MINUTES
PLAINVILLE BOARD OF EDUCATION'S
FACILITIES/FINANCE SUBCOMMITTEE MEETING
VIRTUAL MEETING
Wednesday, November 17, 2021– 6:00pm

MEMBERS PRESENT: Foster White, Subcommittee Chair, Rachel Buchanan, Cassandra Clark and Lori Consalvo, Ex-Officio

OTHERS IN ATTENDANCE: Superintendent of Schools Steven LePage; Assistant Superintendent, David Levenduski; Director of Business and Operations, Sam Adlerstein; Director of Facilities Steven Busel; Director of IT Kevin Ross and Board Members: Crystal St. Lawrence; Deborah Hardy, Vice Chair; and Becky Tyrrell.

MEMBER(S) ABSENT: None

The meeting of the Facilities/Finance Subcommittee was called to order at 6:00 PM by Chair Foster White.

1) **Discussion: Organization of Committee**
Mr. White explained that a majority of Board Members are in attendance at this evening's meeting. However, it is up to subcommittee members only to participate actively in the meeting, otherwise it would be considered a Special Board meeting. The subcommittee operates under the general operations of the Board of Education.

Mr. LePage then reviewed the Board of Education Subcommittee list and stated that there was one vacant position on the Outreach Subcommittee. Mrs. Tyrrell stated that she is interested in filling that vacancy. Mrs. Clark and Mrs. Buchanan also added that they are also interested in joining the Outreach subcommittee and/or any other position that might be in need of a representative.

Mrs. St. Lawrence stated that she would be interested in attending CREC Council meetings if Mrs. Tyrrell was looking for someone to take her place.

Mr. LePage also stated that CABE will be holding a New Board Member/Leadership Conference on December 8th at the Sheraton Hartford South Hotel in Rocky Hill. If any board members are interested, they are asked to contact Joan who will register them. Mr. Adlerstein added that CABE has many resources available to board members that can be very helpful. He encourages them to attend CABE's sessions.

2) **Discussion of COVID-19 Expenditures/Grant + Five Year Strategy**
Mr. Adlerstein discussed the various grants awarded to Plainville Community Schools. He stated that the district is using best-practice project methodologies for ESSER. The district currently has approximately 70 ESSER projects in various stages, each supported by a detailed charter. Many are underway, others are placeholders. Some ideas are of lower priority that may nor may not move forward. Mr. Adlerstein and Mr. LePage then discussed the new positions created to help support learning. Each position is associated with an ESSER Project and connected to core district priorities. The awarded grants are as follows:

Description	Begin	End	PCS Award
ESSER Part I Funds	03/13/2020	09/30/2022	$337,511
Coronavirus Relief Fund	03/01/2020	12/30/2020	$875,794
ESSER Funds Part II	03/13/2020	09/30/2023	$1,605,726
American Rescue Plan Act	03/13/2020	09/30/2024	$3,469,240

ARP IDEA 611/619	07/01/2021	06/30/2023	$123,599
IDEA ESSER II	07/01/2021	06/30/2023	$60,000
Smart Start Capital	07/01/2021	06/30/2023	$100,000
Smart Start Operating	07/01/2021	096/30/2023	$150,000

Mr. LePage stated that two additional Afterschool programs will be starting soon. These programs are sponsored by the Plainville Community Schools in conjunction with the Plainville YMCA and the Plainville Recreation Department.

Mr. Adlerstein stated that the District's Five-Year Strategic Planning will begin in January. The community will be involved.

3) Renovation Status: Frank T. Wheeler School and the Middle School of Plainville

Frank T. Wheeler School:
Mr. LePage stated that due to the size of Wheeler School, the State originally wanted to issue a student enrollment rate of over 400 children. While Administrators and Town Officials presented many options for the State to consider and due to the pandemic, the State approved the request to allow the town of Plainville and the Board of Education be given an extension in meeting the commitment of 352 students enrolled at Wheeler Elementary School. Due to the challenges presented to all districts from the COVID-19 pandemic, progress was delayed. Therefore, final reimbursement would not be issued until the Town and school district reported that the enrollment commitment of 352 students has been met. In the Board of Education's October 5, 2021 letter, the Superintendent reported that 355 students are enrolled at Wheeler Elementary School as of the October 1, 2021 enrollment.

Mr. LePage stated that administrators decided to shift Linden's Pre-K students to Wheeler School to help support the 352 student enrollment request. The Wheeler enrollment also includes 23 Open Choice students which also impacts the reimbursement calculation. The balance due at a 65.36% reimbursement rate is $3,053,098. The Town is awaiting the reimbursement check.

Middle School of Plainville:
The Plainville Town Council, at their October 12th meeting, approved an additional appropriation of $90,000 for pre-referendum costs related to the proposed Middle School of Plainville "renovate as new" status. The Council also approved the awarding and entering into contract with Construction Solutions Group (CSG) for these services, as recommended by the Capital Projects Building Committee.

CGS has begun coordinating/understanding the existing physical building. Member of CGS are working with the district's Facilities Director, Steve Busel, to begin the process of scheduling formal site visits with architects and specialists for building condition assessment. The kick-off date was today, November 17, 2021. As part of this process, Educational Specifications will need to be developed. The Middle School will mark its official 30-year status in April of 2022. It is possible that the Town could go to referendum in early spring, prior to the month of May.

4) Discussion of Capital Budget FY2022-23
Mr. Adlerstein and Mr. LePage called upon Steve Busel, Director of Facilities and Kevin Ross, Director of IT to speak about their proposals to the Capital Budget. The matrix is attached to this document. At the December 13th Board Meeting, the Board will adopt its five-year Capital Plan.

