

**GROTON BOARD OF EDUCATION  
SPECIAL MEETING MINUTES  
FEBRUARY 15, 2024 @ 6:00 P.M.  
CENTRAL OFFICE, ROOM 11/HYBRID**

**MEMBERS PRESENT:** Jay Weitlauf - Chairperson, Beverly Washington – Vice Chairperson (remote), Andrea Ackerman, Dean Antipas, Adrian Johnson, Robert Meade, Matthew Shulman, Ian Thomas, Jennifer White

**ALSO PRESENT:** Susan Austin, Philip Piazza, David Fleig, Sam Kilpatrick, Clint Kennedy, Denise Doolittle, Lauren Casini

I. CALL TO ORDER – Mr. Jay Weitlauf, Chairperson called the meeting to order at 6:05 p.m.

II. DISCUSSION RE: A REQUEST TO NAME THE FHS BASEBALL FIELD

Mr. Weitlauf explained that the Alumni group had approached the Board with a name for the FHS Baseball field. He explained the process according to the Board policy.

III. BUDGET WORK SESSION

- Efficiencies & Opportunities - David Fleig and Superintendent Austin gave an overview of the following:
  - Student Health Services (Attachment #1)
  - FY25 Budget Efficiency/Reduction Opportunities (Attachment #2)
  - ARP ESSER People Expenses Moving into the BoE Budget (Attachment #3)

Board members held an extensive discussion and made suggestions for efficiency with the budget.

A suggestion was made to add additional budget work sessions on February 22 and February 23.

IV. ADJOURNMENT

MOTION: Ackerman, White:

To adjourn at 8:20 p.m.

PASSED UNANIMOUSLY

## Student Health Services

Summary of Language Required by the Department of Public Health to be included in contracts between the Child and Family Agency of Southeastern CT and the Groton Public Schools (Host School District).

“Health and mental health services provided under the SBHC contract shall not supplant existing school health services. The Contractor (Child and Family Agency of Southeastern CT) shall provide the Department of Public Health a letter of assurance from the school system/district indicating that existing school health, psycho-social and behavioral health services will not be diminished during the Contract period.”

<b>School Based Health Care Program</b>	<b>School Health Services</b>
Comprehensive primary care outpatient medical center facility located in school buildings	Determines if students have met the state health examination and immunization requirements to attend school
Licensed by the Department of Public Health as outpatient medical clinics	Administers first aid and emergency care to students and staff
Services are provided to students who attend the school where the clinic is located and registered for the SBHC program	Develops Individual Health Care Plans and/or Emergency Plan for students with serious medical conditions
Provide comprehensive health care and preventative health care to students with or without insurance as a supplement to their community primary care provider	Administers medication to students in accordance with the prescriber’s orders
All students are seen regardless of their ability to pay	Provides training to qualified school employees on medication administration
Written parental consent is required to receive care	Provides training to school teams on a student’s Individual Health Care Plan and/or Emergency Plan
Provide Primary Care: physical examinations, sick visits, vaccinations, prescribe medications	Documents student visits to health room in Power School
Provide Behavioral Health Care: Individual, Group, or Family Therapy and behavioral care within the context of the family	Communicates with parents and school staff regarding health problems that interfere with a student’s ability to learn
Refer students to psychiatrist at Child and Family Agency for higher level of need including psych medication	Participates in Planning and Placement Team Meetings and Section 504 Accommodation Meetings as appropriate
Provide medication management including prescribing and dispensing medication	Refer students to the SBHC to resolve student health problems

Clinic Hours vary with some full time and many part-time	School Health Office is open during the entire school day. Additional health services are provided for after school activities and field trips
Employs Nurse Practitioners (MSN and DNP) and Licensed Mental Health Clinicians (LPC-A, LPC, LMSW, LCSW, MFT-A, LMFT)	Employs Registered Nurses and School Health Aides
Grant funded program that is overseen by the Child and Family Agency of Southeastern CT	Funded by the Town of Groton
<u>Current Staffing:</u>  Nurse Practitioners: 2 Full Time & 4 Part Time Clinicians: 7 Full Time & 3 Part-Time	<u>Current Staffing:</u>  10 Registered Nurses (Full Time) 7 School Health Aides (Full Time) 1 Nursing Supervisor (shared with 3 other districts)

