

**BRISTOL BOARD OF EDUCATION
SPECIAL OPERATIONS COMMITTEE MEETING MINUTES
WEDNESDAY JANUARY 22, 2020**

The Operations Committee met on Wednesday January 22, 2020 in Room 36 at the Board of Education Administration Building, 129 Church Street, Bristol.

Present: Committee Chair Eric Carlson (arr. 6:10 p.m.), John Sklenka (arr. 6:05 p.m.), Karen Vibert (alternate), and Chris Wilson

Also Present: Jill Browne, Dr. Catherine Carbone, Chris Cassin, Jennifer Dube, and Dr. Michael Dietter

1. CALL TO ORDER

The meeting was called to order at 6:00 pm by Commissioner Chris Wilson

2. APPROVAL OF THE MINUTES OF THE DECEMBER 17, 2019 SPECIAL MEETING

On a motion by Commissioner Sklenka and seconded by Commissioner Wilson, it was unanimously voted to approve the December 17, 2019 meeting minutes.

3. FIELDS AND FACILITY RENTALS

Jill Browne Presented:

Chris Cassin reached out to surrounding communities including Avon, Farmington, Newington, and Southington to inquire about their rate schedules for renting fields and facilities. Those rate schedules have been forwarded to the Policy Committee for further discussion. Rental rates for fields & facilities is an agenda item on this evening's (1/22/2020) Policy Committee meeting at 7:00.

After discussion regarding the dues and fees, it was agreed they do not have to come back from policy but can go directly to the full Board for approval.

Chris Cassin stated there are issues with the turf fields and he is working with Corporation Counsel. They met in September and have a plan to meet again in February. The architect has proposed solutions they intend to discuss with Milone & MacBroom. They should have some answers back from Milone & MacBroom by the end of next week and will discuss proposed plans at the next sit down with Corporation Counsel.

4. IT TECH SUPPORT

Jill Browne Presented:

There is a need for additional tech support within the Board of Education. Currently, there are six technicians that service multiple schools, and an average of 1,800 devices per tech which is exceedingly high for the industry. An analysis was performed by our City IT Director, Scott Smith, and he believes that we need at least three additional technicians to support the equipment we have in

place, and this is the first request toward that goal. The Personnel Committee met on January 21, 2020 to discuss this need, and agreed to forward this request to the full Board.

Cost request to add an additional technician in IT

	<u>March 1 start</u>	<u>April 1 start</u>
Beginning Rate (32.45/hr)	\$22,498.67	\$16,874.00
Repurposed Stipend Amount	(\$6,666.67)	(\$5,000.00)
Total Amount Requested:	\$15,832.00	\$11,874.00

A brief explanation to the available stipend: A few years ago a certified administration position was not filled. Instead, it became a stipend position. The funds for the proposed new position will come from the stipend funds and an appropriation request will go to the Board of Finance to utilize the general fund.

5. NEMS CEILING TILE UPDATE

Jill Browne Presented:

The Operations Committee serves at the building committee for this project. There were bids received for the tile replacement and the lowest bid was \$30,000 over the budget. The driving factor causing the bids to be over budget was scheduling the project for early spring. This would entail the work to be done beyond regular scheduled hours and it would also mean they would need to set up and break down every night leaving the school in a position to conduct business the following day.

It was decided to go back out to bid with the project schedule during regular business hours during the summer. With this schedule as the time frame for bidding, it is anticipated to come in closer to the budget.

Commissioner Sklenka expressed his concerns with the expense of the project now with the renovation as new in a couple of years. He was questioning if it is worth spending the money now just to turn around and spend it again in 2022.

Dr. Carbone followed up explaining that Northeast Middle School is old and has served the district well. The ceiling tiles are just as old as the school and are failing. There are areas that ceiling tiles have fallen and other areas that show signs that there is a potential for them to fall.

Dr. Dietter stated, it is a precaution to replace the tiles in these areas so the students will be safe and no tiles can fall on them.

There was discussion around all of the schools in the district and their need for repair as well. Commissioner Wilson explained the Board of Education files the 10-year Capital Improvement Plan and the amount of funds, if any, that the BOE receives, is ultimately decided by the city.

Chair Carlson also pointed out that he has seen projects denied at the Board of Finance because there just are not available funds.

6. 2020 MEETING CALENDAR

The calendar for the 2020 meetings was reviewed. Meetings will be held on the 4th Wednesday of the month at 6:00 p.m.

On a motion by Commissioner Wilson and seconded by Commissioner Sklenka, it was unanimously voted to approve the meeting calendar presented.

7. PUBLIC PARTICIPATION

None at this time

8. ADJOURNMENT

There being no other business to come before the committee. The meeting was adjourned at 6:33 p.m.

Respectfully Submitted,

Tara Landon

APPROVED