

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 following link: [September 6, 2023 Meeting Recording.](#)



**BRISTOL BOARD OF EDUCATION
REGULAR FINANCE COMMITTEE MEETING MINUTES
Wednesday, September 6, 2023**

The regular meeting of the Bristol Board of Education Finance Committee was held on Wednesday, September 6, 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: Eric Carlson, Jennifer Dube, and Kristen Giantonio;

ALSO PRESENT: Lynn Boisvert, Dr. Catherine Carbone, Dr. Michael Dietter, Amy Martino, and Marie O'Brien, Finance Board Liaison

EXCUSED: Commissioners: Dante Tagariello and Shelby Pons

1. Call to Order:

Board Chair Jennifer Dube called the meeting to order at 6:01 p.m. due to the absence of Committee Chair Dante Tagariello.

2. Approval of Minutes: July 12, 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: 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.

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. As of August 31st, the final snapshot shows an available balance of -\$503,879. We have utilized much of our available grant funds to bring the general fund deficit balance down over the past few months and have brought our accounts lower than the anticipated energy deficit total of (\$555,507.26) for Natural Gas, heating, and Diesel fuels.

5. Update of 23-24 Budget

Mrs. Boisvert provided the 23-24 Budget Update. The August snapshot for the FY23 year shows an available balance of \$108,385,480. Salaries must still be encumbered, and Mrs. Boisvert anticipates the September snapshot and report will complete this process.

6. Cafeteria Report

Mrs. Boisvert provided the Cafeteria Report. August reflects the end of the summer feeding program and the beginning of the new school year. We served 6,390 breakfasts and 7,000 lunches this month. The café snapshot on August 31, 2023, showed a balance of \$29,733 added to the carry-over balance of \$943,155, giving us a healthy reserve of \$972,887 to reinvest into the program.

7. Appropriations & Transfers

Mrs. Boisvert reported that in August, we shifted \$26,401.80 from Membership and Maintenance of Plant to Software Licenses to correctly classify software expenses. \$36,170 was moved to a Districtwide software line from individual school software lines to reallocate to the proper accounts.

8. Special Education Report

Amy Martino presented the monthly Special Education Report. As of September 1, 2023, 1,760 of the 8,053 students were identified as requiring special education programming this enrollment reflects 21.18% of the total BPS student population. As of September 1, 2023, 125 students with disabilities require out-of-district placements at private special education school programs while 71 students required special education programming services at other public out-of-district schools. During the month of August 2023, 5% of the newly registered students were identified as students requiring special education programming at the time of registration. One (1) student enrolled in BPS during the month of August 2023 received their programs and services at out-of-district special education school programs at the time of enrollment. During the month of August, there were no 211 or 911 calls.

9. Fruits and Vegetable Grant

Mrs. Boisvert reported that once again Bristol has received the 2023-2024 Fresh Fruit and Vegetable Grant from the Connecticut State Department of Education for the following schools:

Bristol Arts and Innovation Magnet School
Chippens Hill Middle School
Ellen P. Hubbell School
Greene-Hills School
South Side School
Stafford School
West Bristol School

9. Fruits and Vegetable Grant – cont'd

Beginning in October, the district will serve students healthy fruit and vegetable servings three times weekly.

10. Student Activity Accounts Quarterly Report

Commissioners had received reports prior to the meeting and hard copies were provided as well. Mrs. Boisvert provided the Student Activity Accounts Quarterly Report.

A question followed regarding the original projected investment in the Unified Sports programming at the middle school level.

11. Contractual Obligations of Bristol Federation of Teachers Stipends


Dr. Carbone presented the Contractual Obligations of Bristol Federation of Teachers Stipends. Commissioners had received reports prior to the meeting and hard copies were provided as well. This item was added by a Commissioner's request that we share stipends or what different stipend amounts would be for coaches, how our coaches' salaries compare to the region, and how our cheerleading coaches appear.

Following the presentation, a question followed regarding how would a coach receive the various codes A, B, or C?

12. Adjournment

With no other business before the committee, the meeting was adjourned. (6:13 p.m.)

Respectfully Submitted:



Susan Everett

Recording Secretary

Bristol Board of Education