

The minutes presented within this document are a summary of the discussion that took place at the Finance & Operations Committee Meeting. To view the meeting in its entirety and hear full reports please click the following link: [October 9, 2024 Meeting Recording](#).



**BRISTOL BOARD OF EDUCATION
REGULAR FINANCE/OPERATIONS COMMITTEE MEETING MINUTES
Wednesday, October 9, 2024**

The regular meeting of the Bristol Board of Education Finance and Operations Committee was held on Wednesday, October 9, 2024, at 6:00 p.m. in the auditorium of the Bristol Board of Education and via the Zoom meeting platform.

PRESENT: Commissioners: Russell Anderson, Eric Carlson and Dante Tagariello

ALSO PRESENT: Kristen Giantonio, Shelby Pons, Maria Simmons (virtual); Lynn Boisvert, Dr. Michael Dietter, Amy Martino, Iris White (arrived 6:17 p.m.), Marie O'Brien, Jodi Bond, Peter Fusco, Tara Landon and Michelle LeVasseur

1. Call to Order and Pledge of Allegiance:

Commissioner Carlson called the meeting to order at 6:00 p.m. and attendees stood for the Pledge of Allegiance.

2. Approval of Minutes:

September 11, 2024 – Regular Finance & Operations Committee Meeting Minutes

On motion a made by Dante Tagariello and a second by Russell Anderson.

The Finance and Operations Committee voted to approve the September 11, 2024, Regular Meeting minutes as written. Commissioner Carlson Abstained.

3. Public Comment:

Kristen Giantonio – 275 Allentown Road – Addressed the committee regarding the budget.

4. 2025 Budget Update through 9/30/24

Mrs. Boisvert presented the 2025 Budget Update through September 30, 2024. Mrs. Boisvert noticed we had overspent the Special Education lines resulting in a spending freeze effective 9/20/24. The only allowed purchases will be those directly supporting the curriculum, needed paper products, emergency repairs, and grant or student activity purchases. FY 2025 costs will be closely monitored and any area of concerns will be shared with commissioners.

Of note, the city increased our FY budget by \$83,313 due to reimbursement from one of our insurance carriers.

5. Cafeteria Report

Mrs. Boisvert provided the Cafeteria Report. The snapshot balance shows a surplus of \$858,257 as of the end of September. We served our scholars 50,231 breakfasts and 112,867 lunches.

6. Appropriation Transfers over \$10,000

Mrs. Boisvert reported on Appropriation Transfers over \$10,000. The transfer report shows \$999,697.08 was transferred between salary and insurance lines to adjust to actuals.

7. Pupil Personnel Services Report

Amy Martino presented the monthly Pupil Services Report. As of October 1, 2024, 1,773 of the 8,001 enrolled Bristol students are identified as requiring Special Education programming. This enrollment reflects 22.16% of the total BPS student population. As of October 1st, 114 students with disabilities required out-of-district placements at private special education school programs. There are 83 students requiring special education programming services at other public out-of-district schools, including magnet schools. During the month of September, 2024, 25% of newly registered students were identified as students with special education programming needs at the time of registration, 1 of which received their programming and services at an out-of-district special education school program. During the month of August, there were (42) 211 calls and (11) 911 calls.

Questions and discussion followed regarding the enrollment change from June to October and reporting hard equipment costs, tuition rate changes from Spring to the start of school.

8. Donations

8.1. PTA Playground Equipment Donation at Mountain View School

Mrs. Boisvert presented the PTA Playground Equipment Donation at Mountain View School. The Mountain PTA Playground fund is seeking your approval to donate playground equipment in excess of \$19,200. Commissioners were provided pictures of the equipment that will be donated. If approved, this request will go to the full board for their consideration.

On motion a made by Dante Tagariello and a second by Russell Anderson.

The Finance and Operations Committee voted unanimously to accept the donation and move the request to the full board for consideration.

8.2. Troop 425 Eagle Scout Project - Gaga Ball Pit at West Bristol School

Mrs. Boisvert presented the Troop 425 Eagle Scout Project - Gaga Ball Pit at West Bristol School. Ryan Bogli of Troop 425 Bristol is seeking permission to build a gaga ball pit at West Bristol as an Eagle Scout Project. Commissioners were provided with the project proposal, construction plan, material costs, and drawings. Unfortunately, Mr. Bogli was unable to attend the meeting to answer any questions. If approved, this request will go to the full board for their consideration. If not, the plan can be tabled until the next meeting.

On motion a made by Dante Tagariello and a second by Russell Anderson.

The Finance and Operations Committee voted unanimously to accept the donation and move the request to the full board for vote.

Questions followed regarding the price difference between the MTV and the WBS projects.

9. Student Activity Account and Athletic Account Update

Jodi Bond provided the Student Activity Account Monthly Report.

The BCHS Student Activity Fund began the year with \$141,747.38. In September, it had \$18,354.70 in expenditures and \$5,859.66 in Revenues, leaving a month-end balance of \$129,252.34.

Bristol Central Athletics' began this year with a balance of \$34,589.29. A total of \$348.00 in expenses and \$261.00 in revenues left a balance of \$34,502.29.

The BEHS Student Activity Fund's opening balance was \$147,111.89 in September, there were \$10,541.37 in expenditures and \$17,130.69 in Revenues, leaving a month-end balance of \$153,701.21.

Bristol Eastern Athletics began this year with a \$2,383.04 balance. A total of \$1,025.68 in expenses and \$220.78 in revenues left a balance of \$1,578.14.

10. Finance & Operations Committee Acting Building Committee

10.1. ESSER/ARP Funds

Peter Fusco reported that all of the projects are moving along. They continue to conduct site visits and weekly job meetings. The fire alarm project at Bristol Central is finishing up, they are working on the punch list. The other three fire alarm projects at Edgewood, Hubbell, and Bristol Eastern are still being worked through, we anticipate getting the punch lists shortly. The boilers at Chippens Hill Middle School and Hubbell have been installed and are operational. Bristol Eastern High School has a temporary boiler. It is piped and is waiting to be installed. The window film project is almost complete.

11. Old Business

There was no Old Business to come before the committee.

12. New Business

There was no New Business to come before the committee.

13. Adjournment

There being no other business before the committee, the Finance and Operations Committee meeting should be adjourned. (6:23 p.m.)

Respectfully Submitted:



Susan Everett
Recording Secretary
Bristol Board of Education