$ 7,177.00
GMS Generator (Fix) + Cost of Short term Rental	BOE Paid	\$ 8,108.62
Total Estimated Costs		\$ 240,072.95

Groton Public Schools
FY 24 Projection / Analysis
Exhibit #3

FY24 Expenses Paid (Not Budgeted):

<u>Account</u>	<u>Object</u>	<u>Amount</u>
Custodial	117	\$ 14,988
Taxes	212/214	\$ 1,177
Grounds Repair	431	\$ 67,656
Software	612	\$ 16,877
Total		<u>\$ 100,697</u>

Retirement Payment
Taxes for Retirement Payment
Payment to Town for Grounds Maintenance
Frontline Module

Groton Public Schools
 FY 24 Projection / Analysis
 Exhibit #4

FY24 Operations Opportunities:

Account	Object	Amount
Classroom Teachers	101	\$ (134,256)
Kindergarten Aides	110	\$ (56,595)
Para's / Tutors	131	\$ (465,684)
Custodial	117	\$ (7,140)
Security	128	\$ (11,930)
Instructional Services	321	\$ (53,725)
Instructional Improvements	322	\$ (5,900)
Professional Services	331	\$ (53,691)
Software	612	\$ (21,625)
		\$ (810,545)

Teacher in Residence Reimbursement Grant. GMS Spanish Teacher vacancy.
 Vacancies
 Utilize IDEA Carryover
 Reduce 1 Part-time Custodian
 Reduce 1 Part-time Security
 Right-to-Read Grant
 Right-to-Read Grant
 Reimbursement from Insurance Company
 eRate Rebate

Groton Public Schools
 FY 24 Projection / Analysis
 Exhibit #5

FY24 Expenses Estimated to be Paid (Not Budgeted):

Account	Object	Amount
Administrator	105	\$ 38,000
Summer School	123	\$ 80,000
Building Subs	120	\$ 206,247
Overtime	143	\$ 90,000
Taxes	212/214	\$ 32,518
Professional Services	331	\$ 14,300
SPED Professional Services	332	\$ 38,300
Transportation - Regular Pupil	510	\$ 20,490
Transportation - Athletics	587	\$ 189,800
Field Trips	588	\$ 3,350
Postage	531	\$ 578
Electricity	631	\$ 180,186
Natural Gas	632	\$ 50,000
Heating Oil	633	\$ 25,000
Mutualink Radios	734	\$ 45,000
Total		\$ 1,013,769

Contractual Payments

GMS Architectural Design & Enrollment Study

Student Settlement

Price Differential of Buses

New bus contract

Enrichment