

**BOARD OF EDUCATION, NEW FAIRFIELD, CT**  
**Business Operations/Resource Management Subcommittee Meeting**

Name of Subcommittee: BO/RM Meeting type: Regular  
Date of Meeting: 2/16/23 Minutes submitted by: K. LaTourette  
Members present: Greg Flanagan, Amy Johnson, Kim LaTourette, Ed Sbordone  
Members absent:  
Other attendees: Ken Crow, Carrie DePuy  
Place of meeting: Meeting Access: BO/RM Subcommittee (2/16/23 at 6:00 p.m.) Web:  
https://zoom.us/j/99623977807 Dial In: (929) 205-6099 Meeting ID: 996 2397 7807

**Meeting called to order:** at 6 p.m.

**II. Approval of Minutes**

**A. January 19, 2023 – Regular**

**Motion:** Made by: Kim LaTourette Seconded by: Ed Sbordone

To approve the minutes of the January 19, 2023, regular meeting as presented

**Recording of vote:** Aye – Unanimous

**III. INFORMATION ITEMS**

**A. Monthly Summary of Budget vs. Actual Expenditure/Encumbrances Report for FY 2022-23 at January 31, 2023** – Carrie DePuy reported that we are trending right in line with past years. We were 62% last year and this year we are right around 61%. We still have to do gate receipts and the transportation grant. We do have some budget transfers on the agenda for later. Contracted services is a negative - we are trending over right now. In the SPED category, we are okay right now, but will be due to other services to transport our kids.

**B. Summary of Budget vs. Projected Year-End Expenditure/ Encumbrances Report for FY 2022-23 at January 31, 2023**

We had to change copier machines and pay a restocking fee for that.

Oil- We are looking good right now because it has been so warm. We have only used about 28,000 gallons. We purchased 60,000 gallons, so we have some left before we have to buy more. We have about \$20,000 left to purchase whatever is needed after that amount of oil is used. We do have a heating assistance grant that we may be able to use. It has been sitting there for years and we may need it right now. Our truck needs to be repaired and serviced. It was literally just smoking on 684.

We do have a contingency that may be eaten up, as well as being able to apply some grants to secretarial staff and contracted services. We may get more money than our grant cost this year. The SED grant is something new – It came across a couple of weeks ago. We will put our paperwork in and we can expect \$15,000.

**C. Education Cost Sharing (ECS) Funding** - This may be reduced by \$250,000. This is what usually goes to the town, and this will hurt expenditures indirectly.

**D. FY 24 Board of Education Adopted Budget** - This is on the agenda in case there are any questions. The board members on this subcommittee did not have any questions.

**E. Transportation Update** – Multiple meetings have been held with the residents of Middleton Drive. Six buses that went onto that road were decreased. The residents appreciate the effort and compromise at this time. They would love to not have any buses on their road, but they seem okay for now. We are still waiting for curbing and the exit to be fixed. We are hoping for a

resolution on that for the next meeting. Greg also mentioned how important it will be to do a traffic study with the new high school, as well as the possible new start time.

**F. Food Service Update** - The Governor reinstated free meals for all families on Wednesday. We are waiting to hear about details and then this will be communicated to families. We have been charging for meals since we returned from the winter/holiday break. Carrie has a call tomorrow to receive some guidance on this and when we can reinstate this. She is guessing this may start in March, but she is not positive. Greg mentioned putting this information into the school newsletters because parents have been asking about it.

#### **IV. ACTION ITEMS –**

##### **A. Quarterly FY 2022-23 Budget Transfers**

The first one is to transfer from certified to non-certified for technology admin when Karen Fildes left. The others are for Consolidated School. They went over in printing, and we had some textbooks there. In Middle School, they had a shuttle for Open House. The High School purchased new science equipment. Central office ordered some supplies and furniture. The Finance Department was a little more than what was budgeted for, same as Human Resources. The new lease for copiers and budgeting was based on past amounts, and we had to pick up six more copiers due to issues with the location of the copiers in the schools. The total is \$133,741.55.

**Motion:** Made by: Ed Sbordone

Seconded by Amy Johnson

To bring the quarterly FY 2022-23 Budget Transfers to the full Board as presented.

**Recording of vote:** All in favor.

#### **V. OTHER - none**

#### **VI. ADJOURNMENT**

**Motion to adjourn:** Made by: Kimberly LaTourette

Seconded by: Ed Sbordone

Recording of vote: Aye – Unanimous

Meeting adjourned at: 6:28 p.m.