

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

Name of Subcommittee: BO/RM Meeting type: Regular
Date of Meeting: 8/17/23 Minutes submitted by: K. LaTourette
Members present: Kim LaTourette, Ed Sbordone, Amy Johnson (*arrived 6:04 p.m.*)
Members absent: Greg Flanagan
Other attendees: Ken Crow, Carrie DePuy
Place of meeting: Meeting Access: BO/RM Subcommittee (8/17/23 at 6:00 p.m.)
Web: <https://zoom.us/j/94527415133> Dial In: (929) 205-6099 Meeting ID: 945 2741 5133

Meeting called to order: 6:01 p.m. The zoom guidelines were read by the host.

II. Approval of Minutes

A. June 22, 2023 – Regular - Minutes are approved by consensus.

MOTION: Made by: Ed Sbordone **Seconded by:** Kim LaTourette
At 6:10pm Ed made a motion to approve the minutes of June 22, 2023, Kim seconded.
Recording of vote: All in favor. (There was a quorum at this time.)

III. INFORMATION ITEMS

A. Monthly Summary of Budget vs. Actual Expenditure/Encumbrances vs. Projected Year-End Expenditure/Encumbrances Report for FY 2022-23 at June 30, 2023 – Carrie DePuy reported that we are flat and there are narratives included in the report attached. We did use grants to offset utility costs and were awarded other costs. We used the heating grant in its entirety. It was \$36,000 and the other grants were around \$30,000. ELC tuition is recorded as well.

*Amy Johnson joined the meeting at 6:04 .pm.

Ed asked if we used the IDEA grant and Carrie said that we did not. Carrie will be closing out POs next week and will close in on the number. Thora Perkins asked for an explanation on Line 8002 - Special Education. She did not understand the reason at the end. Unanticipated leave and a death needed to be covered and consulting was used more than anticipated.

B. Google Vault Reconciliation – All is good.

C. Food Services Update – Our food service is a 5-year contract, and year to year it needs to be approved for the state. We will continue with the same company. We will not be guaranteed the \$24,000 profit due to the additional cafeteria. For the start of the school year, breakfast will be free for all students. Lunch will be free for families that receive free and reduced only. They will be able to receive one meal and then pay for any additional meals. This is a recent change from the state. The free breakfast may be for the entire school year. We do not anticipate any other meals being free for all students like last year. Carrie will be sending out a communication to families soon.

D. Building Project and Facilities Updates – Carrie DePuy reported that the flooring for MS and the three air conditioners for MHHS are complete. We had our 11-month walk through at CONS/MHHS. The HS project is on time and on budget. James will provide an update and pictures at the regular BOE meeting. The first day for staff will be August 30th and everyone will be able to meet in the new HS theater. HS teachers can go in to set up rooms on the 28th and 29th. The ribbon cutting is scheduled for Saturday, September 23rd.

E. Building Use Fees - We do have a new gym and auditorium. We will need to update the policy and the fees may need to be adjusted. We want to make sure our new equipment is safe if these areas are used.

IV. ACTION ITEMS - none

V. OTHER - Ed mentioned bringing the year-end review to the full board so that everyone can see the full schedule and numbers throughout the entire school year.

VI. ADJOURNMENT

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

Seconded by: Kim LaTourette
Meeting adjourned at: 6:22 p.m.