

Board of Education Special Meeting
January 28, 2019

Call to Order

The meeting was called to order at 5:46 p.m. in the Central Office Conference Room.

Present: Board members Susan Mercik Davis, Maureen Sattan, Jamie Drzyzga, Matt Service, James Mol, John Richter, and Debra Dudack

Absent: Michael Sepko

Executive Session

Sattan moved, Service seconded to enter into executive session to hold a discussion concerning the possible appointment of a public officer to the Board of Education. All members voted in favor. The motion carried 7 to 0.

Board Chair Mercik Davis ended the executive session at 6:29 p.m.

The meeting resumed at 6:33 p.m. in the Suffield Middle School Auditorium.

Present: Board members Susan Mercik Davis, Maureen Sattan, Jamie Drzyzga, Matt Service, James Mol, John Richter, Debra Dudack; Interim Superintendent Mark Winzler, Assistant Superintendent Michelle Zawawi, Business Manager Bill Hoff, Director of Technology Rebecca Osleger, Director of Facilities Larry Plano

Absent: Michael Sepko and Student Representatives Hannah Stack and Sara Dubocq

Discussion/Action Item

- Possible appointment of a new Board of Education member to fill George Beiter's remaining term (2019)
This item was tabled until the February 4 Board meeting due to one of the candidates not being able to attend the interviews earlier tonight.

Budget Workshop

The Facilities, Technology and Transportation budgets were presented to the Board. Mr. Plano highlighted the notable facilities budget drivers including continued safety and security improvements, staffing changes, HVAC contracts, collaboration with the town Department of Public Works, and continued use of high school labor during the summer. He reviewed the major categories affecting the budget for a total increase of 5.5%, or \$67,168 over this year's budget. Board members discussed different avenues for reducing utility costs and safety and security enhancements.

Ms. Osleger highlighted the major technology budget items which include continued support for the one to one learning initiatives, evaluation of online resources, enhancement of the district's human resources and payroll system, replacement of remaining desktops, enhanced monitoring

of the off-site filtering system for chromebooks, enhanced professional learning space at McAlister, ongoing professional development of software used in the district, upgrading/replacing of projectors, and document cameras. She reviewed the major categories affecting the budget which are a 9.2% increase in staffing due to two 10-month technology assistants moving to 12-month employees; a decrease of 57.6% in technology equipment and repair due to all equipment being moved to the capital budget request; and a 107.4% increase in hosting fees mostly due to website and human resources and payroll upgrades. Mr. Winzler noted that with the sharing of technology resources with the town, some of these expenses will be incurred in the town budget. The Board discussed the shared technology services with the town and the personnel structure and needs in the department.

Mr. Hoff reviewed the regular education transportation budget which projects a 1.5% increase over this year, mostly due to contractual increases. There is a decrease projected in gas and diesel fuel. Mr. Hoff discussed the special education transportation budget which projects a 20% increase over this year, mostly due to the addition of bus monitors and four additional students being transported this year. Special education transportation includes transportation for all outplaced special education students, transportation for special education students attending the Extended School Year program, and transportation for special education PreK students. He noted that M&J transports the majority of our special education students, but the district also uses contacted transportation companies where needed.

Adjournment

Dudack moved, Drzyzga seconded to adjourn the meeting at 7:57 p.m.

Minutes are subject to approval at the regular meeting of February 4, 2019.

Respectfully submitted,

Debra Dudack
Secretary