

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

Name of Subcommittee: BO/RM

Meeting type: Regular

Date of Meeting: 10/16/25

Minutes submitted by: Kim LaTourette

Members present: Amy Johnson, Kim LaTourette, Ed Sbordone

Members absent: Greg Flanagan

Other attendees: Ken Craw, Carrie DePuy

Place of meeting: New Fairfield Community Room, 33 Route 37, New Fairfield, CT.

Meeting called to order: 6:00 p.m.

II. Approval of Minutes

A. September 18, 2025 – Regular – Approved by consensus

III. INFORMATION ITEMS

A. Monthly Summary of Budget vs. Actual Expenditure/Encumbrances for FY 2025-26 at September 30, 2025 Carrie DePuy reported on this item. We are at about 8% above where we were last year, and this is due to us prepaying First Student to receive a discount (1%). So, we are really on track with spending. The only other item we are slightly higher on is Technology. We did not purchase Chromebooks earlier, so we had to buy more replacements this year. Business machines - We are using paper cut to manage paper usage. The grant will also offset the Magnet School tuition. We have an additional outplacement that we will use our contingency for. SPED last year was at 56% and this year we are at 72%. This is something that we have to take care of and is out of our control. Transportation is also an added cost, as well as if any bus monitors are needed.

B. FY27 Budget Assumptions - Ken reviewed this item with the committee and it will also be discussed at the regular meeting as well. We are now in the budget process; we build from the ground up. The budget assumptions are the key factors that go into building our budget. One of the biggest drivers is enrollment, and that has been stable, which is helpful. We will then have to look at all of our positions and make sure all are justified - 80% of our budget is salaries/staff. We also look at the Superintendent and Board goals as factors when building our budget. We continue to look for ways to be more cost effective - shifting resources to avoid additional costs, always looking for grants (last year we received the cyber security grant for the school and town). Then we keep a close eye on Special Education; we have federal and state mandates, IEP obligations. We have some revenue coming in with ELC tuition (offsets ELC staff payroll - 4 teachers and 8 paraprofessionals, definitely does not cover those costs). One of the assumptions for the budget will be the 50/50 split for financial services with the town. Turnover Savings - We have reached the 3rd year of this initial plan; however, with a shortage of teachers and not always hiring someone new to the profession, we may have to pay more for certain positions. With the budget passing first round this past year, being able to hire earlier was key and helped the district tremendously. We save costs with in-house PD for our own staff, instead of hiring consultants. Facilities - This mainly refers to capital. The earlier sections of the elementary school (MHHS) and the middle school will stay on our radar with projects down the road in our capital plan.

IV. ACTION ITEMS - none

V. OTHER - There was a discussion about the state holding back a certain percentage of all building projects until the audit is complete. We closed out old projects with the state in 2019 and then we have all of the audits now. Carrie went through records/boxes with the financial team.

Some statutes have changed, and we were able to receive a million and a half back instead of \$400,000. The state is six years behind for audits. This was the MHHS renovation project and science classrooms. There are no other outstanding projects, and then we will have to wait for the recent building projects to be closed out. The money that we receive could be used to help reduce debt service, pay off a bond, and this will be decided by the BOF.

Jennifer Pappas, community member, asked about the photocopies.

VI. ADJOURNMENT

Motion to adjourn: Made by: Amy Johnson

Recording of vote: Aye - Unanimous

Seconded by: Kim LaTourette

Meeting adjourned at: 6:44 p.m.