



**BRISTOL BOARD OF EDUCATION  
REGULAR FINANCE COMMITTEE MEETING MINUTES  
Wednesday, May 17, 2023**

The regular meeting of the Bristol Board of Education Finance Committee was held on Wednesday, May 17, 2023, at 6:00 p.m. in the Auditorium of the Bristol Board of Education located at 129 Church Street in Bristol and via the Zoom meeting platform.

**PRESENT:** Commissioners: Dante Tagariello, Kristen Giantonio, Maria Simmons, and Russell Anderson; **ALSO PRESENT:** Lynn Boisvert, Dr. Catherine Carbone, Dr. Michael Dietter and Amy Martino

**Call to Order:**

Commissioner Tagariello called the meeting to order at 6:03 p.m.

**Approval of Minutes: April 12, 2023 – Regular Finance Committee Minutes**

**Motion Passed:** with a motion by Kristen Giantonio and a second by Maria Simmons.

**Public Comment**

No members of the public wished to address the committee.

**Update of 22-23 Budget**

Mrs. Boisvert provided the 22-23 Budget Update. Mrs. Boisvert reported that the April snapshot for FY23 shows an available balance of Negative \$(4,997,222). This is due to special education, tuition, utilities, and transportation expenses. There are currently 671 open purchase orders. We continue to close all non-essential purchase orders and identify areas to reduce encumbrances further. We will continue with a budget freeze and monitor expenditures across all departments. We await the second installment of Excess Cost Reimbursement and additional Medicaid reimbursements from the SDE in late May. A question followed regarding where we anticipate we will end up once the reimbursements are received.

**Review of FY24 Budget**

Mrs. Boisvert provided the Review of the FY24 Budget. On Monday, May 15th the city approved a FY24 BoE Budget of \$126,989,000 resulting in an additional reduction of \$78,260.00 from the FY24 BOE Approved Budget of \$127,067,260. After review with the Central Office Team, the following recommendations were presented to the committee:

### Review of FY24 Budget – cont'd

Private Transportation (Parochial)	\$ (34,000)	Routing efficiencies
Purchased Services Transportation	\$ (10,000)	Funding Cut
Unified/E Sports	\$ (5,000)	Funding Cut
Repairs and Maintenance	\$ (10,000)	Funding Cut
Art Supplies (Districtwide)	\$ (5,000)	Funding Cut
Music Supplies (Districtwide)	\$ (5,000)	Funding Cut
Other Supplies	\$ (9,260)	Funding Cut
Total Recommended Cuts:		\$(78,260)

Questions followed regarding the need for an additional new custodian; shared services with the City, and the \$10,000 cut to the Purchased Services Transportation. Discussion followed regarding how the cuts were made and changes that could still be made until a final budget from the City is received.

### Cafeteria Report

Mrs. Boisvert provided the Cafeteria Report. The Cafeteria program is successfully operating with a snapshot balance of \$961,560 dollars as of the end of the month. We served 35,459 breakfasts and 75,747 lunches in the month of April.

Questions followed regarding the status of free lunches and free breakfasts. As a CEP district, all students are eligible for free breakfast and lunch regardless of their socioeconomic status. We will remain a CEP district, thus there will be no change. Question regarding if there were any changes in reimbursement rates? Not at this time.

### Appropriations & Transfers

Mrs. Boisvert reported that there were no Appropriations & Transfers to report.

### Special Education

Amy Martino presented the Special Education Report. As of May 1, 2023, 1,794 of the 8,220 enrolled Bristol students are identified as requiring special education programming. This enrollment reflects 21.82% of the total BPS student population. As of April 2023, 116 students with disabilities require out-of-district placements at private special education school programs. There are 79 students requiring special education programming services at other out-of-district schools and that would include magnet facilities. During the month of April 2023, 10% of the newly registered students were identified as students with special education programming needs at the time of

**Special Education – cont’d**

registration; one (1) of the students that were enrolled in BPS during the month of April received their programs and services at out-of-district special education programs at the time of enrollment and lastly, during the month of April, there were (50) 211 and (16) 911 calls placed.

**Discussion on Student Activity Account Reporting and Addition of New Accounts**

Chair Tagariello asked if Item 9 - Discussion on Student Activity Account Reporting and Addition of New Accounts could be postponed to the next meeting.

**Motion Passed:** with a motion by Kristen Giantonio and a second by Maria Simmons.

**Adjournment**

With no other business before the committee, the meeting was adjourned. (6:33 p.m.)

Respectfully Submitted:



Susan Everett  
Recording Secretary  
Bristol Board of Education