The minutes presented within this document summarize the discussion of the Regular Finance and Operations Committee meeting. To view the meeting in its entirety and hear full reports, please click the following link:
10/14/26 Regular Finance and Operations Committee Meeting Minutes

BRISTOL BOARD OF EDUCATION
Bristol, Connecticut
Wednesday, October 14, 2026 at 6:00 pm
Regular Finance and Operations Committee Meeting Minutes

The Bristol Board of Education Regular Finance and Operations Committee Meeting was held on Wednesday, October 14, 2026 at 6:00 pm in the Bristol Board of Education Auditorium located at 129 Church Street and via Zoom Meeting Platform.

Present: Jennifer Tagariello, Robert Parenti, Thomas Hick (virtual) and Chair Shelby Pons (virtual)

Also Present: Iris White, Superintendent, Mary Hawk, Deputy Superintendent, Jodi Bond, Director of Finance, Dr. Amy Martino, Director of Pupil Services, and Jeff Telke, Supervisor of IT

1. Call to Order - Pledge of Allegiance
Jennifer Tagariello called meeting to order at 6:00 p.m. and asked the audience to stand for the Pledge of Allegiance

2. Approval of Minutes
2.1 Regular Finance and Operations Committee Meeting Minutes -September 23, 2026
Jennifer Tagariello called for a motion to approve the September 23, 2026, Regular Finance and Operations Committee meeting minutes as written. Robert Parenti made the motion, and Thomas Hick seconded it.

The Finance and Operations Committee voted to approve the September 23, 2026, regular meeting minutes as written. The motion carried.

3. Public Comment
No public comment.

4. 2027 Budget Update through September 30, 2026
Jodi Bond presented the 2027 Budget Update through September 30, 2026. She reported that actual expenditures totaled $23,815,860 and encumbrances totaled $97,930,091, leaving an available balance of $27,079,935. Although the overall Special Education budget remained under budget, the Private Outplaced Tuitions line was over budget by $1.4 million.

No questions and discussion followed regarding the report.

5. Cafeteria Report

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Jodi Bond presented the 2027 Cafeteria Report, reporting pending August and September federal and state reimbursements, the Café budget snapshot reflected a surplus of $721,972, which is expected to be fully expended in FY 2027.

During August and September, the Café program served 49,842 breakfasts and 119,469 lunches in September.

The Committee was also informed that the food steamers at BCHS and BEHS recently broke down and required replacement. The convection steamer at BEHS was replaced at a cost of $41,128.86, and the pressure steamer at BCHS was replaced at a cost of $51,008.45. Both units were more than 40 years old, and the boiler components of each unit had been replaced approximately 12 years ago.

The steamers are used almost daily to prepare a variety of menu items, including meats, rice, macaroni and cheese, vegetables, sauces, gravies, soups, mashed potatoes, and chili. They are also used to reheat prepared foods and boil water as needed. The steamers are essential to daily kitchen operations, and their breakdowns significantly affected the ability to operate the kitchens efficiently.

Questions and discussion following the report on the use of two different types of steamers at the high schools.

6. Appropriation transfers over $10,000

Jodi Bond reported the following 2027 Appropriation Transfers:

- A total of $125,000 was transferred from the NEMS heating fuel line to the NEMS natural gas line to accurately reflect the facility's new heating source.

No questions and discussion followed regarding the report.

7. Pupil Personnel Services Report

Dr. Amy Martino provided a Pupil Personnel Services Report enrollment and services within the district.As of October 1, 2026, 1,770 of Bristol Public Schools' 7,806 enrolled students were identified as requiring special education programming, representing 22.67% of the total student population.

As of October 1, 129 students with disabilities required out-of-district placements at private special education schools, while an additional 87 students received special education programming and services at other public out-of-district schools, including magnet schools.

During September 2026, 24 of the 56 newly registered students (41%) were identified as requiring special education programming at the time of registration. Of these newly registered students, two required programming and services at an out-of-district special education school.

During September, the district received 24 calls through the 211 or 911 systems.

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Dr. Martino provided an update on the Pupil Personnel Services monthly budget, As of October 1, 2026, all budget lines were trending as expected as costs began to be encumbered. As expenditures continue to be recorded throughout the fiscal year, each account will be closely monitored, with regular updates provided on budget status, including any areas of concern or emerging fiscal trends.

Questions and discussion followed regarding the report on capped enrollment in in-district special education programming. The discussion also addressed interest from neighboring communities in learning more about Bristol Public Schools' special education programming model, including the possibility of revenue-sharing arrangements with nearby towns in the future.

8. Student Activity Accounts

Jodi Bond presented the 2027 Activity Accounts and reported the following balances as of September 30, 2026:

- BCHS School Account: The account had a beginning balance of $150,500.95, expenditures of $18,305.62, and revenue of $10,620.00, resulting in an ending balance of $142,815.33.
- BCHS Athletics Account: The account had a beginning balance of $46,347.32, expenditures of $18,728.40, and revenue of $52,619.40, resulting in an ending balance of $80,238.32. Of the ending balance, $39,014.77 consisted of gate fee income and dues and fees funds. The remaining balance was attributed to fundraising, with $34,000 proposed as a donation toward the BC Press Box project.
- BEHS School Account: The account had a beginning balance of $137,632.69, expenditures of $5,219.73, and revenue of $17,037.05, resulting in an ending balance of $149,450.01.
- BEHS Athletics Account: The account had a beginning balance of $32,503.75, expenditures of $3,287.00, and revenue of $27,414.97, resulting in an ending balance of $56,631.72. Of the ending balance, $5,973.30 consisted of gate fee income, and $20,500.00 was budgeted for dues and fees. The remaining balance was attributed to fundraising.

Questions and discussion followed obtaining a card reader for gate fees at the schools to provide more accessibility to attendees.

9. Old Business

9.1 Finance Dashboard

Jeff Telke, Supervisor of Information Technology, presented a status update on the Financial Dashboard and requested feedback from the Committee regarding its functionality. Mr. Telke also shared minor updates to the object descriptions currently in progress.

Questions and discussion followed regarding the planned rollout of the Financial Dashboard to the full Board of Education. Mr. Telke indicated that the anticipated rollout date was the next Regular Board of Education meeting, scheduled for November 4, 2026.

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10. New Business
No new business to report

11. Adjournment
With no further business before the Committee, Jennifer Tagariello called for a motion to adjourn the Finance and Operations Committee meeting. Robert Parenti made the motion, and Thomas Hick seconded it.

The motion passed, and the meeting adjourned at 6:20 p.m.

Respectfully Submitted,



Sydney Molina
Recording Secretary
Bristol Board of Education

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