Minutes of Town Meeting
05-11-2016

The Town Meeting was called to order by Selectman Melissa Mack, Town Clerk, at 7:03 PM.

Upon nomination by Bobbie Kling, 1120 Newgate Road with a second by Justin Donnelly, 17 Canal Road., Mark O'Hara, 617 North Street., was unanimously elected moderator by voice vote.

There were no additional nominations for moderator from the floor.

The Pledge of Allegiance was orchestrated by Moderator O'Hara.

Town Clerk Kathleen Dunai read the Legal Notice into record.

Camelia Beiter, 360 South Main Street, Suffield., with a second from Justin Donnelly, 17 Canal Road., presented the following resolution and moved its adoption:

> ***Resolved: That the Town Meeting of the Town of Suffield authorizes the proposed budget with a total expenditure of $61,632,624 be approved***

First Selectman Melissa Mack presented the Selectman's Budget and Karen Berassi Superintendent of Schools presented the Board of Education Budget using the PowerPoint presentation attached.

A question and answer session followed.

Motion made by Brian Fitzgerald, 1210 Newgate Road and seconded by Brian Kost, 10 Barry Place, to reduce the overall budget from 61,632,624 to 57,444,670. Mr. Fitzgerald stated that the reduction should reflect that money being removed from the WPCA Budget.

Discussion followed.

Robert Lowell, 1470 Mapleton Avenue, called the motion and asked for a vote.

Motion failed by majority of voice vote.

Moderator O'Hara called for the resolution to be voted on.

The motion passed by voice vote.

Shannon Watson Adams, 333 Griffin Road., with a second from Amy Reay, 125 Bridge Street., presented the following resolution and moved its adoption:

RECEIVED AND FILED
TOWN OF SUFFIELD
MAY 17 2016
Kathleen C. Dunai
SUFFIELD TOWN CLERK

Resolved: That the Town Meeting of the Town of Suffield authorizes the Board of Finance to print and distribute explanatory texts concerning the budget, if the budget is petitioned to referendum. Such texts may not advocate approval or disapproval of the budget and must conform to the Connecticut General Statutes, Sec. 9-369b.

The motion passed by voice vote.

Justin Donnelly., 17 Canal Road., motioned to adjourn the meeting with a second by Edward McAnaney, 85 Wren Drive., The motion to adjourn passed unanimously by voice vote.

The meeting adjourned at 8:40 PM.

