

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

Meeting type: Regular

Place of Meeting: NF Community Room

Members present: Greg Flanagan, Kimberly LaTourette, Ed Sbordone

Other attendees: Patricia Cosentino, Rich Sanzo, Rick Regan

## II. Approval of Minutes

**Motion:** To approve minutes of the December 19, 2019, regular meeting as presented

Seconded by: Greg Flanagan

### III. Action Items - none

A. Monthly Summary of Budget vs. Actual Expenditure/Encumbrances Report for FY 2019-20 at December 31, 2019

Special Ed - Does not fully capture all of the costs that are projected for year end. We are anticipating certain funds to be expended. The 8006 series and 6400 account (HR services - contracted nurses - student needs a LPN each day, added to Special Education due to it being a reimbursable item). We have a few students that may be out-placed. Ed Advance is improving...one route we are hoping we can work in, so we may save some money there;

Athletics in negative - yet to receive from the HS the gate receipts, about \$12,000 and pay-to-participate fee.

B. Quarterly Summary of Budget vs. Projected Year-End Expenditure/Encumbrances  
 ort for FY 2019-20 at December 31, 2019 - The quarterly report was reviewed. It is a tight  
 get and is being managed, not projected to overspend.

C. Google Vault Reconciliation - October 1, 2019 - December 31, 2019 - There were five accesses of Google Vault, and all were appropriate and verified. We will ask Dr. Fildes if this is a unique process in this area, and if it is, we may showcase what we are doing in the CABE Journal. This report is for September through December.

**V. Other** - The Board of Finance met last Wednesday, reviewed the surplus, and allocated 50% of surplus (approximately \$104,000).

Capital projects that we are no longer going to pursue are moved to a "holding" category.

New Fairfield Middle School Capital Improvements are not included in the amount above. The RZ Design for HVAC to replace original AC in cafeteria is estimated at \$235,000. The surplus and holding account will fund that.

Dr. Sanzo and Phil Ross are working on a new capital improvement plan. They are looking at a sample for projects, funds, priorities, explanations for each project, how estimates are derived, and will show where money is set aside before the project includes drawings/designs and costs. The current high school cafeteria may be an alternate bid project to turn into central offices.

**Motion to adjourn:** Made by: Ed Sbordone  
Recording of vote: Aye – Unanimous

Seconded by: Greg Flanagan  
Meeting adjourned at: 6:24 p.m.