

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

Name of Subcommittee: BO/RM

Meeting type: Regular

Date of Meeting: 3/19/20

Members present: Dominic Cipollone, Greg Flanagan, Kimberly LaTourette, Ed Sbordone

Members absent:

Other attendees: Patricia Cosentino, Rich Sanzo

Minutes submitted by: Kimberly LaTourette

Meeting Access: BOE BO/RM Subcommittee (3/19 at 6:30 p.m.)

Web: <https://us04web.zoom.us/j/469808828>

Dial In: (929) 205-6099 Meeting ID: 469808828#

**Meeting called to order:** at 6:39 p.m.

**II. Approval of Minutes**

A. February 20, 2020 – Regular

**Motion:** To approve minutes of the February 20, 2020, regular meeting as presented

Made by: Ed Sbordone

Seconded by: Greg Flanagan

**Recording of vote:** All in favor

**III. Action Items - none**

**IV. Information Items**

A. Monthly Summary of Budget vs. Actual Expenditure/Encumbrances Report for FY 2019-20 at February 29, 2020

As of February 29, 2020, the total operating budget is at 72.4%, reflected after budget transfers approved at the February meeting. Some of the school budget has been capped at 80% - this does not apply when looking at this report. 72.4% compares to 68% previous year - encumbered much more this year than prior years; for example, \$3 million as compared to \$1.2 million last year. There are no major areas of concern. Money was transferred into SPED services, and some deficits are due to outplacements and LPN as well for medically fragile student.

We have not had an opportunity yet to do a complete analysis of how the Coronavirus has impacted the budget. We will be looking at transportation for out-of-district students - not sure of savings. We have to use caution that any savings short term may be additional costs in long term (compensatory services needing to be provided to students).

We are working very hard to get distance learning plans in place and with unions.

We will be taking a look at utilities (for example: electricity) – may be using less than what we usually would be with schools being closed.

Recruiting - We have purchased some "swag" with NF on it.

Athletics - Participation fees will depend on CIAC and spring season - planning on not collecting.

Gate receipts and participation fees will wipe out current deficit.

Transportation - The contract with First Student required us to pre-pay for buses for the first and second half of the year. We plan on working with legal counsel about this next week.

Payroll Lines - ELC tuition offsets some of our SPED teachers in ELC. If we do not return to school, we will not be collecting funds, and we will need to calculate how that will impact the payroll budget. Total payroll last year was at 52%, and this year we are at 68%.

**V. Other - none**

**Motion to adjourn:** Made by: Ed Sbordone  
Recording of vote: Aye – Unanimous

Seconded by: Greg Flanagan  
Meeting adjourned at: 6:54 p.m.