



**BRISTOL BOARD OF EDUCATION
REGULAR FINANCE COMMITTEE MEETING MINUTES**

Wednesday, October 12, 2022

The regular meeting of the Bristol Board of Education Finance Committee was held on Wednesday, October 12, 2022, at 6:00 p.m. in Room 36 of the Bristol Board of Education and via the Zoom meeting platform.

PRESENT: Commissioners: Dante Tagariello, Russell Anderson, Kristen Giantonio (6:04), and Karen Vibert (virtual)

ALSO PRESENT: Lynn Boisvert, Dr. Catherine Carbone, and Jennifer Dube

1. Call to Order:

Commissioner Tagariello called the meeting to order at 6:01 p.m.
Attendees stood for the Pledge of Allegiance.

2. Approval of Minutes: September 7, 2022 – Regular Finance Committee Minutes

Approval of the September 7, 2022, Regular Meeting Minutes will be held over to next month, as Commissioner Anderson was not in attendance at the September meeting and Commissioner Vibert had stepped out of the meeting momentarily.

3. Public Comment

No members of the public submitted comments and no members were present to address the committee.

4. Update of 22-23 Budget

The September snapshot for the FY23 year shows an available balance of \$31,839,375. Most of our fixed costs have been encumbered for the year at this point with the exception of Insurance Benefits which will be transferred to the City in the following month, while other areas such as Professional Services, and Repair and Maintenance will be encumbered and expended as necessary throughout the year. In analyzing the month-end Special Education expenditures and budget balance, a miscoding was found in the preschool budget that is over-expended – this will correct in the October snapshot.

Mrs. Boisvert reminded the committee that this snapshot is still an early glimpse; once salaries and benefits have been fully reconciled and encumbered, as well as annual tuitions, we will be able to share a more accurate snapshot each month.

5. Cafeteria Report

The Cafeteria program is successfully operating with a snapshot balance of \$1,158,491 as of the end of September. We have served 51,175 breakfasts and 124,750 lunches in three days in August and the month of September. Mrs. Boisvert reported that six of our schools have been selected to participate in the Fresh Fruits and Vegetable Program for 2022-2023. Each of the listed schools will receive grant funding from the Connecticut State Department of Education to help our scholars eat healthy snacks and promote sound health and nutrition.

6. Appropriation Transfers (exceeding \$10K)

Mrs. Boisvert presented Appropriation Transfers for the month of September:

Transfer of \$15,120 from CHMS \$6,600, West Bristol \$2,040, NEMS \$3,600, and Greene-Hills \$2,880 to BAIMS for student supplies and Teacher contractual stipends.

Transfer of \$22,000 from District Wide Custodial Overtime to salary lines of custodians covering vacancies at Hubbell \$7,333.33, Mountain View \$7,333.33, and Greene-Hills \$7,333.34.

7. Special Education Report

Ms. Boisvert provided the Special Education Report in Dr. Culkin's absence. As of October 1, 2022, 1,661 of 8,089 Bristol students are identified as students requiring Special Education programming. This enrollment reflects 20.53% of the total BPS student population. During the month of September 2022, 12% of newly registered students were identified as students with special education programming needs at the time of registration. No students newly enrolled in BPS during the month of September 2022 were receiving their programs and services at out-of-district special education school programs at the time of enrollment. During the month of September 2022, 37 risk assessments have been conducted by BPS staff. As of October 1, 2022, 124 of our 1,661 identified students require out-of-district placements at private special education school programs and 68 students require special education programming services at other public out-of-district schools including magnet schools. Questions followed regarding the 911 breakdown.

8. Adjournment

With no other business before the committee, the meeting was adjourned. (6:13 p.m.)

Respectfully Submitted:



Susan Everett

Recording Secretary

Bristol Board of Education