Respectfully Submitted

Kathleen C Dunai

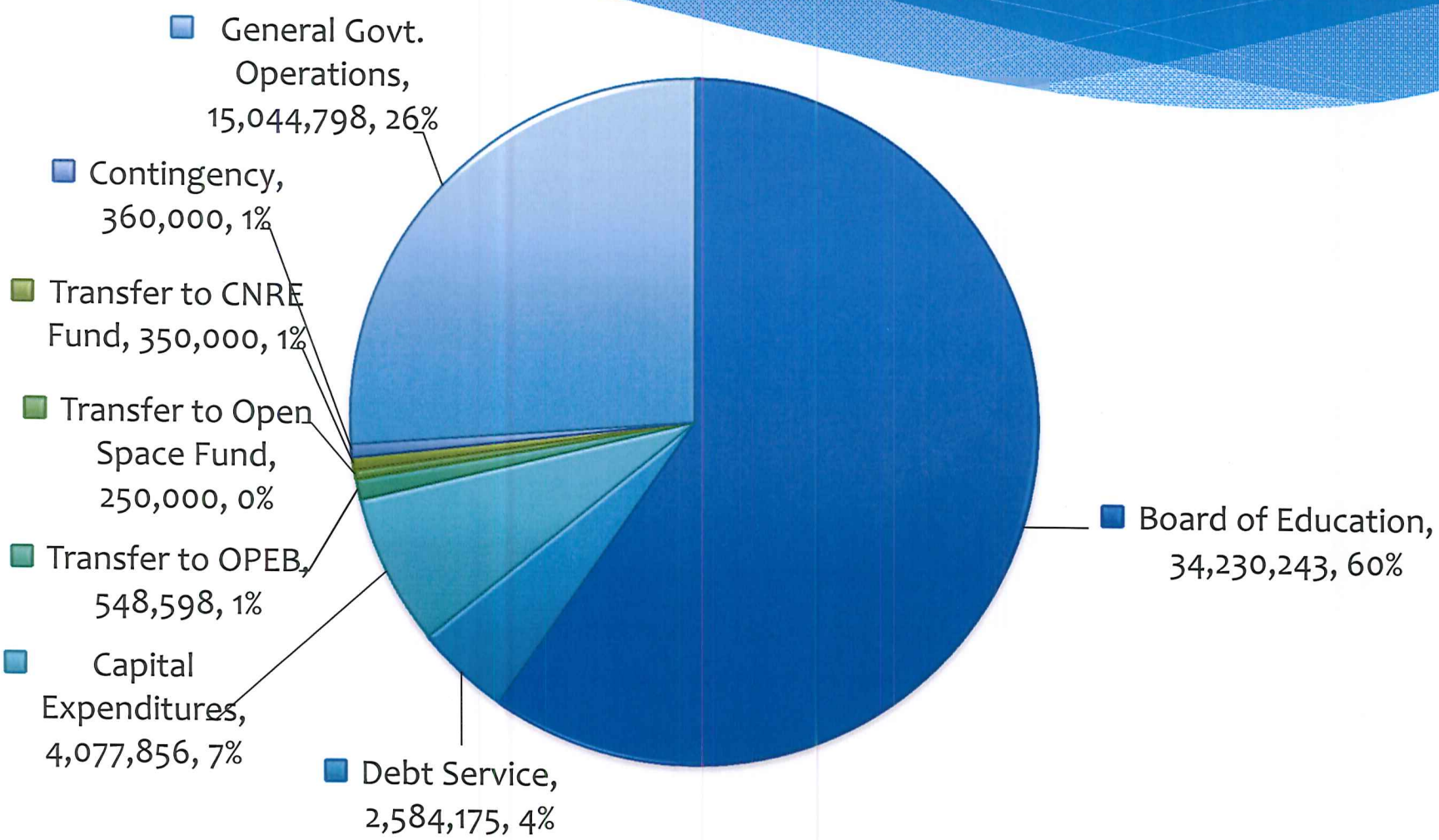
Town Clerk

Town of Suffield
FY 2016-17 Budget
Town Meeting
May 11, 2016

Town Meeting
FY 2016-17 Budget

	FY 2015-16 Budget	FY 2016-17 Proposed Budget	Change	% Change
Expenditures:				
Board of Education	33,704,325	34,230,243	525,918	1.56%
Debt Service	2,678,775	2,584,175	(94,600)	-3.53%
Capital Expenditures	3,297,159	4,077,856	780,697	23.68%
Transfer to OPEB	683,045	548,598	(134,447)	-19.68%
Transfer to Open Space Fund	100,000	250,000	150,000	150.00%
Transfer to CNRE Fund	0	350,000	350,000	100.00%
Contingency	360,000	360,000	0	0.00%
General Govt. Operations	14,828,354	15,044,798	216,444	1.46%
Total Expenditures	55,651,658	57,445,670	1,794,012	3.22%

