



**BRISTOL BOARD OF EDUCATION
REGULAR FINANCE COMMITTEE MEETING MINUTES
Wednesday, October 11, 2023**

The regular meeting of the Bristol Board of Education Finance Committee was held on Wednesday, October 11, 2023, at 6:00 p.m. in Room 36 of the Bristol Board of Education located at 129 Church Street in Bristol. This was an in-person-only meeting.

PRESENT: Commissioners: Dante Tagariello, Eric Carlson, and Shelby Pons;

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

EXCUSED: Commissioner: Kristen Giantonio

1. Call to Order:

Dante Tagariello called the meeting to order at 6:00 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.

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.

Approval of Minutes: September 6, 2023 – Regular Finance Committee Minutes

Approval of the minutes was tabled to next month's meeting as the meeting attendance listed needed to be corrected and, as commissioners present this evening were not present at the meeting requiring approval.

Discussion followed regarding some meeting minutes staying in draft form due to committee member changes.

3. Public Comment

No members of the public wished to address the committee.

4. Update of 23-24 Budget

Lynn Boisvert provided the 23-24 Budget Update. The September snapshot shows the payroll encumbrances for FY24. We now show an available balance of \$28,994,331. A budget Freeze was instituted on October 3, 2023.

5. Cafeteria Report

Mrs. Boisvert provided the Cafeteria Report. In September, we served 45,803 breakfasts and 105,594 lunches. The café snapshot on September 30, 2023, shows a balance of \$104,004 added to the carry-over balance of \$943,155, giving us a healthy reserve of \$1,047,159 to put back into the program.

6. Appropriations & Transfers

Mrs. Boisvert shared the Appropriations and Transfers for September. In September, we transferred \$12,728.99 from purchased services to software licenses to cover Human Resource software, and as we do annually, re-appropriated salary lines as necessary within the district.

7. Special Education Report

Amy Martino presented the monthly Special Education Report. As of October 1, 2023, 1,780 of the 8,069 enrolled Bristol students are identified as requiring Special Education programming. This enrollment reflects 22.1% of the total BPS student population.

As of October 1st, 121 students with disabilities require out-of-district placements at private special education school programs. There are 74 students requiring special education programming services at other public out-of-district schools, including magnet schools.

During the month of September 2023, 3% of newly registered students were identified as students with special education programming needs at the time of registration. None of the newly enrolled students during the month of September received their programs and services at out-of-district special education school programs.

During the month of September, there were nineteen (19) 211 and twelve (12) 911 calls.

A question followed regarding additional updates of the new legislation around the 22-year-old graduation date change. Yes, there will be additional updates, at this time the cost is \$335,000.

8. 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.

8. Student Activity Accounts Quarterly Report – cont'd

Questions and discussion followed regarding where funds go for various accounts; BAIMS funds from the City; fee agreements with non-profits, donation collection at games, rules of student activity accounts, and a recent commissioner request for multiple years of high school student activity account balance information.

9. Adjournment

With no other business before the committee, the meeting was adjourned. (6:30 p.m.)

Respectfully Submitted:



Susan Everett

Recording Secretary

Bristol Board of Education

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