

**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