

The Board of Education Town of Vernon

30 Park Street – PO Box 600
Vernon, Connecticut 06066

Anne Fischer, Chairperson
Mark Kalina, Vice Chairperson
Linda Gessay, Secretary
Patricia Buxton, Treasurer
Michele Arn
Kevin Brown
Latasha Hyatt
Stephen Linton
Deborah Rodriguez

Date: February 10, 2020

DRAFT MINUTES

BOARD OF EDUCATION FINANCE COMMITTEE MEETING

A Vernon Board of Education Finance Committee Meeting was held on Monday, February 10, 2020.

Chairperson Fischer called the meeting to order at 6:01 PM.

Board members present were: Mrs. Fischer, Mr. Kalina, Ms. Gessay, Dr. Buxton, Ms. Arn, Mr. Linton, Mr. Brown and Ms. Hyatt. Mrs. Rodriguez was present via Zoom Meeting.

Also present were Dr. Macary, Superintendent of Schools, Mr. Testa, Assistant Superintendent and Angela Wang, Director of Business and Finance.

1.0 Community Forum

There was no public comment.

2.0 Review of Memo to the Board of Education regarding proposed changes to the FY20-21 Budget

Dr. Macary asked Angela Wang to review the memo to the Board of Education (shown below) regarding the BOE proposed changes from the Budget Workshops:

VERNON PUBLIC SCHOOLS

Office of the Superintendent
30 Park Street • P.O. Box 600
Vernon, CT 06066-0600
Fax (860) 870-6005

Website: www.vernonpublicschools.org



Joseph Macary
Superintendent of Schools
(860) 870-6000 ext. 4660

Robert Testa
Assistant Superintendent of Schools
(860) 870-6000 ext. 4676

Date: February 10, 2020

To: Vernon Board of Education Members

From: Dr. Joseph P. Macary, Superintendent of Schools
Ms. Angela Wang, Director of Business and Finance

Two handwritten signatures in blue ink. The first signature is "Joseph Macary" and the second is "Angela Wang".

RE: Changes to FY2020-2021 Superintendent's Proposed Budget

The FY2020-2021 Superintendent's Proposed Budget, totaling \$54,869,223, was presented to the Board of Education on January 13, 2020. This proposed budget represented a 1.85% increase over the FY2019-2020 Approved Estimate of Expenditures.

Four Budget Workshops were conducted afterwards to discuss the budget in detail on January 22nd, 27th, 29th and February 3rd, 2020. The Board made changes to both personnel and non-payroll budgets. Total net impact to the budget was a decrease of \$30,179.

As a result of these changes, the new FY2020-2021 budget will total \$54,839,044, which represents a 1.80% increase over the FY2019-2020 Approved Estimate of Expenditures. Once approved by the Board of Education, the budget will be presented to the Town of Vernon on Wednesday, February 12, 2020.

Please refer to the following tables for all changes made.

Thank you for all of your hard work and dedication to our students during the budget process.

Dr. Joseph P. Macary

Superintendent of Schools

The Vernon Public Schools, in partnership with family and community, is committed to provide a quality education, with high expectations, in a safe environment where all students become independent learners and productive contributors to society.

Angela reported that the net impact of these changes decreased the budget by \$30,179.00, which decreases the FY21 budget increase percentage from 1.85% to 1.80%.

3.0 Non-Personnel Budget Changes

The Board reviewed the Non-Personnel changes shown in the table below:

