

MINUTES OF THE HYBRID WBOE FINANCE COMMITTEE MEETING

Tuesday, September 12, 2023

<https://woodbridgeps.webex.com/woodbridgeps/j.php?MTID=maa5433003ae6f7206fb16b2d69b129ec>

Meeting number (access code): 2485 336 3301

Meeting password: xQVrbu6AJ23

Attendees: Vonda Tencza, Superintendent; Steven Lawrence, WBOE; Lynn Piascyk, Maria Madonick, Sarah Beth Del Prete (4:44 PM remote), WBOE; Donna Coonan, Business Operations Manager; and Maureen Krawec, WEA Liaison.

Mr. Lawrence, Chair called the meeting to order at 4:34 PM.

Public Comment: None

Items reviewed and discussed included:

- a. FY Budget Narrative Report
- b. FY Budget Summary Report
- c. FY Budget Detail Report
- d. FY Combining Financial Report
- e. 2024/25 Draft Budget Calendar

Financials are running close to budget with savings in certified salaries. It was noted that several buses are tight this year. It is possible that an additional BRS bus run could be added to the budget for next year. The budget calendar was reviewed. Given the identified timelines there is a minimal flexibility for Board involvement in light of the holiday schedule in December. Perhaps at various meetings in the fall, the Board could be apprised of the broader themes that will be incorporated into the budget prior to actually receiving the budget document. It was noted that the Town is still making adjustments on operating and capital budget submission timelines so it is possible additional changes may occur.

WBOE Finance Committee Policy statement – It was suggested that “as well as the following items” be deleted at the end of the second sentence in the first paragraph. Add a new sentence “specific functions may include”. Add a new bullet “recommend annual budget schedule”. It was agreed this policy would be referred back to the Policy Committee with the suggested changes.

Meeting Adjourned 5:16 PM

Bylaws of the Board

Standing Committees

Finance Committee

A Finance Committee shall be a standing committee of the Woodbridge Board of Education with membership appointed in adherence with Board Policy [9132](#). The Finance Committee shall meet as needed to monitor, review and make recommendations to the full Board regarding the fiscal status of the school district. ~~as well as the following items~~ **Specific functions may include:**

- Requests for additions to the budget as identified by the Superintendent.
- Requests for line item transfers as identified by the Superintendent.
- Annual town audit reports.
- **Recommend annual budget schedule**

The Finance Committee will review, monitor, and make recommendations to the full Board on any other issues that arise relating to the finances of the district.

(cf. 9132 – Standing Committees)

Bylaw adopted by the Board: December 17, 2018

Legal Reference: Connecticut General Statutes

[1-200](#) through [1-241](#) of the Freedom of Information Act

[1-200](#) Definitions

[1-226](#) Meetings of Government Agencies to be Public

[10-220](#) Duties of Boards of Education

WOODBRIIDGE PUBLIC SCHOOLS
Woodbridge, Connecticut