

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

Name of Subcommittee: BO/RM  
Date of Meeting: 10/18/18  
Minutes submitted by: Samantha Mannion  
Members present: Kathy Baker (6:15), Ed Sbordone  
Members absent: Greg Flanagan  
Other attendees: Patricia Cosentino, Craig McClain, Kimberly LaTourette, Samantha Mannion

Meeting type: Regular  
Place of Meeting: NF Community Room

**Meeting called to order:** at 6:00 p.m.

Kimberly LaTourette and Samantha Mannion were elevated to voting status.

**II. Approval of Minutes**

A. September 20, 2018 - Regular

**Motion:** To approve minutes of the September 20, 2018, regular meeting as presented

Made by: Ed Sbordone

Seconded by: Kimberly LaTourette

**Recording of vote:** All in favor

**III. Action Items**

A. 2018-19 FY Budget Transfers

Budget transfers were presented for review. Dollars unappropriated in regular education salary account would go to faculty degree changes, contract settlements, and is a clearing house for budget transfers. The attrition account serves a different function. First four sections of transfer accounts are currently dedicated to eliminating creditor debt. The Business Manager will still continue to collect from accounts that have positive attributes, and reallocate them to cover shortfalls. New hires and changes in position, along with technology needs, have required we cover a \$68,478 shortfall which have necessitated that we transfer funds to cover. Fuel costs have also gone over budget, and will need to be paid through transfers. It is not necessary to make transfers with respect to Special Education at this point.

**Motion:** To recommend to the full Board of Education approval of the 2018-19 FY budget transfers as presented.

Made by: Ed Sbordone

Seconded by: Kimberly LaTourette

**Recording of vote:** All in favor

B. Participation in the Child Nutrition Programs - This involves an overhaul of ED-099 agreement, which outlines responsibilities among all parties for participation in the Child Nutrition Programs. This document must be signed if we want to receive roughly \$12,000 in reimbursement.

**Motion:** To recommend to the full Board of Education approval to sign the ED-099 agreement for participation in the Child Nutrition Programs.

Made by: Ed Sbordone

Seconded by: Kimberly LaTourette

**Recording of vote:** All in favor

C. Request for Additional Staff 2018-19 - This is a request for an additional Special Education teacher and 1.6 paraprofessionals to support students at Consolidated School. These positions will be funded this year from unfilled positions, Worker's Compensation and FMLA

savings. There is no guarantee that these positions will remain in the budget going forward. It was recommended and agreed that additional teacher training would be beneficial.

**Motion:** To recommend to the full Board of Education the request for additional staff for the 2018-19 school year.

Made by: Ed Sbordone

Seconded by: Kimberly LaTourette

**Recording of vote:** All in favor

#### **IV. Information Items**

A. Summary of Budget vs. Actual Expenditure/Encumbrances Report for FY 2018-19 at September 30, 2018 – Special Education costs were reviewed and continue to be a concern.

B. Special Education Review – Attorney fees are down this quarter, however settlement fees have increased. Samantha asked why there are no Independent Educational Evaluations for the past three quarters, and stated that she thought that was unusual. Dr. Cosentino stated that she will look into why, but she is sure we are complying with state law.

#### **V. Other – none**

**Motion to adjourn:** Made by: Kathy Baker

Seconded by: Kimberly LaTourette

Recording of vote: Aye – Unanimous

Meeting adjourned at: 6:46 p.m.