

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

Name of Subcommittee: BO/RM Meeting type: Regular
Date of Meeting: 2/15/22 Minutes submitted by: K. LaTourette
Members present: Greg Flanagan, Amy Johnson (arrived 6:05), Kim LaTourette, Ed Sbordone
Members absent:
Other attendees: Pat Cosentino, Rich Sanzo
Place of meeting: Meeting Access: BO/RM Subcommittee (2/15/22 at 6 p.m.)
Web: <https://zoom.us/j/96065403036> Dial In: (929) 205-6099 Meeting ID: 960 6540 3036

Meeting called to order: at 6:02 p.m.

II. Approval of Minutes

A. January 20, 2022 – Regular

Motion: To approve minutes of the January 20, 2022, regular meeting as presented

Made by: Ed Sbordone

Seconded by: Kim LaTourette

Recording of vote: All in favor

III. INFORMATION ITEMS

A. Monthly Summary of Budget vs. Actual Expenditure/Encumbrances Report for FY 2021-22 at January 31, 2022 - Dr. Sanzo reviewed the monthly expenditures vs actuals as of Jan. 20, 2022. 62.1% is committed at end of January. This is usually right where we are. There are no major changes to point out. We continue to have significant additional and unanticipated costs in the area of SPED, including outplacement and transportation costs, and cost of outside evaluations. The cost of these evaluations can average at approximately \$5000 each. The money spent allows the PPT team to best plan for the students' needs, and they would then have more information to provide the services in the district vs placing the student out of the district. Dr. Sanzo has revised down the Magnet School transportation grant. We received about \$10,000 for the first payment and will receive about that much for the second. Athletics usually go into the negative this time of year. We budget for \$12,000 gate receipts and \$65,000 participation fees. Greg Flanagan asked about specific line items within SPED - legal costs, ovals/consults, audio services. We have contracted out for a BCBA.

B. Quarterly Summary of Budget vs. Projected Year-End Expenditure/ Encumbrances Report for FY 2021-22 January 31, 2022 - This has a few updates from last month. In the non-payroll area, based on new invoices, Dr. Sanzo is projecting a \$5000 surplus more than earlier. The other area that is the most significant change is utility usage - based on bills we received, we are anticipating \$17000 higher. This is a volatile number until we get through the heating season. SPED - Unanticipated outplacement, some improvement in out-of-district transportation and tuition, sees a difference in outside evaluations. Katherine Matz let Rich and Pat know Friday that one of our outplacements may change to another location and there may be an added cost. While we show an improvement from last month of about \$70,000, Dr. Sanzo is concerned about meeting the financial needs of the district this year. He is scheduling a meeting with building leaders to do a deep dive into expenditures and remaining funds. Technology - There is a possibility that we could have \$25,000 unexpended amount, but if we do not spend it, it could impact our replacement cycles. We have \$125,000 in our non-lapsing account that can offset this deficit. We do not have access to the excess cost grant. The town may receive \$493,000 revenue due to expenditures the board has, due to the number of outplacements. Dr. Sanzo is starting to be more concerned, but will

have a better idea next month. That may be the appropriate time to review this with the subcommittee and with the full board. We may have to request to discuss with the BOF. Greg asked about an update with EdAdvance. We had one person set up to cover the more expensive route, but they got another position.

IV. ACTION ITEMS

A. Quarterly FY 2021-22 Budget Transfers - One set of transfers is payroll to payroll related to needs for our paraprofessionals, and this is partly due to contract settlement, and the other is related to positions in different locations.

We also made adjustments to our floater nurse and additional hours with contract tracing. That funding comes from the HS counselor area due to an unpaid leave.

The secretarial transfer - We had a temporarily open position, a substitute that was utilized, and there was an extended leave at the HS that needed coverage.

The next three transfers are reclassifications of where we are recording the wages - HS administrator was full position, Athletic Director full position, and athletic event wages.

Last is coverage of ESY that was greater.

The non-payroll to payroll transfer is a unique one. We had budgeted for after hours security guard that has now been hired in house, so that is moving from security guard fund to payroll.

Lastly, there are costs to cover the new vans that use gas vs diesel, cyber insurance, increased supply cost and relocating admin due to construction, transportation to Henry Abbott Tech, and VOAG and adult ed costs coming from electricity.

Motion: To bring the quarterly FY 2021-22 budget transfers to the full Board as presented

Made by: Ed Sbordone

Seconded by: Kim LaTourette

Recording of vote: All in favor

V. OTHER – Dr. Cosentino mentioned our March 5th meeting with the BOF. We are in somewhat of a holding pattern right now with the budget.

Dr. Sanzo wanted to add that the town went to the bond market today. Rates have increased over the past few weeks 2.51%. The overall impact to our budget is not known yet.

Motion to adjourn: Made by: Greg Flanagan

Seconded by: Ed Sbordone

Recording of vote: Aye – Unanimous

Meeting adjourned at: 6:37 p.m.