



“Unlocking the Potential in ALL Students”

Office of the Superintendent

Acting Superintendent Dr. Alberto Vazquez Matos
311 Hunting Hill Avenue, Middletown, CT 06457 Telephone: (860) 638-1401
Email: superintendent@mpsct.org, Web: www.middletownschools.org

March 4, 2022

Ms. Ashley Flynn-Natale
Town Clerk
Municipal Building
245 deKoven Drive
Middletown, CT 06457

Dear Ms. Flynn-Natale,

The Middletown Board of Education Budget Committee Meeting will be having a Special Meeting on: Monday, March 7, 2022 at 5:30 p.m. The meeting will be held virtually. The public can view at <http://www.youtube.com/c/MiddletownStream>.

The agenda for this meeting is as follows:

A G E N D A

1. Call to order: Budget Chair Charles Wiltsie
2. Minutes from February 7, 2022
3. Line-Item Transfers and Financial Statement
4. Personnel/Staffing Updates: Progress on Behavior Techs and MHS Student Success Center at Keigwin
5. Other Business

Sincerely,
Joyce Carey
Assistant to the Superintendent and Board of Education

/jc

cc: Board of Education Members
Dr. Vazquez Matos, Acting Superintendent
Michael Skott, Director of Technology
Brian Kaskel, Community Member

Cheryl Walcott, Finance & Resource Management Specialist
David Booth, Community Member

Budget Committee Minutes

February 07, 2022

6:30 PM

Virtual: ZOOM

Budget Committee Chair:	Charles Wiltsie
Board of Education & Budget Committee Member:	Emily Jackson
Board of Education Member:	Debra Guss
Finance and Resource Management Specialist:	Cheryl Ann Walcott
Director of Technology:	Michael Skott, CETL
Acting Superintendent of Schools	Alberto Vázquez Matos, Ed.D., Ph.D.
Food Services Director	Randal Mel Jr.
Lead Budget Analyst Board of Education	Cassie Steinhilber

1. Call to order: Budget Chair Charles Wiltsie 6:32 PM
2. Introductions of those in attendance. These were Charles Wiltsie, Chair, Emily Jackson, BOE Member and Member of the Budget Committee, Cheryl Ann Walcott, Finance and Resource Management Specialist, Michael Skott, Director of Technology, Dr. Alberto Vázquez Matos, Acting Superintendent, Randal Mel Jr., Food Services Director and Cassie Steinhilber, Lead Budget Analyst Board of Education
3. Charles Wiltsie read the Minutes for the Board of Education Budget Committee meeting from January 10, 2022. Motion was made to accept the minutes and seconded by Emily Jackson.
4. Food Services Update – Introduction of new Food Services Director- A presentation (Power Point) introducing the new Food Services Director what the citizens of Middletown can expect from his department. During Q&A, Member Emily Jackson asked about employee benefits and had additional questions around Pre-K expenses, etc. Her questions were addressed by Cheryl Walcott and Dr. Vázquez Matos.
5. Line-Item Transfers and Financial Statement: Both Line Item Transfers and Financial Statement were presented by Cheryl Walcott
6. Personnel/Staffing Updates: Costs associated with providing Behavior Techs (Hall Monitors at MHS) and opening Keigwin for solving discipline problem students: Dr. Vázquez Matos talked about strategies around handling students who are having difficulty socializing. Special attention was given to the installation of Behavior Techs and some repurposing for Keigwin School for the creation of a “Student Success Center”. He and his team will provide a plan within the next two weeks that will include a budget to create this system. There were questions from several members to help understand what the plan might be.
7. Review of Legal Costs: Legal costs were provided by Cheryl Walcott with explanation regarding outstanding billing from law firms
8. Review of costs associated with onboarding to the BOE all 466 and UPSEU employees working for the City at the BOE.
9. Has the BOE received “America Cares” – Pandemic Assistance funding? Cassie Steinhilber, Lead Budget Analyst for the BOE addressed this, with Cheryl Walcott. The Committee learned that there were about \$7.3 million dollars received. Cheryl Walcott will send better numbers on what was received and what is left. There was considerable discussion around this
10. Other Business: None
11. Motion to Adjourn at 8:12 PM, Second by Emily Jackson