5) Discussion of the Operating Budget FY2022-23

Mr. Adlerstein stated that in developing the annual school district budget, every effort is made to maximize resources, minimize cost, and support key areas of focus. With the help of ESSER funding and prudent fiscal management, the district should be able to provide a cost-effective educational program that prepares all students for success.

Mr. Adlerstein also stated that budget review meetings with administrators have been set up for this week. Board Meeting worksessions have been scheduled for January 20, 25 and 27 with a final Operating Budget vote on February 14, 2021.

Review DRAFT Budget Calendar for FY2022-23
The Subcommittee reviewed a tentative timeline of dates for the upcoming budget season which were approved at the November 8 Board Meeting. We are awaiting word from the Town with regard to a few joint meeting dates.

6) **Other**
No other items were discussed.

No action was taken during this meeting.

A MOTION WAS MADE BY CASSANDRA CLARK TO ADJOURN. THE MOTION WAS SECONDED BY RACHEL BUCHANAN. THE MOTION UNANIMOUSLY CARRIED. The meeting was adjourned at 8:04 PM.

Respectively Submitted,

Joan Calistro

Joan Calistro
Recorder of Minutes

Facilities & Finance

11/17/21

Order of Business

1) This committee: Organization discussion
2) Discussion of COVID-19 Expenditures/Grant + Five Year Strategy
3) Renovation Status: Wheeler School and the Middle School of Plainville
4) Discussion of Capital Budget FY 2022-2023
5) Discussion of Operating Budget FY 2022-2023
6) Review DRAFT Budget Calendar for FY 2022-2023
7) Other

1) BOE Subcommittee Organization/Members

F&F	Curriculum	Policy	Outreach	Negotiations
Foster*	Rebecca*	Crystal*	Crystal*	Ad Hoc
Rachel	Rachel	Foster	Foster	
Cassandra	Crystal	Deb	Vacant	
	Deb			
Lori, Ex-Officio				

PTA/PTO/PAC and Other	
Linden	Cassandra
Toffolon	Rebecca
Wheeler	Rachel
MSP	Crystal
PHS	Foster
CREC Council	Vacant
Town Council Liaison	Lori

* = Chairperson

Next step: Communication. No vote is required

2) COVID-19 Expenditures/Grant + Five Year Strategy

ESSER Grant Update - Projects

00010: IReady Programming	00190: Formalize our private grants / al	00360: Enhanced Marketing of PCS to al	00520: Coverage of Food Service Loss
00020: MSP ELA Curriculum Implementa	00200: Evaluate Current Educational Co	00370 Stakeholder input - Equity	00530: Expansion of our Business Ba
00030: Plan High Impact PLC Days	00210: Evaluate our Administrative Serv	00380 Stakeholder input - Systems	00540: Family/Community Connectic
00040:Create the process for planning a	00220: Improve and formalize the PLC p	00390 Stakeholder input - SEL	00550: Supportive Community Outre
00060: Systems - Improved Meeting Pro	00230: Welcome Center	00400 Stakeholder input - Mastery	00560: Translation Services
00080:College and Career Pathways	00240: Equity Culturally Responsive Mat	00410 Stakeholder input - Community C	00570: Addition of School Psychologi
00090: Improve HR hiring processes (ne	00250:Open Choice Outreach	00420: Videography capability	00580: Custom Design High School Ca
00100:Implementation of Precision Exar	00260: Parent Education Charter	00430: Website Overhaul	00590: Development of a Collaborati
00110: Evaluate Technology Capital Proj	00270: Enrichment Charter	00440: RtI systems to address needs of	00600: Implementatio of DESSA SEL A
00120: Improve PLC Effectiveness	00280: MTS SEL RULER	00450: Additional Math Tutor	00610: Replace Remaining Water Fou
00130: Internal and external building en	00300: Aperture	00460: 2 High School Tutors	00620: Residual CoVid Requirements
00140: Standards Based Curriculum Imp	00310:Clinical Service Delivery Charter	00470: ELLSupport for Additional Studer	00630: Consider training sessions for
00150: Marzano - High Reliability School	00320: PHS Instructional Support	00480: Expanded Summer Remediation	00640: Math and Incremental Softwa
00160:Perf Mat - Data Analysis/Assessm	00330: Elementary ELA and Math Leade	00490: Increased Access to Rigorous Co	00650 Parttime Technician
00170: Expansion of Dual Enrollment Of	00340: Replace Toffolon Chiller	00500: PreK Full Funding Project	00660: Access to Band/Instrumental
00180: Create collaborations around stu	00350: Replace PHS Building Automatior	00510: Summer Transportation	00670: SPARK Prime kits BricQ Motior

- We currently have approximately 70 ESSER projects in various stages, each supported by a detailed charter. Many are underway, others are placeholders. Some ideas are lower priorities that we may or may not move forward.

2) ESSER Grant - Positions

Hired
Psychologist
Family School Liaison
Phs Stem Teaching Assistant (1 of 2)
Elementary Literacy Tutor
Technician - Part Time
Wheeler Monitor
Kindergarten Tutor
Kindergarten Tutor
Kindergarten Tutor
Instructional Resource Math/Science Teacher
Instructional Resource Teacher For Early Learning
Lead Parent Educator
Phs Lunch Monitor
PFRN PT Parent Educator (Evening)
Instructional Assistant Elementary Schools (K-2)
Instructional Assistant Elementary Schools (3-5)

Posted
Toffolon Monitor
Kindergarten Tutor Postings (IRT And Literacy II)
Parent Educator
Phs Stem Teaching Assistant (2 of 2)
Phs Humanities Teaching Assistant (2 Positions)
Phs Lunch Monitor
Bilingual Support Specialist - Toffolon
Instructional Leader - Early Learning
Temporary: Special Education Instructional Assistant Grades Pk-5
Temporary: Special Education Instructional Assistant Grades 6-12

Each position is associated with an ESSER project (see previous page), connected to our core district priorities.

