

**BRISTOL BOARD OF EDUCATION
REGULAR FINANCE COMMITTEE MEETING MINUTES
Wednesday, December 8, 2021**

The regular meeting of the Bristol Board of Education Finance Committee was held on Wednesday, December 8, 2021, at 6:30 p.m. via the Zoom meeting platform.

PRESENT: Commissioners: Dante Tagariello, Kristen Giantonio, Jennifer Dube, Todd Sturgeon, and Christopher Wilson; **ALSO PRESENT:** Jill Browne, Dr. Catherine Carbone, Dr. Michael Dietter, Melanie Vetrano, Orlando Calfe, Jaymie Bianca

1. Call to Order

Commissioner Tagariello called the meeting to order at 6:30 p.m.

Meeting norms were acknowledged by Commissioner Tagariello as they had been sent with the meeting packet.

2. Approval of Minutes: November 17, 2021 – Special Finance Committee Minutes

Motion Passed: with a motion by Kristen Giantonio and a second by Dante Tagariello

3. Public Comment

Commissioner Christopher Wilson – 71 Perkins Street - addressed the committee regarding the CABA State Relations Committee and approval and assistance in obtaining information to facilitate the legislative discussion regarding problems with the Excess Cost Grant. Mr. Wilson outlined the information that the committee is requesting. Commissioner Tagariello asked the request be sent to the committee and Mrs. Browne.

4. Update of 21-22 Budget

Mrs. Browne reported that the November 30th snapshot for FY22 shows an available balance of \$3,020,471. Some notable changes include a \$760K change in Magnet Tuitions (Regular Education) as a result of annual processing; \$900K in Private Special Education Tuitions and \$190K in student transportation as the annual amount for crossing guards was encumbered. We should see these lines stabilize throughout the next two quarters. In addition, 17 positions were filled during the month of November, with 11 of the 17 allocated to the general fund; illustrating a decrease in available funding under the Instruction character with the annual encumbrance of these wages. We will continue to spend down funding lines for sub coverage, facility maintenance & repairs, general supplies, FICA, and will continue to monitor expenditures across all departments. At this time, we are below budget in most areas across the budget and continue to have no areas of concern to report.

Discussion followed regarding providing hiring information to the committee. It was suggested that Dr. Galloway attend to give a report. Dr. Carbone shared that the staffing

Update of 21-22 Budget - cont'd

report comes out of Personnel Committee and a hiring overview report is provided to the full Board as well in the monthly Consent Agenda.

5. Cafeteria Report - Food Service

The Cafeteria program is operating with a snapshot balance of \$370,300 as of the end of November. During the 18 serving days in November, we have served a total of 39,967 breakfasts and 92,687 lunches. While the month was shortened due to holiday observance, participation continues to grow; our average daily breakfast grew by 56 meals/day and our average daily lunch grew by 159 meals/day over the previous month.

Questions followed regarding the continuation of the excess reimbursement that the district has been receiving. As of this evening's meeting, no information has been received regarding the excess reimbursement.

6. Appropriations & Transfers

Mrs. Browne reported on Appropriations & Transfers for November. The following monies were transferred:

(\$11,000) were transferred to District-Wide Software Licenses - TECH to support:

\$5,000 from Lib Books/Mag Subs - TECH at SSS

\$6,000 from Lib Books/Mag Subs - TECH at GH

(\$15,712) were transferred to Co-Curricular Stipends - INSTR to support TEAM costs:

\$134 from Lib Books/Mag Subs - at WB

\$12,278 from Replacement Textbooks, DW Reading

\$3,300 from Replacement Textbooks, DW Social Studies

(\$13,000) were transferred to DW Prof Svcs - ATHL to support an increase in the Physical Trainer:

\$13,000 from DW Athletic Supplies - ATHL

7. Special Education Report

Dr. Kimberly Culkin was not unable to attend this evening's meeting and Mrs. Browne gave the Special Services Report. As of December 1, 2021, 1,671 of the 8,104 Bristol students are identified as students requiring special education programming. This enrollment reflects 20.62% of the total BPS student population. During November, 19 of the 58 newly registered students were identified as students with special needs at the time of registration, this represents 32.76% of those newly enrolled students. During November, two (2) students newly enrolled in Bristol Public School were receiving their programs and services through an out-of-district special education school program

Special Education Report – cont'd

at the time of enrollment. As of December 1, 2021, 111 of our 1,671 identified students require out-of-district placements at special education school programs and 71 students require special education programming services at other public out-of-district schools such as magnet schools. These numbers reflect three (3) additional private out-of-district program placements and five (5) additional public school placements as compared to out-of-district placements during October.

Questions followed regarding the increase in the percentage of newly enrolled students and if that is they are representative of past months/years. Mrs. Browne will share that question with Dr. Culkin.

8. Adjournment

With no other business before the committee, the meeting was adjourned. (6:50 p.m.)

Respectfully Submitted:

A handwritten signature in blue ink that reads "Susan Everett".

Susan Everett

Executive Assistant to the Board of Education