Page #	LOC	OBJ	OBJECT DESCRIPTION	ORG	ORG DESCRIPTION	19/20 BOE Approved Budget	20/21 BOE Requested Budget	20/21 BOE Requested Budget Revision	Change	Notes	Change Description
98	CA	53339	OTHER PROF & TECH SERVICES BOE	91323213	CA HEALTH SERVICES	14,000.00	40,000.00	10,000.00	(30,000.00)	Redi-Nurse; increased based on actual cost in past 5 years	Reduced to \$10,000.00
99	CA	53339	OTHER PROF & TECH SERVICES BOE	91361280	CA SUBSTITUTE CALLING SERVICE	14,000.00	14,000.00	-	(14,000.00)	Frontline/Aesop Substitute Management System(LINE ITEM MOVED TO HR-OTHER PURCHASED SERVICES)	Reduced to \$0.00
100	CA	55400	ADVERTISING	91343250	CA BUSINESS OFFICE	40,000.00	40,000.00	35,000.00	(5,000.00)	Help wanted, general marketing	Reduced to \$35,000.00
101	CA	55650	CONFERENCE FEES & MEMBERSHIP	91343250	CA BUSINESS OFFICE	2,890.00	2,890.00	2,800.00	(90.00)	CASBO/ASBO \$2500 annual membership and conference; CREC consortium \$75; CCM conferences \$75, CT Safety Society \$150	Removed Sam's Club Membership
103	CA	56440	INSTRUCTIONAL SUPPLIES	91306212	CA ASSESSMENTS	3,900.00	3,900.00	4,500.00	600.00	Headphones and necessary supplies for testing (\$600 per 5 elem. school, \$750 RHS, \$750 VCMS)	Increased to \$4,500.00 due to error in notes where 4 schools were listed rather than 5
56	CRS	51133	SECRETARIAL O/T	90825240	CRS GENERAL PRINCIPAL OFFICE	1,000.00	1,000.00	500.00	(500.00)		Reduced to \$500.00
87	MAINT	53339	OTHER PROF & TECH SERVICES BOE	91437261	MAINTENANCE DEPT OPERATIONS	36,693.00	36,693.00	30,000.00	(6,693.00)	Director of Public Works Agreement including FICA & Pension	Reduced to \$30,000.00
68	MSS	55920	FIELD & ATHLETIC TRIPS	90425100	MSS GENERAL SCHOOL INSTRUCTION	2,060.00	2,170.00	1,910.00	(260.00)	School Field Trips - \$300.00 per grade level + \$110.00 5th grade bus to VCMS	Reduced to \$1,910.00
74	NES	51133	SECRETARIAL O/T	90525240	NES GENERAL SCHOOL PRINCIPAL OFFICE	1,000.00	1,000.00	500.00	(500.00)	Unforeseen circumstances; late bus, students returned to school, etc.	Reduced to \$500.00
75	NES	55920	FIELD & ATHLETIC TRIPS	90525100	NES GENERAL SCHOOL INSTRUCTION	2,100.00	2,100.00	1,910.00	(190.00)	School Field Trips - \$300.00 per grade level + \$110.00 5th grade bus to VCMS	Reduced to \$1,910.00
75	NES	55920	FIELD & ATHLETIC TRIPS	90525100	NES GENERAL SCHOOL INSTRUCTION		1,000.00	-	(1,000.00)	Grade 5 coach bus to Boston	Eliminated from budget
21	RHS	51121	STUDENT ACTIVITY-SALARY STIPEND	90125320	RHS GENERAL STUDENT ACTIVITY	4,500.00	4,500.00	3,000.00	(1,500.00)	Webmasters (2)	Removed 1 Webmaster
	RHS				TOTAL ASTE COST	375,675.20	352,354.80	334,737.06	(17,617.74)		BOE approved 5% cut across ASTE budget - DECREASED BY \$17,617.74
79	SRS	51121	STIPENDS	90625320	SRS STUDENT ACTIVITY STIPENDS	1,212.00	1,212.00	550.00	(662.00)	Twirlers	Reduced stipend to \$550.00
79	SRS	51121	STIPENDS	90625320	SRS STUDENT ACTIVITY STIPENDS	1,212.00	1,212.00	550.00	(662.00)	Marathon	Reduced stipend to \$550.00
79	SRS	51121	STIPENDS	90625320	SRS STUDENT ACTIVITY STIPENDS	1,212.00	1,212.00	550.00	(662.00)	Student Council	Reduced stipend to \$550.00
79	SRS	51121	STIPENDS	90625320	SRS STUDENT ACTIVITY STIPENDS	1,212.00	1,212.00	550.00	(662.00)	Steam Team	Reduced stipend to \$550.00
79	SRS	51121	STIPENDS	90625320	SRS STUDENT ACTIVITY STIPENDS	-	-	550.00	550.00	Homework Club	Added Homework Club
80	SRS	51133	SECRETARIAL O/T	90625240	SRS GENERAL SCHOOL PRINCIPAL OFFICE	1,000.00	1,000.00	500.00	(500.00)	Funds to support secretary to stay for unforeseen circumstances, late buses, student returned to school	Reduced to \$500.00
81	SRS	55920	FIELD & ATHLETIC TRIPS	90625100	SRS GENERAL SCHOOL INSTRUCTION	2,900.00	2,900.00	2,210.00	(690.00)	School Field Trips - \$300.00 per grade level + \$110.00 5th grade bus to VCMS	Reduced to \$2,210.00
44	VCMS	51121	STUDENT ACTIVITY-SALARY STIPEND	90225320	VCMS GENERAL SCHOOL STU ACTIVITY	4,500.00	4,500.00	3,000.00	(1,500.00)	Webmasters (2)	Removed 1 Webmaster

