

GROTON BOARD OF EDUCATION
FINANCE/FACILITIES COMMITTEE MEETING
SEPTEMBER 6, 2022 @ 6:00 P.M.
CENTRAL OFFICE, ROOM 11

NOTE: This meeting is being held in-person. For those attending via Zoom, please click on the meeting under District Calendar for the Zoom link.

Mission Statement: Our mission is teaching and learning.

Board Goals: In richness of cultures and with a respect for all, (1) Provide Dynamic Rigorous Curriculum, (2) Ensure Effective and Engaging Instruction, and (3) Embrace Excellent Learning Environment

AGENDA

1. Call to Order
2. Review August 2, 2022 Meeting Minutes (Attachment #1)
3. Cost of Small Buses
4. Review Budget Timeline (Attachment #2)
5. Fuel Cost - Diesel, Heating Oil and Natural Gas (Attachment#3)
6. Food Nutrition Program - Pricing and Future Access
7. Update re: Solar Panels
8. Update re: the Field House Study
9. Update re: the Food Service Classrooms Study
10. Adjournment

GROTON BOARD OF EDUCATION
SPECIAL FINANCE/FACILITIES COMMITTEE MEETING MINUTES
AUGUST 2, 2022 @ 6:00 P.M.
CENTRAL OFFICE, ROOM 11

Members Present: Jay Weitlauf, Dean Antipas, Beverly Washington

Also Present: Susan Austin, Sam Kilpatrick, Ken Knight, Matthew Shulman (remote)

Chairman Weitlauf called the meeting to order at 6:06 p.m.

1. Review June 7, 2022 Meeting Minutes - The minutes were accepted as presented with correction to Ms. Washington's name.
2. Historical Review of Health Insurance Claims - Mr. Knight reviewed the claims reports from FY2020, FY2021 and FY2022 through May 2022. Additionally, he reviewed a spreadsheet of claims for the period FY2018 through FY2022 (attached). It was noted that the number of employees/retirees covered by the self-insured plan has reduced during this time frame, but cost of claims has remained somewhat steady, resulting in higher cost per employee/retiree. We anticipate cost of the plan to start rising, as the number of employee/retirees is expected to stabilize.
3. Review ARP ESSER Spending Plan - Mr. Knight reviewed a report of the budget for the three ESSER grants (ESSER I, ESSER II and ARP ESSER). The report showed that ESSER I is fully expended, ESSER II is 52% expended and ARP ESSER is 24% expended as of June 30, 2022. This is in line with expectations. There was a discussion on how to deal with sustainability after the grants expire in 2024. Ms. Austin explained that would be accomplished through a combination of elimination of positions, attrition, finding additional grants or finding efficiencies to be able to add to the operations budget.
4. Next Year's CIPs - Mr. Kilpatrick reviewed next year's possible CIPs. These include the field house at Fitch High School and the culinary arts classrooms at Fitch High School. The plans for both of these projects were funded through last year's BOE operation funds. Also discussed was inclusion of the football field at Fitch High School and HVAC project at Fitch High School's vintage section and Charles Barnum Elementary School that is not covered by the ARP ESSER. Also discussed was the humidity control measures at Northeast Academy Elementary School and roof at Charles Barnum Elementary School that had been previously approved as a CIP by the Town Council.
5. Review Summer Facilities Projects - Mr. Kilpatrick discussed current projects being undertaken by the facilities department. These projects include the closing of the wood frame building at the former Pleasant Valley Elementary School and finalizing the setup of the portable buildings at Central Office, where the items from PV will be stored. Additional projects include readying Mary Morrisson Elementary School for the robotics team, Early Childhood Evaluation Team (ECAT) and Tree House management. Also, they are dismantling the portable at Charles Barnum Elementary School, possibly installing a room divider at Catherine Kolnaski Elementary School, dealing with HVAC issue in the server room at Central Office, and installing Promethean boards at the three older elementary schools. They are continuing to push forward HVAC installation at Fitch High School, field lighting at Groton Middle School and installation of solar panels, all of which may need to be finalized after school begins in the fall.

6. Review Punch Lists for New Buildings - Mr. Kilpatrick reviewed the outstanding punch list items at the two new elementary schools. There are some landscaping issues at both schools and a gate at Thames River Elementary School that needs to be addressed.
7. Bus Contract Update - Mr. Kilpatrick discussed the bus contract, which expires June 30, 2023. We intend to go out to bid in September with the help of a consultant that specializes in transportation.
8. Discussion re: Bus Routes - Mr. Kilpatrick discussed the bus routes. Per STA management, we have enough bus drivers including spare drivers for the beginning of school at this point. Bus routes are being worked on by the transportation department, but these will continue to be tweaked as new students enter or leave the district.

