



# 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, February 22, 2021. 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 January 25, 2021 (Attachment)
- III. Discussion / Information / Possible Action
  - a. Budget Summary for FY 2020-2021
    - i. Expenditures and Encumbrances
    - ii. Grants Update (Attachment)
    - iii. Utilities
    - iv. Special Ed Costs Update
    - v. Enrollment Update (Attachment)
  - b. Budget Transfers
  - c. Discussion / Information / Possible Action re FY Proposed Budget for 2021 - 2022
- IV. Other Business
- 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:** January 25, 2021  
**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,Bob DeLorenzo, Janice Cupee, Amy Wiltsie, Vinny Faggella, Ben Proto, Janet Robinson (Superintendent), Pam Mangini, Teresa Lycoudes (Recording Secretary), Kevin Klemme, Heather Borges

### Absent

Bob David

### Call to Order

The meeting was called to order virtually by Committee Chair, Karen Rodia, at 6:31 PM. A quorum was confirmed. The meeting minutes from 12/21/2020 were accepted on a motion made by Mr. Proto; seconded by Mrs. DelBene, and passed unanimously. A roll call vote was taken.

### Items for Possible Action and/or Discussion

#### Action: Food Service Management Company Contract

Mrs. Mangini shared briefly that the District is asking the Food Service Management Company contract be waived and extended by one year to continue through the 2021-22 school year (ending June 30, 2022). She said Sodexo is trying to be a partner and helping get through this pandemic. Mrs. Mangini reported this reduces the fee and does offer some savings at present. She said Sodexo has been very proactive working with the District through the challenges faced during this pandemic.

Mrs. Wiltsie gave kudos for the Sodexo Facebook page.

A motion was made by Mr. Proto; seconded by Mrs. DelBene, to forward the recommendation to the Board for further action (with a favorable recommendation) and passed unanimously. A Roll Call Vote was taken.

## **Budget Summary Report 2020 - 2021**

Chief Operating Officer, Pam Mangini, gave a brief financial overview of the period since the last meeting of December 21st. Mrs. Mangini reported the budget variables continue to change, but she remains hopeful to contain some savings opportunities in various areas of the budget. Mrs. Mangini said there is a projected balance in the “Salaries” line of the budget due to unfilled positions because of the pandemic. She said she continues to monitor unemployment. Mrs. Mangini said there are some areas of deficit in Professional Services and In the UI Lease. She added that she remains being incredibly conservative at this point in time.

Mr. Faggella complimented the 2021-2022 Budget Book. He said it was well put together and easy to follow.

**Grants** - Dr. Klemme reported on Grants accounting. The Grants Report was distributed to Committee members in the meeting packet. Dr. Klemme informed the committee members that there are no new grants at this point in time. He said grant dollars have been encumbered, expended, etc. He said all submissions have been approved for the coronavirus relief fund.

Dr. Klemme said all other grants are tracking on target. The report will be posted to the District website.

**Utilities** - Mrs. Mangini reported that utilities are tracking on budget at this point in time as normal. She said the heating costs are unknown at this point in time as we are unsure of the winter weather we may or may not face.

**SPED/Enrollment Reports:** Director of Pupil Personnel Svc., Heather Borges, reported on the financial status of Special Education. Mrs. Borges said she expects to remain on budget; however, due to extra cost in testing and services due to covid and regression, she anticipates a deficit. She added that she will have a better estimate of the deficit in next month’s reporting.

Mrs. Borges reported that SPED Transportation is currently tracking on budget.

Mrs. Borges reported tshat 102 students are currently outplaced (decreased by 3). She said there are 3 additional placements pending, however. She said this area is being closely monitored.

Mrs. Rodia requested a list of the outplaced students. Mrs. Borges said she would put a list together so as to not include any identifying factors for special education students.

**Budget Transfers:** There were no current budget transfers. The December Budget Transfers will go before the Board of Ed at their meeting later this evening.

**Enrollment** - Dr. Robinson gave a brief report on district enrollment. She said while enrollment appears to be down, she believes a number of kindergarten students were held out because of the pandemic.

Dr. Robinson reported also that the District continues to monitor racial equity at the schools. She said the District is still within the State of CT guidelines.

**Budget Presentation / Workshops (upcoming):**

- Dr. Robinson will give her presentation of her recommended 2021-22 Itemized Estimate of Expenditures on Thursday, January 28, 2021. The meeting will take place virtually at 6:30 PM. Workshops are scheduled after that date for February 3rd, February 10th and February 18th. Mrs. Mangini asked Board members to email administration ahead of time with any questions they may have.
- Mrs. Cupee asked about the on-going audit with the Town of Stratford. Mrs. Mangini stated the Town has asked for an extension. She said the auditors have been given information and are making progress. She will report more when she has additional information.

**Adjournment:** Hearing no further discussion, the meeting adjourned at 7:17 PM. Motion: BP-Ben Proto Seconded by: VF - Vinny Faggella - and carried.

**SECRETARY APPROVAL:**

*(Signature & Date)*

1.27.2021

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