



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

September 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, September 9, 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 6/10/2019 Meeting
2. Introduction of Chief of Administration
3. Internal Finance Meetings
4. Finance Report
5. Line Item Transfers
6. Cafe Fund/Student Lunch Account
7. Discussion re Contracts and Procurement
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  
Marco Gaylord, Chief of Operations and Communication  
Michael Skott, Director of Technology  
Natalie Forbes, Director of Innovation & Grants  
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