



**Board of Education, Stratford Public Schools**  
1000 East Broadway / Administration Center, Stratford CT 06615

*The Enclosures referred to in the Agenda and video tape of this meeting will be made available for inspection at the district's website: [www.stratfordk12.org](http://www.stratfordk12.org) and the Administration Center, 1000 East Broadway*

**MEETING AGENDA / NOTICE**

As per Committee Chair, Karen Rodia, notice is hereby given for the next meeting of the Stratford Board of Education Finance Committee. The Committee is scheduled to conduct a **Virtual Meeting on Monday, November 23, 2020**. Posted as per Executive Order 7b (March 14, 2020) and posted to District Website (including meeting link for public viewing). The meeting start time is 6:30 PM

The agenda is as follows:

- I. Call to Order / Confirmation of Quorum – Committee Chair
- II. Action: Acceptance of Minutes from October 26, 2020 (Attachment)
- III. Discussion / Information / Possible Action
  - a. Budget Summary for FY 2019-2020
    - i. Expenditures and Encumbrances
    - ii. Grants Update
    - iii. Utilities
    - iv. Special Ed Costs Update
    - v. Enrollment Update (November 1, 2020)
  - b. Budget Transfers – Attached
- IV. Other Business – Proposed CIP (Capital Improvement Plan) – requires action
- V. Adjournment

*Karen Rodia*

Chair, Board of Education

Submitted By:

Board Clerk, Teresa Lycoudes

ANY INDIVIDUAL WITH A DISABILITY WHO NEEDS SPECIAL ASSISTANCE TO PARTICIPATE IN THE MEETING SHOULD CONTACT THE ADA OFFICER AT 385-4020 (TDD) 5 DAYS BEFORE THE MEETING, IF POSSIBLE"

Received / Posted at Town Clerk's Office:

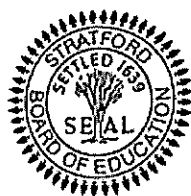
Date: \_\_\_\_\_

By: \_\_\_\_\_

DATE: October 26, 2020  
TIME: 6:30 PM  
LOCATION: Via Google Meeting (Virtual)

## MINUTES

### Stratford Board of Education – Finance Committee



#### Attendee Names

Karen Rodia(Committee Chair), Allison DelBene (Committee Vice Chair), Andrea Corcoran, Janice Cupee, Bob DeLorenzo, Vinny Faggella, Amy Wiltsie, Janet Robinson (Superintendent), Pam Mangini, Teresa Lycoudes (Recording Secretary), Kevin Klemme, Heather Borges

#### Absent

Bob David, Ben Proto (Both absent at beginning of meeting - arrived later in the meeting)

#### Call to Order

The meeting was called to order by Committee Chair, Karen Rodia, at 6:30 PM. A quorum was confirmed. The special meeting minutes from 9/29//2020 were accepted on a motion made by Mr. DeLorenzo; seconded by Mr. Faggella, and passed unanimously. A roll call vote was taken.

#### Items for Possible Action and/or Discussion

##### Budget Summary Report 2019-2020

A brief conversation took place about the following agenda topics.

**Expenditures:** Mrs. Mangini reported that payroll encumbrances have not been done at this point primarily due to the fact of waiting for the school year to settle before moving forward. She stated that she and Mrs. Nicholson are still working on making adjustments to salary lines as there are openings, positions that have been filled, etc.

Mrs. Mangini reported that the Special Education summer school program reflects a balance while there is a deficit in district outplacements. She said this is almost an offset at this point in time.

**Unemployment** - Unemployment expenses continue to remain on the high side. Mrs. Managini said the Finance Department is still monitoring unemployment closely.

**Transportation** - Mrs. Mangini reported that a lot of buses are still running for Vo-Tech and Private schools on Wednesdays.

Mrs. Rodia asked if Durham gives the Stratford Public School system a run credit (i.e. if we've paid for a service not delivered, do they offset it with transportation needed at a different time?). Mrs. Mangini said that Durham has been very fair and works well with the Stratford Public School system.

*Ben Proto arrived.*

**COVID Expenses** - Mrs. Rodia said members in the community are asking for a COVID report reflecting a breakdown monthly or quarterly of expenditures. For example, what we're paying for and how it is being funded. Mrs. Mangini said the Finance Department is currently doing that but the struggle at the moment is with which grant is funding which expenses. She said that she and Grants Administrator, Kevin Klemme are working this out and are making sure the dollars spent are maximized.

**Budget Preparation** - Committee members and Board members were given a packet regarding the 2021-2022 Budget process. Mrs. Mangini said the goal is to be as transparent as possible. Mrs. Mangini informed the committee members that a budget calendar is included in the packet with a timeline outlining the process.

*Bob David arrived.*

**Grants** have been used appropriately. Mr. Klemme said that \$4.5 million dollars is being managed in grants at this point of the year. He said the district is ahead of schedule. Mr. Klemme reported 2 new grants this month - one from a coalition of foundations, and one from the Department of Justice. The first is called "SEL in Action" and will be used to pay for teachers, social workers and counselors to reach out and follow up with students who are starting to drop off the grid. The second grant is used to cover a police recommended security item providing for some security camera upgrade and the blue lights inside and outside the buildings. Mr. Klemme said the district also received approximately \$45,000 from Lockheed Martin to be used for education technology.

**Utilities** - Mrs. Mangini reported that utilities are being monitored. She said that for the most part, everything is running on schedule. She is working with the Town on the high construction utility costs for the Stratford High School project to make sure the district gets a credit. She hopes to have more information in early November.

**SPED/Enrollment Reports:** Director of Pupil Personnel Svc., Heather Borges, reported on the financial status of Special Education. (report attached). She informed the committee that 102 students are currently outplaced. She also informed them on new legislation that says a special education student must be educated until the age of 22.

Mrs. Rodia said that the district needs to review policy around that new piece of legislation. Dr. Robinson said she would look at what CAGE has and will get something in the near future.

**Budget Transfers:** There were none.

**Enrollment** - Enrollment continues even this far into the school year. Minority enrollment is going up by approximately 2% every year. Dr. Robinson said a concern lies with the Wooster Middle School / Stratford High School pathway. She said the number of students is increasing and the enrollment numbers are high for both schools. She said the district will need to explore street boundaries and see whether adjustments can be made to the feeder elementary schools.

Dr. Robinson reported that to date 611 new students have enrolled for the 2020-21 school year. 441 students have transferred out of the district.

Mrs. Rodia asked if the new student number included kindergarten students. Dr. Robinson said it did.

Mrs. Wiltsie appreciated the reports that were sent to the Board; however, she would like to see more information filled in for students transferring out. Dr. Robinson said the information would most likely be coming as things settle and student records are requested, etc.

Mr. David asked about Free / Reduced Lunch information. Mrs. Mangini reported that the disadvantage of being totally free is the incentive to fill out the applications is not as important to parents at this point in time. She said we cannot require them to fill out the Free / Reduced application. Mrs. Managing reported the food program will continue through June 30th.

**Adjournment:** Hearing no further discussion, the meeting adjourned at 7:03 PM. Motion: AC - Andrea Corcoran Seconded by: BD - Bob David - and carried.

SECRETARY APPROVAL:  
(Signature & Date)

10/28/2020

