

Finance Subcommittee Meeting
Wednesday, October 15, 2025, 5:30 PM
Central Office

I. Public Comment

{{Goal-}}

{{Attachment:}}

{{RecommendedMotion}}

II. Approval of Minutes

{{Goal-}}

{{Attachment:}}

Rationale: Approval of September 17, 2025, minutes.

{{RecommendedMotion}}

III. September 2025 Expense Report

{{Goal-}}

{{Attachment:}}

{{RecommendedMotion}}

IV. Contract Negotiations Update: Custodial and Maintenance

- **Committee needed**
- **Timeline**

{{Goal-}}

{{Attachment:}}

{{RecommendedMotion}}

V. CPPAC Update

{{Goal-}}

{{Attachment:}}

{{RecommendedMotion}}

VI. Safety and Security Spending Plan Update

{{Goal-}}

{{Attachment:}}

{{RecommendedMotion}}

VII. Special Education Collaboration with Suffield Public Schools

{{Goal-}}

{{Attachment:}}

{{RecommendedMotion}}

VIII. Other

{{Goal-}}

{{Attachment:}}

{{RecommendedMotion}}

GRANBY BOARD OF EDUCATION
Granby, Connecticut
Wednesday, September 17, 2025 - 5:30 p.m.
Finance Subcommittee Minutes

PRESENT: Subcommittee members: Ann Woods, Heather Lombardo, Donna Nolan, and Board Chair Monica Logan

ALSO PRESENT: Superintendent Cheri Burke, Nickie Stevenson, and Superintendent intern Mike Luzietti

Call to Order and Welcome: The meeting was called to order at 5:35 pm.

Public Comment: There was no public comment this evening.

July-August 2025 Budget Expense Report: Director of Finance and Operations Nickie Stevenson gave her July-August 2025 Budget Expense Report Presentation.

Food Service Update: Chartwells is doing a great job so far this school year.

Capital Projects Update: CPAC will meet in October to assess priorities. The track issues continue to be paramount, as another sinkhole has appeared.

Budget Timeline: New budget process kicked off today. Meetings will be held in October and December to review proposed budgets.

SEED (Special Education and Expansion Development) Grant and DRIP (District Repair and Improvement Project): This is above and beyond the ECS grant (SPED) monies. There are limits on what we can spend the funds on initially for two years.

Other: The issue of the MS and HS HVAC needs was mentioned (MS - Band room, compressor, and cafeteria), HS (computer lab). Estimated \$50,000 to make repairs.

Adjournment: Heather Lombardo motioned to adjourn, seconded by Ann Woods. All voted in favor. Motion carried at 6:17 pm.

Respectfully submitted,
Donna Nolan
Granby Board of Education

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To: Cheri P. Burke, Superintendent of Schools
From: Nickie Stevenson, Director of Finance & Operations
Re: September 2025 Budget Expense Report
Date: October 7, 2025

Please find attached the September 2025 budget expense report for this fiscal year encompassing transactions through 9/30/2025.

Personnel and Program Accounts

An analysis of both personnel and program accounts indicate that projected expenditures remain on track to be covered within the approved budget. The current negative balance in the custodial and maintenance line is attributable to a temporary leave of absence. This variance is expected to be offset through available funds within other budgeted line items as the fiscal year progresses.

Special Education

At this point in time, estimated special education expenditures for FY 2026 remain aligned with the district's spending plan. Outplacement tuition, transportation and purchased services continue to represent significant cost drivers and will be monitored closely throughout the year to ensure continued alignment with budget projections.

Quality and Diversity Fund (Q&D)

As reported last month, no revenue has been recorded to date, with expenses increasing as expected. Once the district receives grant funds and tuition revenues are posted, we will start to see a shift in the ending balance, reflecting anticipated revenue-to-expenditure alignment.

Revenue to the Town

At this point in time, revenue to the Town for FY 2026 remains favorable at \$2,316,118. No funds have been received and provided to the Town to date.

PROGRAM ACCOUNTS
Granby Board of Education FY 2026
September 2025 Budget Expense Report

Row #	Description	Budget	Adjusted Budget	YTD Expended	Encumbered	Balance	Combined % Expended and Encumbered
01	Communications	\$92,889	\$92,889	\$17,773	\$62,182	\$12,935	86.1%
02	Conference & Travel	\$53,994	\$53,994	\$8,436	\$4,419	\$41,139	23.8%
03	Dues and Fees	\$40,012	\$40,012	\$33,223	\$449	\$6,340	84.2%
04	Equipment	\$9,500	\$9,500	\$204	\$0	\$9,296	2.1%
05	Legal Services/Insurance	\$160,470	\$160,470	\$49,950	\$100,309	\$10,211	93.6%
06	Library/Media	\$60,581	\$60,581	\$16,679	\$13,319	\$30,583	49.5%
07	Purchased Services	\$1,212,475	\$1,212,475	\$189,810	\$912,284	\$110,380	90.9%
08	Repairs & Maintenance	\$568,244	\$568,244	\$152,727	\$357,624	\$57,893	89.8%
09	Software	\$500,305	\$500,305	\$304,868	\$116,840	\$78,597	84.3%
10	Special Education	\$4,314,930	\$4,314,930	\$856,624	\$3,139,354	\$318,952	92.6%
11	Student Activities/Athletics	\$415,776	\$415,776	\$26,718	\$132,421	\$256,637	38.3%
12	Supplies	\$579,012	\$579,012	\$202,678	\$165,220	\$211,113	63.5%
13	Textbooks	\$112,880	\$112,880	\$26,334	\$6,845	\$79,702	29.4%
14	Transportation	\$1,232,920	\$1,232,920	\$104,612	\$1,073,824	\$54,484	95.6%
15	Tuition	\$11,317	\$11,317	\$0	\$0	\$11,317	0.0%
16	Utilities	\$852,044	\$852,044	\$162,785	\$612,985	\$76,274	91.0%
17	Unallocated Appropriation	\$0	\$0	\$0	\$0	\$0	
	Program	\$10,217,348	\$10,217,348	\$2,153,421	\$6,698,074	\$1,365,853	86.6%

