



**BRISTOL BOARD OF EDUCATION
REGULAR FINANCE/OPERATIONS COMMITTEE MEETING MINUTES
Wednesday, January 8, 2025**

The regular meeting of the Bristol Board of Education Finance and Operations Committee was held on Wednesday, January 8, 2025, at 5:30 p.m. in the Bristol Board of Education Auditorium and via the Zoom meeting platform.

PRESENT: Commissioners: Russell Anderson, Eric Carlson (arrived 5:59 p.m. - virtual), Dante Tagariello and Shelby Pons (virtual)

ALSO PRESENT: Lynn Boisvert (arrived 5:35 p.m.), Dr. Kim Culkin, Carly Fortin, Amy Martino, Jodi Bond, Peter Fusco, Marie O'Brien, Sara Hale (virtual), Bill Campion, Ken Bagley (virtual)

1. Call to Order and Pledge of Allegiance:

Commissioner Tagariello called the meeting to order at 5:33 p.m. and attendees stood for the Pledge of Allegiance.

2. Approval of Minutes:

12/11/24 – Regular Finance & Operations Committee Meeting

On a motion by Russell Anderson and a second by Shelby Pons, it was

VOTED: That the Finance and Operations Committee vote to approve the December 11, 2024, Regular Meeting minutes as written.

Commissioner Tagariello abstained.

3. Public Comment:

No members of the public wished to address the committee.

4. 2025 Budget update through 12/31/2024

Mrs. Lynn Boisvert provided the 24-25 Budget Update. As of December 31, 2024, our FY 2025 balance was (\$11,196,618). Our Transportation and Pupil Personnel Services Characters are the most significant areas of concern at this time. The transportation budget is currently over budget by (\$329,607) due to increases in contractual obligations, and Pupil Services is over budget by (\$8,131,660) at the end of December. We continue with a budget freeze and only allow purchases directly supporting the curriculum, needed paper products, emergency repairs, and grant or student activity purchases. I will closely monitor FY 2025 costs and continue to inform you of all areas of concern in the following months.

Discussion followed regarding the current deficit; what the final number might be; the cost of feminine products being in the boys room; historical background regarding closing P.O.'s and

balancing the budget; contacting local legislators and senators, and a request for updated legal expenditures.

5. Cafeteria Report

Mrs. Boisvert provided the Cafeteria Report. The snapshot balance shows a surplus, currently at \$768,085 as of the end of December. We served our scholars 36,334 breakfasts, 81,651 lunches, and 810 after-school snacks.

6. Appropriation Transfers over \$10,000

Mrs. Boisvert reported on Appropriation Transfers over \$10,000. \$145,584 was transferred from the Board of Education and specific TESOL lines to proper school-based TESOL lines to correct the allocations. It is based on students and where they reside in the schools.

7. Pupil Personnel Services Report

Amy Martino presented the monthly Pupil Services Report. Mrs. Martino reported that as of January 1, 2025, 1,803 of the 8,067 enrolled Bristol students are identified as requiring Special Education programming. This enrollment reflects 22.35% of the total BPS student population. As of January, 118 students with disabilities required out-of-district programming. There were 84 students requiring special education programming services at other public schools, including magnet schools. During December 2024, 22% of newly registered students were identified as students with special education programming needs at the time of registration; there were three students newly enrolled who received their programming and services at an out-of-district special education school program. During December, there were (23) 211 calls and (6) 911 calls.

Mrs. Martino shared that in last month's presentation, she highlighted unexpected pupil personnel services costs from July 1 through December. They are continuing to maintain that and even from the previous month, have seen a drastic increase. This information will be highlighted more often throughout the year.

8. Student Activity Account and Athletic Account Update

Jodi Bond provided the Student Activity Account Monthly Report.

Bristol Central Athletics began this year with a balance of \$35,762.29. A total of \$20,426.71 in expenses and \$29,235 in revenues left a balance of \$44,570.58.

The BCHS Student Activity Fund began the year with \$141,747.38. In November, it had \$31,163.80 in expenditures and \$63,655.31 in Revenues, leaving a month-end balance of \$174,238.89.

