GROTON BOARD OF EDUCATION
FINANCE/FACILITIES COMMITTEE
SPECIAL MEETING MINUTES
JULY 15, 2025 @ 6:00 P.M.
CENTRAL OFFICE, ROOM 11/HYBRID

Members Present: Dean Antipas, Jay Weitlauf (remote), Jennifer White

Also Present: Susan Austin, Rita Parciak, Laurie LePine (remote), Sam Kilpatrick, Bev Washington, Ian Thomas (remote), Mike Whitney (remote), Chris Jenkins (remote), Sherri Facas (remote)

Chairperson Antipas called the meeting to order at 6:02 p.m.

1. Review June 3, 2025 Meeting Minutes – The committee reviewed the minutes; no corrections were submitted.

2. Director of Finance Report
    - Non-certified Staff Pay Schedule – Laurie LePine reviewed the attached non-certified staff pay schedule for the 2025-26 school year.
    - Status of Year-end FY25 Financial Report – Rita Parciak reviewed the attached expenditure summary as of July 12, 2025 and stated she's working with the business office staff on closing out the encumbrances by mid-August. In response to a request, she gave a brief description of the following categories:
        - Purchased Services are mainly contracts for special education (occupational therapists, physical therapists, BCBA-Board Certified Behavior Analyst)
        - Property Services includes the maintenance of buildings and rentals
        - Supplies includes the electricity
        - Equipment is anything over $1,000 that's tangible

      Ms. Parciak shared the attached document showing the vendors who take up a majority of the Purchased Services budget.

3. Director of Buildings & Grounds Report
    - Update re: Mary Morrisson Facility – Sam Kilpatrick stated that Mary Morrisson houses the food services office, ECAT (Early Childhood Assessment Team), and the Tree House office. If we want our Robotics team stationed at Mary Morrisson, the fire marshal said that sprinklers need to be in the building. Chris Jenkins, a Robotics coach, shared information with Mr. Kilpatrick regarding portable sprinkler systems which hang on the wall and Sam will speak with the fire marshal to see if this would satisfy the sprinkler issue at Mary Morrisson. The fire marshal considers Mary Morrisson more of a warehouse as desks and file cabinets from closed schools were moved into empty classrooms in that building. Once those items are declared obsolete, they will get disposed. The valuable items that will no longer be used will be auctioned by the town's purchasing agent. Auctioned items that do not sell will get disposed. In response to a question regarding the process of opening Mary Morrisson for an early childhood center, Mr. Kilpatrick said that the State Department of Education's Early Childhood team would have to look at the building and provide us with the upgrades that would be needed in order for the building to be acceptable to house an Early Childhood Center.

3. Director of Buildings & Grounds Report (cont'd)
    - Update re: the Manufacturing Center @ FHS – Sam Kilpatrick stated that his team is in the process of moving things out of the garage at FHS to a storage facility on Wells Road. Susan Austin shared that she is working with the former CTE director of the Town of Coventry, RI who is now a consultant and who worked with Electric Boat to create a manufacturing center in Rhode Island. The consultant, as well as someone from Electric Boat, will look at our space and advise us on how to convert our garage into a manufacturing center. She will schedule a walk-through at FHS for those interested in seeing the garage to help envision the facility's potential. In response to the Committee's discussion regarding using the manufacturing center as a shared space with other programs, Robotics Coach Sherri Facas stated that for safety reasons, a shared space at the high school would not be advisable as the students would have to move their machines to accommodate the other programs using the space, and the machines may get hit, damaged or accidentally turned on by a student. Also, the program needs approximately five separate spaces.
    - Discussion re: Possible Locations for Robotics Team – The committee discussed the possibly of renting space for the Robotics team, but it's very expensive to do so and there's not a lot available. The use of the industrial building on Flanders Road, Avery Point, and Ledyard were suggested as possible locations.

4. Community WiFi Grant – Susan Austin shared information from Clint Kennedy who said that in June, the Town of Groton with Groton Public Schools were awarded a grant totaling $195,000 from the Connecticut Education Network's Community Wi-Fi Program to extend wi-fi coverage to Groton residents, especially those in need. As a result, new equipment will be installed in the Poquonnock Bridge and Branford Manor neighborhoods. Eduroam, a Wi-Fi service for users in education, will also be added to the new system. The application was prepared by Liz Spellman with the Town of Groton with support from Tim Candee, Shannon Weigle, and Clint Kennedy and will be administered by the Town. Groton Public Schools applied for a second round of funding on June 27th to extend wi-fi coverage to Groton residents at the middle and high school athletic fields. If awarded, the second grant of $131,000 will be administered by the school district.

    Broadband access is essential for our students in order for them to achieve academic success. Many of our students do not have reliable internet service at home and rely on the local community centers and public spaces, such as the library, to complete their homework. By expanding and enhancing the network in these spaces, the CEN Community Wi-Fi Program grant will help many of our students continue to stay connected to the schools and community, even during afterschool hours.

The meeting adjourned at 8:15 p.m.

