



**Michael T. Conner, Ed.D., Superintendent of Schools**

---

April 4, 2019

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

Dear Ms. Flynn:

The Middletown Board of Education **BUDGET Committee Meeting** is scheduled for:

**Monday, April 8, 2019 at 5:30 p.m.**

The meeting will be held at the Dr. Alfred B. Tychsen Administration Building, 311 Hunting Hill Avenue, Middletown, in the Board Room, Conference Room #B, Room 1. The agenda for this meeting is as follows:

**AGENDA**

1. Approval of Minutes from 3/25/2019 Meeting
2. Line Item Transfers
3. Finance Report
4. Cafe Fund Report
5. Lunch Expense Update and Strategy
6. 19/20 Budget Proposal – Next Steps
7. Discussion of Financial Forecasting Model – May Finance Committee/BOE Meeting Presentations
8. Other Items

Thank you.

Sincerely,

A handwritten signature in blue ink that reads 'Kathleen F. Bengtson'.

Kathleen F. Bengtson  
Administrative Assistant  
/kfb

cc: Board of Education Members  
Dr. Michael Conner, Superintendent of Schools  
Enza Macri, Associate Superintendent  
Marco Gaylord, Director of Fine Arts and District Operations  
Natalie Forbes, Director of Grant Services  
Michele DiMauro, Manager of Human Resources

Christine Bourne, Payroll Supervisor  
Cheryl Walcott, Budget Analyst  
Janet Calabro, Food & Nutrition Manager  
Pat Alston, Budget Committee Community Member  
Ed McKeon, Budget Committee Community Member  
Vincent Loffredo, Budget Committee Community Member