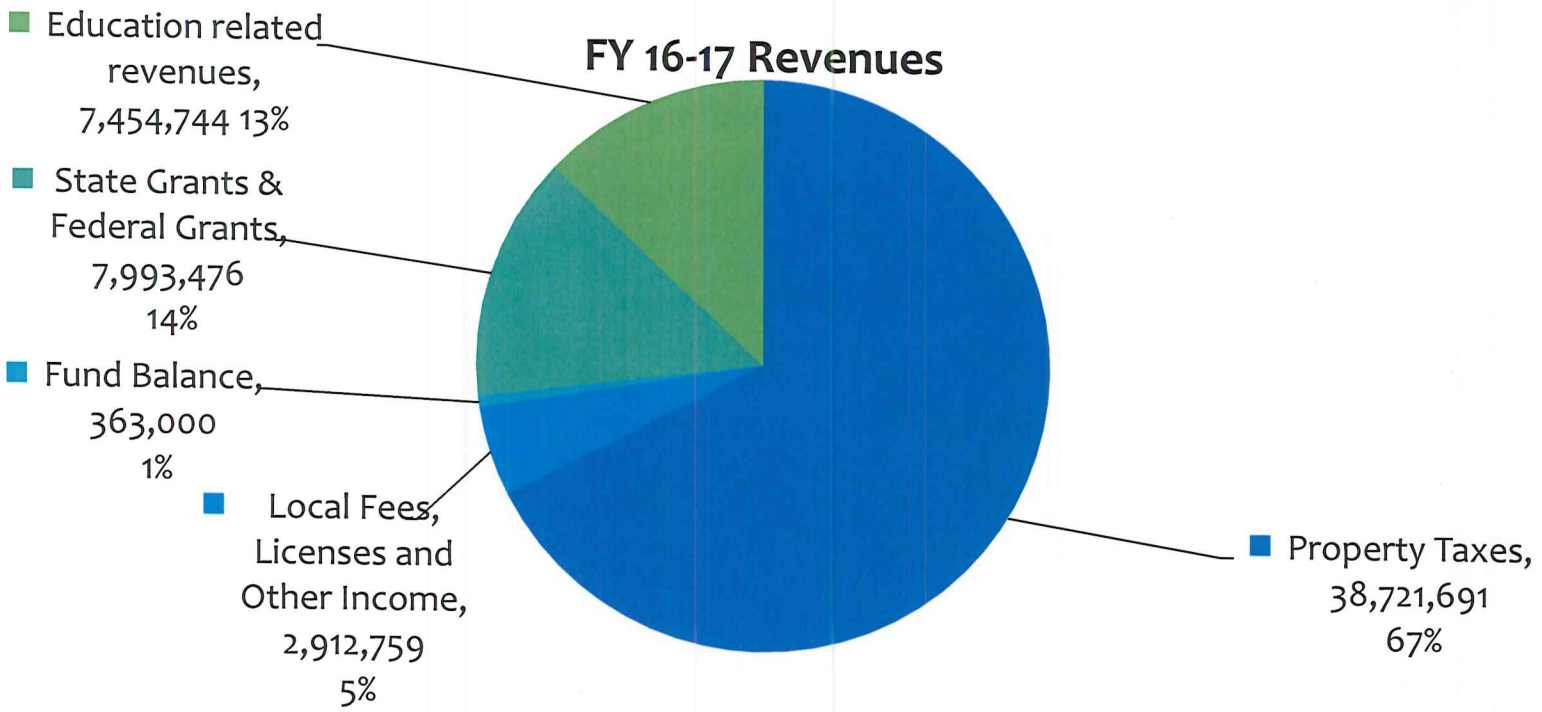
Town Meeting
FY 2016-17 Budget



Town Meeting
FY 2016-17 Budget

	FY 2015-16 Budget	FY 2016-17 Proposed Budget	Change	% Change
Revenues:				
Local Fees, Licenses and Other Income	2,386,986	2,912,759	525,773	22.03%
Fund Balance	650,000	363,000	(287,000)	-44.15%
State & Federal & Education Related Revenues	14,987,808	15,448,220	460,412	3.07%
Total Other Revenue	18,024,794	18,723,979	699,185	3.88%
Shortfall (to be funded from taxes)	37,626,864	38,721,691	1,094,827	2.91%
Mill Rate	27.78	28.2	0.42	1.51%

Town Meeting
FY 2016-17 Budget



Town Meeting
FY 2016-17 Budget

Classification	2014 Taxable Grand List	2015 Taxable Grand List	% Difference
Real Estate	1,180,387,605	1,195,409,105	1.3%
Personal Property	74,860,497	77,835,150	4.0%
Motor Vehicle	111,769,350	112,684,806	.8%
Final Taxable Grand List	1,367,017,452	1,385,929,061	1.38%

Town Meeting
FY 2016-17 Budget

	FY 2015-2016	FY 2016-2017	Change
Net Collectible Grand List	1,354,392,190	1,373,020,125	1.38%
Results in ..			
Mill Rate	27.78	28.20	.42

Public Hearing
FY 2016-17 Budget

Staffing Changes:

- New - Police Officer - $52,499
- New - Records Clerk - $46,883
- New - Asst. Finance Director – part time - $26,743
- Add'l hours – Parks & Recreation – Registration Clerk - $3,873
- Babb's Beach – Lifeguards & Attendants - $10,448
- Add'l hours – Public Works Executive Secretary - $7,020
- Unfunded position – Library - Interloan/Reference
- Regionalization of Animal Control

Town Meeting
FY 2016-17 Budget

Major Capital Expenditures – Net of Grants:

- Pavement Management $224,333
- Drainage/Catch Basin - $400,000
- Roof – Spaulding School – 3 Areas- $612,500
- Farmland Preservation - $250,000
- Fiber Optic – extension - $185,000
- High School Tennis Courts (Yr. 2) - $180,000

Town Meeting
FY 2016-17 Budget

Major Capital Expenditures – Net of Grants, cont'd:

- High School Bleachers - $115,000
- Town Wide Telephone System – VOIP - $65,000
- Remediate ADA Findings – $50,000
- Babb's Beach - Access Rd/Gates/Storage - $30,000
- Town Hall – Digitize Records - $20,000
- Police Dept. – Door Locks & Cameras - $18,000