Ms. Arn asked if the Board will be receiving more information about Esports. Dr. Macary said there is a scheduled presentation regarding Esports at tonight's Board of Education meeting.

Ms. Hyatt asked if any research was done on the new athletic field and turf regarding health concerns to students using the facility. Dr. Macary said this concept is going to be a 12-phase process. Right now, Phase 1 secures the funding, which is where we are at currently with the FY20-21 budget request. Phase 2 will be the design phase. During the remaining phases, these concerns will be addressed. Mr. Brown asked "if it is discovered that there are health concerns, will we back out of the project?" Dr. Macary said we will not to anything that affects the health and safety of any student. If approved, we will have the Company come in and do a presentation to the Board of Education about all aspects of the project. We are just trying to secure the allotment of funds at this time.

Ms. Arn said she still doesn't understand why we are paying ASTE students for their labor taking care of animals and landscape. Mr. Kalina asked if this has been in the budget in prior years. Dr. Macary said it has been there for the past 10 years. Dr. Buxton said that if the hours these students are taking care of animals and landscape are not part of their course credits and are during non-school hours, then we should pay them a fair wage for their work. Mr. Kalina said that paying the students assures the animals are well cared for during the weekends and school vacations.

Mr. Brown asked what areas were cut with the BOE approved 5% reduction to the ASTE budget. Dr. Macary said those areas had not yet been determined. He also said that the Vocational Agriculture revenue of \$107,667.00 that the Town used to keep will now go directly to ASTE.

With the \$17,000.00 reduction to their budget, the net amount ASTE will receive will be \$90,000.00 from these funds.

4.0 Personnel Budget Changes

The Board reviewed the Personnel changes shown in the table below:

