

The minutes presented within this document are a summary of the discussion that took place at the Finance Committee meeting. To view the meeting in its entirety and hear full reports please go to the following link: [November 8, 2023 Meeting Recording](#).



**BRISTOL BOARD OF EDUCATION
REGULAR FINANCE COMMITTEE MEETING MINUTES
Wednesday, November 8, 2023**

The regular meeting of the Bristol Board of Education Finance Committee was held on Wednesday, November 8, 2023, at 6:00 p.m. in Room 36 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, Eric Carlson

ALSO PRESENT: Commissioners, Russel Anderson and Jennifer Dube; Lynn Boisvert, Dr. Catherine Carbone, Dr. Kimberly Culkin, Dr. Michael Dietter, Carly Fortin and Amy Martino, and Marie O'Brien

1. Call to Order:

Committee Chair Dante Tagariello called the meeting to order at 6:00 p.m.

2. Approval of Minutes: July 12, 2023 – Regular Finance Committee Minutes

On a motion by Kristen Giantonio and a second by Dante Tagariello, the July 12, 2023 – Regular Finance Committee Minutes were approved as written.

Approval of Minutes: August 16, 2023 – Regular Finance Committee Minutes

Approval of the minutes was tabled to next month's meeting, as commissioners present this evening were not present at the meeting requiring approval.

Approval of Minutes: September 6, 2023 – Regular Finance Committee Minutes

On a motion by Kristen Giantonio and a second by Eric Carlson the September 6, 2023, Regular Finance Committee Minutes were approved as written.

Approval of Minutes: October 11, 2023 – Regular Finance Committee Minutes

On a motion by Eric Carlson and a second by Dante Tagariello, the July 12, 2023, Regular Finance Committee Minutes were approved as written.

3. Public Comment

No members of the public wished to address the committee.

4. Final Update of 22-23 Budget

Mrs. Boisvert provided the final 22-23 Budget Update. The City increased the Board of Education 2023 budget, giving the Board of Education an additional \$527,547 to cover the increased costs of fuel oil and diesel. Subsequently, the October snapshot shows the final end-of-year balance for FY 2023 of \$23,668.00.

A question followed regarding why the city granted us the \$527,547.

5. Update of 23-24 Budget

Mrs. Boisvert provided the 23-24 Budget Update. The October snapshot shows an available balance of \$21, 818,038. Most of the special education tuition has been encumbered, with magnet schools still to be encumbered. Much of the transportation expenses have yet to be encumbered through October. I anticipate encumbrances will be in the November report. We continue to be on a budget freeze for all non-essential purchases.

Questions followed regarding estimating transportation credits for the service received, and when will a review be conducted of the fall season on the impact of the gate fee policy change.

6. Cafeteria Report

Mrs. Boisvert provided the Cafeteria Report. In October, we served 55,029 breakfasts and 115,371 lunches. The café snapshot on October 31, 2023, shows a balance of \$48,049 added to the carry-over balance of \$943,155 giving us a healthy reserve of \$991,204 to put back into the program.

7. Appropriations Transfers

Mrs. Boisvert reported that in September. We transferred \$574,853.11 to and from salary lines to reallocate funds to programs and locations.

8. Special Education Update

Amy Martino presented the monthly Special Education Report. As of November 1, 2023, 1,787 of the 8,076 enrolled Bristol students are identified as requiring Special Education programming. This enrollment reflects 22.1% of the total BPS student population. As of November 1st, 123 students with disabilities require out-of-district placements at private special education school programs. There are 80 students requiring special education programming services at other public out-of-district schools, including magnet schools. During the month of October, 57% of newly registered students were identified as students with special education programming needs at the time of registration. Four (4) of the newly enrolled students during the month of October received their programs and services at out-of-district special education school programs. During the month of September, there were 42 211 and thirteen (13) 911 calls.

9. ARP/ESSER Update

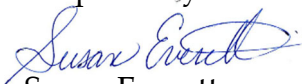
Commissioners were provided **ARP/ESSER** reports prior to the meeting, and hard copies were made available this evening. Dr. Carbone walked the committee through each of the spreadsheets, illustrating each of the grants, the priority it is tied to and the ending balance if any.

Questions followed regarding the negative balance on class size reductions.

10. Adjournment

With no other business before the committee, the meeting was adjourned. (6:20 p.m.)

Respectfully Submitted:



Susan Everett

Recording Secretary

Bristol Board of Education

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