Town Meeting
FY 2016-17 Budget

Fund Balance History:

Fiscal Year End	Unassigned Fund Balance	Next FY Budget	Fund Balance as a Percentage of Budget
2014/15	9,701,021	55,651,658	17.43%
2013/14	9,546,863	55,300,389	17.26%
2012/13	7,753,141	53,899,943	14.38%
2011/12	8,355,345	51,307,041	16.28%
2010/11	6,368,510	50,609,137	12.58%
2009/10	7,566,200	51,768,031	14.60%
2008/09	9,384,932	47,708,811	19.67%
2007/08	8,129,435	48,431,752	16.79%

Suffield Public Schools
Board of Education Proposed Budget
for the
2016-2017 School Year

May 11, 2016 Town Meeting

The Mission of the Suffield Public Schools is to prepare all students with the knowledge, skills and attributes required for success in a rapidly changing world.

Budget Presentations & Information Sessions

Presentations at Board of Education Meetings	
December 15, 2015	Superintendent's Budget Overview Presentation
January 4, 2016	Facilities, Technology & Transportation Budget Presentations
January 11, 2016	Special Education/Pupil Services & General Services Budget Presentations
January 19, 2016	Athletics , Elementary, Middle School, High School & Curriculum and Instruction Budget Presentations
February 17, 2016	Presentation by Dr. Mark Palmieri, CCSN & Review of Superintendent's Revised Budget
March 7, 2016	Review of Superintendent's Revised Budget which included DMC proposal (Diane Ullman in attendance to give overview and answer questions)

Superintendent's Information Sessions	
January 7, 11 & 21, 2016	Budget Information Sessions for Staff at Each School
January 12, 2016	Budget Information Session for SMS PTAC
January 12, January 21 & February 24, 2016	Parent/Community Budget Information Sessions
January 26, 2016	Budget Information Session for SHS Parent Advisory Committee

Investing in Students = Investing in Suffield's Future

Attract Highly Qualified Teachers

Competitive Salaries
Quality Professional Development
Supportive Community of Parents and Students

Develop Competitive Students

Acceptance to Competitive Colleges
Prepare Students for the Job Force and Citizenry
Decrease Withdrawals and Outplacements
Develop Community Pride and Service

Invest in the Suffield Community

Attract Home Buyers
Attract Young Families Looking for a Community with Good Schools

Enrollment/Class Size

Enrollment	Actual 2014-15	Actual 2015-16	Actual 2/17/16 2015-16	Projected 2016-17	Difference
Pre-K (sp ed)	22	22	24	23	-1
K-2	423	437	439	448	+9
3-5	502	466	470	484	+14
6-8	573	561	565	533	-32
SHS	821	826	823	814	-9
Out of District	12	14	16	16	0
Totals	**2363**	**2326**	**2337**	**2318**	-19

