1. **Call to Order:** 6:30pm. by chairman Bill O’Brien  
**Committee Members in Attendance:** Council members Bill O’Brien, Bill Perillo and Laura Dancho; Board of Education Member Allison DelBene  
**Others in Attendance:** Superintendent of schools Janet Robinson, Board of Education COO Pamela Mangini, Board of Education member Bob Delorenzo, Public Safety Director Larry Ciccarelli

2. Approval of Minutes – regularly scheduled meeting of October 21, 2020. Mr. O’Brien accepted a motion from Ms. Dancho to approve the foregoing minutes. Ms. DelBene seconded the motion which passed unanimously.

3. **Chief Operating Officer’s Report (BOE) – Ms. Mangini reported**  
- There has been an increase in special education students.  
- Budget is $400,00 in deficit  
- Awaiting credit for electricity costs.  
- Flood pool – closure on MOU forthcoming.  
- Monitoring budget/analyzing budget for savings.  
- Food service budget is in deficit (approx. $1.5 million). Our food service contract expires in June. We will then go out to bid for a food service.  
- We have received $360,000 grant funding for expenses due to the covid virus. CRF funds equal $1.6 million. Ms. Mangini described “hot spots” that qualify for the grant funds as: $450,000 for PPE substitutes and nurses, $205,000 for custodial purposes. $217,000 remains. The expenses can only be covered until December.  

Discussion continued. Question and concerns were posed to Ms. Mangini.

4. **Superintendent’s Report – Ms. Robinson reported.** Her report primarily concerned covid related issues. She reported on the upward spike in positive cases. Discussed: contact tracing, quarantining, reintegrating student back to classroom learning. Staff is to be trained for the use of covid testing kits. Kindergarten and first grade students have returned to classroom learning. All students have chromebooks. The school system lacks sufficient staff. Hiring of outside cleaning staff is covered by grant funds.
Discussed: Yale testing site at Bunnell High School, testing is not mandated. Use of desktop shields and additional custodial staff.

5. SHS Renovation Project – Mr. O’Brien reported that a few change orders have been received. Also the town has had money refunded from the contractor for the project.

6. Carry Over Fund - Ms. Mangini said that the December 31 audit will identify extra funding available. Questions and concerns were presented.

7. Old Business / New Business / Other Business
   - Search Committee - Ms. DelBene reported that the search committee will employee recruiting firm CES to assist in the search. She said approx. 50 applicants are anticipated. The cost for the consultants is not yet known. It is uncertain if the position will be posted.
   - Safety issues – Mr. Ciccarelli said that the external factors of contact tracing are the major issues. Questions were presented to Mr. Ciccarelli.

8. Adjournment - Hearing no other business, Mr. O’Brien accepted a motion from Ms. Dancho to adjourn the meeting at 7:41pm. Ms. DelBene seconded the motion which passed unanimously.

Respectfully Submitted,

Carol Cabral
Carol Cabral, Secretary