The meeting adjourned at 7:56 p.m.

Groton Public Schools
Claims through Anthem (active & retired)

Year	# of Lives	Avg Monthly	Total Cost	Avg/Life	Comments
2018	8,962	747	10,867,347	14,551	Closed Pleasant Valley 6/30/17, severance incentive of extended health benefits to retirees for up to two years.
2019	8,217	685	11,649,036	17,012	
2020	7,451	621	9,970,597	16,058	COVID19 pandemic starting Mar 2020.
2021	7,025	585	10,800,001	18,448	Closed Cutler Middle & Westside Middle Schools 6/30/20, severance incentive of extended health benefits to retirees for up to two years. Concerted effort to convert retirees off self-insured plan to fully-insured plan.
2022*	6,047	550	10,656,897	19,386	Closed 3 elementary school opened 2 new elementary schools 6/30/21, no severance incentive. Continued effort to convert retirees to fully-insured plans.

* Data only through May 2022

FY2023/2024 BUDGET CALENDAR

Monday, October 3, 2022	Administrators' meeting/Business Office begins preparing budgets for 2023/2024 school year
Friday, November 18, 2022	Principals submit budget data to Business Manager
Monday, November 28, 2022	Business Office enters 2023/2024 budget data and prepares draft documents
December 1 - 16, 2022	Superintendent and administrators review and discuss
Tuesday, December 6, 2022	Review with BOE Finance/Facilities Committee
Tuesday, January 3, 2023	Superintendent presents budget to the Board of Education
Monday, January 9, 2023	2023/2024 budget work session
Tuesday, January 17, 2023	Public Hearing/Board of Education Special Meeting on the budget & 2023/2024 budget work session
Monday, January 30, 2023	2023/2024 budget work session
Wednesday, February 1, 2023	Joint BOE/Town Council/RTM budget meeting & 2023/2024 budget work session
Monday, February 6, 2023	2023/2024 budget work session
Monday, February 13, 2023	2023/2024 budget work session
Wednesday, February 22, 2023	2023/2024 budget work session, if necessary
Monday, February 27, 2023	Board of Education adopts 2023/2024 budget
Monday, February 28, 2023	Business Office makes revisions and prepares adopted budget for submittal to Town Manager
By March 15, 2023	Printed budget book to Town Council & RTM (Town Manager transmits to Town Council by March 15)
March - April, 2023	Town Council budget review
By April 28, 2023	Town Council adopts 2023/2024 budget (per Town Charter)
April – May, 2023	RTM budget review
By May 25, 2023	RTM adopts 2023/2024 budget (per Town Charter)

Groton Public Schools
 Fuel usage/cost
 Fiscal Year 2023

		Per FY23 Budget		Estimated FY23		
Heating Oil	No. of Gallons	Cost/Gallon	Cost	Cost/Gallon	Cost	Estimated Variance
Charles Barnum	15,000	\$ 2.8500	42,750	\$ 4.3000	64,500	21,750
Catherine Kolnaski	20,000	\$ 2.8500	57,000	\$ 4.3000	86,000	29,000
Northeast Academy	20,000	\$ 2.8500	57,000	\$ 4.3000	86,000	29,000
Mary Morrisson	10,000	\$ 2.8500	28,500	\$ 4.3000	43,000	14,500
Fitch High Field House	3,000	\$ 2.8500	8,550	\$ 4.3000	12,900	4,350
Central Office	12,000	\$ 2.8500	32,038	\$ 4.3000	51,600	19,562
Total	80,000		225,838		344,000	118,162
Natural Gas	No. of Therms	Cost/Unit	Cost	Cost/Unit	Cost	Estimated Variance
Mystic River	35,000	\$ 0.8971	31,399	\$ 0.8971	31,399	0
Thames River	35,000	\$ 0.8951	31,329	\$ 0.8951	31,329	0
Groton Middle	45,650	\$ 1.5000	68,475	\$ 1.5850	72,355	3,880
Fitch High	92,312	\$ 1.5000	138,468	\$ 1.6880	155,823	17,355
Total	207,962		269,670		290,905	21,235
Total Heating Costs			495,508		634,905	139,397
Diesel	No. of Gallons	Cost/Gallon	Cost	Cost/Gallon	Cost	Estimated Variance
District	95,000	\$ 2.7500	261,250	\$ 4.2000	399,000	137,750