

CONNECTICUT TECHNICAL EDUCATION AND CAREER SYSTEM BOARD

Draft Minutes of the September 18, 2018 Meeting of the of the Sub Committee on Outreach and Finance

Pursuant to notice filed with the Secretary of State, the Connecticut Technical Education and Career System Board Committee on Outreach and Finance met on September 18, 2018 at H.C. Wilcox Technical High School, 298 Oregon Road, Meriden, CT

I. Call to Order

Commissioner Jackson called the meeting to order at 11:00 AM.

Present: Robert Trefry, Chairperson of the CTECS Board
Patricia Keavney-Maruca, Vice-Chairperson of the CTECS Board
Fitz Walker, Committee Member
Andrea Comer, Committee Member
James Chasse, CTECS Education Consultant
Kathy Demsey, Chief Financial Officer
James Mindek, Director of Technology, Operations
Joseph Uccello, CTECS Management Analyst
Commissioner Catherine Smith, Committee Member

Absent: Gina Chiarella, Committee Member Jeffrey Wihbey, Superintendent
Commissioner Kurt Westby, Committee Member

II. Public Participation

There was no public participation.

III. Consideration of Minutes of the June 19, 2018 Meeting

Mr. Trefry moved, Ms. Comer seconded that the minutes of the June 19, 2018 meeting be approved.

Vote: In Favor: Trefry, Jackson, Keavney, Comer, Walker
Opposed: 0
Abstained: 0
Absent: Chiarella, Westby

Motion carried unanimously.

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

A. Proposed Operating & Capital Budget Request for Fiscal Years 2019-20 & 2020-21 (Action)

The spirit of Connecticut General Statute (C.G.S.) Section 10-99g requires that the Superintendent submit budget requests to the “technical high school system board.” The board shall review, amend and approve such budget and submit the approved budget to the State Board of Education and the Secretary of the Office of Policy and Management in accordance with the provisions of section 4-77.

Superintendent Wihbey introduced Mr. James Chasse, Education Consultant to the Committee members who presented the district’s operating and capital budget requests for fiscal years 2019-20 & 2020-21 consisting of a baseline budget,

P3A technical adjustment, separate agency technical adjustment, proposed increases, position counts, and the capital budget request.

The Superintendent’s baseline budget request is projected to be \$161,956,880 for fiscal year 2019-20 and \$167,207,884 for fiscal year 2020-21.

Mr. Chasse updated the Committee members regarding the Capital budget request which mirrors the amounts contained in the Rolling Capital Plan. He also provided an update on the District’s current capital budget and current status and the Superintendent’s capital budget request for 2019-20 and 2021.

Upon the CTHSS Board’s approval, this budget package will be forwarded to the State Board of Education and the Secretary of the Office of Policy and Management (OPM) for consideration.

The Committee members had a discussion on the budget. Discussion/included: Funding is included in the request to fully fund all full-time general fund vacancies.

A motion was called at this time.

Mr. Trefry moved, Ms. Keavney seconded that the CTECS Subcommittee of the Outreach and Finance recommend to the CTECS Board approval of the Proposed Operating & Capital Budget Request for Fiscal Years 2019-20 and 2020-21.

Vote:	In Favor:	Comer, Keavney, Smith, Trefry, Walker
	Opposed:	0
	Abstained:	0
	Absent:	Chiarella, Smith, Westby

and directs the Superintendent of Schools to take the necessary action.

Motion carried unanimously.

A copy of the Proposed Operating & Capital Budget Request for Fiscal Years 2019-20 & 2020-21 is included in the official file of this meeting.

B. Expenditure & Revenue Report

Superintendent Wihbey introduced Mr. James Chasse, CTECS Education Consultant who provided an update on the latest information impacting the district’s operating budget for fiscal years 2018-19.

He informed the Committee as we near the end of the fiscal quarter of the 2018-19 fiscal year, current cost projections indicate a projected deficit of approximately \$389,000 in the payroll account based on the current number of OPM-approved positions that are pending completion of the recruitment and hiring process.

Mr. Chasse summarized the latest available operating budget information by payroll, fuel and utilities, and supplies and services. The current cost projections assume that the 68 positons currently approved by OPM for refill will be filled within 60 days from the date of posting. At this time, we believe that the current operating budget for services and supplies will be sufficient to meet projected costs. The district began the new fiscal year on July 1, 2018 with an unauthorized bond balance of approximately \$7.2M.

On July 25, 2018, the district received approval of an allocation totaling \$1,651,500 for the purchase of new and replacement student transportation vehicles. All of the purchase orders for these vehicles have been issued to a state-contracted vendor and the district awaits further communication from the vendor as to estimated delivery dates.

The Committee members engaged in a discussion about the Expenditure and Budget Report. Questions/Discussion included: We are pursuing the refill of 147 positions subject to the availability of sufficient funding and at this time 68 have been approved by OPM.

A copy of the Expenditure and Revenue Report is included in the official file of this meeting.

C. Per Pupil Costs by School by Trade

Discussion was tabled until the October 16, 2018 CTECS Board Meeting

Other Matters

Mr. Trefry announced a small change in the leadership. Ms. Keavney will be chairing the Outreach and Finance Subcommittee and Ms. Eichstaedt will be chairing the Quality and Policy Subcommittee

V. Adjourn

The meeting was adjourned at 11:30

Prepared by: *Niane Curtis*
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Connecticut Technical Education and Career System