

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

Name of Subcommittee: BO/RM Meeting type: Special  
Date of Meeting: 4/22/25 Minutes submitted by: Kim LaTourette  
Members present: Greg Flanagan, Kim LaTourette, Ed Sbordone  
Members absent: Amy Johnson  
Other attendees: Ken Craw, Carrie DePuy, Susan Huwer  
Place of meeting: Meeting Access: BO/RM Subcommittee (4/22/25 at 6 p.m.) Web:  
<https://zoom.us/j/99957411036> Dial In: (929) 205-6099 Meeting ID: 999 5741 1036

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

**II. Approval of Minutes**

A. February 20, 2025 – Regular - Approved by consensus.

**III. INFORMATION ITEMS**

**A. Monthly Summary of Budget vs. Actual Expenditure/Encumbrances vs. Projected Year-End Expenditure/Encumbrances Report for FY 2024-25 at March 31, 2025**

Carrie DePuy shared that this is the most current report possible. We are about 96% committed, last year we were at 94%. She did want to note a few places that we are over, but is confident that we should be able to mitigate - electricity, SPED, oil, and legal bills. We may be over around \$200,000 in payroll, which is what our turnover may be. This should be mostly mitigated. Carrie is going to try to go as long as possible without an oil delivery, at least hold us over until July 1. That is when we will pay less. She is keeping an eye on SPED and believes this can be mitigated. As a whole, we are okay with utilities, but we are over on individual line items. The town has not reimbursed her for certain items yet, for example, diesel. Carrie has not put a freeze on anything right now, but is being very mindful about approving certain purchase orders.

**B. Finance Department Update** - We are still operating without a Finance Director on the town side. Everyone is working together as a team, and they have some good candidates. The BOS may announce their selection at their meeting on Thursday, or soon thereafter.

**IV. ACTION ITEMS** - None

**V. OTHER** – None

**VI. ADJOURNMENT**

**Motion to adjourn:** Made by: Greg Flanagan  
Recording of vote: Aye – Unanimous

Seconded by: Ed Sbordone  
Meeting adjourned at: 6:10 p.m.