



Finance & Budget Committee Agenda

501 Kings Highway East
Superintendent's Conference Room


TUESDAY October 2, 2018

9:00 AM

1. Call to Order
2. Approval of Minutes: May 1, 2018 and September 4, 2018
3. Business Items:
 - A. Advertising Revenue
 - B. District-wide HVAC
4. Adjournment

Draft

**BOARD OF EDUCATION FINANCE COMMITTEE
FAIRFIELD PUBLIC SCHOOLS, FAIRFIELD, CT**

May 1, 2018 

**501 Kings Highway east
Superintendent's Conference Room**

Minutes

Call to Order: The meeting was called to order at 9:06am by Nick Aysseh, acting as chairman in Jennifer Leeper's absence.

Present: Members: Nick Aysseh, Christine Vitale
District staff: Dr. Toni Jones, Colleen Deasy, Tom Cullen
Absent: Jennifer Leeper

Approval of Minutes: Mrs. Vitale made the motion to approve the minutes from April 3, 2018, seconded by Mr. Aysseh and the motion passed 2-0.

Old Business: Updates received from Colleen regarding statutory implications of fundraising. Discussion will continue.

New Business: Committee and staff discussed the need for new blinds in some schools and possible fundraising associated with this project. More information will be presented at future meetings. Options for the BOE going paperless were discussed and the conversation will continue in future meetings.

Superintendent's Report: Dr. Jones discussed items related to upcoming quarterly financial report.

Comment: No public or open board comment occurred.

Adjournment: Mrs. Vitale made the motion to adjourn, seconded by Mr Aysseh. The motion passed 2-0 and the meeting ended at 9:59am

Respectfully submitted by
Nick Aysseh
Committee Member

Draft

**BOARD OF EDUCATION FINANCE COMMITTEE
FAIRFIELD PUBLIC SCHOOLS, FAIRFIELD, CT
September 4, 2018
501 Kings Highway east
Superintendent's Conference Room**

Minutes

Call to Order: The meeting was called to order at 9:08am by Jennifer Leeper

Present: Members: Jennifer Leeper, Nick Aysseh, Christine Vitale
District staff: Dr. Toni Jones, Doreen Munsell, Tom Cullen, Mike Cummings, Tom Honohan

Approval of Minutes: Mrs. Vitale made the motion to approve the minutes from June 5, 2018, seconded by Mr. Aysseh and the motion passed 3-0.

Business Items:

- A. Magnet Program: Dr. Jones explained she was finalizing costs and the presentation for the full board. Mr. Aysseh recommended a streamlined presentation, Mrs. Leeper suggested posting the full presentation with videos online.
- B. Bus Efficiency: Doreen Munsell updated the committee on operations. Mr. Aysseh would like to see us revisit distance guidelines especially at high school level.
- C. Blinds: Mr. Cullen updated the committee on elementary school costs. The committee members and Dr. Jones discussed prioritizing for health/safety and budgeted for vs crowd funding.
- D. HVAC: Mr. Cullen explained adding AC and mechanical means of fresh air throughout the district is part of the long-range facilities plan. Dr. Jones would like to see this prioritized.
- E. Waterfall Draft Document: Mr. Cullen advised this would be provided to full board
- F. Paperless Memo: Dr. Jones advised that CAFE software was actually not ADA compliant.
- G. Advertising: Athletic directors are working with vendors and addressing parent concerns. Mrs. Leeper asked that the committee be included more in this process.
- H. Budget Process 2018-2019: Dr. Jones provided a draft of the time table for the budget process. Mr. Aysseh asked that the committee be included where appropriate.

Adjournment: Mr. Aysseh made the motion to adjourn, seconded by Mrs. Vitale. The motion passed 3-0 and the meeting ended at 10:14am

Respectfully submitted by
Nick Aysseh
Committee Member