

The minutes presented within this document summarize the discussion of the Regular Finance and Operations Committee meeting. To view the meeting in its entirety and hear full reports, please click the following link:  
<https://zoom.us/rec/share/qDObDx8LDXObwwl78qelk-CxVjePW8v4z6OCupmML0a4sQMcrZgB4o-uF5iNzfkJ.5c6JxOMUMRgiNcPP>  
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**BRISTOL BOARD OF EDUCATION**  
**Bristol, Connecticut**  
**Wednesday October 8, 2025 – 6:00pm**  
**Regular Finance and Operations Committee Meeting Minutes**

The Bristol Board of Education Regular Finance and Operations Committee Meeting was held on Wednesday, October 8, 2025 at 6:00pm in the Bristol Board of Education Auditorium located at 129 Church Street and via Zoom Meeting Platform.

**PRESENT:** Chair Shelby Pons, Commissioner Russell Anderson, Eric Carlson, and Dante Tagariello

**ALSO, PRESENT:** Director of Finance Jodi Bond, Director of Pupil Personnel Services Amy Martino, Operations and Facilities Manager Tara Landon, Director of Facilities Peter Fusco, Deputy Superintendent, Mary Hawk and Superintendent Iris White

**1. Call to Order and Pledge of Allegiance:**

Chair Pons called meeting to order at 6:05pm and asked the audience to stand for the Pledge of Allegiance

**2. Approval Meeting Minutes:**

**September 10, 2025 – Regular Finance & Operations Committee Meeting**

The Board of Education voted to approve the September 10, 2025 – Regular Finance & Operations Meeting Minutes as written.

**3. Public Comment**

There was no public comment for the Board

**4. 2026 Budget update through 9/30/25**

Jodi Bond, Director of Finance provided the 2025 Budget update through 9/30/25. As of 9/30/25, the only lines over budget are Preschool, due to an additional PreK teacher salary, ESY (Special

## **2026 Budget update through 9/30/25 – Cont'd**

Education summer school), and psychological services instructional supplies by a small amount. Overall, we've expended \$37,336,254, and \$95,699,104 encumbered, leaving an available balance of \$4,026,457.

Questions and discussion followed regarding concerns of the budget for substitutes for paraprofessional, budgeting from general budget/special education budget, services and mitigating a solution for contracting substitutes.

## **5. Cafeteria Report**

Jodi Bond provided the Cafeteria Report. Our cafeteria snapshot at 9/30/25 shows a surplus of \$439,606. We served our scholars 48,691 breakfasts and 108,645 lunches in September.

There were no questions or discussion for the Cafeteria Report.

## **6. Appropriation Transfers over 10,000**

Jodi Bond provided the Appropriation Transfers over 10,000. I made one transfer for \$14,000 moving funds from District Wide Athletic Memberships to High School Athletic Memberships.

Questions and discussion followed regarding providing an overview of a budget snapshot for appropriation transfers over 10,000.

## **7. Pupil Personnel Services Report**

Amy Martino presented the monthly Pupil Personnel Services Report. Mrs. Martino reported as of October 1<sup>st</sup> 2025, 1,763 of the 7,872 enrolled Bristol Students are identified as requiring Special Education Programming. This enrollment reflects 22.40% of the total BPS student population. As of October 1st, 119 students with disabilities required out-of-district placements at private special education school programs. There were 93 students requiring special education programming services at other public out-of-district schools, including magnet schools. During the month of September 2025, 22% of newly registered students were identified as students with special education programming needs at the time of registration with no student receiving their programming and services at an out-of-district special education school program. During the month of September, there were 49 211 calls and 0 911 calls.

As of October 1, 2025, all budget lines represented are trending as expected. The Extended School Year, Pre-School, Section 504 and Equipment were removed from the chart as the Extended School year line has all expenditures accounted for at this time. As noted during the September 1st report, the Preschool line is over by \$54, 905.47 due to salaries being encumbered. The Section 504 and Equipment lines were unremarkable/unchanged for this month's reporting.

Questions and discussion regarding the cost for services and programs to students, capacity of the programs, enrollment, staffing and budget lines.

## **8. Student Activity Accounts- as of 9/30/2025**

Jodi Bond provided the student activity accounts as of September 30, 2025.

Bristol Central Athletics began this year with a balance of \$53,781.55. A total of \$9,260.27 in expenses and \$1,767.98 in receipts left a balance of \$46,289.26.

The BCHS Student Activity Fund began the year with \$155,105.57. They had \$18,405.11 in expenditures and \$10,922.98 in Receipts, leaving a month-end balance of \$147,623.44.

Bristol Eastern Athletics began this year with a \$18,572.98 balance. A total of \$12,588.12 in expenses and \$2,851.81 in receipts left a balance of \$8,836.67.

The BEHS Student Activity Fund began the year with \$147,122.42. They had \$19,299.02 in expenditures and \$15,773.04 in Receipts, leaving a month-end balance of \$143,596.44.

Questions and discussion followed regarding athletic account expenses related to the fall season, including Bristol Eastern exceeding its budget and ongoing fundraising efforts.

## **9. Operations Committee**

### **Edgewood Pre-k Update**

Landon provides an update on Edgewood. After reviewing updated cost estimates, the city's share for the Edgewood Pre-K renovation has increased due to lower-than-expected reimbursement rates (79.64% instead of 84.64%). Based on the revised \$28.8M project cost, the city's contribution rises from \$4.42M to approximately \$5.8M. For targeted alterations, the budget increased from \$16.8M to \$20.8M, with the city share now at about \$7.3M due to similar adjustments.

With \$3.3M already bonded and a \$2.5M shortfall covered by Southside HVAC reimbursements, the city is requesting a budget increase at the October 28 Board of Finance meeting, followed by Joint Board review on November 12.

Questions and discussion followed regarding Edgewood Pre-k renovation, cost estimates, and reimbursement of the project.

### **High School Projects Update**

Landon provided an update on Bristol Central and Bristol Eastern roofs. Bristol Central roof was approved by the city this spring and in the process of forming the building committee for the project. The city gave \$8.8 million for the design and replacement for the roof only. Although rooftop mechanicals were part of the original ask, the city did only approve the \$8.8 million for the roof only. Landon also states that they will go out for design fees and roof, providing a cost estimate. Bristol Eastern Roof was on the five (5) year CIP for funding in 26-27, which is going to be this upcoming cycle. They will be asking the city for \$3.2 million for the roof and

**High School Projects Update- Cont'd**

mechanicals for funding. Both of the roofs this past summer received funding for thermal imaging to determine where the roofs leak at both of the high schools.

Discussion and questions followed regarding Bristol Central and Eastern cost estimates, the critical condition of mechanicals and rooftops.

**Old Business** – There was no Old Business to come before the committee.

**New Business** – There was no New Business to come before the committee.

**Adjournment**

There being no other business before the committee, the Finance and Operations Committee Meeting should be adjourned. ( 7:05 p.m.)

Respectfully Submitted,

A handwritten signature in cursive script, reading "Shina Shoubah".

Recording Secretary  
Bristol Board of Education