Groton Public Schools

FY25 Budget Efficiency / Reduction Opportunities - For Discussion

<u>Non-Personnel Efficiency / Reduction Opportunities</u>	<u>Object</u>	<u>Estimated Savings</u>
Reduce FY25 OPEB Payment	201	\$ (1,618,284.00)
Transportation Changes (Both STA & Curtin)	501/512	\$ (100,000.00)
Cut BOE travel budget by 50%	582/584	\$ (68,855.50)
Eliminate food purchases with BOE funds	628	\$ (34,450.00)
Hold site budgets flat to FY24		\$ (70,554.00) Currently up 2%
Remove Unfunded Lunch balances placeholder	628	\$ (20,000.00) Appoint a lunch balance debt collector
Remove Insurance Deductible placeholder	522	\$ (25,000.00)
Reduce BOE provided cell phones - reduce # of cell phones	530	\$ (10,000.00) Currently spend \$78K
Consolidate Postage Machines @ GMS and FHS	441	\$ (6,690.00) 1 each @ GMS and FHS
Move Dream box Training	321	\$ (8,500.00) Move to DoDea
Move Dennison Nature Center	321	\$ (12,000.00) Move to DoDea
Move Discovering Armistad Program	321	\$ (400.00) Move to Title I
Move Part of Project O	321	\$ (40,000.00) Partial payout out grants/contract renegotitation
Move Pedagogies for Multilingual	322	\$ (4,000.00) Move to Bilingual/Title III
Move Virtual PD	322	\$ (11,227.00) Move to Title II
Move DEI Club	322	\$ (27,000.00) Move to DoDea 2023
Move Partial DEI PD funding	322	\$ (10,000.00) Still have \$15K
Reduce District PD & Workshops	322	\$ (27,000.00)
Reduce Prep for Workshops & Strategic Planning	101	\$ (17,500.00) Contractual Prep Time
Move Mentor Supplies	601	\$ (3,000.00) Move to Dodea 2024
Reduce SPED Instructional Supplies	615	\$ (21,250.00)
Reduce Professional Materials	690	\$ (3,000.00)
Reduce Professional Services	331	\$ (30,000.00)
Reduce Dues	811	\$ (500.00)
Take textbook inventory	640	\$ (25,000.00) Budget @ \$50K and up \$5K from FY24
Reduce Software	612	\$ (41,000.00)
Move Instructional Technology	612	\$ (28,000.00) Move to IDEA Grant
Develop long-term healthcare strategy		\$ - Research fully-insured or state partnership plans
Building Consolidation (Remove PV as a Site)		\$ - Long-term utililty/facility savings
		<u>\$ (2,263,210.50)</u>