Class Size Guidelines

K-2 No more than 25 students per class

3-5 No more than 25 students per class

6-8 No more than 25 students per class

Industrial arts and home economics, no more than 20 students

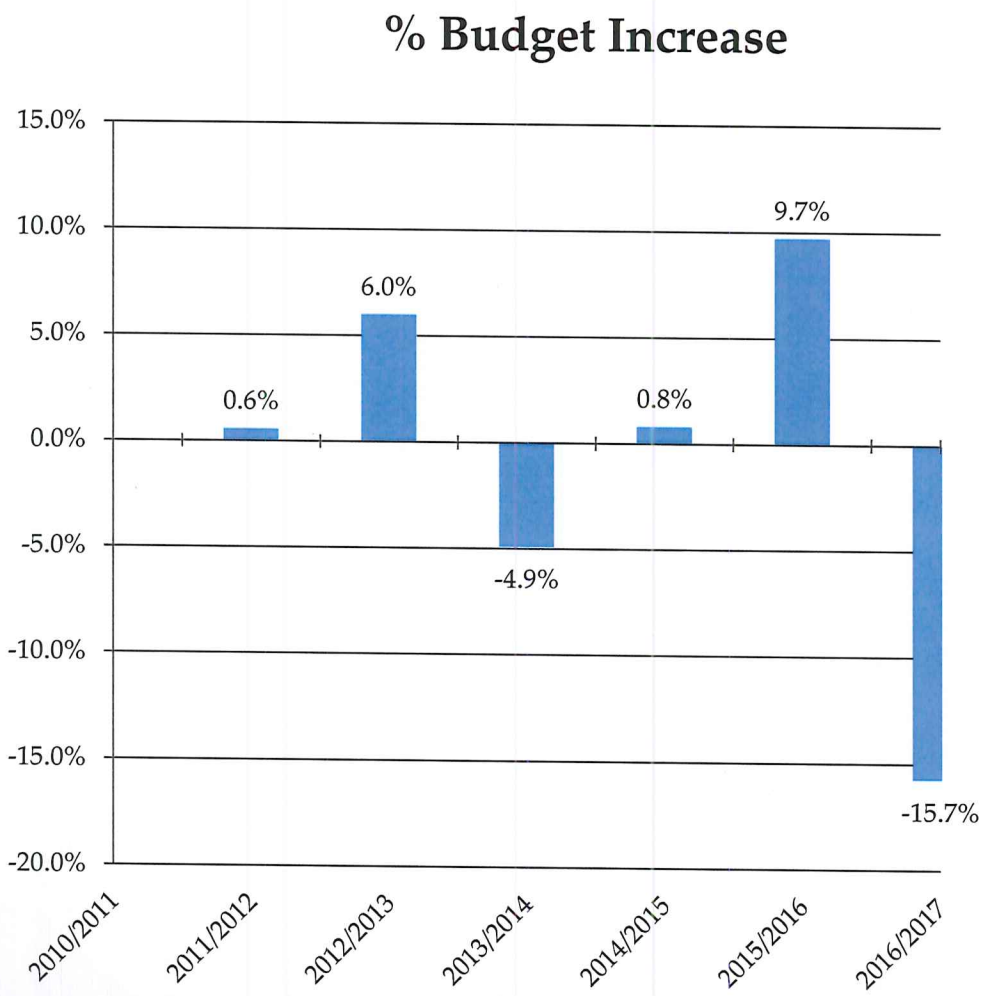
SHS No more than 30 students per class

Advanced Specialized & PE no more than 25 students per class

Shops and Labs, no more than 20 students per class

- Special Education, no more than 18 per class

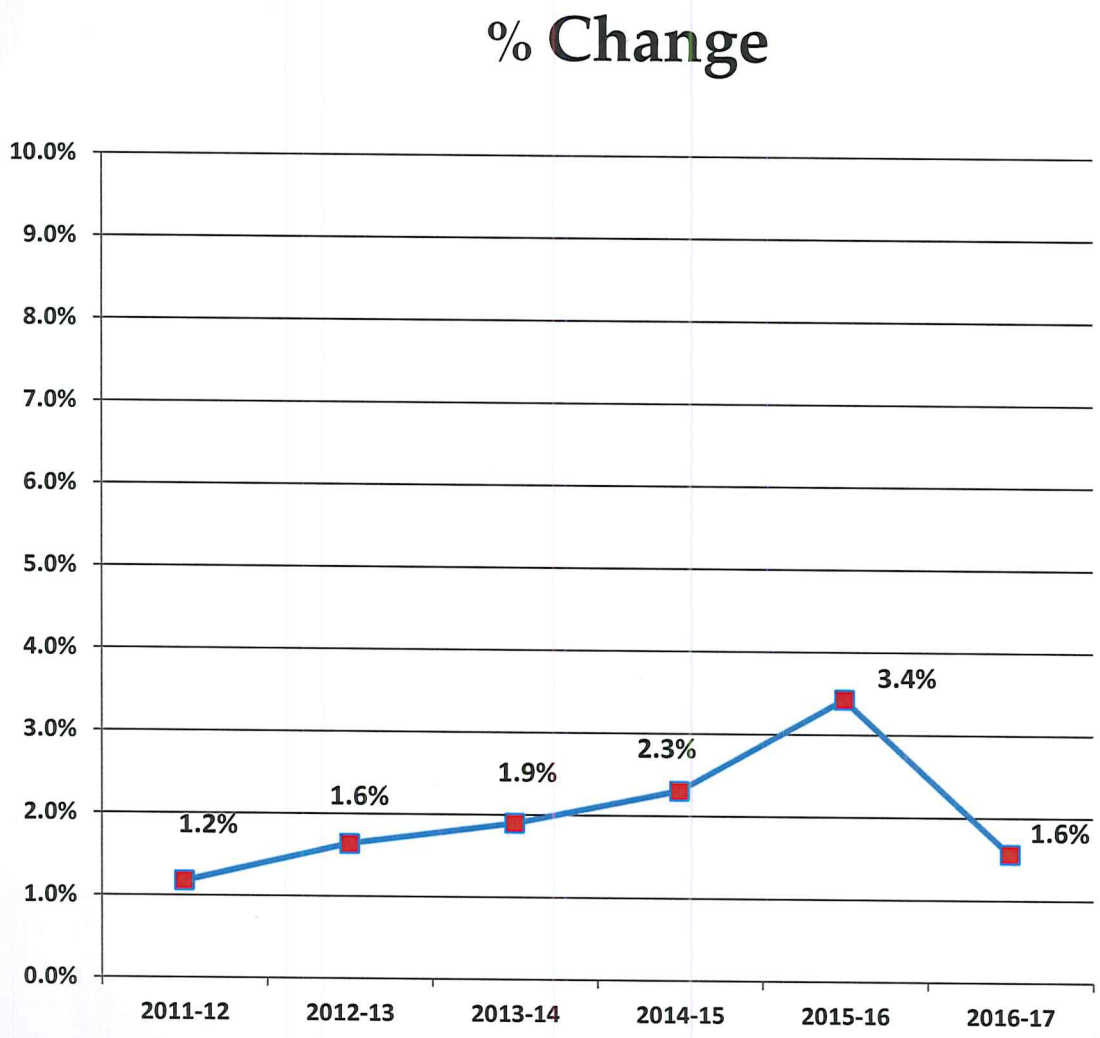
Budgeted Health Insurance History



Budget to Budget Staff (FTE) Summary

		Reductions	Additions	Net FTE
District Priorities	Digital Learning	-2.0 Tech Support Specialists	1.0 Tech Integration Coach 1.0 Application Specialist 1.0 Network Admin II	+1.0
	Professional Learning aligned to District Needs		2.0 Elementary Instructional Coaches	+2.0
	Data Driven Improved Student Learning	-1.0 PBIS Coach -2.4 CHOICE Liaisons -1.6 Behavior Coach -5.8 Academic Support -15.0 Paras	1.0 Elem Administrator 2.0 School Psychologists 1.0 Special Services/ Grants Specialist	-21.8
		Reductions of academic support and paras through attrition		
	Curriculum Embedding 21st Century Skills	-1.0 PE/life Ed Teacher -1.0 Speech-Language Pathologist	0.2 World Language 0.6 AG SC 2.0 Secondary Curriculum Leaders	+.8
Facilities			0.5 Custodian 0.9 After-School Monitors 1.0 Van Driver/Duty Clerk	+2.4
	TOTAL	**-29.8 FTE**	**14.2**	**-15.6**

History of Budget Increases



Achievements

Building on a Solid Foundation	
Professional Learning Communities	Full Day Kindergarten
