

**CONNECTICUT TECHNICAL HIGH SCHOOL SYSTEM BOARD**

**Minutes of the September 20, 2016 Meeting  
of the  
Sub Committee on Outreach and Finance**

Pursuant to notice filed with the Secretary of State, the Connecticut Technical High School System Board Committee on Outreach and Finance met on September 20, 2016 at W. F. Kaynor Technical High School, 43 Tompkins Street, Waterbury, CT

**I. Call to Order**

Mr. Trefry called the meeting to order at 11:20 AM

Present: Robert Trefry, Chairperson of the CTHSS Board  
Patricia Keavney, Vice-Chairperson of the CTHSS Board  
John Barrasso Chairperson of the Outreach and Finance Committee  
Fitz Walker, Committee Member  
James Chasse, CTHSS Education Consultant  
Nivea L. Torres, Superintendent of the CTHSS

Absent: Scott D. Jackson, Commissioner, Department of Labor  
Chris DiPentima, Committee Member  
Commissioner Catherine Smith, Committee Member

**II. Public Participation**

There was no public participation

**III. Minutes of the June 21, 2016 Meeting of the Outreach and Finance.**

Ms. Keavney moved, Mr. Trefry seconded, that the Committee approve the minutes of the June 21, 2016 meeting of the Outreach and Finance.

Vote: In Favor: Trefry, Keavney, Barrasso, Walker  
Opposed: 0  
Abstained:  
Absent: DiPentima, Jackson, Smith

Motion carried unanimously.

**IV. Strategic Planning for the Connecticut Technical High School System**

**A. Budget Update**

Superintendent Torres introduced Mr. Chasse who provided an update on latest information impacting the district's operating budget for fiscal year 2016-17.

The district continues to pursue the refill of critical instructional and operational positions. Using the latest available financial and human resources data, the projected deficit for fiscal year 2016-17 has been reduced to

approximately \$1.0M assuming that 63 full-time general fund positions approved for refill by the Office of Policy and Management (OPM) will be filled during pay period ending September 29, 2016. The latest projections also assume that an additional 39 full-time general fund positions (including two durationals) currently awaiting approval to post will be filled by October 14, 2016.

The fiscal year 2016-17 revised budget is \$158,466,509. The Superintendent remains optimistic that additional financial support may be provided to enable the district to move forward with pending requests for the 39 unauthorized positions. The entire approval, recruiting and hiring process is very fluid and the information on the vacancy count changes on a daily basis. Mr. Chasse provided a breakdown of the current 155 vacancies of which the District is currently pursuing 100 for refill. Contingent on the timely refill of existing vacancies, the district remains approximately \$1.0M short of closing the budget deficit for fiscal year 2016-17, but continues to review all options to further reduce operating costs.

A copy of the Budget Report is included in the official file of this meeting.

**B. CTHSS Legislative Proposal; Schools of Aviation**

Superintendent Torres reviewed with the Committee members the CTHSS 2017 Legislative Proposal request. The CTHSS wishes for C.G.S. Section 10-10-95 be amended to add **Aviation as a postsecondary program at CT Aero Tech School for Aviation and Stratford School for Aviation**. Since the 1930's, the adult aviation programs have been offered through the CTHSS. However, in June 2015, the requirements for eligibility for Title IV have changed. Title IV makes it possible for students to receive Pell Grants. In order for a school to be approved for Title IV the school must be legally authorized by the State to provide a postsecondary education program. The enforcement of these State authorization requirements for institutions was previously stayed from July 1, 2011, to July 1, 2015, to allow States and institutions to prepare. After that date, postsecondary institutions are expected to demonstrate compliance with the requirements. Institutions that are not compliant with the State authorization regulations under 34 CFR 600.9(a) and (b) may lose their eligibility to participate in Title IV programs.

The CTHSS recommends that the Aviation program at two sites be authorized as a postsecondary program. If approved by the CTHSS Board, the Legislative Proposal will be forwarded to the Department of Education for submission to the General Assembly.

A motion was called at this time.

Mr. Trefry moved, Ms. Keavney seconded, that the committee agrees to recommend to the CTHSS Board, pursuant to Section 10-95 of the Connecticut General Statutes approval of the following Legislative Proposal for submission to the 2017 Session of the General Assembly:

**Sec. 10-95. b.** The technical high school system board shall offer full-time, part-time and evening programs in vocational, technical and technological education and training, **including Aviation as a postsecondary program at CT Aero Tech School for Aviation and Stratford School for Aviation**. The board may make regulations controlling the admission of students to any such school. The Commissioner of Education, in accordance with policies established by the board, may appoint and remove members of the staffs of such schools and make rules for the management of and expend the funds provided for the support of such schools.

The board may enter into cooperative arrangements with local and regional boards of education, private occupational schools, institutions of higher education, job training agencies and employers in order to provide general education, vocational, technical or technological education or work experience.

Vote: In Favor: Barrasso, Keavney-Maruca, Trefry, Walker  
Opposed: 0  
Abstained: 0  
Absent: DiPentima, Jackson, Smith

Motion carried unanimously.

