



**BRISTOL BOARD OF EDUCATION
REGULAR FINANCE COMMITTEE MEETING MINUTES
Wednesday, July 12, 2023**

The regular meeting of the Bristol Board of Education Finance Committee was held on Wednesday, July 12, 2023, at 6:00 p.m. in Room 36 of the Bristol Board of Education located at 129 Church Street in Bristol and via the Zoom meeting platform.

PRESENT: Commissioners: Dante Tagariello, Kristen Giantonio (virtual), Maria Simmons, and Russell Anderson (6:04 p.m.) **ALSO PRESENT:** Lynn Boisvert, Dr. Catherine Carbone, Dr. Michael Dietter, Jennifer Dube Amy Martino, Marie O'Brien, David Maikowski (virtual), and Craig Kazemekas (virtual)

1. Call to Order:

Commissioner Tagariello called the meeting to order at 6:00 p.m. and asked that those in attendance stand for the Pledge of Allegiance.

2. Approval of Minutes: June 14, 2023 – Regular Finance Committee Minutes

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

3. Public Comment

No members of the public wished to address the committee.

4. Update of 22-23 Budget

Mrs. Boisvert provided the 22-23 Budget Update. Mrs. Boisvert reported that the June snapshot for FY23 shows an available balance of - \$(3,875,113.22). As we continue through the end of this fiscal year, we anticipate an influx of revenues and returned monies to the General Fund as we close out Purchase Orders. As reported in prior months' purchase order closures and expenditure adjustments will continue through July and August. We have exceeded our anticipated revenues of 4,174,544 by \$1,193,619 dollars, and Special Education costs are currently \$5.2 million over budget. This is due to unanticipated tuition, transportation, and services. With encumbrances closing and Year End expenses processed, this number will continue to fluctuate. Mrs. Boisvert anticipates bringing the Maintenance of Plant budget character closer to within budget. In the Operation of Plant and Transportation characters, we continue to monitor the energy and fuel consumption,

4. Update of 22-23 Budget – cont'd

which is currently running over budget by \$489K and \$210k, respectively. As of July 10, 2023, we have 324 open purchase orders; most open purchase orders are from the Special Education and Maintenance Departments, awaiting June invoices. We expect continued movement for the remainder of July and August as we close out open purchase orders. Additional revenues will be received, expenditure adjustments to various grant sources, and purchase order closures will still be processed through August.

Questions and discussion followed regarding what the bottom line will actually look like and what is the basis for our outstanding revenues.

5. Cafeteria Report

Mrs. Boisvert provided the Cafeteria Report. The cafeteria closes out another successful year with a snapshot balance of \$937,551. Throughout the month, we served 19,654 breakfasts and 40,484 lunches for 60,138 meals during June. Our participation is steady, exceeding our 70% daily lunch and 30% breakfast goals for the month and year. We have received \$318,299 in reimbursement amounts to date from the CSDE.

Commissioners received a picture of the new serving lines at Stafford School, in their Finance Committee packet, the new serving lines will enable our cafeteria department to serve our students a wider variety of hot and cold foods. The line was secured with the National School Lunch Program School Equipment grant we received last year.

6. Appropriations & Transfers

Mrs. Boisvert reported that \$20,000 was transferred from Athletic Officials line into the Athletic Transportation line to cover additional bus fees through year-end.

7. Special Education Report

Amy Martino presented the monthly Special Education Report. Mrs. Martino reported that as of July 1, 2023, 1,842 of the 8,153 enrolled Bristol students are identified as requiring Special Education programming. This enrollment reflects 22.59% of the total Bristol Public Schools student population. As of July 1, 2023, 120 students with disabilities require out-of-district placements at private special education school programs. There are 81 students requiring special education programming services at other public out-of-district schools, including magnet schools. During the month of June 2023, 100% of newly registered students were identified as students with special education programming needs at the time of registration. Of the two students enrolled in BPS during the month of June 2023, both received their programs and services in out-of-district special education school programs at the time of enrollment. During the month of June, there were ten (10) 211 and five (5) 911 calls.

8. Quarterly Student Activities Report

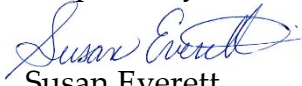
The Finance Committee will now receive a Quarterly Student Activities Account Report, this is the first quarterly report. The starting balance on July 1, 2022, for all accounts was \$819,612.04. The accounts took in \$1,022,213.02 in revenues and had \$1,172,002.86 in expenses, leaving a balance of \$669,822.20 that will carry over to the FY24 school year.

Questions and discussions followed regarding anticipated shortfalls in the fall, fungible monies and various items that may affect the lines at Bristol Central and Bristol Eastern.

9. Adjournment

With no other business before the committee, the meeting was adjourned. (6:14 p.m.)

Respectfully Submitted:



Susan Everett

Recording Secretary

Bristol Board of Education

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