Five Year Strategic Planning: An Evolving Approach

How do we build not just buy-in for school initiatives, but involvement with community initiatives and ownership and a deepened sense of belonging to the community of Plainville?

Robert Putnam documents his extensive research in <u>Bowling Alone</u> about the role that social capital plays in building community. His findings were startling, for he discovered the one thing that distinguishes the more successful from the less successful towns was the extent of social capital, or widespread relatedness that existed among its citizens. It is this over geography, history, economic base, cultural inheritance or financial resources (Block p17)

3) Wheeler Renovation Status

From DAS January 28, 2021, requirement of 352 enrolled students by 10/1/21 latest:

Dear Superintendent LePage:

I have reviewed the correspondence dated December 29, 2020 on the status of the enrollment commitment under School Construction Project 110-0063 RNV at the Wheeler Elementary School. While you have presented many options for our office to consider, we believe that meeting the October 2021 deadline is in the best interests of the State and Plainville given the circumstances stated in your letter.

I approve the request to allow the town of Plainville and the Board of Education be given an extension in meeting the commitment of 352 students enrolled at the Wheeler Elementary School. The challenges presented to districts from the COVID-19 crisis has delayed progress.

It is important that the enrollment commitment be met, and so accepting a lower enrollment as fulfilling that commitment is not approved. However, your proposal that the deadline for meeting that commitment be moved from the date of project completion to October 1, 2021 is reasonable and is approved. Please note that an accurate enrollment is essential to calculating the school construction grant; therefore, future payments will be on hold pending the resolution of this issue. The Board of Education may accept the project as complete, as you outlined. Final payment will not be issued until after the Town and school district report that the enrollment commitment of 352 has been met, or on October 1, 2021, whichever is earlier. If the enrollment commitment has not been met by October 1, 2021, OSCGR will thereafter issue the final payment, with a calculation based on the current reported enrollment.

Sincerely,

Konstantinos Diamantis, Director
Office of School Construction and Review

And the Wheeler 10/1/21 enrollment is ...

BREAKING NEWS

October 5, 2021

Dear Kosta,

Plainville Community Schools is pleased to report that October 1, 2021 student enrollment at Wheeler Elementary School is 355. Please see the PSIS report, attached. This enrollment surpasses our request for a commitment of 352 students by October 1, 2021 which you approved in your January 28, 2021 letter, attached. Wheeler School enrollment includes 23 Open Choice Students which, we understand, also impacts the reimbursement calculation.

We believe that Plainville now meets all the requirements for OSCGR to now issue the final payment.

Please contact me if you have any questions or concerns.

Sincerely,

Steve LePage
Superintendent
Plainville Community Schools

The balance due at a 65.36% reimbursement rate is $3,053,098. We expect the 23 choice students (6.5% of 355) to favorably impact the reimbursement rate.

3) Renovation Status: MSP

Town Council at their October 12 meeting approved an additional appropriation of $90,000 for pre-referendum costs related to the proposed Middle School of Plainville "renovate as new". Council also approved award and entering into a contract with Construction Solutions Group for these services, as recommended by Capital Projects Building Committee. Thank you all for your work getting to this point.

Update:

- *Building condition assessment:* CSG has begun coordinating understanding the existing physical building. Working with Steve Busel I understand there have been some initial discussions. CSG is in the process of scheduling formal site visits with architects and specialists for building condition assessments.
- *Timeline:* A DRAFT detailed timeline follows
- *Education Specifications:* Kickoff 11/17/21. As part of the process Education Specification need to be developed. In the simplest version this is the who, what, when, where of the school or in other words the schools anatomy (e.g. x number of math classrooms, accommodating y students, with z details)

3) Renovation Status: MSP

	SUN	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SAT	Week Notes/Activities
Nov-21	11/14	15-Nov TC mtg	16-Nov	17-Nov ED Spec Kick-off Conditions Assessment Start	18-Nov	19-Nov	11/20	
Nov-21	11/21	22-Nov SBC mtg 6:00PM BOE mtg 6:PM	23-Nov	24-Nov	25-Nov Thanksgiving	26-Nov	11/27	
Dec-21	11/28	29-Nov	30-Nov	1-Dec ED Spec Development	2-Dec	3-Dec	12/4	
Dec-21	12/5	6-Dec TC mtg	7-Dec	8-Dec ED Spec Review Meeting	9-Dec CD start	10-Dec	12/11	
Dec-21	12/12	13-Dec BOE mtg 6:PM	14-Dec Comm SubCom mtg 4:00PM SBC mtg 6:00PM	15-Dec	16-Dec	17-Dec	12/18	BOE review Ed Spec
Dec-21	12/19	20-Dec TC mtg	21-Dec	22-Dec Conditions Assessment Complete	23-Dec	24-Dec Christmas	12/25	
Dec-21	12/26	27-Dec SBC mtg 6:00PM BOE mtg 6:PM	28-Dec	29-Dec	30-Dec	31-Dec New Years	1/1	BOE review Ed Spec SBC review CD
Jan-22	1/2	3-Jan TC mtg	4-Jan	5-Jan	6-Jan	7-Jan	1/8	
Jan-22	1/9	10-Jan	11-Jan SBC 6:00PM	12-Jan	13-Jan	14-Jan	1/15	SBC review CD BOE Approve Ed Spec
Jan-22	1/16	17-Jan TC mtg	18-Jan	19-Jan	20-Jan	21-Jan	1/22	
Jan-22	1/23	24-Jan SBC 6:00PM	25-Jan	26-Jan	27-Jan	28-Jan	1/29	SBC review CD
Feb-22	1/30	31-Jan Concept Design DUE / Begin Estimate	1-Feb	2-Feb	3-Feb	4-Feb CD Estimate DUE	2/5	
Feb-22	2/6	7-Feb TC mtg	8-Feb SBC 6:00PM	9-Feb	10-Feb	11-Feb	2/12	SBC review estimate
Feb-22	2/13	14-Feb	15-Feb	16-Feb	17-Feb	18-Feb	2/19	
Feb-22	2/20	21-Feb TC mtg SBC mtg BOE mtg	22-Feb	23-Feb	24-Feb	25-Feb	2/26	TC Estimate presentation

