

Winchester Board of Education

Type of Meeting: Finance Committee Meeting Minutes

Date: Tuesday, April 28, 2020 @ 7:15 p.m. Location: Join Zoom Meeting

<https://us02web.zoom.us/j/7966671341?pwd=OGh4c1haZkkvcGJ2UHVtZXo4M0VDdz09> Phone

Number: 929-205-6099 Meeting ID: 796 667 1341 Password: 12345

Meeting Facilitator: Doug Pfenninger

Committee Members: Cheryl McGlynn, Kristin Peterson, Alexandra Propfe, Tara Sundie, Richard Dutton, Doug Pfenninger, Alexandra Propfe, Nora Mocarski, Michelle Hintz, and Shana DeVaux

Invitees: Melony Brady-Shanley and Nancy O'Dea-Wyrick

Quorum: 5

Call to order at 7:17 pm

Roll Call

Present: Cheryl McGlynn, Kristin Peterson, Alexandra Propfe, Tara Sundie, Richard Dutton, Doug Pfenninger, Alexandra Propfe, Michelle Hintz, Nora Mocarski, Melony Brady-Shanley, Nancy O'Dea-Wyrick

Absent: Shana DeVaux

Agenda review

**MOTION** to add items 1 through 4 below under "FY21 Outlook/planning."

1. Possibility/probability of another shutdown this fall. Should our transportation contract reflect that and provide more favorable terms?
2. When school is in session, is social distancing possible? Will we stagger school days, so only half the students are in attendance on alternate days?
3. Custodial expense: should we assume every classroom will be completely sanitized every night, if so will we need more staff and materials (disinfectant etc.)
4. Will school start early (August) so students can catch up? What would the cost be?

First: M. Hintz, Second: C. McGlynn → U.

Approve minutes 2/28/20

**MOTION** to approve the February 28, 2020 minutes.

First: M. Hintz, Second: C. McGlynn

New Business:

Progress report on Hinsdale funding, COVID-19, and the impact upon Hinsdale progress

Good news is that we will need Inlands & Wetlands approval, not DEEP

School construction will move into a Special Session and will go forward.

COVID-19 is making us move more quickly. For instance, the architectural firm of Silver Petrucelli is focused upon the Hinsdale project and is a couple of weeks ahead of schedule.

When school is in session, is social distancing possible? Will we stagger school days, so only half the students are in attendance on alternate days?

Unknown at this time.

We can talk about masks, make classrooms comply with social distancing guidelines. The State Task should be meeting in the first week of May to give further progress for early June.

The question was raised about access to hand washing in classrooms. Only Pre-K and the Art rooms have hand washing in the respective classrooms in Hinsdale. There is no access in the 1st and 2nd-grade classrooms.

#### b) Grant Updates - Carryover allowances

There is concern the State of Connecticut will “sweepback” (take back) funds from the Commissioner’s Network. The WBOE advocacy letter to Kathy Demsi of the Commissioner’s Network (CN) from Melony Brady-Shanley was read into the record. The letter advocates for carryover CN funds into next year. This constitutes ¼ million dollars per school building for a total of ½ million dollars.

Per Nancy O’Dea-Wyrick on grants:

The Commissioner’s Network funds are of great concern because the State will sweep back these funds if we do not use them.

Federal grants have lifted the 85% required to spend per year so that we can carry over more than 15%. This is good news.

State grants - all other grants are in a position of “use it, or lose it.” This includes Champs, school readiness, etc. However, these monies should be spent efficiently.

Alliance grant will allow carryover to next year. This is good news.

Local grants can be carried over too.

#### c) Financial Update - YTD and End of Year Projection

The current balance: \$249,803. This is a product of hiring less expensive staff and Medicaid offsets, and lesser expenses in health insurance. We also have had to pay for substitutes during COVID- 19, which has impacted the wage line.

Transportation was re-negotiated, allowing some savings.

The Special Education line #560 cost is over. It is caused by, in part, students who have entered into the district and over who does and does not qualify for Excess Costs.

Since COVID-19, the existing custodial staff has been painting parts of the buildings that are normally inaccessible due to student attendance. This includes priming and painting classroom radiators, covers and doors.

A Board member requested that all budgetary documents be sent to BOE members

before Board meetings so that there is time to examine them in advance.

d) Budget planning/discrepancy with the town

It was reported that the Town Manager, Mr. Bob Geiger, does not support funding Gilbert's Capital Improvements. Melony Brady-Shanley will be in communication with Mr. Geiger before Monday's Board of Selectmen Meeting.

The Winchester BOE members are asked to attend the Board of Selectmen's meeting on Monday, May 4th, at 7 pm.

It was suggested a request be sent to Gilbert from the Winchester Board members who are serving on the Gilbert School Corporation requesting information ahead of time regarding how much savings was realized in light of COVID-19 for programs that are not running. For example, bussing to athletic events and officials fees.

e) MBR

The good news is that as an Alliance District, Winchester Public Schools cannot be funded below the MBR.

f) FY21 Outlook/planning

Custodial expense: should we assume every classroom will be completely sanitized every night, if so will we need more staff and materials (disinfectant etc.)

Response: We should expect an increase in custodial expenses because of the need for supplies (soap, paper towels) and the type of supplies to clean the schools in light of COVID-19. We are considering masks and PPE. We are also going back to bleach and water rather than the "go green" materials used in the past.

A question was raised: Are we envisioning students to help wipe down desks at the end of each day to support the custodial cleaning?

Response: All custodians will be wiping down every single desk.

Will school start early (August) so students can catch up? What would the cost be?

Response: There will be contractual issues around this question, and we would expect some sort of CEA guidance on the matter. This would be a much bigger conversation.

When school is in session, is social distancing possible? Will we stagger school days, so only half the students are in attendance on alternate days?

Response: We will wait to see what the State RESCs recommend. Social distancing will be very difficult for young students.

Possibility/probability of another shutdown this fall. Should our transportation contract reflect that and provide more favorable terms?

Response: There are too many unknowns at this time.

VI. Adjourn

**MOTION** to adjourn at 8:30 pm

First: C. McGlynn, Second: M. Hintz → U.