A copy of the Authorization to Submit Legislative Proposals to the 2017 General Assembly Executive Summary dated September 20, 2016 is included in the official file of this meeting.

### **C. CTHSS LPN Programs**

Superintendent Torres introduced Patricia Fennessy, Education Consultant to the Committee members.

The Connecticut Technical High School System is recommending the Board approve the suspension of the following Licensed Practical Nurse programs effective, January 27, 2017:

Bullard-Havens Technical High School  
Kaynor Technical High School  
Norwich Technical High School  
Prince Technical High School  
Whitney Technical High School

On July 1, 2011, the United States Department of Education, Office of Postsecondary Education, informed the State of Connecticut that new minimum requirements went into effect concerning oversight and approvals for postsecondary institutions. In order to be eligible to participate in Title IV programs, an institution must be legally authorized by a state to provide a postsecondary education program, and the State must have a process to review and act upon student complaints about that institution. The CTHSS no longer falls within the definition of a postsecondary institution and is not eligible for Pell Grants.

The CTHSS Licensed Practical Nurse program is not self-sufficient with the present tuition rate of \$11,550. In order to be self-sufficient the tuition rate would have to be approximately \$26,000 per student. Presently there are three private technical schools that offer Licensed Practical Nurse programs in the state, with total tuition costs ranging from \$35,000 to \$48,000.

The district currently lacks the appropriate infrastructure (i.e. electronic registration/payments, ability to accept credit/debit cards for tuition payments and participate in other student loan programs), but continues to seek a partnership which would enable the State of Connecticut to leverage previous infrastructure investments in other state educational institutions.

The financial impact to the district's operating budget (\$1.2M annually) and the change in federal regulations regarding Pell Grants has led us to recommend the suspension of the Licensed Practical Nurse programs.

Superintendent Torres stated that all currently enrolled students will complete their program of studies by January 27th, 2017. No currently enrolled students will be impacted by this suspension. CTHSS will work closely with SDE HR to determine options for teachers in the program. All support staff (clerical) will be reassigned to address critical shortages and needs at other sites.

The CTHSS will continue partnership discussions with the BOR around the feasibility of these programs. The programs are suspended and not closed to allow for a possible transfer of sponsorship to the BOR (per recommendation from the State Nursing Board of Examiners). The Superintendent will revisit the suspension with the CTHSS Board and determine if a permanent closure is needed once conversations with the BOR have concluded and contingent on the district's fiscal outlook.

Upon the Board's approval, the Licensed Practical Nurse programs will be suspended on January 27, 2017.

A motion was called at this time.

Ms. Keavney moved, Mr. Trefry seconded that the committee agrees to recommend to the CTHSS Board the approval of the suspension of the Licensed Practical Nurse Program effective January 27, 2017.

Vote:	In Favor:	Barrasso, Keavney-Maruca, Trefry, Walker
	Opposed:	0
	Abstained:	0
	Absent:	DiPentima, Jackson, Smith

Motion carried unanimously.

A copy of the Suspension of the Licensed Practical Nurse Programs proposal is included in the official file of this meeting.

#### **D. Approval of the Proposed Operating & Capital Budget Request for Fiscal Years 2017-18 and 2018-19**

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 Torres introduced Mr. James Chasse, Education Consultant to the Committee members who presented the district's operating and capital budget requests for fiscal years 2017-18 and 2018-19 consisting of a baseline budget request, expansion options, reduction options, the capital budget request and capital equipment purchase fund (CEPF) request. This request is in alignment to the strategic plan needs and constitutes the legislative package. Mr. Chasse explained these five sections of the budget request to the Committee members.

The Superintendent's baseline budget request is projected to be \$163,660,980 for FY 2018 and \$163,710,718 for FY 2019.

As identified in the CTHSS Strategic Action Plan for 2014-2017, the district planned to expand the availability of educational opportunities by introducing several new instructional programs.

The Superintendent's expansion request for 2017-18 and 2018-19 requests a total of 11 new positions estimated at an additional cost of \$489,000.

The cost of these proposals represents an increase of .3% over the projected Baseline Budget for FY 2018 and .4% increase over the projected Baseline Budget for FY 2019.

Mr. Chasse updated the Board 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 2017-18 and 2018-19 Plan. The Superintendent's request identifies the need for \$12 Million in each year of the biennium. The budget package also includes a request for \$500,000 for each year of the biennium for capital equipment.

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.

A motion was called at this time.

Ms. Keavney moved, Mr. Trefry seconded that the committee agrees to recommend to the CTHSS Board the approval of the Proposed Operating and Capital Budget Requests for fiscal years 2017-18 and 2018-19.

Vote:	In Favor:	Barrasso, Keavney-Maruca, Trefry, Walker
	Opposed:	0
	Abstained:	0
	Absent:	DiPentima, Jackson, Smith

Motion carried unanimously.

A copy of the Proposed Operating and Capital Budget Requests for fiscal years 2017-18 and 2018-19 is included in the official file of this meeting.

**V. The next meeting of the Committee on Outreach and Finance will be held on October 18, 2016.**

**VI. Adjourn**

The meeting was adjourned at 12:00 PM

Prepared by:

*Diane Curtis*

Diane Curtis, Administrative Assistant