

Tolland Board of Education
Finance and Facilities Committee

Minutes – January 14, 2014

Members Present: Patrick Doyle, Tom Frattaroli, Joe Sce

Administrators and Staff Present: William D. Guzman, Superintendent; Kathryn L. Eidson, Director of Curriculum and Instruction

The meeting was called to order at 7:00 p.m.

Mr. Doyle thanked everyone for attending and outlined the desire for the committee to have a discussion regarding the Tolland School Improvement Plans; as well as the Technology, 21st Century Learning Skills, and Student Learning/Curriculum sections of the strategic plan as suggested during the December 18, 2013 budget workshop. Additionally, Mr. Doyle suggested spending some time discussing how the Finance and Facilities Committee supports the overall budget process.

Mr. Guzman talked about his focus on alignment between School Improvement Goals, the Strategic Plan, and the Budget. He expressed concern he has not yet had the opportunity to share that perspective at this point in time in the new budget process.

Mr. Frattaroli expressed one goal of going about the new budget process was to help citizens better understand how the budget is put together, but reaffirmed the desire to focus on strategic priorities.

Mr. Guzman reported that he had asked all his cost center managers (i.e. Principals and department heads) to list their top 5 priorities (35 total priorities). Mr. Guzman asked if there would be an opportunity to share that information during the new budget process. Mr. Doyle agreed to share that information with Karen Moran in her role as Chair of the Communications Ad Hoc Committee to include both the staff and community perspective into the budget process. Mr. Doyle agreed to follow up with Mr. Guzman after speaking to Mrs. Moran to let him know if it would be included and if so where.

Mr. Guzman reported that some of his priorities would include technology enhancements to support quality teaching as outlined in the strategic plan; all day kindergarten; materials to support the implementation of the Common Core State Standards; and a school resource officer as a shared service with the town. There was some discussion about when Tolland had a school resource officer through a state grant.

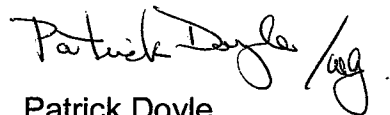
Mr. Sce asked Mr. Guzman how funds provided through the state and by grants were reported so the public could understand how much they contribute to the overall budget. There was some discussion on finding additional ways to highlight this during

budget discussions and meetings. Mr. Guzman provided additional insight on some of the limitations of state grants and funds on providing budget relief.

Mr. Doyle suggested that the budget process outline shared at the January 8, 2014 board meeting was a living document and likely needed to be updated through the board chair based on this conversation to ensure meetings and workshops are designed to provide and elicit the best information available from all stakeholders to inform the budget. There was some discussion about ways to do so; including providing a substantial amount of time at a meeting for administrators and cost center managers to add their perspective and respond to questions.

The meeting adjourned at 9:00 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Patrick Doyle" followed by a stylized flourish or initials.

Patrick Doyle,
Chair, Finance and Facility Committee