

ANSONIA PUBLIC SCHOOLS

BOARD OF EDUCATION

MINUTES

PLACE: ROBERT E. ZURAW, ADMIN. OFFICE BLDG. DTL **DATE:** 18 June 2020 **TIME:** 6:30 P.M.
SPECIAL MEETING CALLED TO ORDER BY: Rich Bshara, chair

I. OPENING

A. Pledge of Allegiance

B. Roll Call

MEMBERS OF THE BOARD	PRESENT	ABSENT	LATE
MR. RICH BSHARA, chair	X		
MR. CHRIS PHIPPS	X		
MR. VINNY SCARLATA	X(phone)		
TOTAL	3	0	

Also in attendance: Superintendent DiBacco,
Assistant Superintendent Bergin,
Interim Business Manager, Jo-Anne Cegan.

II. Public Comments.

There were no comments at this time.

III. Discussion & possible action regarding the finance report.

47483647. Mr. Bshara asked Ms. Cegan to speak about the finance report. She told the committee that the expenditures are balancing. She said they are working on all encumbrances such as tuition and bills, as well as open purchase orders. She said there will also be some reimbursement from outplaced tuition. She said after is said and done there will be a balance due to the insurance claims, which have been running so smooth. Mr. Bshara said it would be wise to make an effort to pay every bill before June before getting to the crossover to Infinite Visions. Ms. Cegan agreed and said that she is aiming for that. He said he would like to see all the salary details, as well as the grant and insurance details. He said it would be great to have it all detailed to show what is going where. Superintendent DiBacco said he has that for whoever would like to see. Superintendent DiBacco said he has plans to try and make the coming budget work. He said it will require being very inventive with grant funding and he knows the budget will have to be reduced by approximately \$900,000. Superintendent DiBacco said one possibility that has been discussed, is to continue to charge Food Services for more of their expenses than what they have been charged in the past. Mr. Bshara suggested the Board go out and get a quote for disability as well as workmen's compensation insurance. Superintendent DiBacco said the portion of the Food Service Department is a small fraction of the district, so he believes the savings will be minimal. Mr. Bshara agreed, but said the insurance claims may be high and worth looking into. He said the Board should be able to charge them for their benefits. Superintendent DiBacco agreed and reminded Mr. Bshara that the Food Service Department has been closed since quarantine and their income is minimal.

Superintendent DiBacco said the Board office called to inquire about PowerSchool, a student based information system. He said the district is currently using Tams. He said PowerSchool has a large initial expense, but it is very user friendly and will benefit the entire district. Mr. Phipps agreed and said he knows the majority of districts in the state are using PowerSchool, and it makes sense to look into. He said if it is very user friendly, it might help to get more parent involvement using PowerSchool. Mr. Phipps said this may be a good time to look into it, since distance learning is becoming the normal practice. Superintendent DiBacco agreed and said the benefits that come along with the system will be worth it.

IV. Discussion and possible action regarding adoption for 2020-2021 budget.

Discussion: Mr. Bshara said it has been discussed that approximately \$900,000 will have to be cut. He asked if anyone needed assistance in doing this. Superintendent DiBacco said the discussion is happening since the budget just got approved Monday. He said he is in agreement with Ms. Cegan to modify numbers, and as of right now, he is going to modify insurance costs and some technology. Superintendent DiBacco said he is looking at every piece to the puzzle and hoping grants can play a part, without misusing funds. Mr. Bshara asked if there were any credits with the bus company. Superintendent DiBacco said there was a credit. He said he does not have a final number, but it seems to be approximately \$60,000 that will go toward a credit for next school year's expense. Mr. Bshara said if they

a credit for fuel, he may be able to purchase the fuel for the city and the board of Ed can use the credit. He also asked about the propane expense and asked the Board to look at the contract. He said he has someone who is looking to sell propane and if we need to purchase he would like to include this gentleman in the purchasing process. .

v. Discussion and possible action regarding grant account balance

47483647. Mr. Bshara said there is approximately \$1.5 million remaining. He told Ms. Cegan if she needs assistance in figuring out expenses, to let her know. He said last year they worked together and it came out exact. He said this is all the supplemental, IDEA and Alliance funds. There was a discussion regarding funds from 2010-2011 that were found on the books, that was given to the Board of Ed and should have been deducted. Mr. Bshara said the transfer of funds took place and wasn't caught until recently when everything was looked over with a fine tooth comb. He said up until now, he was never able to see what the expenses were or what the grant money was spent on. He said now that everything is balanced and clearly drawn out, it will be much easier moving forward. He said this is one of the reasons he wanted to have a combined ledger, to be clear when the auditor needs to see every expense. Mr. Bshara said it makes more sense financially with a full working ledger showing what is due and what is owed. He said when grants come in, it will offset the amounts owed and finalize closing year end. He said on July 1, the voucher process should be put in place and it will make the process smooth. He asked if Ms. Cegan can request to have all the checks written from the city, before June 30. Ms. Cegan said she will talk with Kim from the city.

VI. Discussion and possible action regarding the development of a budget calendar.

Discussion: Mr. Bshara asked Superintendent DiBacco to explain his idea to the committee. Superintendent DiBacco told the committee this is familiar past practice for Assistant Superintendent Bergin and him, to have a budget calendar including established dates of action along with the costs throughout the year. He said he feels the Board should see a clear expectation of what the plan will be. Assistant Superintendent Bergin said this is a road map for the administrators, the Board, and the community to see when things are happening. He said this is also for peace of mind for the staff to know what is expected from them. Mr. Bshara said he is happy with the progress that has been made. He told the committee that he knows Kim from the city and Jo-Anne are working very well together, and there is no reason why it shouldn't be this way. He said he thinks the budget calendar is a great idea. Superintendent DiBacco said he would like to present a proposed calendar. He shared an example of a budget calendar to the committee they agreed.

VI. Adjourn

MOTION: To adjourn meeting at 7:16 p.m.

MEMBERS OF THE BOARD	MOTION	YES	NO	ABSTAIN
MR. RICH BSHARA		X		
MR. CHRIS PHIPPS	1	X		
MR. VINNY SCARLATA	2	X		
		3	0	0

Respectfully submitted,

Cassie Venson

Cassie Venson Recording Secretary
Date: 6/23/20