GROTON BOARD OF EDUCATION
Groton, Connecticut
NON-UNION HOURLY AND STIPEND POSITIONS/PAYAND HIRING RATES

POSITION	2025-2026 School Year (Final)
Substitute Teacher	$135.00 per day per diem Sub ($19.29 per hour) $160.00 per day Building Sub Teacher ($22.85 per hour) (BA Step 1 on the 41st day of a certified long-term assignment)
Tutor (Part-Time)	$27.54 2% to $28.09
After School Student (ISS) Supervision	$27.54 2% to $28.09
Security Guards	$23.86 2% to $24.33
Part-time Custodian	$17.85 2% to $18.20
Substitute School Secretary (Long-Term) (*Assignment to be pre-approved by HR*)	$20.00
Summer School Secretary & Night School Secretary	$20.00
Summer School Aide (Regular & SpEd)	$16.50 to $17.35 (5% based upon anticipated min wage incr)
Part-time Aide (Kindergarten)	$16.50 to $17.35 (5% based upon anticipated min wage incr)
Bus Attendant	$16.50 to $17.35 (5% based upon anticipated min wage incr)
Tree House Aide Tree House Leader Tree House Site Coordinator	$16.50 to $17.35 (5% based upon anticipated min wage incr) $16.50 to $17.35 (5% based upon anticipate min wage incr) $18.05 to $18.95 $20.13 to $21.13
Community Coordinator	Title grant funded $16.50 to $17.35
Substitute Paraprofessional	$16.50 to $17.35
Substitute Lunch Program	$16.50 to $17.35
Substitute PT Custodian or summer help	$16.50 to $17.35
Lunch Program Personnel	2% increase
Central Office non-union staff	2% increase
Night School (Adult Ed) Director	$12,633
Summer School Director	$430 per day + $1,000 prep
ESY Director	$430 per day + $1,000 prep
Sub School Nurse	$300 per diem
Sub School Health Aide	$20.00

Note: Groton Public Schools has previously adopted a compensation philosophy and works to establish pay increases for non-union positions based upon similarly situated union positions working within budget parameters and availability of funding. Total compensation including benefits as well as competitive data are taken into consideration when making pay adjustments.

EXPENDITURE SUMMARY 07-12-25

GROTON PUBLIC SCHOOLS FY25 GENERAL FUND SUMMARY AS OF 07-12-25

CATEGORY NAME	FY25 BUDGET	FY25 YTD EXPENSES AS OF 07-12-25	FY25 YTD ENCUMBRANCES OUTSTANDING AS OF 07-12-25	AVAILABLE BALANCE AS OF 07-12-25	% AVAILABLE
Salaries	$ 53,994,462.00	$ 48,361,782.65	$ 5,361,600.53	$ 271,078.82	0.50%
Benefits	$ 13,413,020.00	$ 11,510,094.85	$ 910,028.64	$ 992,896.51	7.40%
Purchased Services	$ 2,072,326.00	$ 2,084,866.84	$ 265,879.04	$ (278,419.88)	-13.44%
Property Services	$ 906,174.00	$ 1,214,600.38	$ 128,780.88	$ (437,207.26)	-48.25%
Trans, Ins, Comm, Tuition	$ 12,806,411.00	$ 12,466,772.93	$ 474,583.90	$ (134,945.83)	-1.05%
Supplies	$ 4,608,032.00	$ 4,638,554.71	$ 384,290.90	$ (414,813.61)	-9.00%
Equipment	$ 74,050.00	$ 36,002.73	$ 1,295.00	$ 36,752.27	49.63%
Dues & Fees	$ 84,009.00	$ 86,706.11	$ 1,092.00	$ (3,789.11)	-4.51%
Grand Total	**$ 87,958,484.00**	**$ 80,399,381.20**	**$ 7,527,550.89**	**$ 31,551.91**	0.04%

VENDOR	AMOUNT	DESCRIPTION
15725-LEARN	$1,008,961.49	HEALTH SERVICES OT, PT & OTHER SERVICES
28867-PROCARE THERAPY	$163,076.08	HEALTH SERVICES OTHER PROFESSIONAL SERV.
26000-TOWN OF GROTON	$144,400.78	PROFESSIONAL SERVICES FHS/GMS SRO
03295-BERCHEM MOSES PC	$119,522.87	LEGAL SERVICES
21145-POMBRIO READING SOLUTIONS	$112,425.46	HEALTH SERVICES OTHER PROFESSIONAL SERV.
28732-BREEZELINE	$100,805.78	COMPUTER SUPPORT SERVICES COMPUTER NETWORK SERVICES
26140-NEW LONDON PUBLIC SCHOOLS	$85,090.14	HEALTH SERVICES OTHER PROFESSIONAL SERV.
28673-ARBITERPAY TRUST ACCOUNT	$79,920.36	ATHLETICS OFFICIALS
11083-FUSS AND O'NEILL	$65,125.00	OPERATION AND MAINTENANCE PROFESSIONAL SERVICES
07925-DIGITAL BACK OFFICE	$63,377.30	COMPUTER SUPPORT SERVICES PROFESSIONAL SERVICES
TOTAL	**$1,942,705.26**	