



**BRISTOL BOARD OF EDUCATION
REGULAR FINANCE/OPERATIONS COMMITTEE MEETING MINUTES
Wednesday, June 11, 2025**

The regular meeting of the Bristol Board of Education Finance and Operations Committee was held on Wednesday, June 11, 2025, at 6:00 p.m. in the Bristol Board of Education Auditorium and via the Zoom meeting platform.

PRESENT: Commissioners: Russell Anderson, Eric Carlson, Dante Tagariello (virtual), and Shelby Pons (virtual)

ALSO PRESENT: Kristen Giantonio, Lorianne Osenkowski, Maria Simmons (virtual), Jennifer Van Gorder, Shelby Pons; Carly Fortin, Mary Hawk, Amy Martino, and Iris White

1. Call to Order and Pledge of Allegiance:

Commissioner Carlson called the meeting to order at 6:17 p.m. and attendees stood for the Pledge of Allegiance.

2. Approval of Minutes:

5/14/25 - Regular Finance & Operations Committee Meeting

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

The Finance and Operations Committee voted to approve the May 14, 2025, Regular Meeting minutes as written.

4. Public Comment:

Marie O'Brien – 272 Center Street – Addressed the committee regarding the Financial Reporting Dashboard

Kristen Giantonio – 275 Allentown Road – Addressed the committee regarding Budget Cuts and timeliness.

3. Review and Approval of 2025-26 Recommended Budget Reductions

Jond Bond presented the 2025-226 Recommended Budget Reductions.

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

The Finance and Operations Committee voted to approve the 2025-2026 Recommended Budget Reductions without all of the cuts identified.

5. 2025 Budget update through 05/31/25

Mrs. Bond provided the 2025 Budget update through 05/31/25. Our FY 2025 balance as of May 31st was a negative \$9,951,492.

2025 Budget update through 04/30/25 – cont'd

The General Control, Transportation, Pupil Personnel Services, and Operations and Maintenance of Plant facilities remain the most significant areas of concern. The General Control budget is over \$187,732 due to increased professional services expenses. The transportation budget is currently over budget by \$262,811. Pupil Services are over budget by \$7,529,000, while Operations and Maintenance of Plant are over budget by \$612,264 and \$310,214, respectively, as of the end of May.

We maintain a budget freeze and only allow purchases directly supporting the curriculum, graduation, necessary paper products, emergency repairs, and all grant and student activity expenses. We are actively identifying areas where we can reduce encumbrances for goods and services; currently, 629 purchase orders remain open.

We continue to work on closing all purchase orders that are not explicitly related to curriculum, repairs, or necessary supplies.

Questions and discussion followed regarding the number of purchase orders remaining open and the transportation contract renewal date.

6. Cafeteria Report

Mrs. Bond provided the Cafeteria Report. The snapshot balance shows a surplus of \$618,047 as of the end of May; we will no longer receive additional COVID funding, approximately 180k per year. We served our scholars 42,388 breakfasts, 92,480 lunches, and 1,826 after-school snacks.

As previously requested regarding CEP percentages and reimbursement rates for the 2024-2025 school year:

77% of the students are reimbursed at \$3.59 per lunch served, the remaining 23% are reimbursed at .395 cents per lunch served.

7. Appropriation Transfers (Over \$10,000)

Mrs. Bond reported on Appropriation Transfers over \$10,000.

- We transferred \$15,000 to and from individual lines of the FY 2024 Title III grant to update and align with the eGMS grant application.

8. Pupil Personnel Services Report

Amy Martino presented the monthly Pupil Services Report. Mrs. Martino reported that as of June 1, 2025, 1,850 of the 8,094 enrolled Bristol students are identified as requiring Special Education programming. This enrollment reflects 22.86% of the total BPS student population. As of June 1st, 129 students with disabilities required out-of-district placements at private special education school programs. There were 94 students requiring special education programming services at other public out-of-district schools, including magnet schools. During May 2025, 31% of newly registered students were identified as students with special education programming needs at the time of registration; None of the newly enrolled students received their programming and services at an out-of-district special education school program. During the month of May, there were 39 - 211 calls and 10 - 911 calls.

9. Student Activity Account and Athletic Account Update

Mrs. Bond provided the Student Activity Account Monthly Report.

Bristol Central Athletics began this year with a balance of \$35,762.29. A total of \$30,479.06 in expenses and \$36,666.84 in receipts left a balance of \$41,950.07.

The BCHS Student Activity Fund began the year with \$141,747.38. They had \$147,199.86 in expenditures and \$192,611.49 in Receipts, leaving a month-end balance of \$187,159.01

Bristol Eastern Athletics began this year with a \$2,383.04 balance. A total of \$27,626.33 in expenses and \$43,555.43 in receipts left a balance of \$18,312.14.

The BEHS Student Activity Fund began the year with \$147,111.89. They had \$172,188.75 in expenditures and \$177,409.58 in Receipts, leaving a month-end balance of \$152,332.72.

10. Finance & Operations Committee Acting as the Building Committee

a. Recommend for Approval - Student Accident Insurance

This insurance is offered to students who participate in sports and all non-sport extracurricular activities. This plan includes “mandatory” coverage which is in place of the “voluntary coverage” which was an option for the parents/guardians to purchase. ALL of the students in our schools will be covered for an accidental injury while at school (including recess and travel to/from school).

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

The Finance and Operations Committee voted to approve USI Insurance Services, LLC in the amount of \$90,050.00 for the 2025/2026 Student Accident and Interscholastic & Intramural Accident Insurance.

b. Recommend for Approval - Design Services for BCHS Press Box

A \$50,000 donation was received for use toward a press box at BCHS. The operations committee will oversee this project. An RFP was sent out for architectural/engineering services relative to the press box at BCHS in April. Three bids were received. It is recommended to engage with Amara Associates for these design services.

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

The Finance and Operations Committee voted to approve Amara Associates in the amount of \$36,850 for the architectural/engineering services relative to the press box at BCHS.

c. Recommend for Approval - Design Services for Video Surveillance System (district-wide)

This committee will serve as the building committee for the video surveillance system upgrades at the schools. The purchasing department received bids for the design services relative to this project. We are looking for a motion to approve Good Harbor Techmark for these services.

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

Recommend for Approval - Design Services for Video Surveillance System (district-wide) - cont'd

The Finance and Operations Committee voted to approve Good Harbor Techmark in the amount of \$81,168.00 for the design services relative to the video surveillance system districtwide and to forward to city council for appropriate action.

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. (7:09 p.m.).

Respectfully Submitted:



Susan Everett
Recording Secretary
Bristol Board of Education