	SUN	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SAT	Week Notes/Activities
Mar-22		TC mtg	SBC 6:00PM					
Mar-22	3/13	14-Mar	15-Mar	16-Mar	17-Mar	18-Mar	3/19	
Mar-22	3/20	21-Mar TC mtg SBC mtg BOE mtg	22-Mar	23-Mar	24-Mar	25-Mar	3/26	
Apr-22	3/27	28-Mar	29-Mar	30-Mar	31-Mar	1-Apr	4/2	
Apr-22	4/3	4-Apr TC mtg	5-Apr Public Education Meeting	6-Apr	7-Apr	8-Apr	4/9	
Apr-22	4/10	11-Apr	12-Apr	13-Apr	14-Apr	15-Apr	4/16	
Apr-22	4/17	18-Apr TC mtg SBC mtg BOE mtg	19-Apr Public Education Meeting	20-Apr	21-Apr	22-Apr	4/23	TC Vote - Set Ref Date
Apr-22	4/24	25-Apr Public Outreach Post Card	26-Apr	27-Apr	28-Apr	29-Apr	4/30	
May-22	5/1	2-May Waiting Period Begins	3-May	4-May	5-May	6-May	5/7	
May-22	5/8	9-May	10-May	11-May	12-May	13-May	5/14	
May-22	5/15	16-May	17-May	18-May	19-May	20-May	5/21	
May-22	5/22	23-May	24-May Town Meeting (10 days prior to referendum)	25-May	26-May	27-May	5/28	
Jun-22	5/29	30-May	31-May	1-Jun	2-Jun	3-Jun	6/4	
Jun-22	6/5	6-Jun	7-Jun	8-Jun	9-Jun	10-Jun Waiting Period Ends	6/11	
Jun-22	6/12	13-Jun	14-Jun Project Referendum	15-Jun	16-Jun	17-Jun	6/18	
Jun-22	6/19	20-Jun	21-Jun	22-Jun	23-Jun	24-Jun	6/25	
Jun-22	6/26	27-Jun	28-Jun	29-Jun	30-Jun Grant Application DUE	1-Jul	7/2	

CSG DRAFT 11/17/21, to be updated as we go

4) Discussion of Capital Budget FY2022-2023

4) Discussion of Capital Budget FY 2021-2022

Timeframe	Date	Facility	Technology	Total	
2019-2020:					
Initial Proposal	11/6-7/2018	436,500	372,385	808,885	
Superintendent Proposal	12/10/18	236,250	330,685	566,935	
BOE Approved	12/10/18	236,250	330,685	566,935	
Town Manager Recommended	3/4/19	85,655	326,395	412,050	
Town Council Approved	3/21/19	31,250	279,223	310,473	
Town Approved	5/14/19	31,250	279,223	310,473	
2020-2021:					
Initial Proposal	11/11/19	326,000	356,400	682,400	
Superintendent Proposal	12/16/19	326,000	356,400	682,400	
BOE Approved	12/16/19	326,000	356,400	682,400	
Town Manager Recommended	3/2/20	261,000	356,400	617,400	
Town Council Approved	4/9/20	231,000	95,250	326,250	
Adopted Budget (no town vote	5/4/20	231,000	95,250	326,250	
Transfer from realized savings				270,250	
Total after transfer				596,500	
2021-2022:					
Initial Proposal	11/2/20	216,500	367,584	584,084	
Superintendent Proposal	11/9/20	151,500	367,584	519,084	
BOE Approved	11/9/20	151,500	367,584	519,084	
Town Manager Recommended	3/1/21	151,500	347,584	499,084	
Town Council Approved	3/18/21	132,000	265,500	397,500	
Town Approved	4/27/21	132,000	265,500	397,500	* from Reserve
Transfer from realized savings				69,322	Toffolon displays
Total after transfer				466,822	
2022-2023:					
Initial Proposal	11/17/21	916,991	326,000	1,242,991	
Superintendent Proposal	12/13/21				
BOE Approved	12/13/21				
Town Manager Recommended	3/1/22				Tentative date
Town Council Approved	3/18/22				Tentative date
Town Approved	4/26/22				

Tonight

Takeaway:

This is step 1 of a process that ends with town approval. We would like affirmation from the BOE at the December meeting to allow us to share this collaboratively with the Town.