1:1 Chromebooks Grades 6 – 12 Grades 3 -5 Chromebooks Classroom Sets	Athletics Program
Literacy Workshop Model	STEM: Architectural Design/Engineering, Design/Robotics, Technical Education
New Adoption of Math Curriculum	Increased AP Courses
Focus on Growth Mindset	Increased UConn Courses
Unified Sports	English Language Arts Curriculum Leaders
Theater & Unified Theater	Math Curriculum Leaders
SHS Media Literacy	Character Education/Social Emotional Learning/Advisory
SHS Writing Center	Nationally Recognized Ag-Science Students
Student driven clubs & activities with high participation rates	Middle School Unified Arts

Indictors of Improvement	Current
Increase 4 year graduation rate for all students	18% Gap
Improve ACT Scores to exceed state average	Below State Average
Improve SAT Scores in comparison to our DRG	Bottom ½ of DRG
Increase % of Students at All Levels who are Achieving or Exceeding Grade Level Expectations in English Language Arts, Math, Science	Generally bottom ½ of DRG
Decrease Chronic Absenteeism	SHS 15% SMS 8.3%
Increase Units of Developed Curriculum in English Language Arts, Math, Science and Social Studies	ELA 75% in progress Math 25% Science 0% Social Studies 25%
Per Panorama District Wide Survey:	**As of October 2015**
Improve School Climate: Increase Peers Treat Each Other with Respect	71%
Improve Clear Procedures for Disruptive Behavior	53%
Improve Technology Reliability for Teachers	35%
Increase Effective Use of Technology by Teachers & Students	63%
Increase Teacher Collaboration & Planning for Engaging Instruction	62%

