

**CONNECTICUT TECHNICAL EDUCATION AND CAREER SYSTEM BOARD
Hartford, CT**

**Minutes
Subcommittee on Outreach and Finance Meeting
January 15, 2020**

Draft

Pursuant to notice filed with the Secretary of the State, the Connecticut Technical Education and Career System (hereafter "Board") met on January 15, 2020 at E.C. Goodwin Technical High School, 735 Slater Road, New Britain, Connecticut.

I. Call to Order

Ms. Patricia Keavney-Maruca called the meeting to order at 9:33am.

Present: Robert Trefry, Board Member
Patricia Keavney-Maruca, Board Member
Karen Eichstaedt, Board Member
Lindy Lee Gold, Board Member
Jeffrey Wihbey, Superintendent of Schools

Dial in: N/A

Absent: Commissioner Kurt Westby, Board Member
Daisy Cocco De Filippis, Board Member
Fitz Walker, Board Member
Peter Hoecklin, Board Member

II. Public Participation

There was no public participation.

III. Consideration of Minutes

A. November 20, 2019, Subcommittee on Outreach and Finance Meeting

(The subcommittee did not meet on December 18th due to inclement weather)

Ms. Keavney – Maruca moved, Mr. Trefry seconded, that the Board adopt the minutes of the November 20, 2019, Subcommittee on Outreach and Finance Meeting.

Vote:	In Favor:	Eichstaedt, Gold, Keavney-Maruca, Trefry
	Opposed:	0
	Abstained:	0
	Absent:	De Filippis, Hoecklin, Walker, Westby

Motion carried unanimously.

IV. Strategic Planning for the Connecticut Technical Education and Career System (CTECS)

A. Technology Analysis

Ms. Keavney – Maruca introduced Director of Technology, Mr. James Mindek to committee members to discuss the district's technology projects and on-going updates.

Mr. James Mindek shared an overview of the districts past year accomplishments, current projects, challenges, and the year ahead.

A few examples:

- Every CTECS student has a Chromebook
- New Staff
- Website Redesign
- Parent Square Communications Portal
- Budget needs / Retirements
- Execution and Implementation of the CTECS Strategic Operating Plan Initiatives

Questions/Discussion included:

Mr. Wihbey commended Mr. Mindek and all the IT staff for all of their continued support throughout the district.

Ms. Gold shared her enthusiasm for the E-Rate federal reimbursement program.

Mr. Trefry asked for an IT security update at a future meeting.

A copy of all handouts are included in the official file of this meeting.

B. Expenditure and Revenue Report

Ms. Keavney – Maruca introduced CTECS Superintendent, Jeffrey Wihbey to committee members who introduced the new Chief Financial Officer, Ms. Maura Kjar to review the expenditure and revenue report.

The latest monthly report for the second quarter of the 2019-2020 fiscal year projects an approximate deficit of \$0. The total approved operating budget is \$157,651,581.00. Cost projections indicate the services and supplies allocation will be sufficient to meet projected costs.

The State bond commission is tentatively scheduled for January 31, 2020.

The district has submitted a requested for consideration for FY 2021 which includes funds for various infrastructure repairs and equipment across the district.

Questions/Discussion included:

Mr. Wihbey shared his enthusiasm for Ms. Kjar and her great contributions to the fiscal department in a short period of time.

Mr. Trefry and the Board welcomed Maura to the district.

Mr. Wihbey shared plans to advocate to the legislature for additional funds in support of the district.

A copy of all handouts are included in the official file of this meeting.

V. Adjourn

Ms. Keavney – Maruca moved, Ms. Eichstaedt seconded, for the Subcommittee on Outreach and Finance Meeting to adjourn.

Vote:	In Favor:	Eichstaedt, Gold, Keavney-Maruca, Trefry,
	Opposed:	0
	Abstained:	0
	Absent:	De Filippis, Hoecklin, Walker, Westby

Motion carried unanimously.

The meeting was adjourned at 9:58am.

Prepared by: Ms. Ronke Stallings, CTECS