Personnel Efficiency / Reduction Opportunities	Object	Estimated		Total		
		Salary Savings	Estimated Taxes	Estimated Savings	Estimated Savings	
Reduce clerical overtime	144	\$ (42,251.00)	\$ (3,232.20)	\$ (45,483.20)		Retain custodial/maintenance OT
Eliminate IT Temp Help	139	\$ (11,520.00)	\$ (881.28)	\$ (12,401.28)		
Eliminate Finance Temp Help	133	\$ (5,318.00)	\$ (406.83)	\$ (5,724.83)		
Reduce (1) Maintenance Resource	118	\$ (53,244.00)	\$ (4,073.17)	\$ (57,317.17)		
Reduce (1) CO Part-Time Clerical	134	\$ (22,000.00)	\$ (1,683.00)	\$ (23,683.00)		
Reduce (1) CO Full-Time Clerical	114	\$ (62,000.00)	\$ (4,743.00)	\$ (66,743.00)		
Change Communications Specialist from 1.0 to .5 in Operations	114	\$ (39,780.00)	\$ (3,043.17)	\$ (42,823.17)		Grant opportunities
Reduce (2) School Admin Assistant	113	\$ (88,200.00)	\$ (6,747.30)	\$ (94,947.30)		Currently have 19 resources
Reduce (20) Building subs	120	\$ (558,000.00)	\$ (42,687.00)	\$ (600,687.00)		Currently have 38 subs
Reduce (1) FHS guidance counselor	104	\$ (62,000.00)	\$ (899.00)	\$ (62,899.00)		Currently have 13.6 counselors
Eliminate .5 Program Coordinator role (FHS)	108	\$ (61,668.00)	\$ (894.19)	\$ (62,562.19)		ELA position
Eliminate .5 Program Coordinator role (GMS & FHS)	108	\$ (61,668.00)	\$ (894.19)	\$ (62,562.19)		
Reduce Tutor Hours (30 mintues each)	125	\$ (118,666.00)	\$ (9,077.95)	\$ (127,743.95)		Reduce hours by 30 minutes
				\$ (1,265,577.27)		
<b>Grand Total</b>				\$ (3,528,787.77)		

	FY24Budget	FY25Budget	Increase (Decrease)	% Incr/(Decr)
Salaries & Wages	\$ 52,677,853	\$ 56,847,556	\$ 4,169,703	7.92%
Employee Benefits	\$ 9,936,781	\$ 14,977,379	\$ 5,040,598	50.73%
Purchased Services	\$ 2,209,079	\$ 2,264,878	\$ 55,799	2.53%
Property Services	\$ 871,964	\$ 912,864	\$ 40,900	4.69%
Trans, Ins, Comm, Tuition	\$ 12,402,129	\$ 13,084,172	\$ 682,043	5.50%
Supplies	\$ 3,229,576	\$ 4,231,286	\$ 1,001,710	31.02%
Equipment	\$ 83,734	\$ 74,050	\$ (9,684)	-11.57%
Dues & Fees	\$ 99,511	\$ 84,009	\$ (15,502)	-15.58%
Proposed Budget	\$ 81,510,627	\$ 92,476,194	\$ 10,965,567	13.45%
Potential Adjustments		\$ (3,528,788)		
Adjusted Proposed Budget	\$ 81,510,627	\$ 88,947,406	\$ 7,436,779	9.12%

