

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: [August 16, 2023 Meeting Recording](#).



**BRISTOL BOARD OF EDUCATION
REGULAR FINANCE COMMITTEE MEETING MINUTES
Wednesday, August 16, 2023**

The regular meeting of the Bristol Board of Education Finance Committee was held on Wednesday, August 16, 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: Dante Tagariello (virtual) and Shelby Pons (virtual) **ALL PRESENT:** Jennifer Dube, Jill Fitzsimons-Bula (arrived 6:12 p.m.), Maria Simmons (virtual), Lynn Boisvert, Dr. Michael Dietter, Amy Martino, and Marie O'Brien

EXCUSED: Commissioner Kristen Giantonio, Eric Carlson and Dr. Catherine Carbone

1. Call to Order:

Commissioner Tagariello called the meeting to order at 6:01 p.m.

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.

3. Public Comment

No members of the public wished to address the committee.

4. Update of 22-23 Budget

Mrs. Boisvert provided the 22-23 Budget Update. Mrs. Boisvert reported that the July Snapshot shows a negative balance of \$1,752,059. As we continue to the end of this fiscal year we may anticipate an influx of revenues and return money to the general fund. As discussed in prior month's narratives, expenditure adjustments will continue through August. Mrs. Boisvert had good news to report; the district received \$505,000 in reimbursements from Eversource this week and additional Medicaid reimbursements which will show up in the August report in September. We expect continued movement for the remainder of August as we close out the two remaining purchase orders, additional revenues will be received, and expenditures to ESSER funds will still be processed through August. Also, as an FYI the energy deficit totals we anticipated in the fall totals \$555,507.26 for the Natural Gas and diesel fuels.

Update of 22-23 Budget – cont'd

Chair Tagariello requested that we reserve discussion of the Special Education line until next month. In looking at the line it looks like we are over what was budgeted and if we trending in that direction there should be discussion of the overall planning.

5. Update of 23-24 Budget

Mrs. Boisvert provided the 23-24 Budget Update. Mrs. Boisvert reported that the first month snapshot for FY24 shows an available balance of \$120,056,163.70. The district began to purchase supplies in July and invoicing has just started. Our salaries must still be encumbered, and this will occur once new staff are entered into the Munis account system. We anticipate that the September snapshot and report will complete this.

6. Cafeteria Report

Mrs. Boisvert provided the Cafeteria Report. The Bristol Public Schools Summer Food Service program has been operating successfully in several locations offering summer options to our students and young children attending camps across the community. Programs run at West Bristol, Bristol Central, Bristol Eastern, Bristol Public Library, Cambridge Park, and the Bristol Boys and Girls Club and Imagination. In the month of July, we served 12,740 breakfasts and 14,153 lunches. Our expenditure report in July only reflect one pay cycle, and supplies were purchased in June for July. The café snapshot on July 31, 2022, shows a positive balance of \$78,199 added to the carry-over balance of \$943,155, giving us a healthy reserve of 1,021,354 to put back into the program.

7. Appropriations & Transfers

Mrs. Boisvert reported that at the beginning of the fiscal year, we made several transfers as per our usual practice. The biggest transfer was \$788,996 from the BECC budget into the Edgewood Pre-K Academy budget. There was also a transfer of \$38,359.36 from Districtwide software lines to individual school software lines. This is done to ensure that the school-level spending is accurately reflected, which is crucial for year-end accounting.

8. Special Education Report

Amy Martino presented the monthly Special Education Report. Enrollment trends are not captured during July due to enrollment fluctuations that occur over the summer months. The identification rate of Bristol Public Schools students requiring special education programming as of August 2023 is 1,748 which is 22.17 % of the 7,882 BPS student population. As of July 2023, 118 students with disabilities require out-of-district placements at private special education school programs, there were 73 students requiring special education programming services at other public out-of-district schools, including magnet schools.

Mrs. Martino also shared that the Connecticut Legislature recently passed Public Act 23-137 – An act concerning resources and support services for persons with intellectual or

Special Education Report – cont’d

developmental disabilities. Effective July 1, 2023, the school districts obligation under this Sub Section shall terminate services when such child has graduated from high school or at the end of the school year during which such child reaches age 22 whichever occurs first. Students will no longer graduate on upon their 22nd birthday as the legislation now requires services to continue to the end of the school year. As a result, the anticipated fiscal impact not budgeted for within the FY24 budget will be approximately \$320,000 plus the cost of transportation.

Questions and discussions followed regarding how we will track data, fiscal impact, and when students graduate should graduate. There was also a request for further clarification of Act 23-137 and how the district will address the changes made in the new legislation.

9. 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