

# **Board of Education Resource Management & Business Operations Committee Meeting**

Thursday, September 5, 2024 6:45 PM

Board of Education Conference Room E, Live Stream:

<http://devos2.bethel.k12.ct.us/show?video=763ff4de0370> Materials can be viewed at: <https://meetings.boardbook.org/Public/Organization/2425> The opportunity for members of the public wishing to make comments can attend and comment in-person or may send public comments to the Board via email or letter and it will be included as part of the record of the meeting., 1 School Street, PO Box 253, Bethel, CT 06801

## **1. Final Transfers & Year-End Wrap-Up**

## **2. New Business**

## **3. Public Comment**

(Please note: The Board welcomes Public Comment and asks that speakers please limit their comments to 2 minutes. Speakers may offer objective comments of school operations and programs that concern them. The Board will not permit any expression of personal complaints or defamatory comments about Board of Education personnel and students, nor against any person connected with the Bethel Public School System.)

## **4. Adjourn**

# BETHEL BOARD OF EDUCATION

## Briefing Summary

**Date of Briefing to the Board:** Sep 5, 2024

**Presenter:** Jen Variale

**Topic:** Resource Management & Business Operations Committee Meeting

**Importance of this topic to the Board:** Continued Financial and Operational Management

### Key Points of the Briefing:

- Transportation Update
- Budget Transfers
- Budget Update

### Summary of the Briefing:

#### Transportation Update:

The start of the school year went smoothly in terms of bussing. First Student is currently fully staffed, and continues to focus on hiring and training new drivers. Also, all buses are now equipped with interior and exterior cameras.

#### Budget Transfers:

At the end of June, 2024 we were able to use savings in multiple accounts to pay for needed special education services as well as facilities repairs. The Special Education services overages were primarily driven by increased costs for services required to support Special Education Students. Facilities overages were driven by HVAC repairs, BMS boilers repairs and elementary school playground upgrades for ADA accessibility. All transfers were aligned with the memo to the Board of Education in June and subsequently voted on in the regular meeting in June.

#### Budget Update:

The finance team is working to close out all remaining items from the 2023 - 2024 school year. Going into the 2024 - 2025 school year we are monitoring Special Education and Facilities spending closely as these are the areas where we anticipate the most risk to our budget.

### Action Requested of the Board of Education:

**Recommended Motion:** No motion needed. For informational purposes only.

**Budget Transfers May 1, 2024 - June 30, 2024**

Account Number	Description	Increased	Decreased	Notes
1 100.16.2210.101.6410	TEXTBOOKS - SW - CURRICULUM	2,339	0	Principal's Request
100.16.2210.101.3302	CONFERENCE REGISTRATION FEES - SW - CURR	0	(2,339)	Purchase of AP Environmental Science textbooks
<b>Total For Request</b>		<u>2,339</u>	<u>(2,339)</u>	
2 100.00.1200.101.1216	PARAEDUCATORS - SW - SPECIAL EDUCATION	459,861	0	Director of Spec Ed & Pupil Services' Request
100.16.2500.100.2100	GROUP HEALTH INSURANCE - UNDIST PR EXP	0	(459,861)	Transferred paraeducator funding from ESSER grant to BOE and additional needs
<b>Total For Request</b>		<u>459,861</u>	<u>(459,861)</u>	
3 100.16.1200.101.3202	PROFESSIONAL SPEC. ED. SERV - SW	137,159	0	Director of Spec Ed & Pupil Services' Request
100.16.1200.122.5602	TUITION - SPECIAL ED - OTHER LEAS - SW	0	(113,901)	Increased outside evaluation requests from parents and increased BCBA and contracted
100.16.2500.101.8100	DUES & FEES - SW - FISCAL SERVICES	0	(7,554)	speech/language/audiological services due to
100.16.2500.100.2100	GROUP HEALTH INSURANCE - UNDIST PR EXP	0	(15,703)	increased student needs
<b>Total For Request</b>		<u>137,159</u>	<u>(137,159)</u>	
4 100.16.2500.101.6502	TECH SUPPLIES & SOFTWARE SUBSCRIPS-FS	39,247	0	Director of Instructional Tech's Request
100.16.2230.119.6502	TECH SUPPLIES & SOFTWARE SUBSCRIPS-TECH	63,657	0	Upgrading programs and equipment for increased
100.16.2230.119.7304	EQUIPMENT - TECH - SW - TECHNOLOGY	52,334	0	cybersecurity
100.16.2500.100.2100	GROUP HEALTH INSURANCE - UNDIST PR EXP	0	(155,237)	
<b>Total For Request</b>		<u>155,237</u>	<u>(155,237)</u>	
5 100.16.2600.101.4310	CONTRACTED SERV - BUILDINGS - SW - FACILIT	276,157	0	Director of Finance & Business Ops' Request
100.16.2600.101.4301	REPAIR AND MAINTENANCE - SW - FACILITIES	7,405	0	Facilities maintenance and repairs and
100.16.2600.101.4311	CONTRACTED SERV - GROUNDS - SW - FACILIT	58,723	0	Elementary School playground upgrades for
100.16.2600.101.4303	EQUIPMENT REPAIR - GENERAL - SW - FACILIT	53,955	0	ADA accessibility
100.16.2600.101.7307	EQUIPMENT - BUILDINGS - SW - FACILITIES	47,249	0	
100.16.2500.100.2100	GROUP HEALTH INSURANCE - UNDIST PR EXP	0	(443,489)	
<b>Total For Request</b>		<u>443,489</u>	<u>(443,489)</u>	