4) Discussion of Capital Budget FY 2022-2023

Ref	AREA	Description	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
22.01	Facilities	**District: Add. & Replacement Cleaning Equipment**	$ -	$ -	$ 25,000	$ -		
22.02	Facilities	**District: Security Improvements**	-	52,000	25,000	-		
22.03	Facilities	**District: Replace Aiphones w/ VOIP Video Intercom**	6,000					
22.07	Facilities	**PHS: Repoint Exterior of '54 Section**	50,000	50,000	50,000	-		
22.08	Facilities	**PHS: Repoint Smoke Stack**	35,000					
22.10	Facilities	**PHS: Replace Baseball Metal Bleacher**	21,000					
22.11	Facilities	**PHS: Replace Emergency Generator**				300,000		
22.12	Facilities	**PHS: Replace PV System**					450,000	
22.15	Facilities	**Toffolon: Replace PV System**					225,000	
22.18	Facilities	**Linden: Repoint North side of Gym/Cafe wall**	20,000					
23.01	Facilities	**Turf Field Replacement**						700,000
23.02	Facilities	**Linden: Mechanical Systems Upgrade/Replacement**				900,000		
23.03	Facilities	**PHS: Build Team Room / Field House**			300,000			
23.04	Facilities	**PHS: Replace Aging Boilers w/ High Eff. Units**		300,000	300,000			
23.05	Facilities	**District: Service Vehicle Replacement (2005 Ford E250)**		30,000				
23.06	Facilities	**District: Service Vehicle Replacement (2006 Chevy Express)**			32,000			
23.07	Facilities	**Toffolon: Replace Chiller**		300,000				
23.08	Facilities	**District: Upgrade Two-Way Comm. System**		104,991				
23.09	Facilities	**PHS: Kitchen Grinder Pump system replacement**		25,000				
23.10	Facilities	**PHS: Replace Domestic Water heater**			100,000			
23.11	Facilities	**PHS: Replace outside doors by Adult Ed and add wind protection**			25,000			
23.12	Facilities	**PHS: Replace Walk-in boxes and Fridge Condensor**			43,000			
23.13	Facilities	**PHS: Replace burner assembly for Pool Air Handler**		40,000				
23.14	Facilities	**PHS: Replace some roof ladders w/ stairs for safer access**		15,000				
23.15	Facilities	**District: Purchase Articulating Boom Lift**			43,000			
22.21	Technology	**Tech: Toffolon Displays upgrade**	16,500					
22.22	Technology	**Tech: Student Chromebooks**	115,000	180,000	180,000	180,000	180,000	135,000
22.23	Technology	**Tech: Staff Chromebooks**	28,000					28,000
22.24	Technology	**Tech: Network Upgrades ERate**	20,000	20,000	40,000	20,000	60,000	20,000
22.25	Technology	**Tech: Staff Laptops**	50,000	58,500	65,000	56,000	104,000	50,000
22.26	Technology	**Tech: Office Desktops**	25,000			16,000		25,000
22.27	Technology	**Tech: Labs**	11,000	37,500	60,000		37,500	11,000
23.23	Technology	**Tech: Server replacement**		30,000				
		BOARD OF EDUCATION TOTAL	**397,500**	**1,242,991**	**1,288,000**	**1,472,000**	**1,056,500**	**969,000**
	Facilities	Total Facilities	132,000	916,991	943,000	1,200,000	675,000	700,000
	Technology	Total Technology	265,500	326,000	345,000	272,000	381,500	269,000

2022 - 23 Facilities Capital Proposal

Description	FY 2023	Comments
District: Security Improvements	52,000	Funds to upgrade and replace security items such as cameras, access systems, visitor management, and intrusion systems.
PHS: Repoint Exterior of '54 Section	50,000	A continuation of a work in process to reduce water damage and for building safety. The cost is spread over three years.
PHS: Replace Aging Boilers w/ High Eff. Units	300,000	The high school boilers were not replaced during renovation because they had been replaced and were not old enough. They are now over 22 years old and are not efficient. This project would replace these boilers with high efficiency units over two years.
District: Service Vehicle Replacement (2005 Ford E250)	30,000	Replacement of aging maintenance service vehicle, 2005 Ford E250.
Toffolon: Replace Chiller	300,000	This chiller has required multiple repairs over that last few years and is now out of service, waiting on a new control broard to further troubleshoot the problems. The board has been delayed and has still not come in. A rental was brought on site for the start of school.
District: Upgrade Two-Way Comm. System	104,991	All original digital radios are beyond life expectancy and are starting to fail. Cost is to upgrade two-way communications to a Linked Capacity Plus System that would include repeaters and replacement radios for all original 6600 series radios. Newer 3000 series radio are compatible with this new system.
PHS: Kitchen Grinder Pump system replacement	25,000	Since it's installation during renovation, this system has been repaired 5 seperate times. The entire system needs to be replaced in order to reliably keep the high school's kitchen open. If complete failure occurs, the kitchen will be out of service for 2 to 3 months.
PHS: Replace burner assembly for Pool Air Handler	40,000	The burner assembly for the Pool air handler will be 15 years old and was made in Canada which has made it hard to find parts. Another breakdown could leave the pool without heat for an extended period.
PHS: Replace some roof ladders w/ stairs for safer acce	15,000	Replace roof ladders with stairs to make access to and working on equipment easier

2022 - 23 Technology Capital Proposal

Description	Each	Est. Unit Cost	Cost	In Service Date	Replacement Date	Age Years	Age Months	Budget review comments
2022-23								
Server Replacement	3	$10,000	$30,000	7/1/2017	7/1/2022	5	0	the 4th server will be from Town Capital
Linden Staff Laptops	45	1,300	58,500	7/1/2016	7/1/2022	6	0	Replacement of staff laptops
Chromebooks Grades 6,9,Elem	600	300	180,000	7/1/2018	7/1/2022	4	0	For grades 1,5 and 9 moving us to a 4 year replacement cycle
CAD Lab	25	1,500	37,500	7/1/2019	7/2/2022	3	0	50% reimbursements From Adult Ed Grant. $18,750
PHS Network Upgrade E-Rate	2	10,000	20,000	8/1/2008	7/1/2021	12	11	Replace 5 closets network switches This is after 60% paid by ERate
2022-23 Total			**$326,000**					