Bristol Eastern Athletics began this year with a \$2,383.04 balance. A total of \$6,650.28 in expenses and \$20,826.19 in revenues left a balance of \$16,558.95.

The BEHS Student Activity Fund began the year with \$147,111.89. In November, there were \$54,831.02 in expenditures and \$83,512.95 in Revenues, leaving a month-end balance of \$175,793.82.

Of note, the Thanksgiving Day game had a total profit of \$11,689.24. That was split evenly with each school receiving \$5,844.62.

Questions followed regarding revenue from the Thanksgiving game.

9. Discussion on Athletic Revenue Accounts

Chair Pons was looking for a discussion regarding how athletic revenue is put into student activity accounts, and if it should be put in the general fund. Clarification of the discussion topic was given and in the intervening month Carly Fortin, Cera Galluzzo and Lynn Boisvert would work on gathering information to have a formal discussion at the next meeting.

10. Review 5 Year Capital Improvement Plan

Peter Fusco presented the Five-Year Capital Improvement Plan. Commissioners were provided a copy of the plan prior to the meeting. Mr. Fusco outlined the plan and funding requests for 2025-2030. Items included in the plan are targeted alterations for both high schools comprised of the theater, gym floors, bleachers 208-230 secondary switchgear, a large abatement project in the auditorium, ADA upgrades, stage work aisle lighting at both high schools; Bristol Central High School roof and mechanicals. Bristol Eastern High School roof and mechanicals, a place holder for Stafford School renovate a new, another run at Chippens Hill Middle School HVAC, as well as Hubbell and the last job would be Southside School renovate as new.

Discussion and questions followed regarding the total dollar amount requested for the three projects, the breaker system, refrigerant equipment, and the district needs, and any concerns regarding the projects slated for 27-28, 28-29 with the city debt schedule for that time frame.

11. Finance & Operations Committee Acting as Building Committee

a. ESSER/ARF Funds

Peter Fusco presented the ESSER/ARF Funds update. The fire alarms at Edgewood and Hubbell were inspected and tested, and they were approved and signed off by the Fire Marshal, the demo will begin next week. Bristol Eastern fire alarm system is slated for inspection with the fire marshal on January 15th. The boilers at Eastern are installed and functioning as designed. We are working through the punch list with the vendor. This wraps up the ESSER projects that we were working on over the past year.

b. Culinary Program

Peter Fusco presented the Culinary Program update. We have a meeting scheduled with the Office of Teaching and Learning to review the plans. The next steps are to work on finalizing the bid documents for review with the State prior to going out to bid because some of this money is grant money.

12. Old Business

There was no Old Business to come before the committee.

13. New Business

There was an item of New Business. Commissioner Tagariello ask that a donation of artwork be added to the agenda for discussion.

On a motion by Russell Anderson and a second by Dante Tagariello, it was

VOTED: That the Finance and Operations Committee add an art donation to the agenda for discussion.

Art Donation – Estate of Richard Santorsos

Lynn Boisvert presented the art donation from the Estate of Richard Santorsos. The estate of Richard Santorsos sent 80 pieces of artwork that have been created throughout his life. They vary in size and medium, and are representations of many styles of art. They have graciously donated them to the Bristol Arts and Innovation Magnet School. The art supplies were valued at \$100. The estimated value of the artwork, if sold at auction, is approximately \$4,000. The art department would like to host an Art Gallery show, highlighting the works of Mr. Santorsos. It is not contingent on the donation. The estate of Mr. Richard Santorsos has not asked for any public advertisement of the donation. It is a one-time event, and they're seeking your permission.

On a motion by Russell Anderson and a second by Dante Tagariello, it was

VOTED: That the Finance and Operations Committee approve the Art Donation from the Estate of Richard Santorsos to the Bristol Arts and Innovation Magnet School.

14. Adjournment

There being no other business before the committee, the Finance and Operations Committee meeting should be adjourned. (6:08 p.m.)

Respectfully Submitted:



Susan Everett
Recording Secretary
Bristol Board of Education