Proposed Budget Summary Selected Objects

Selected Objects	2015-2016 Approved Budget	Projected 2016-2017	$ Yr to Yr	% Yr to Yr
SPS Salaries	$22,544,654	$23,254,292	$709,638	3.15%
SPS Health Benefits	$4,258,711	$3,588,062	-$670,649	-15.75%
SPS Other Benefits	$1,536,658	$1,480,176	-$56,482	-3.68%
Transportation	$1,034,676	$996,913	-$37,763	-3.65%
Special Ed (Excl. Salaries)	$1,394,450	$1,921,606	$527,156	37.80%
Energy	$592,228	$620,553	$28,325	4.78%
Technology (Excluding Salaries)	$217,111	$310,283	$93,172	42.91%
Maintenance (Excluding Salaries)	$343,936	$305,096	-$38,840	-11.29%
Athletics (Excluding Salaries)	$256,960	$283,740	$26,780	10.42%
Instructional Supplies	$221,513	$185,198	-$36,315	-16.39%
Other	$1,303,428	$1,284,326	-$19,102	-1.47%
Total	**$33,704,325**	**$34,230,243**	**$525,918**	**1.56%**

Driving Components' Increase to the Budget

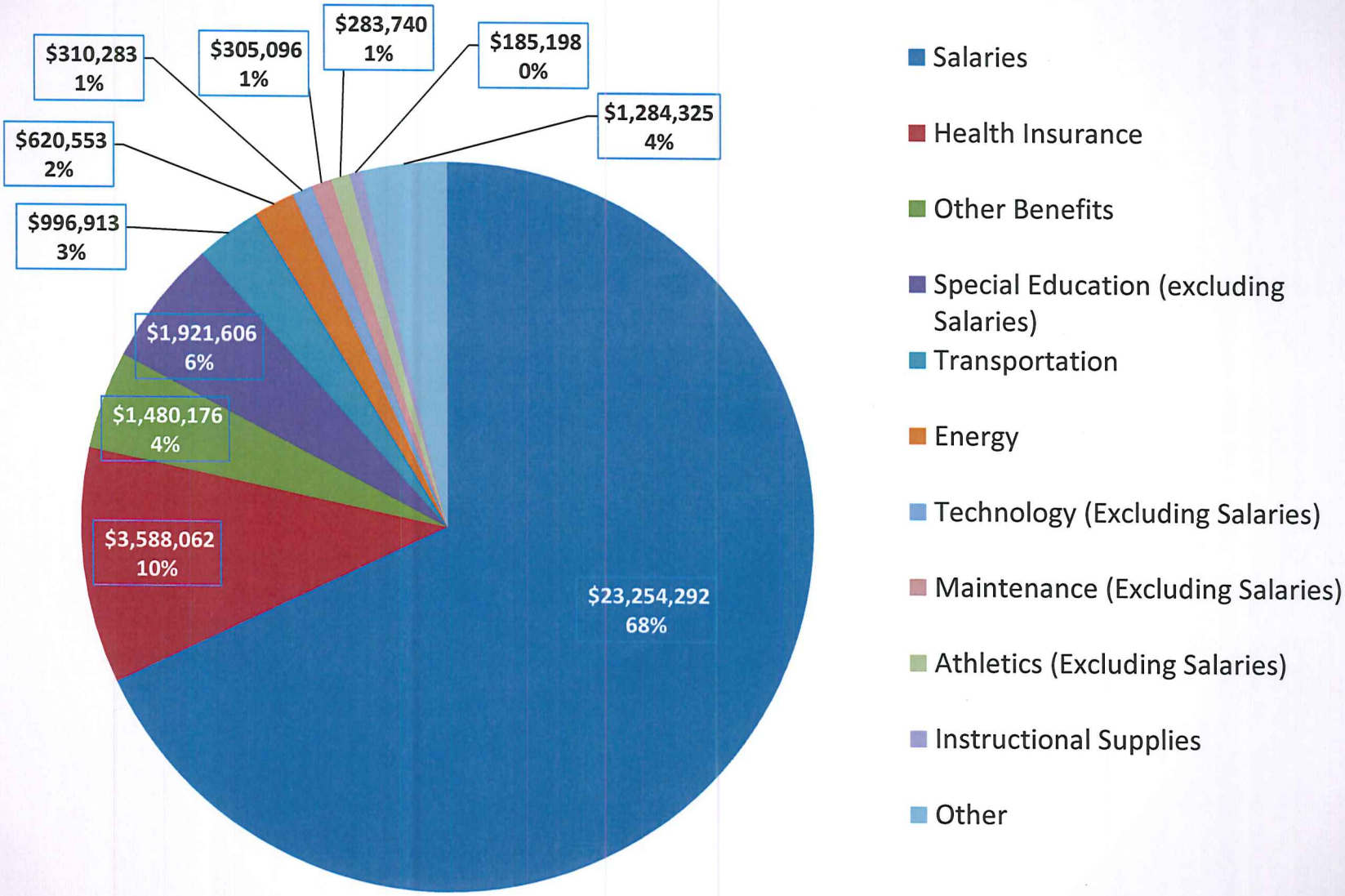
Increases		
	$ Increase to Budget	% Increase to Budget
Contractual Salary Increases	**$604,398**	**1.79%**
SPED Purchased Professional Training	$242,000	0.72%
Out-of-District SPED Tuition/Transportation	$242,273	0.72%
New Instructional Coaches (3)	$181,485	0.54%
Additional Curriculum Leaders (2)	$163,976	0.49%
Assistant Principal	$86,792	0.26%
Additional Instructional Staff (psychologist, agri-science, world language)	$106,425	0.32%
Net of Transfer Salaries to & from Grants	$91,940	0.27%
Magnet SPED Expenses	$40,679	0.12%
Professional Development	$71,600	0.21%
Total	**$1,831,567**	**5.43%**