5) Discussion of Operating Budget FY2022-2023

5) Discussion of Operating Budget FY 2022-2023

Plainville Community Schools: District Highlights & 2021-22 Proposed Budget Information

An investment in our students' future and our community

Our Vision & Community Value:

- Rigorous, robust curriculum and programming, pre-k through Adult Education
- Small class sizes districtwide
- State of the art STEAM & STEM Labs for 21st century learning
- Award winning Arts and Music Programs
- College credit earning opportunities
- College and Career Readiness and Fieldwork Experience Internship Programs
- Robust technology infrastructure to support online and in person learning

COVID-19 Recovery & Continuous Improvement Plan:

The 2021-22 school district budget will support our primary areas of focus including:

Academic: Example: Remediation & acceleration programs / supports (school day/ after school, summer '21 & '22)

Community: Example: Creating a centralized registration & welcome center for all students

Through the COVID-19 pandemic, Plainville Community Schools continues to provide students with a comprehensive and safe learning environment, online and in person. As a result of these efforts, we will receive a portion of government grant funding to offset some costs in the priority areas of focus including: Academic, Community, Wellbeing and Technology. Our local funding together with this grant funding, will ensure support for our students in these areas.

Wellbeing: Example: Additional School Psychologist to support social and emotional needs

Technology: Example: Reinforce infrastructure to support teaching and learning, and enhanced professional development

Making every dollar count:

$ Plainville's Cost Per Student of $17,480 ranks 111 in cost, lower than 66% of all CT. districts

In developing the annual school district budget, every effort is made to maximize resources, minimize cost, and support key areas of focus. With prudent fiscal management & mindful school district operations, we are able to provide an outstanding, cost effective educational program that prepares all students for success after graduation.

The 10 year average school district budget increase: 1.83%

COVID-19 Federal Grant Funding for Plainville Schools through 2023: $2,819,031

Average class sizes are less than 21 students at all levels

The 2021-22 Budget Bottom Line:

- Board of Education 2021-22 Proposed Budget: $39,826,972
- Net Increase over the 2020-21 Budget: $682,705
- % Increase for 2021-22 budget: 1.74%

Questions about the Board of Education Budget?

Email: BOE@plainvilleschools.org
Visit our budget page at: www.plainvilleschools.org

Mark Your Calendars:
The annual budget vote will be held on April 27th from 6:00AM- PM 8:00 PM at the Plainville Fire Station

https://sites.google.com/plainvilleschools.org/2021-22-budget-information/home

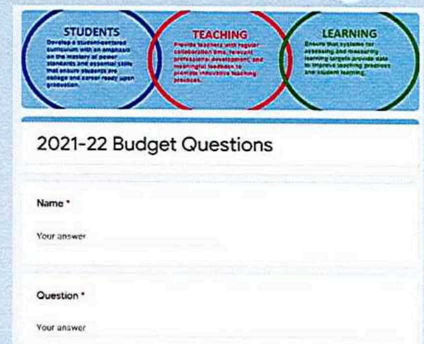
5) Discussion of Operating Budget FY 2022-2023

SUMMARY BY OBJECTS

TC Proposed BOE Budget 2021-2022

Object	Description	Adopted Budget 2020-2021	TC Proposed BOE Budget 2021-2022	Dollar Change	Percent Change
1110	CERTIFIED ADMINISTRATOR	$ 1,966,499	$ 2,020,668	54,169	2.75%
1111	CERTIFIED TEACHERS	16,115,147	16,240,131	124,984	0.78%
1112	CERT SUBSTITUTE TEACHER	380,000	424,706	44,706	11.76%
1113	CERT ADVISORS	397,594	401,558	3,964	1.00%
1114	CHAPERONES & ADVISORS	20,644	20,859	215	1.04%
1115	CERT HOME BOUND TUTORS	11,000	11,220	220	2.00%
1120	CUST & MAINT	1,314,087	1,289,505	(24,582)	(1.87%)
1121	CUST & MAINT PT	117,051	152,813	35,762	30.55%
1122	SECRETARIAL	1,235,870	1,319,439	83,569	6.76%
1124	PARAPROFESSIONAL	999,347	1,050,817	51,470	5.15%
1126	NURSES	344,630	340,908	(3,722)	(1.08%)
1127	MONITORS	118,644	99,794	(18,850)	(15.89%)
1128	SCHOOL TUTORS	746,322	780,189	33,867	4.54%
1199	OTHER NON-BARGAINING	1,610,894	1,722,188	111,294	6.91%
1200	CLASSIFIED SUBSTITUTE	0	0	0	
1300	CLASSIFIED OVERTIME	0	0	0	
2101	EMPLOYEE BENE-HEALTH INS.	5,757,340	5,814,420	57,080	0.99%
2105	EMPLOYEE BENE-ADM DIS I	0	0	0	
2106	EMPLOYEE BENE-LIFE-TEAC	60,000	62,400	2,400	4.00%
2107	EMPLOYEE BENE-LIFE-OTHE	0	0	0	
2201	EMPLOYEE BENE-SOC SEC	804,660	838,291	33,631	4.18%
2301	EMPLOYEE BENE-RETIREMEN	230,000	230,000	0	0.00%
2302	EMPLOYEE BENE-PENSION	574,977	622,355	47,378	8.24%
1999	EMPLOYEE BENEFITS	0	0	0	
2401	PROF DEV-TUITION REIMB	8,000	8,000	0	0.00%
2501	EMPLOYEE BENE-UNEMP COM	10,000	10,000	0	0.00%
2601	EMPLOYEE BENE-WORK COMP	280,092	291,296	11,204	4.00%
3201	INST PROGRAM SERVICES	111,281	109,989	(1,292)	(1.16%)
3202	CURRICULUM IMPROVEMENT	0	0	0	
3301	PROF OPERATING SERVICES	106,821	123,500	16,679	15.61%
3401	TECHNICAL SERVICES	376,751	375,019	(1,732)	(0.46%)
3402	TECHNICAL SERVICES	0	0	0	
4111	WATER SERVICES	31,000	32,400	1,400	4.52%
4112	SEWER SERVICES	22,000	21,800	(200)	(0.91%)
4211	REFUSE COLLECTION	66,500	66,500	0	0.00%
4301	REPAIRS - BUILDINGS	60,400	60,100	(300)	(0.50%)
4302	REPAIRS - EQUIPMENT	129,300	133,965	4,665	3.61%
4304	REPAIRS - PLUMBING	28,000	29,050	1,050	3.75%
4305	REPAIRS - ELECTRICAL	20,800	18,850	(1,950)	(9.38%)
4309	REPAIRS - TIME & SECURITY	32,200	27,550	(4,650)	(14.44%)
4311	REPAIRS - HEAT & VENTILATING	65,000	67,950	2,950	4.54%
4421	RENTAL	72,850	70,303	(2,547)	(3.50%)
4500	CONSTRUCTION SERVICES	0	0	0	
4901	OTHER SERVICES	72,720	72,846	126	0.17%