PERSONNEL ACCOUNTS
Granby Board of Education FY 2026
September 2025 Budget Expense Report

Row #	Description	Budget	Adjusted Budget	YTD Expended	Encumbered	Balance	Combined % Expended and Encumbered
18	Administration	\$1,692,632	\$1,725,960	\$406,844	\$1,319,116	\$0	100.0%
19	Central Office	\$598,191	\$578,759	\$111,332	\$466,422	\$1,005	99.8%
20	Certified Staff	\$11,870,327	\$11,943,327	\$1,427,617	\$10,515,301	\$410	100.0%
21	Custodial and Maintenance	\$1,533,303	\$1,533,303	\$330,620	\$1,224,664	-\$21,981	101.4%
22	School Secretaries	\$706,231	\$725,663	\$132,890	\$592,773	\$0	100.0%
23	Special Education	\$4,819,753	\$4,712,624	\$509,731	\$4,117,745	\$85,148	98.2%
24	Student Activities/Athletics	\$574,117	\$574,117	\$22,203	\$543,707	\$8,207	98.6%
25	Teaching Assistants	\$445,622	\$445,622	\$34,722	\$403,174	\$7,725	98.3%
26	Technology Support Services	\$274,096	\$274,896	\$92,648	\$182,249	\$0	100.0%
27	Tutors	\$35,589	\$35,589	\$1,927	\$33,662	\$0	100.0%
28	Employee Benefits	\$6,650,933	\$6,650,933	\$1,188,998	\$5,311,592	\$150,344	97.7%
29	Unallocated Appropriation	\$0	\$0	\$0	\$0	\$0	
	Personnel	\$29,200,794	\$29,200,794	\$4,259,532	\$24,710,404	\$230,859	99.2%
	100 General Fund	\$39,418,142	\$39,418,142	\$6,412,953	\$31,408,478	\$1,596,712	95.9%

SPECIAL EDUCATION ACCOUNT DETAIL
Granby Board of Education FY 2026
September 2025 Budget Expense Report

Row #	Description	Budget	Adjusted Budget	YTD Expended	Encumbered	Balance	Combined % Expended and Encumbered
01	Administrative/Certified	\$2,296,877	\$2,274,877	\$288,596	\$1,985,360	\$921	100.0%
02	Secretaries	\$110,692	\$110,692	\$22,816	\$87,876	\$0	100.0%
03	Support Services	\$519,932	\$519,932	\$54,707	\$442,279	\$22,945	95.6%
04	Teaching Assistants	\$1,830,695	\$1,779,695	\$141,484	\$1,581,221	\$56,990	96.8%
05	Tutors	\$61,556	\$27,428	\$2,127	\$21,009	\$4,292	84.4%
	TOTAL PERSONNEL	\$4,819,753	\$4,712,624	\$509,731	\$4,117,745	\$85,148	98.2%
06	Communications	\$100	\$100	\$42	\$0	\$58	42.0%
07	Conference & Travel	\$14,125	\$14,125	\$4,649	\$927	\$8,549	39.5%
08	Dues and Fees	\$2,250	\$2,250	\$400	\$400	\$1,450	35.6%
09	Legal Services	\$27,500	\$27,500	\$1,023	\$26,477	\$0	100.0%
10	Purchased Services	\$182,017	\$182,017	\$29,599	\$107,597	\$44,821	75.4%
11	Software	\$9,860	\$9,860	\$4,029	\$4,492	\$1,338	86.4%
12	Supplies/Textbooks	\$51,950	\$51,950	\$17,620	\$3,465	\$30,864	40.6%
13	Transportation	\$1,137,463	\$1,137,463	\$103,890	\$922,152	\$111,421	90.2%
14	Tuition	\$2,889,666	\$2,889,666	\$695,373	\$2,073,843	\$120,451	95.8%
	TOTAL PROGRAM	\$4,314,930	\$4,314,930	\$856,624	\$3,139,354	\$318,952	
	OVERALL TOTAL	\$9,134,683	\$9,027,555	\$1,366,355	\$7,257,099	\$404,100	95.5%

SUPPLEMENTAL INFORMATION
Granby Board of Education FY 2026
September 2025 Budget Expense Report

REVENUE TO TOWN SUMMARY
REIMBURSEMENTS FOR BOE EXPENDITURES

Description	Budget	Anticipated	Received To Date	Difference (Received minus Anticipated)
Regular Education Tuition*	\$787,550	\$601,025	\$0	-\$601,025
Special Education Tuition*	\$759,666	\$759,666	\$0	-\$759,666
B.E.A.R. Transition Academy Tuition*	\$84,737	\$52,264	\$0	-\$52,264
Excess Cost Grant	\$587,858	\$861,163	\$0	-\$861,163
Pay for Participation	\$42,000	\$42,000	\$0	-\$42,000
Totals	\$2,261,811	\$2,316,118	\$0	-\$2,316,118

*From Other Towns

QUALITY AND DIVERSITY FUND (Q&D)

Description	Budget	YTD	Difference (YTD vs. Budget)
Opening Balance	\$211,803	-	-
Expenses	\$984,237	\$71,451	\$912,786
Revenue	\$969,686	\$0	-\$969,686
Ending Balance	\$197,252	\$140,352	-\$56,900