**Groton Public Schools**  
**ARP ESSER People Expenses Moving into the BOE Budget**

Position	Object	Function	FTE	FY25 Salary	FICA/ Medicare	Total Salary & Taxes
GUIDANCE (FHS)	104	2120	1.00	\$ 122,269	\$ 2,017	\$ 124,286
ENGLISH/LANGUAGE ARTS (GMS)	101	1104	1.00	\$ 100,226	\$ 1,654	\$ 101,880
MATHEMATICS (GMS)	101	1108	1.00	\$ 100,226	\$ 1,654	\$ 101,880
SCI TECH ENGINEER MATH (GMS)	101	1107	1.00	\$ 60,381	\$ 996	\$ 61,377
SCIENCE (GMS)	101	1107	1.00	\$ 74,265	\$ 1,225	\$ 75,490
SOCIAL WORKER (GMS)	102	2110	0.50	\$ 41,801	\$ 690	\$ 42,490
SOCIAL WORKER (.5 NEA/.5 CB)	102	2110	1.00	\$ 63,413	\$ 1,046	\$ 64,459
TECHNOLOGY EDUC (FHS)	101	1107	1.00	\$ 62,990	\$ 1,039	\$ 64,029
MAGNET/MYP SPECIALIST (GMS)	101	1104	0.50	\$ 40,000	\$ 660	\$ 40,660
SYSTEMS ADMIN	129	2540	1.00	\$ 66,856	\$ 5,114	\$ 71,970
MAGNET/MYP SPECIALIST (GMS)	101	1104	0.50	\$ 38,972	\$ 643	\$ 39,615
COMMUNICATIONS SPECIALIST	114	2201	1.00	\$ 79,560	\$ 6,086	\$ 85,646
PART TIME CUSTODIAN	137	2510	0.50	\$ 19,008	\$ 1,454	\$ 20,462
COMMUNITY COORDINATOR	139	1119	0.25	\$ 5,760	\$ 441	\$ 6,201
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COMMUNITY COORDINATOR	139	1119	0.25	\$ 5,760	\$ 441	\$ 6,201
COMMUNITY COORDINATOR	139	1119	0.25	\$ 5,760	\$ 441	\$ 6,201
COMMUNITY COORDINATOR	139	1119	0.25	\$ 5,760	\$ 441	\$ 6,201
SECURITY GUARDS	128	2410	0.50	\$ 22,025	\$ 1,685	\$ 23,710
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SEL TUTOR	125	1220	1.00	\$ 37,479	\$ 2,867	\$ 40,346
SEL TUTOR	125	1220	1.00	\$ 37,479	\$ 2,867	\$ 40,346
MATH TUTOR	125	1220	1.00	\$ 37,479	\$ 2,867	\$ 40,346
SEL TUTOR	125	1220	1.00	\$ 37,479	\$ 2,867	\$ 40,346
SEL TUTOR	125	1220	1.00	\$ 37,479	\$ 2,867	\$ 40,346
MATH TUTOR	125	1220	1.00	\$ 37,479	\$ 2,867	\$ 40,346
ELL TUTOR	125	1220	1.00	\$ 37,479	\$ 2,867	\$ 40,346
MATH TUTOR	125	1220	1.00	\$ 38,241	\$ 2,925	\$ 41,166
LITERACY TUTOR	125	1220	1.00	\$ 37,479	\$ 2,867	\$ 40,346
MATH TUTOR	125	1220	1.00	\$ 38,241	\$ 2,925	\$ 41,166
MATH TUTOR	125	1220	1.00	\$ 37,479	\$ 2,867	\$ 40,346
LITERACY TUTOR	125	1220	1.00	\$ 37,479	\$ 2,867	\$ 40,346
LITERACY TUTOR	125	1220	1.00	\$ 37,479	\$ 2,867	\$ 40,346
MATH TUTOR	125	1220	1.00	\$ 38,241	\$ 2,925	\$ 41,166
SEL TUTOR	125	1220	1.00	\$ 37,479	\$ 2,867	\$ 40,346
SEL TUTOR	125	1220	1.00	\$ 37,479	\$ 2,867	\$ 40,346
LITERACY TUTOR	125	1220	1.00	\$ 37,479	\$ 2,867	\$ 40,346
MATH TUTOR	125	1220	1.00	\$ 38,241	\$ 2,925	\$ 41,166
LITERACY TUTOR	125	1220	1.00	\$ 38,241	\$ 2,925	\$ 41,166
MATH TUTOR	125	1220	1.00	\$ 37,479	\$ 2,867	\$ 40,346
SEL TUTOR	125	1220	1.00	\$ 37,479	\$ 2,867	\$ 40,346
SEL TUTOR	125	1220	1.00	\$ 37,479	\$ 2,867	\$ 40,346
LITERACY TUTOR	125	1220	1.00	\$ 37,479	\$ 2,867	\$ 40,346
MATH TUTOR	125	1220	1.00	\$ 37,479	\$ 2,867	\$ 40,346
MATH TUTOR	125	1220	0.50	\$ 15,253	\$ 1,167	\$ 16,420
MATH TUTOR	125	1220	0.50	\$ 20,338	\$ 1,556	\$ 21,894
MATH TUTOR	125	1220	0.50	\$ 20,338	\$ 1,556	\$ 21,894
LITERACY TUTOR	125	1220	0.50	\$ 19,575	\$ 1,497	\$ 21,073
MATH TUTOR	125	1220	0.50	\$ 20,338	\$ 1,556	\$ 21,894
MATH TUTOR	125	1220	0.50	\$ 20,338	\$ 1,556	\$ 21,894
			43.25	\$ 2,083,947	\$ 117,149	\$ 2,201,097