Object	Description	Adopted Budget 2020-2021	TC Proposed BOE Budget 2021-2022	Dollar Change	Percent Change
5101	TRANSPORTATION - STUDENTS	978,257	995,968	17,711	1.81%
5102	TRANSPORTATION - FIELD TRIPS	31,263	31,529	266	0.85%
5103	TRANSPORTATION - ATHLETICS	83,280	84,904	1,624	1.95%
5107	TRANSPORTATION - STV	0	0	0	
5108	TRANSPORTATION SPED IN TOWI	0	0	0	
5109	TRANSPORTATION SPED IN STAT	734,346	748,666	14,320	1.95%
5212	INSURANCE - LIABILITY	137,804	151,566	13,762	9.99%
5214	INSURANCE - SPORTS	39,545	39,545	0	0.00%
5301	TELEPHONE	11,400	11,900	500	4.39%
5302	POSTAGE	19,100	19,100	0	0.00%
5402	ADVERTISING	0	0	0	
5501	PRINTING & BINDING	31,950	31,975	25	0.08%
5601	TUITION	50,000	50,000	0	0.00%
5602	TUITION - SPED IN STATE	830,000	830,000	0	0.00%
5650	TUITION - SPED OUT OF STATE	0	0	0	
5801	CONFERENCE & TRAVEL	29,797	26,835	(2,962)	(9.94%)
5802	TRAVEL - SPECIALISTS	1,200	1,200	0	0.00%
5901	OTHER PURCHASED SERVICES	39,500	38,200	(1,300)	(3.29%)
6103	SUPPLIES - MAINTENANCE	82,400	82,400	0	0.00%
6104	SUPPLIES - CUSTODIAL	64,000	63,000	(1,000)	(1.56%)
6109	SUPPLIES - CENTRAL	12,100	12,100	0	0.00%
6110	SUPPLIES - DUPLICATION	31,185	30,000	(1,185)	(3.80%)
6111	SUPPLIES - INSTRUCTIONAL	369,598	355,364	(14,234)	(3.85%)
6112	SUPPLIES - NON INSTRUCTIONAL	165,585	162,365	(3,220)	(1.94%)
6113	SUPPLIES - TESTING	14,250	14,728	478	3.35%
6114	SOFTWARE INSTRUCTIONAL	29,800	29,800	0	0.00%
6115	SOFTWARE NON-INSTRUCTIONAL	16,000	16,000	0	0.00%
6211	ENERGY - GAS	200,000	200,000	0	0.00%
6221	ENERGY - ELECTRICAL	495,000	500,000	5,000	1.01%
6241	ENERGY - FUEL OIL	0	0	0	
6261	GASOLINE & DIESEL	130,926	123,000	(7,926)	(6.05%)
6401	TEXTBOOKS	52,940	50,900	(2,040)	(3.85%)
6402	WORKBOOKS	3,000	500	(2,500)	(83.33%)
6431	LIBRARY BOOKS	32,525	32,525	0	0.00%
6432	PERIODICALS	6,750	6,250	(500)	(7.41%)
7301	EQUIPMENT - NEW	14,800	18,684	3,884	26.24%
7302	EQUIPMENT - REPLACEMENT	20,700	19,000	(1,700)	(8.21%)
8101	DUES & FEES	86,845	87,589	744	0.86%
	TOTAL BUDGET	$ 39,144,267	$ 39,826,972	$ 682,705	1.74%



