



Upcoming Meeting Dates

Finance Committee Agenda, 11/4/2019

Finance Committee Minutes, 10/1/2019

2020-2021 Priority 1 Maintenance Projects



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

November 4 <i>Monday</i>	9:00 AM	Finance Committee Meeting 501 Kings Hwy East Superintendent's Conference Room
November 19	7:00 PM	Special Meeting/Executive Session 501 Kings Hwy East Superintendent's Conference Room
November 21 <i>Thursday</i>	6:00 PM	Special Meeting/Executive Session 501 Kings Hwy East Superintendent's Conference Room
	7:00 PM	Organizational Meeting
	7:30 PM	Regular Meeting 501 Kings Highway East Central Office Board Room
November 26	5:00 PM	Policy Committee Meeting 501 Kings Hwy East Superintendent's Conference Room
December 3	9:00 AM	Finance Committee Meeting 501 Kings Hwy East Superintendent's Conference Room
	5:00 PM	Policy Committee Meeting 501 Kings Hwy East Superintendent's Conference Room
December 10	7:30 PM	Regular Meeting 501 Kings Highway East Central Office Board Room

[BOF Meeting:](#)
[Tue. Nov 26 – Quarterly Review Meeting](#)



Finance & Budget Committee Agenda
501 Kings Highway East, 2nd Floor Superintendent's Conference Room
MONDAY November 4, 2019
9:00 AM

1. Call to Order
2. Approval of Minutes *of October 1, 2019* meeting
3. Old Business
 - A. Review Signage Policies
4. New Business
 - A. Review impact of unexpected facilities maintenance on 2019-20 operating budget
 - B. Review 2020-21 Budget
5. Superintendent's Report
6. Open Committee Comment
7. Public Comment*
8. Future Discussion
9. Adjournment

Draft

**BOARD OF EDUCATION FINANCE COMMITTEE
FAIRFIELD PUBLIC SCHOOLS, FAIRFIELD, CT
October 1, 2019
501 Kings Highway east
Superintendent's Conference Room**

Minutes

Call to Order: The meeting was called to order at 9:05am by Jennifer Leeper

Present: Members: Jennifer Leeper, Christine Vitale, Nick Aysseh
District staff: Superintendent Cummins, Doreen Munsell, Angelus Papageorge,
Arlene Gottesman
Public: No members of the public attended

Approval of Minutes:

May 7th: Mr. Aysseh made the motion to approve May 7th meeting minutes, seconded by Mrs. Vitale.

Amendment: Mr. Aysseh made a motion to amend the draft minutes, seconded by Mrs. Vitale.

Discussion: Mr. Aysseh explained that after discussion with Mr. Wynne from the Strategic Planning Committee as to clarification on some points in the original draft minutes he would like to present an amendment to paragraph 3 under Strategic Planning Committee Discussion.

Mrs. Vitale asked for clarification and Mr. Aysseh confirmed Mr. Wynne had been given a chance to review these changes via email. The committee all reviewed the proposed edits.

Vote on amendment passed 3-0.

Vote on original motion, as amended, for May 7th meeting minutes passed 3-0.

September 3rd: Mr. Aysseh made the motion to approve, seconded by Mrs. Leeper, passed 3-0

New Maintenance/Transportation Facility:

Mr. Papageorge gave an update on the status of lease negotiations for a new maintenance facility to replace the current Meadow Street property. Landlord and FPS have a tentative verbal agreement on terms. Landlord's attorney is drawing up a lease to be sent to the Fairfield town attorney for review. Mr. Aysseh stated that we need to make sure the parties were all aware that this would have to go before BOS and RTM for approval and that based on the meeting dates in October we needed to try and get this to the town attorney and BOS as soon as possible. Mrs. Vitale stated she would reach out to the First Selectman's office to let them know to expect this document in the next week. Moving and buildout expenses were discussed and Mr. Cummings and Mr. Papageorge will be drafting a memo to other town bodies regarding the costs associated with the new lease, moving and buildout expenses.

Update on Sign Sales / Vendor:

Arlene Gottesman gave the committee an update from her discussions with the athletic

directors and what she had determined had been sold so far. She advised that the athletic directors would be seeking input from other local schools at an upcoming FCIAC meeting. The committee reiterated that the premise of this project was to be additional revenue for the school system. Mr. Cummings discussed some ideas to explore as to how to make this venture more successful. It will be discussed further.

Non-recurring fund update:

Ms. Munsell confirmed that due to a law change the amount allowed by statute to be held is now 2%, up from 1%. She mentioned that a large majority of districts in CT utilize this account. The committee discussed next steps in exploring this further with the premise that these funds, if available at the end of the fiscal year, could be placed in this fund and earmarked for specific purposes like unplanned maintenance or unexpected emergency repairs which currently negatively impact the budget.

Superintendent Report:

Mr. Cummings explained that he and the team are making a plan for budget season and discussed preliminary dates for the budget season meeting topics. Also, Mr. Cummings is reviewing central office structure to ensure it is operating in the most efficient and responsible manner.

Comment:

There was no public or committee member comment

Future Discussion:

Budget will become a main theme for upcoming meetings. Sign sales will continue to be explored and how the district goes about managing this program will be revisited.

Adjournment: Mr. Aysseh made the motion to adjourn, seconded by Mrs. Vitale. The motion passed 3-0 and the meeting ended at 10:27am.

Respectfully submitted by
Nick Aysseh
Committee Member

2020-2021 Priority 1 Projected Maintenance Projects

11/1/2019					
	School	Project Type	Description	Classification	Amount
1	Burr Elementary	Major Maintenance/Building Rest.	Courtyard Atrium Landscape Changes Project (Needed to Prevent Flooding During Storms	Repair/Replacement	14,960
2	Dwight Elementary	Major Maintenance/Building Rest.	Courtyard Sidewalk Reconfiguration - Classroom Door Exiting.	New Install	25,000
3	Jennings Elementary	Major Maintenance/Building Rest.	Replace playground in accordance with ADA standards.	Repair/Replacement	140,000
4	McKinley Elementary	Major Maintenance/Building Rest.	Main Office Flooring Replacement - VCT.	Repair/Replacement	17,000
5	Fairfield Woods Middle	Major Maintenance/Building Rest.	Fitness Room Flooring Project.	New Install	26,595
6	Fairfield Ludlowe High	Major Maintenance/Building Rest.	Turf Field Multi-game Scoreboard Replacement.	Repair/Replacement	125,000
7	Fairfield Ludlowe High	Major Maintenance/Building Rest.	Rebuild Varsity Softball Field Project.	Repair/Replacement	28,000
8	Fairfield Ludlowe High	Major Maintenance/Building Rest.	Renovation of Concession Building 2nd Floor for Football Locker Room.	New Install	150,000
9	Fairfield Ludlowe High	Major Maintenance/Building Rest.	Repair/Replace Handicap Lift in Press Box in Accordance with ADA standards.	Repair/Replacement	68,000
10	Fairfield Ludlowe High	Major Maintenance/Building Rest.	New Athletic Department Storage Building.	New Install	5,000
11	Fairfield Warde High	Major Maintenance/Building Rest.	New Athletic Department Storage Building.	New Install	5,000
12	Fairfield Warde High	Major Maintenance/Building Rest.	Rebuild Varsity Softball Field.	Repair/Replacement	29,500
13	Fairfield Warde High	Major Maintenance/Building Rest.	Replace Outside Dust Collector.	Repair/Replacement	78,741
14	Fairfield Warde High	Major Maintenance/Building Rest.	Server Room A/C Replacement.	Repair/Replacement	22,447
			Total		\$ 735,243