

BRISTOL BOARD OF EDUCATION
REGULAR FINANCE COMMITTEE MEETING MINUTES
Wednesday, March 9, 2022

The regular meeting of the Bristol Board of Education Finance Committee was held on Wednesday, March 9, 2022, at 6:00 p.m. at the Bristol Board of Education Auditorium and via the Zoom meeting platform.

PRESENT: Commissioners: Dante Tagariello, Kristen Giantonio (virtual), Karen Vibert (virtual), **ALSO PRESENT:** Jennifer Dube, Christopher Wilson (virtual); Jill Browne, Dr. Catherine Carbone, Dr. Kimberly Culkin, Dr. Michael Dietter (Virtual) and Molly Goodine (virtual)

1. Call to Order

Commissioner Tagariello called the meeting to order at 6:00 p.m.

Reading of the meeting norms was waived by Commissioner Tagariello as they appeared on the screen for the public.

2. Approval of Minutes: February 9, 2022 – Regular Finance Committee Minutes

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

3. Public Comment

No members of the public wished to address the board.

4. Update of 21-22 Budget

Mrs. Browne presented the 21-22 Budget Update. Mrs. Browne reported that the February 28th snapshot for FY22 shows an available balance of \$1,505. There are a few areas within the budget that are showing over-budget balances: The General Control Character, Transportation, Maintenance of Plant, Special Education, and Anticipated Revenue.

In the General Control line, we project that this area will run much closer to budget as a significant amount of currently encumbered funds will return to the g/f upon closure of blanket purchase orders. We will see this shift in the April-May timeframe.

We are slightly over budget in Transportation, by \$8,422. We have fully encumbered the contract for regular education busing, we are working with First Student to apply adjustments for any bus route(s) that did not run due to a lack of drivers. While we understand the bus company's challenges this year with regard to the driver shortage, as stewards of the City's financial resources, we will continue to work to ensure that the school district only pays for services provided. These adjustments, once applied, will improve the balance within the Transportation budget character. In Maintenance of Plant, we show an overage of \$94,723. We project that this area will also

Update of 21-22 Budget – cont'd

run much closer to budget as salary for project management will be removed from the general fund and allocated to project budgets.

In the area of Special Education, as discussed last month, students enrolled in BPS continue to be identified as qualifying for special education services, and some need placement in a private facility. In the past two months, we have had 4 additional students outplaced, and we see a change in the private tuition line due to these cases. We are monitoring this area closely and are working with supervisors to update all financials in a timely fashion as student needs and assignments change.

With regard to Anticipated Revenue, the City has received the first installment of Excess Cost Reimbursement in the amount of \$2,119,790. At the time of this report, the Excess Cost Reimbursement had not been posted to the anticipated revenue line. Mrs. Browne had manually adjusted the cover sheet to reflect this amount in our February 28th snapshot. The second and final installment is historically received at the end of May, and we will continue to update other received revenues monthly.

The budget freeze continues to be in effect, we are allowing only items that directly support the curriculum, special education requirements, or facility repairs and maintenance to be approved for expenditure from the general fund budget.

Questions followed regarding blanket orders and bus runs.

5. Cafeteria Report

Mrs. Browne provided the Cafeteria Report. The Cafeteria program is successfully operating with a snapshot balance of \$599,006 as of the end of February. During the month of February, we served a total of 33,725 breakfasts and 83,544 lunches. Our participation is holding steady, exceeding our 70% daily goal. We have yet to receive reimbursement amounts from the CSDE – we expect an additional \$153K before the year-end. The month of March will begin the expansion of menu items at the middle and high schools. Mrs. Browne shared some of the items that will be offered Chicken & Vegetable Dumplings w/ Sweet-n-Sour Sauce and Fried Rice; Twin Tacos (Chicken or Beef) and Brown Rice -- (Chicken was offered in February and went very well with the students, beef will be offered in March); Steak and Cheese Sandwich with Oven Fries; Philly Steak Sandwich w/ Onions & Peppers on a Harvest Roll with Onion Rings; Pasta with Meatballs. We look forward to expanding options further as items become more available. Mrs. Browne again acknowledged David Foulds, Food Service Director, who has done an excellent job of monitoring inventory and ensuring we have sufficient inventory throughout the school year to support all schools, in a most challenging supply market.

6. Appropriations Transfers

There were no transfers exceeding \$10K for the month of February.

7. Special Education Report

Dr. Kimberly Culkin presented the Special Education Report for the month of February, As of March 1, 2022, 1,694 of 8,089 Bristol students are identified as students requiring Special Education programming. This enrollment reflects 20.94% of the total BPS student population.

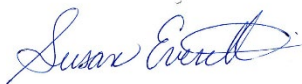
During the month of February, 3 of the 31 (9.7%) of newly registered students were identified as students with special needs at the time of registration. During the month of February, no students newly enrolled in Bristol Public Schools were receiving their programs and services through an out-of-district special education school program at the time of enrollment.

As of March 1, 2022, 122 of our 1694 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 1 additional private out-of-district program placement and no change in public school placement as compared to overall out-of-district placements the previous month.

8. Adjournment

With no other business before the committee, the meeting was adjourned. (6:12 p.m.)

Respectfully Submitted:



Susan Everett

Executive Assistant to the Board of Education