

Special Meeting
WILLINGTON BOARD OF EDUCATION
July 9, 2019
Town Office Building, Lower Level Meeting Room
7:30 p.m.

Audio Recording: yes
Notes Taken: yes

Members Present:

Herb Arico
Tracey Anderson
Michelle Doucette Cunningham
Ann Grosjean
Stephanie Summers

Members Absent:

Elena Testa
Chiara Bambara

Also Present: Superintendent of Schools Phil Stevens

1. Call to Order

M. Cunningham called the special meeting to order at 7:30 pm

2. Present to Speak

3. Communications

4. Board of Education Chairman's Report

5. Superintendent Reports

A. Resignations

Bethany Scafidi and Magali Hannegan have resigned from their positions and resignation acceptance letters will be sent out shortly. Both will be missed and we wish them well. The positions will be posted on CTREAP, Indeed and CEA website.

B. NOVUS Insights

This is the new tech company that started July 1, 2019. A PDF attachment was distributed to board members with instructions on how to request technical assistance. Minor and major issues have been identified by NOVUS and they are diligently working to correct them.

C. Phone system

The vote has passed at town meeting in favor of the new phone system. There is a tentative installation date to begin the project on July 19, 2019 and a tentative launch date of August 2, 2019.

6. Financial Report

A. Budget Report

Attachment # 1

We are in the process of closing '18-'19 budget and all transactions are being finalized. There are still a few items that need to be paid, however, there are no new encumbrances being made. P. Stevens is still working with the state to handle the excess cost reimbursement. A lot of programs were not provided due to the budget freeze in order to cover the increased costs.

7. New Business

A. Approve minutes of June 11, 2019 meeting

Attachment # 2

H. Arico made a motion to pass the minutes, S. Summer second. All in favor

Vote:	Yes	No	Abstain	Absent
Herb Arico	X			
Tracey Anderson	X			
Chiara Bambara				X
Michelle Doucette Cunningham	X			
Ann Grosjean	X			
Stephanie Summers	X			
Elena Testa				X

Passes unanimously

B. Facilities Study options and removal of specific options

a. Overview of Facilities Study survey results to date

P. Stevens explained he is tracking paper copies of the survey based on the location they were left. E. Testa submitted an email concerning the lack of name and address required on the form. P. Stevens stated the thought was if they are able to submit anonymous forms people were more likely to participate. P. Stevens displayed a PowerPoint outlining the preliminary results as of July 8 of the Facilities Study Survey. There have been 157 surveys total received as of this meeting and surveys will be accepted until August 1st. Based on the current results of the survey and feedback, discussion occurred to eliminate certain options from the Cost Analysis Matrix. Options 1, 2, 3 & 6 were specifically discussed, however, no motion was made to formally eliminate any options. The Board will vote in August to eliminate options.

C. School Lunch Fund balance sheet and income statement

Attachment # 3

P. Stevens stated the lunch balance is low and has been on the decline over the past few years. Some of the governmental reimbursements have not been received; when they do the remaining \$1,867 balance will increase slightly. A recommendation was made that there should be \$20,000 in the account to cover salary and food if there is a potential lapse in funding reimbursements.

D. Review breakfast and lunch prices

Attachment # 4

Willington has the lowest lunch prices in the county. A letter from the State was received recommending a minimum 12 cent increase. Options for a \$0.15, \$0.20, and \$0.25 increase was reviewed for breakfast and lunch. S. Summers motioned to increase lunch by \$0.25, breakfast \$0.15 and milk \$0.05. M. Cunningham second.

Vote:	Yes	No	Abstain	Absent
Herb Arico	X			
Tracey Anderson		X		
Chiara Bambara				X
Michelle Doucette Cunningham	X			
Ann Grosjean		X		
Stephanie Summers	X			
Elena Testa				X

Motion passes

E. Substitute pay and minimum wage increase

Attachment # 5

Due to an increase in minimum wage a restructuring to the pay rate for substitute teachers was proposed. Three categories of subs were reviewed: non-certified sub, teacher sub (bachelor's degree) and retired teacher or CT certified teacher sub was proposed with varying pay rates. A table was shared that illustrated continuous increases from now until 2023 paralleling the minimum wage increase. T. Anderson made a motion to accept the proposed substitute pay rates for the beginning of this coming school year. H. Arico second.

Vote:	Yes	No	Abstain	Absent
Herb Arico	X			
Tracey Anderson	X			
Chiara Bambara				X
Michelle Doucette Cunningham	X			
Ann Grosjean	X			
Stephanie Summers	X			
Elena Testa				X

Passes unanimously.

8. Present to Speak

9. Board Comments

Ann Grosjean wants to extend thanks to the kitchen staff for the continuous hard work and to P. Stevens for providing the board with a clear breakdown of substitute pay rate increases. S. Summers wants to extend well wishes to the two staff members leaving. T. Anderson wanted to point out the Ashford and Willington student experiment launch that will be taking place at the international space station project on SpaceX. M. Cunningham asks for everyone to fill out the Facility Study Survey by August 1st.

10. Adjournment

M. Cunningham adjourns meeting at 9:25 PM

***Next regular meeting August 13, 2019**