Takeaway: The BOE steps through each of these lines during the January workshops. All residents are invited to ask questions

https://sites.google.com/plainvilleschools.org/2021-22-budget-information/home

6) Review DRAFT Budget Calendar for FY 2022-2023

2022/23 BOE Budget Development and Approval Timeline

Date	Task or Meeting
Oct 23	Administrative Council: Begin collaborative budgeting
Oct 26 - Nov 13	**Superintendent & Dir. Business & Operations: Develop Budget Model and Templates** **Dir. of Facilities / Dir. of Technology: Prepare Capital Project Proposals**
Oct 26 - Nov 17	**Administrators develop detailed budget, due Nov 25. Superintendent holds review meetings**
Nov 8 @ 7 PM	Regular BOE Meeting. Affirm "Budget Calendar" & "Five-Year Capital Plan". PHS Cafeteria
Nov 17 @ 6:00 PM –TBD	**BOE Facilities & Finance Committee Budget Meeting**
Nov 15 - 19	**Superintendent Holds Budget Meetings with Administrators (Review of Requests)**
Dec 13 @ 7 PM	Regular BOE Meeting, PHS Cafeteria. Adopt Five Year Capital Plan
Dec 14 - Feb 12	**Superintendent's Budget Developed/Refined**
Jan 10 @ 7 PM	Regular BOE Meeting, PHS Cafeteria
Jan XX @ 6 PM	Pre-Budget Joint-Meeting Between BOE and Council. VIRTUAL MEETING
Jan 20 (Thurs) @ 7 PM	BOE Budget Development Meeting: Mission/Vision & Strategic Goals, Superintendent's 2022-23 Budget: Overview Presentation, PHS Learning Commons
Jan 25 (Tues) @ 7 PM	BOE Budget Development Meeting: Budget Accounts Review and Discussion, PHS Learning Commons
Jan 27 (Thurs) @ 7 PM	BOE Budget Development Meeting: Budget Accounts Review and Discussion, PHS Learning Commons
Feb 1 (Tues) @ 7 PM	BOE Budget Work Session: Continued Review and Discussion, Finalize Direction, PHS Learning Commons
Feb 14 @ 7 PM	Regular BOE Meeting—Discussion and Vote on 2022-23 BOE Budget, PHS Cafeteria
Feb 23 @ 5:00 PM	Chamber of Commerce: State of the Town, Plainville Library
March 1 @ 7 PM	Town Manager/Superintendent present budget to Council, Council Chambers
March 4 @ 7 PM	Town Manager/Superintendent present budget at Public Hearing. Council Chambers
March 14 @ 7 PM	Regular BOE Meeting, PHS Cafeteria
March 10 @ 6:30 PM	Council Budget Work session(s), Council Chambers
March 18	Town Council recommends budget to be finalized
April 6 or 8	Special Town Council meeting to review budget proposal after public comment
April 18 @ 7 PM	Regular BOE Meeting, PHS Cafeteria
Apr 26 AM to 8PM	All Day Budget Vote, Fire House
April 29	If vote fails Town Council meeting to review budget (if 2nd referendum)
May 2 or 3	Special Meeting to review/amend failed budget (if necessary)
May 10	Second Budget Town Meeting/All Day Vote

6) Other - Preparation for 12/2/21

The Four Principles of School Board Leadership for Student Achievement

Establishing a **VISION** for student achievement;

Creating and maintaining an **ENVIRONMENT** that supports the VISION;

Developing measures of **ACCOUNTABILITY** that hold the ENVIRONMENT to the VISION;

Developing **ADVOCACY** measures to create community support for the school district.

Preparation:

As you review your document, please use the white space on each page to note what you believe we should discuss at our 12/2 BOE workshop. I will ask you to email me a list of your top few to make sure we cover them.

Table of Contents

Written by: Nicholas Caruso, Senior Staff Associate for Field Services and Coordinator of Technology. Edited by: Robert Rader, Executive Director; Patrice McCarthy, Deputy Director and General Counsel; Vincent Mustaro, Senior Staff Associate for Policy Service; Lisa Steimer, Sr. Staff Asssociate for Professional Development and Communications.

EDUCATION ADVOCACY SUPPORT CABE

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One copy of this report is furnished to all CABE member board chairs and superintendents.

Additional copies may be purchased from CABE for $20 each plus shipping and handling.

CABE Mission Statement
To assist local and regional boards of education in providing high quality education for all Connecticut children through effective leadership.

Note:

← This document is already the source for many of our BOE Bylaws, listed in the BOE policy section of the District website

http://www.plainvilleschools.org/leadership/b_o_e/policies/by_laws

1) Discussion of COVID-19 Expenditures/Grant

Takeaway:
Plainville has a one time opportunity to positively impact our schools and town for many years to come.

Description	Begin	End	PCS Award
1. ESSER Part I Funds	3/13/2020	9/30/2022	337,511
2. Coronavirus Relief Funds (CRF)	3/1/2020	12/30/2020	875,794
3. ESSER Funds Part II	3/13/2020	9/30/2023	1,605,726
4. American Rescue Plan Act	3/13/2020	9/30/2024	3,469,240
5. ARP IDEA 611 / 619	7/1/2021	6/30/2023	123,599
6. IDEA ESSER II	7/1/2021	6/30/2023	60,000
7. Smart Start Capital	7/1/2021	6/30/2023	100,000
8. Smart Start Operating	7/1/2021	6/30/2023	150,000

Early Team Tasks – Peter Scholtes List

Team Building & Development Objectives

- Reaching agreements between the team members, coach and leader about their working relationship, roles and responsibilities.
- Setting Team Ground Rules and defining key processes such as decision making
- Getting to know each other -- interests, experience, capabilities and contributions
- Understanding and adopting effective meeting and decision making processes

Educational Objectives

- Understanding and embracing the teams charter and purpose.
- Exploring and embracing the Model for Improvement and basic improvement tools
- Understanding and embracing team meeting structure, process and tools

Project Objectives

- Selecting and orienting members to the mission of the team and a basic roadmap
- Understanding the scope, boundaries and area of focus
- Defining and understanding customers or target population
- Developing a team Aim Statement
- Identifying resources and obtaining commitments
- Beginning a storybook and storyboard

Takeaway:
We are utilizing best-practice project methodologies for ESSER