



**BRISTOL BOARD OF EDUCATION
REGULAR FINANCE COMMITTEE MEETING MINUTES
Wednesday, February 8, 2023**

The regular meeting of the Bristol Board of Education Finance Committee was held on Wednesday, February 8, 2023, at 6:00 p.m. in Room 36 of the Bristol Board of Education building and via the Zoom meeting platform.

PRESENT: Commissioners: Kristen Giantonio (Arrived 6:08), Russell Anderson, Maria Simmons; **ALSO PRESENT:** Lynn Boisvert, Eric Carlson, Dr. Catherine Carbone, Dr. Kimberly Culkin and Dr. Michael Dietter

EXCUSED: Commissioner Dante Tagariello

Call to Order:

Commissioner Giantonio called the meeting to order at 6:08 p.m.

Approval of Minutes: January 11, 2023 – Regular Finance Committee Minutes

Motion Passed: with a motion by Russell Anderson and a second by Maria Simmons.

Public Comment:

No members of the Public wish to address the committee.

Update of the 22-23 Budget

Lynn Boisvert provided the 22-23 Budget Update. The January snapshot for FY23 shows an available balance of \$(3,548,187) This is due to special education and transportation expenses. We continue to reconcile purchase orders wherever possible as student transportation needs change. This month, we will receive the first installment of the Excess Cost grant, which will stabilize Special Education costs. Special Education and transportation for housing-insecure students require continuous monitoring and reconciliation, as expenses tend to be unpredictable. Additionally, we are working to identify areas where we can reduce encumbrances for goods and services that are not urgent. We continue with a budget freeze and will monitor expenditures across all departments.

Cafeteria Report

Lynn Boisvert provided the Cafeteria Report. The Cafeteria program is successfully operating with a snapshot balance of 1, 177, 73 dollars as of the end of the month. We served 45,643 breakfasts and 101,896 lunches in January.

Appropriations Transfers

Lynn Boisvert presented the monthly Appropriation Transfers. Transfers totaling \$324,076.51 were made to and from multiple Certified Salary lines at BAIMS to reallocate certified salaries to the proper lines.

Special Education Report

Kim Culkin presented the Special Education Report. As of February 1, 2023, 1748 of 8187 Bristol students are identified as students requiring Special Education programming. This enrollment reflects 21.35% of the total BPS student population. During the month of January 2023, 38 risk assessments were conducted by BPS staff. Additionally, during the month of January, 9 calls were made to 911 for staff and student-related emergencies, and 24 calls to 211 were placed for student assessment. As of February 1, 2023, 119 of our students with disabilities require out-of-district placements at private special education school programs, and have a total of 77 students require special education programming services at other public out-of-district schools, including magnet schools.

Addition of New Business to the Agenda to discuss the 2023-2024 Superintendents' Recommended Budget

Commissioner Giantonio entertained a motion to add New Business to the agenda for Discussion of the 2023-2024 Superintendents' Recommended Budget.

Motion Passed: with a motion by Russell Anderson and a second by Maria Simmons.

Presentation of the 2023-2024 Superintendents' Recommended Budget

Mrs. Boisvert gave a brief summary of the presented general fund budget request.

- Bargaining unit obligations for staff currently in place yields a .82% increase, and that's before we consider any other fixed overhead costs or innovations to move the district forward.
- Employee Benefit costs are a driving force in the budget change with a 93% increase in costs. These two areas account for 1.75% of the requested budget increase.
- There is an increase in Utilities, Supplies, and Equipment supporting the actual costs of the new facility
- Contractual increases to transportation costs reflective of our Transportation contract
- Tuition costs reflect increased rates at Magnet and State schools.
- School Supplies & Materials district-wide show a modest increase
- We anticipate \$275K more in revenue over last year
- One new position in the budget at a salary of \$48,058 will support custodial services district-wide.

The Materials, personnel, and resources within the general fund of the Superintendent's Recommended FY 24 budget include: the reallocation of an administrator, teaching positions, paraeducators, and one secretary to align better with redistricting needs, increases in professional services within special education, the reallocation of one FTE custodian from grant-funded sources to the GF, athletic field and plant maintenance additions, and expanded programming include unified sports and esports at BE and BC and monies to replace band uniforms at BE. The total of these additions within the general fund is \$452,932 dollars.

Presentation of the 2023-2024 Superintendents’ Recommended Budget – cont’d

Due to our deliberate planning to reallocate and repurpose staff to meet the needs of our students and the strategic use of grant funding our budget proposal mitigates some of the impacts of federal relief funds, builds upon our academic growth, and continues to support the reimagining Bristol Public Schools 2023 plan. The \$127,989,000 budget request is a 2.94% increase over the prior year. With US inflation running at 6 percent, we believe that this is a fiscally responsible budget request.

Approval of Superintendent’s Budget

It is recommended that the Board of Education Finance Sub-Committee accept and approve the Superintendent’s Recommended Budget for the 2023-24 school year in the amount of \$127,989,000 which represents a 2.94% increase to the current operating budget and forward to the full Board for discussion and possible action at the next Regular scheduled meeting of the Bristol Board of Education on March 1, 2023.

Motion Passed: with a motion by Russell Anderson and a second by Maria Simmons.

The presentation to the City will take place in late March. Dr. Carbone shared information regarding the Alliance Grant and reviewed the next steps and the budget approval process.

Adjournment

With no other business before the committee, the meeting was adjourned. (6:32 p.m.)

Respectfully Submitted:

Susan Everett



Recording Secretary

Bristol Board of Education