

**SPECIAL MEETING - MONTVILLE BOARD OF EDUCATION  
MONTVILLE SENIOR CENTER  
February 1, 2013 at 10:00 a.m.**

There was not a quorum of Board of Education members; therefore the meeting was informational only.

Present at the meeting: David Rowley, Chair, and Thomas McNally, Secretary, Montville Board of Education. Also present: Superintendent of Schools Pamela W. Aubin, Director of Special Services Donna Maynard, Director of Curriculum and Instruction Laurie Pallin, Business Manager Kathy Lamoureux, Administrative Assistant to the Superintendent Margaret Tripp, and Town Council members Rosetta Jones and Laura Tanner.

D. Rowley introduced T. McNally and Town Council members R. Jones and L. Tanner. He stated that the Board of Education budget starts being put together at the beginning of the school year when principals and department heads submit a list of items necessary to keep the continuation of school goals. The Superintendent then puts together an overarching budget document. Before doing so; however, the Board schedules budget forums in order to get input from school and community members. D. Rowley introduced P. Aubin, Superintendent of Schools.

P. Aubin introduced Central Office staff members and informed the audience that the high school culinary arts students provided the refreshments for the meeting.

P. Aubin reviewed some of the budget assumptions and constraints that the Board needs to work with in developing a budget. Even after a budget is put together, things change and sometimes need to be reassessed, such as safety in the schools. Her job is to take another look at the budget when things emerge and then change appropriately. She mentioned some of the following which need to be taken into consideration in the budget development:

- Computers in the schools are no longer a luxury; they are a necessity. In the 2014-15 school year, students in grades 3 and up will be required to take assessments using the computer.
- The district receives mandates from the State such as the new Teacher Evaluation process. Costs are always associated with mandates.
- The district is always looking for alternatives to save money, and we hope that if anyone has any ideas or suggestions that they pass them along to the Board.
- The district has had a reduction in students, as well in staff members (18 full time employees over the past five years).
- Costs continue to rise, such as oil and gas, which are necessary to heat our school buildings, as well as the Transportation Center.
- The district has been able to save money with our insurance by being self-insured, along with the Town.

A question and answer period followed.

Submitted by,

Pamela W. Aubin  
Superintendent of Schools