



Upcoming Meeting Dates

DRAFT Finance Committee Minutes

- 5/7/2019
- 9/3/2019



Upcoming Board of Education Meeting Dates **2019/2020**

<b>September 24</b>	<b>6:30 PM</b>	Special Meeting 501 Kings Hwy East Superintendent's Conference Room
	<b>7:30 PM</b>	Regular Meeting 501 Kings Highway East Central Office Board Room
<b>October 1</b>	<b>9:00 AM</b>	Finance Committee Meeting 501 Kings Hwy East Superintendent's Conference Room
	<b>5:00 PM</b>	Policy Committee Meeting 501 Kings Hwy East Superintendent's Conference Room
<b>October 10</b> Thursday	<b>7:30 PM</b>	Regular Meeting 501 Kings Highway East Central Office Board Room
<b>October 15</b>	<b>5:00 PM</b>	Policy Committee Meeting 501 Kings Hwy East Superintendent's Conference Room

BOF Meetings:

Wed. Sept. 25 – Quarterly Review

Tue. Oct 29 - Capital Planning Workshop

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**BOARD OF EDUCATION FINANCE COMMITTEE  
FAIRFIELD PUBLIC SCHOOLS, FAIRFIELD, CT  
May 7, 2019  
501 Kings Highway east  
Superintendent's Conference Room**

**Minutes**

**Call to Order:** The meeting was called to order at 9:01am by Jennifer Leeper

**Present:** Members: Jennifer Leeper, Christine Vitale, Nick Aysseh  
District staff: Dr. Toni Jones  
Strategic Planning Committee members John Wynne and Jay Gross  
Public: No members of the public attended

**Approval of Minutes:**

Mrs. Leeper made a motion to approve the minutes from April 2, 2019 seconded by Mr. Aysseh. Motion passed 2-0-1 (Mrs. Vitale abstained for not being present at April meeting).

**Discussion: Community Outreach; Strategic Planning Committee Update**

Mr. Wynne and Mr. Gross gave a presentation on the survey and collective results of their committee's strategic plan research with regard to education in Fairfield and the Fairfield Public Schools. Dr. Jones and all 3 Finance Committee members questioned the validity of the survey results as they felt it was not an accurate sample group and the findings of FPS surveys to parents and students varied greatly compared to what was presented. Mr. Aysseh heavily questioned the validity of the sample group presented based on the relatively small sample size compared to the almost 10,000 students in the district. Mr. Aysseh further questioned the methodology used in collecting the data. It was decided subject matter experts should be identified to continue conversations between the strategic planning committee and FPS. Mrs. Leeper suggested that families of pre-K students in the town should be targeted for additional forums as they represent the upcoming student pool. Mrs. Vitale questioned why high school PTAs were not included as a focused group as that group of parents has the most experience with the FPS. Mrs. Vitale and Mrs. Leeper also suggested the strategic planning committee meetings with FPS should include Mr. Mike Cummings a subject matter expert on curriculum and offered to continue conversations as subject matter experts as individual members of the BOE.

Mr. Wynne and Mr. Gross presented that their findings showed a lack of satisfaction with the overall FPS experience by families who answered surveys or attended forums. Mrs. Vitale questioned the validity of those statements as there were gross inconsistencies compared to recent data collected by FPS.

Mr. Wynne suggested the town should be considering charging a separate fee for families with

children attending the public schools to help offset the burden on the taxpayers. Dr. Jones, Mr. Aysseh, Mrs. Leeper and Mrs. Vitale all heavily objected to the notion and questioned if it was even constitutional to suggest it.

**Discussion: PK5 Tuition Program**

Dr. Jones said that we would continue looking into this. Mrs. Leeper has compiled data from local preschools and will continue to follow up. The committee agreed that this is an area we need to continue to look at.

**Update: Advertising Sales, Banner Revenue**

Dr. Jones Said Campus Box has not presented new sales and all 3 finance committee members asked that the current setup be re-examined and for a list of the companies who were approached about purchasing a banner as this is still a potential revenue stream. Mr. Aysseh stated there is no reason we are not selling signs and we need to figure out a way to make this work. Dr. Jones stated she would look into it.