**Bethel Board of Education**  
**Quarterly & Year to Date Expenditures**

Account	FY Budget	Q1 Expenditures	Q2 Expenditures	Q3 Expenditures	Q4 Expenditures	FY Expenditures	FY Balance
<b>Fiscal Year 2022-2023</b>							
(Audited)							
BOE Operating Budget	\$51,164,831	\$9,087,035	\$13,891,387	\$12,823,618	\$15,306,865	\$51,108,905	\$55,926
Facilities Budget	\$450,000	\$221,831	\$171,314	\$89,891	-\$33,036	\$450,000	\$0

Note: Funds were utilized from the Unexpended Funds Account in 4Q

<b>Fiscal Year 2023-2024</b>							
(Unaudited)							
BOE Operating Budget	\$53,159,164	\$9,326,351	\$15,285,297	\$11,865,416	\$16,679,663	\$53,156,728	\$2,436
Facilities Budget	\$463,880	\$227,991	\$128,987	\$114,799	-\$7,898	\$463,880	\$0

**BETHEL BOE BUDGET 2023-2024**  
**BUDGET TRANSFERS SUMMARY BY PERIOD**

<b>Object Codes</b>		<b>Approved Budget</b>	<b>July-Sept Adjustments</b>	<b>Oct-Dec Adjustments</b>	<b>Jan - Apr Adjustments</b>	<b>May &amp; Jun Adjustments</b>		<b>Total Transfers</b>	<b>Final Budget</b>
Salaries	1000	35,490,873	-	-	-	459,861		459,861	35,950,734
Employee Benefits	2000	9,470,626	-	-	-	(1,074,291)		(1,074,291)	8,396,335
Professional Services	3000	742,984	-	-	5,552	134,820		140,372	883,356
Purchased Property Services	4000	237,000	-	895	(800)	396,240		396,335	633,335
Other Purchased Services	5000	5,558,812	-	(1,700)	(3,914)	(113,901)		(119,515)	5,439,297
Supplies	6000	1,351,892	3,000	(4,386)	(39,743)	105,242		64,113	1,416,005
Property	7000	218,162	(3,000)	1,930	39,837	99,583		138,350	356,512
Dues & Fees	8000	88,815	-	3,261	(932)	(7,554)		(5,225)	83,590
<b>Total Budget</b>		<b>53,159,164</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>		<b>-</b>	<b>53,159,164</b>
<b>Total Transfers To</b>			<b>3,000</b>	<b>6,086</b>	<b>45,389</b>	<b>1,195,746</b>		<b>1,199,031</b>	
<b>Total Transfers From</b>			<b>(3,000)</b>	<b>(6,086)</b>	<b>(45,389)</b>	<b>(1,195,746)</b>		<b>(1,199,031)</b>	
<b>% of Total Budget</b>								<b>2.26%</b>	