Page #	School	Position	First Name	Last Name	Assignment	FY 2021 Salary	Funding	Lane	Step	FTE	Org	Object	FY 2020 Budget	FY 2021 Requested Budget	FY 2021 Requested Budget Revision	Change	Change Description
125	VCMS	NURSE	AMANDA	BABCOCK	SCHOOL NURSE	-	VERNON	3	5	1.00	90223213	51127	-	-	500.00	500.00	Add Stipend Line
125	VCMS	HOURLY NON AFFILIATED	MONICA	BARDON	VCMS HEALTH AIDE	21,001.20	VERNON			30 HRS/WEEK	90223213	51124	20,182.80	21,001.20	18,519.24	(2,481.96)	Incorrect Salary Listed
129	LSS	ADMINISTRATORS	TERESE	DUENZL	PRINCIPAL	144,098.00	VERNON	4	6	1.00	90925240	51112	138,101.00	144,098.00	141,175.00	(2,923.00)	Incorrect Salary Listed
133	NES	ADMINISTRATORS	BRENDA	GREENE	PRINCIPAL	151,346.00	VERNON	4	8	1.00	90525240	51112	148,077.00	151,346.00	152,744.00	1,398.00	Incorrect Salary Listed
128	CRS	NURSE	MICHELLE	HARLOW	SCHOOL NURSE	47,119.00	VERNON	3	4	1.00	90823213	51127	46,195.00	47,119.00	48,393.00	1,274.00	Incorrect Salary Listed
128	CRS	NURSE	MICHELLE	HARLOW	SCHOOL NURSE	-	VERNON	3	4	1.00	90823213	51127	-	-	250.00	250.00	Add Stipend Line
140	CA	GENERAL CONTROL	JASON	MAGAO	DIR OF TEACHING & LEARNING	156,560.00	VERNON	2	8	1.00	91351230	51111	151,777.00	156,560.00	155,157.00	(1,403.00)	Incorrect Salary Listed
122	RHS	NURSE	KAREN	MIKLAS	NURSE	-	VERNON	3	5	1.00	90123213	51127	-	-	1,000.00	1,000.00	Add Stipend Line
129	CRS	CLASSROOM TEACHER	KELLY	STEIN	MUSIC INSTRUCTION	21,146.10	VERNON	3	5	0.30	90829100	51113	19,447.20	21,146.10	20,214.60	(931.50)	Incorrect Salary Listed
129	LSS	CLASSROOM TEACHER	KELLY	STEIN	MUSIC INSTRUCTION	14,097.40	VERNON	3	5	0.20	90929100	51113	12,964.80	14,097.40	13,476.40	(621.00)	Incorrect Salary Listed
135	SRS	CLASSROOM TEACHER	KELLY	STEIN	MUSIC INSTRUCTION	14,097.40	VERNON	3	5	0.20	90929100	51113	12,964.80	14,097.40	13,476.40	(621.00)	Incorrect Salary Listed
139	CA	NURSE	MARGARET	STICKEL	NURSE	-	VERNON	4	4	0.50	91323213	51127	-	-	500.00	500.00	Add Stipend Line
135	SRS	CLASSROOM TEACHER	STEPHANIE	SYMKOWICZ	ART INSTRUCTION	71,817.00	VERNON	1	8	1.00	90621100	51113	58,350.00	71,817.00	78,843.00	7,026.00	Incorrect Salary Listed
139	CA	NURSE	TBD	TBD	SCHOOL NURSE	-	VERNON	3	4	1.00	91323213	51127	-	-	48,393.00	48,393.00	New Nurse Position

Mrs. Fischer questioned the stipend for Peggy Stickel. Angela said this is a result of her having a Master's Degree. The notes will be changed in the budget book to reflect this.

Ms. Arn questioned Michelle Harlow's stipend. Angela said this stipend was included in Michelle's contract.

Ms. Gessay asked "what was the new bottom-line total to the budget as a result of the changes?" Angela said the new total is \$54,839,044.00.

The Board concluded review of the memo and tables.

Dr. Macary asked the Board if they had any more questions as they will be voting to approve this budget at the 7:00PM Board of Education meeting immediately following this final workshop. He then said that we will be presenting their approved budget to the Town of Vernon on Wednesday, February 12th for their review, with a final presentation to the Vernon Town Council on March 30, 2020.

Mr. Kalina motioned to conclude the budget workshops for the FY2020-2021 Proposed Budget. Mr. Linton seconded the motion.

Mrs. Fischer stated that the Board of Education will vote on approval of the revised FY20-21 budget amount of \$54,839,044.00 at tonight's Board of Education meeting beginning at 7:00PM.

The workshop adjourned at 6:34PM.

Respectfully submitted,

Anne Fischer, Board Chair