

Seymour Board of Education



FINANCE COMMITTEE MINUTES

March 5, 2018
Seymour Middle School
7:00 pm

COPY RECEIVED
DATE: 3/15/18
TIME: 11:00 am
TOWN CLERK'S OFFICE

COMMITTEE MEMBERS IN ATTENDANCE:

Christopher Champagne
Kristen Harmeling
Jay Hatfield

OTHERS IN ATTENDANCE:

Michael Wilson, Superintendent of Schools
Rick Belden, Assistant Superintendent - Finance & Operations
Lee-Ann Dauerty, Board Clerk

I. CALL TO ORDER

Mr. Hatfield called the meeting to order with the Pledge of Allegiance at 7:01 p.m.

II. PUBLIC COMMENT

None

III. DISCUSSION AND POSSIBLE ACTION

A. Information and Recommended Action

1. Financial Management Summary ending February 27, 2018

Mr. Hatfield asked the members of the Finance Committee if they had any questions regarding the Financial Management Summary ending on February 27, 2018. Ms. Harmeling asked about the hard freeze on discretionary spending and if the Board of Education follows the same guidelines as the Town. Ms. Harmeling said she thought a hard freeze meant no spending on those line items but in looking at the Financial Management Summary there are expenses such as W B Mason. Mr. Belden said there are things that still need to be purchased such as paper. Mr. Belden said he would talk with the Town to understand what is expected on those line items. Ms. Harmeling also asked about the high cost of copiers. Mr. Belden said they are currently analyzing the reports from the copiers to determine if any further savings can be realized. Mr. Dyer said this is our first year with these copiers and they have set them up so that people can hit print from anywhere and print. This will save people from printing things more than once. He said the reports include more accountability. Ms. Harmeling asked about the cost of the lease and per page charges. We are leasing the copiers which brings the cost down and they are cheaper than printing to a printer. They are set to print black/white and everyone is encouraged to duplex. Ms. Harmeling asked if leasing fewer machines would make a difference. Mr. Belden agreed to come back to the committee with better data. Ms. Harmeling asked about if the majority of the expenses were related to snow removal and Mr. Belden responded that he would provide the committee with more detail. Mr. Hatfield said he misunderstood the agreement with the Town and he thought like Ms. Harmeling did that the grounds keeping would begin this spring. Mr. Belden said the Town is looking at staffing in April and he is working with them on what they are able to take on. Mr. Hatfield asked if we can reduce postage costs by not mailing report cards possibly giving parents the ability to "opt out" of receiving mailed report cards. Ms. Harmeling said she thought the report cards could be done through PowerSchool. Mr. Wilson

said he will discuss this with Administrators saying he is an advocate of electronic communications but we need to realize there are people out there who are not ready. Mr. Dyer said logistically it would be better to have an "all or none" instead of an opt out situation. Ms. Harmeling asked if it could not be done through PowerSchool could it be done as an attachment through Connect Ed. Mr. Dyer explained that Connect Ed does not handle attachments well since those communications will be flagged as spam. Mr. Wilson reiterated that he will talk to Administrators about this.

MOTION: recommend to the full Board the approval of the Financial Management Summary ending February 27, 2018 as presented

SO VOTED

AFFIRMATIVE: Mr. Champagne, Ms. Harmeling, Mr. Hatfield

B. Reports

1. Chairman's Report
None
2. Superintendent's Report
None

IV. PUBLIC COMMENT

None

V. ADJOURNMENT

MOTION: (Mr. Champagne/sec., Ms. Harmeling) to adjourn

SO VOTED

AFFIRMATIVE: Mr. Champagne, Ms. Harmeling, Mr. Hatfield

The meeting adjourned at 7:24 pm

Submitted by:
Lee-Ann Dauerty
Board Clerk