Driving Components' Decrease to the Budget

Decreases		
	$	% Decrease to Budget
Reduced Health Insurance	(670,649)	-1.99%
Reduced Paraprofessionals	(239,430)	-0.71%
Reduced Certified Staff	(166,233)	-0.49%
Reduced Academic Support	(121,282)	-0.36%
Social Security and Medicare	(125,221)	-0.37%
Total	**(1,322,815)**	**-3.92%**

All paraprofessionals and most academic support positions have been reduced through unfilled vacancies.

Budget by Major Object



IDEA, Title and Choice Grants

Grant Description	2015-16 GRANT AWARDS BALANCE	2016-17 PROJECTED REVENUE	2016-17 PROJECTED TOTAL AVAILABLE	2016-17 PROJECTED EXPENDITURES	2016-17 PROJECTED END OF YEAR BALANCE
Title I Improving 15/17	$81,593		$81,593	$81,593	$0
Title I Improving 16/18	$0	$131,903	$131,903	$63,463	$68,440
Title II Teachers 15/17	$32,604		$32,604	$32,604	$0
Title II Teachers 16/18	$0	$31,513	$31,513	$14,552	$16,961
IDEA Part B 15/17	$63,390		$63,390	$63,390	$0
IDEA Part B 16/18	$0	$429,003	$429,003	$362,750	$66,253
Preschool 15/17	$0		$0	$0	$0
Preschool 16/18	$0	$14,479	$14,479	$14,479	($0)
Primary Mental Health	$0	$0	$0	$0	$0
Open Choice	$170,270	$540,000	$710,270	$663,672	$46,598
Choice Academic & Social Support	$0	$185,325	$185,325	$185,325	$0
Total Grants	**$347,857**	**$1,332,223**	**$1,680,080**	**$1,481,828**	**$198,252**

GRANT/TITLE/CHOICE FTE

	2015-16	2016-17
Title I		
Certified	0.4	1.4
Non-certified	1.64	1.64
Title II		
Certified	0.3	0.6
IDEA Part B		
Certified	6.37	4.77
Non-certified	4	3
Pre-school		
Non-certified	0.6	0.55
Primary Mental Health		
Non-certified	0.6	0
Choice Academic and Social Support		
Certified	0	1
Non-certified	7.23	0.92
Open Choice		
Certified	2	0
Non-certified	6.73	11.53
Total		
Certified	9.07	7.77
Non-certified	20.8	17.64
Total	**29.87**	**25.41**

Revenue

Source	2015/16	Projected 2016/17
Grants	$1,507,144	$1,481,828
Excess Cost and Choice SPED Reimbursement	$526,636	$884,991
Educational Cost Share	$6,267,018	$6,077,772
AgSci Grant	$365,102	$374,400
Other	$7,797	$7,689
Pupil Transportation	$93,651	$80,737
Tuition – AgSci	$525,371	$607,247
Tuition – Other	$111,076	$306,899
Total	**$9,403,795**	**$9,821,563**

Town Meeting
FY 2016-17 Budget

Questions and Comments

Town Meeting
FY 2016-17 Budget

Resolved: That the Town Meeting of the Town of Suffield authorizes the proposed budget with a total expenditure of $61,632,624 be approved.

Resolved: That the Town Meeting of the Town of Suffield authorizes the Board of Finance to print and distribute explanatory texts concerning the budget, if the budget is petitioned to referendum. Such texts may not advocate approval or disapproval of the budget and must conform to the Connecticut General Statutes, Sec. 9-369b.