

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

Name of Subcommittee: BO/RM Meeting type: Regular
Date of Meeting: 3/17/22 Minutes submitted by: K. LaTourette
Members present: Greg Flanagan, Amy Johnson, Kim LaTourette, Ed Sbordone
Members absent:
Other attendees: Rich Sanzo
Place of meeting: Meeting Access: BO/RM Subcommittee (3/17/22 at 6:00 p.m.)
Web: <https://zoom.us/j/93219927443> Dial In: (929) 205-6099 Meeting ID: 932 1992 7443

Meeting called to order: at 6:01 p.m.

II. Approval of Minutes

A. February 15, 2022 – Regular

Motion: To approve minutes of the February 15, 2022, regular meeting as presented

Made by: Ed Sbordone

Seconded by: Greg Flanagan

Recording of vote: All in favor

III. INFORMATION ITEMS

A. Monthly Summary of Budget vs. Actual Expenditure/Encumbrances Report for FY 2021-22 at February 28, 2022 - Dr. Sanzo is going to skip to Item B and talk about A while doing so.

B. Quarterly Summary of Budget vs. Projected Year-End Expenditure/ Encumbrances Report for FY 2021-22 February 28, 2022 - 68.7% of the budget is committed and is in the ballpark of where we were in prior years. There are no significant changes to point out from the last meeting. SPED still has a deficit, as well as Pupil Transportation (larger than projected at end of year; we will receive a grant later this spring), and in the area of athletics. This is typical as we do not credit gate receipts or participation fees until later in the spring. That may add up to about \$77,000. Greg Flanagan asked about building use fees/field use fees and Dr. Sanzo clarified where that is accounted for and how some of those fees are used to cover custodial overtime. We have proposed to increase building use fees, as well as athletic participation fees, for next year. Ed Sbordone asked Dr. Sanzo to explain what else is in Fund 211. Dr. Sanzo shared p. 244 in the town budget book. Field fees, co-curricular activities, athletic and gate fees, rebel cafe, building use and rental fees, track usage, and parking fees are all part of this fund. More recently, we have included technology repairs/replacements in this fund also. Rebel Field is due to be replaced in the next few years, and right now there is not enough funding to cover the cost. The Field Fees Committee will look into this project, will be meeting next week and board members are encouraged to attend. Rich has met with administrators and thoroughly looked through their budgets to refine the expenditure line. After doing this analysis, the regular education non-payroll lines have increased about \$227,000. Utility usage (gas, oil, electric) and emergency repair accounts are the ones we will keep an eye on to possibly meet full expenditure or provide us with some savings. June 30th is when our utilities contracts expire. In the area of SPED, Katherine and Rich took a close look at costs (unanticipated and anticipated). Some unanticipated outplacements will take place in April or May. If the placements take longer, the costs may be delayed. Evaluations are another cost that may increase. Dr. Sanzo provided us with the best information he has as of right now but knows that this may change over the next couple of months. He is projecting that our payroll accounts will be flat for the year. Overtime accounts for Buildings and Grounds and substitute usage are harder to predict. Now that winter

storms may be over, Buildings and Grounds may be more predictable. It is anticipated that the BOE will over expend by \$440,000 - \$125,000 from non-lapsing account, \$125,000 SPED against that. The excess cost grant is what the town receives in response to the high number of SPED students. We have not had to try to access it in the past because we have been able to balance our savings. The Treasurer is not allowed to record this grant as revenue if the BOE provides information that our SPED expenditures are greater than what we budgeted for. \$140,000 extra may be received by the town in May. This will help offset this deficit. That will leave us with a projected deficit of \$180,000. Rich sees three options to address this. The first option is to alert the BOF to a potential deficit and the BOE can request an additional appropriation. This would need a special town meeting. Another option is that we can reallocate in the non-lapsing account back to unanticipated SPED expenditures. Capital projects may not have funding then with non-lapsing account and would need the regular budget. The third option is we may be able to use IDEA grant funding ahead of schedule (up to two years) in this current year. If we were to use the two years - that is a reasonable approach – and if this same situation were to occur next year, it would not be an option again.

IV. ACTION ITEMS - None

V. OTHER - None from the BOE.

Rich has attached the detailed expenditure report for BOF members who have requested it. They have also been invited to the subcommittee meetings; however, they have not attended.

Motion to adjourn: Made by: Kim LaTourette
Recording of vote: Aye – Unanimous

Seconded by: Amy Johnson
Meeting adjourned at: 6:46 p.m.