



## **Stratford Board of Education**

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### **STRATFORD BOARD OF EDUCATION – MEETING MINUTES**

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**Meeting Date:** May 10, 2017

**Meeting Location:** Administration Center – Board  
Room

**Approved:** **DRAFT**

**Recorded By:** Teresa Lycoudes

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## 1 ATTENDANCE

Name	Title	Location	Present
James Feehan	Board Chair		Y
Leonard Petruccelli	Board Vice Chair		Y
Theresa Sheehy	Board Secretary		Y
Chris Barnaby	Board Member		N
Maria Buturla	Board Member		Y
Susan Lance	Board Member		Y
Eric Lazaro	Board Member		Y
Dr. Janet Robinson	Superintendent	Central Office	Y
Clarence Zachery	Chief Operating Officer	Central Office	Y
Teresa Lycoudes	Recorder / Board Secretary	Central Office	Y
Lou Spetrino	Videographer		Y

## 2 MEETING LOCATION

Building: Administration Center / Board Room – 1000 East Broadway

## 3 MEETING START

Meeting Scheduled to Start: 5:30 PM  
Actual Start Time: 5:33 PM

## 4 AGENDA

### A. Opening Remarks by Chair

1. Board Chair (James Feehan) called the May 10, 2017 special meeting of the Board of Education to order at 5:33 PM. A quorum was confirmed.
1. **Non-Meeting** – The Board Chair announced the agenda would be taken out of order and the non-meeting in regards to the custodial contract would take place first. A motion was made by Mrs. Lance; seconded by Mrs. Buturla, and carried. At 5:35 PM, the meeting recessed for a non-meeting of the Board. At 6:05 PM, the special meeting of the Board of Education reconvened.

Mr. Lazaro arrived at 5:45 PM

**Items for Action (Non-Meeting)**

- **Proposed RFP for Custodial Services:** A MOTION TO AUTHORIZE AN RFP FOR CUSTODIAL SERVICES WAS MADE BY MRS. SHEEHY; SECONDED BY MR. PETRUCCELLI. THE MOTION CARRIED 4:2. A ROLL CALL VOTE WAS TAKEN.

Jim Feehan	No
Len Petrucelli	Yes
Terri Sheehy	Yes
Maria Buturla	No
Susan Lance	Yes
Eric Lazaro	Yes

**B. Items for Discussion / Action**

- **Enrollment (2013 – 2017)** - Discussion took place regarding the District’s enrollment numbers covering the period from 2013 until present (2017). Mr. Feehan stated given the conflicting opinion between Town and School District, he is asking the Board (based on the data) to make a statement regarding the Board’s position on enrollment. After reviewing the enrollment numbers, a motion was made by Mrs. Sheehy; seconded by Mr. Petrucelli regarding the Board’s position on District Enrollment:

**“The position of the Stratford Board of Education is that the End of Year (school year) totals reflect a steady and consistent number at approximately 7500 students for the past three years.**

Enrollment for 2012 - 2013 through 2016 - 2017 School Years											
School Year	October	November	December	January	February	March	April	May	June	Includes Out-Placed	# of Students Out-Placed
2016-17	6987	7022	7017	7007	7051	7024	7048	7077		7529	452
2015-16	7012	7020	7050	7054	7075	7100	7097	7101	7089	7500	411
2014-15	7154	7179	7213	7197	7195	7189	7179	7180	7184	7520	336
2013-14	7318	7364	7376	7384	7398	7392	7415	7427	7435	7755	320
2012-13	7348	7398	7371	7389	7401	7394	7405	7398	7411	7658	247

Mr. Feehan requested the materials reviewed (graph and reports) be posted to the Website.

- **Budget 2017-2018** – There is nothing new to report. The Council is meeting at 7:30 PM to review and take possible action on the 2017-2018 Town Budget. The Board’s position is to not talk about or discuss cuts outside the appropriate venue (i.e. Finance Committee meeting, etc.), until after the budget is passed by the Town Council.
- **Audit Status** – The District undergoes an audit twice every year. Once, by the Town Audit firm and the second time is the state audit ED001. There are those who say the state audit is not an

audit. According to the State of CT, it is an audit. There are only three people who can view this report, and they are:

1. Superintendent of Schools
2. Chief Operating Officer
3. Finance Manager / Stratford Public School

The Per Pupil Expenditure for Stratford (defined and controlled by the State of Connecticut) is \$14,631. Mr. Feehan asked that the Per Pupil Expenditure information and reports be posted to the website, as well.

*Mrs. Sheehy left the meeting at 7:30 PM.*

- **Response to Questions re:**

- C. **Fire Insurance** – The question arose regarding a large amount of monies budgeted for fire insurance for 2016-17 and still showing availability. Mr. Zachery stated this amount is defined by the amount owed for fire insurance and remains available until the invoice is received. The funds are then transferred to the Town, paid in full.
- D. **Middle School Security** – The question arose regarding the monies budgeted for the two SROs at the middle schools for 2016-17. Mr. Zachery said it is the same scenario as the fire insurance. Once the district is invoiced, the funds are transferred to the Town, paid in full.
- E. **Active Insurance** – The question arose as to why approximately \$4,000,000 is still showing available in the health care account. Mr. Zachery stated the district is invoiced monthly at the rate of approximately \$1,100,000. He said the approximate \$4,000,000 takes care of March, April, May and June 2017.

## **2. ADJOURNMENT**

- The meeting adjourned at 7:38 PM upon a motion made by Mr. Petruccelli seconded by Mrs. Lance, and carried unanimously.

The next meeting of the Stratford Board of Education is the regular meeting scheduled for **Monday, May 22, 2017**. The meeting location and start time is TBD.

***Meeting recorded and minutes transcribed by:***



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**Teresa Lycoues, Board Secretary & Executive Assistant to the Superintendent**