**Update: Math Academy**

The district is still working on identifying students and working on choosing a site for the program.

**Discussion: 2019-2020 Budget Adjustments**

Dr. Jones presented a working draft of adjustments she planned to present to the full board.

**Public Comment**

None

**Adjournment:** Mrs. Leeper made the motion to adjourn, seconded by Mrs. Vitale. The motion passed 3-0 and the meeting ended at 10:56am.

Respectfully submitted by  
Nick Aysseh  
Committee Member

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**BOARD OF EDUCATION FINANCE COMMITTEE  
FAIRFIELD PUBLIC SCHOOLS, FAIRFIELD, CT  
September 3, 2019  
501 Kings Highway east  
Superintendent's Conference Room**

**Minutes**

**Call to Order:** The meeting was called to order at 9:03am by Jennifer Leeper

**Present:** Members: Jennifer Leeper, Christine Vitale, Nick Aysseh  
District staff: Mike Cummings, Doreen Munsell, Angelus Papageorge  
Public: No members of the public attended

**Approval of Minutes:**

Approval of May minutes postponed due to them not being posted and available prior to meeting. Will be voted on next meeting.

**New Business setting goals for committee for 2019-2020 academic year**

Mr. Cummings discussed how this committee could help with the work on District Improvement Plan creation and transition. He stated this will be a process that involves many constituents and stakeholders. Mr. Cummings further discussed the budget process and how we should communicate and message effectively to the press, town bodies and families before and during budget season. Mr. Papageorge discussed his plan to really work on honing in the numbers on the waterfall chart and how he would like to work with the committee and the full board in planning forward. He also discussed efforts to try and work on combining projects with the town side to maximize savings. Doreen Munsell discussed ideas around planning for unforeseen expenses such as the unanticipated maintenance costs of late in future budgets.

Mr. Aysseh asked Mr. Cummings and Mr. Papageorge if they felt we needed a new facilities committee and both agreed the finance committee should work with them at committee level on facilities and then have dedicated special meetings of the full board when some of the preliminary work and research is done at the Finance Committee level. Mr. Aysseh stated he was happy with trying that and would not move forward with proposing a new facilities ad hoc committee or bylaw change to create another formal committee for facilities at the next BOE meeting. Ms. Leeper and Mrs. Vitale agreed as well.

Mrs. Vitale asked about streamlining the question / answer process around budget season and ideas were discussed.

Ms. Leeper proposed drafting memos to present to other town bodies with important finance-related updates to help improve the sharing of information across town bodies.

With regard to revenue sources moving forward the committee and Mr. Cummings agreed to look at PK5 tuition and where we stand with selling sign advertising for the fields. Mr. Papageorge mentioned building rentals and Mr. Aysseh asked that he present to us at a future meeting the breakdown of who pays for rentals and who gets the facility for free. Mr. Aysseh understands that some non-profits may need free or reduced rental fees but the district shouldn't be losing money paying custodial overtime for non-paying rentals. Mrs. Vitale mentioned the PTA's use space so we need to be mindful of that. The committee would like to see an increase in revenue from building rentals.

### **Superintendent's Report**

Mr. Cummings mentioned the idea of looking into continuing education and options around that to save the district money. He also mentioned he looked forward to working with the committee and having some meaningful work done at this level.

### **Open Committee Comment**

Mr. Papageorge made note that the grounds maintenance contract will be going to bid in February and there may be significant budget implications. He plans to split the bid into two categories (Athletic fields vs general property maintenance) in an effort to attract more bids.

### **Public Comment**

None

### **Future Discussion**

Mrs. Leeper will continue to have building rentals and sign sales on a future agenda as well as the creation of a new district improvement plans and discussions on budget implications form that document as it is being created.

**Adjournment:** Mr. Aysseh made the motion to adjourn, seconded by Mrs. Leeper. The motion passed 3-0 and the meeting ended at 10:21am.

Respectfully submitted by  
Nick Aysseh  
Committee Member