

Finance Subcommittee Meeting
Wednesday, November 19, 2025, 5:30 PM
Central Office

I. Call to Order

{{Goal-}}

{{Attachment:}}

{{RecommendedMotion}}

II. Public Comment

{{Goal-}}

{{Attachment:}}

{{RecommendedMotion}}

III. Approval of Minutes

{{Goal-}}

{{Attachment:}}

{{RecommendedMotion}}

IV. October 2025 Expense Report

{{Goal-}}

{{Attachment:}}

{{RecommendedMotion}}

V. FY 27 Budget Update

{{Goal-}}

{{Attachment:}}

{{RecommendedMotion}}

VI. Other

{{Goal-}}

{{Attachment:}}

{{RecommendedMotion}}

GRANBY BOARD OF EDUCATION
Granby, Connecticut
Wednesday, October 15, 2025 - 5:30 p.m.
Finance Subcommittee Minutes

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

ALSO PRESENT: Superintendent Cheri Burke, Nickie Stevenson

Call to Order and Welcome: The meeting was called to order at 5:33 pm.

1. **Public Comment:** There was no public comment this evening.
2. **Approval of Minutes - September 17, 2025:** On a motion by Heather Lombardo and seconded by Donna Nolan, the minutes were approved.
3. **September 2025 Budget Expense Report:** Director of Finance and Operations Nickie Stevenson gave her September 2025 Budget Expense Report Presentation.
4. **Contract Negotiations Update:** Maintenance contract expires June 20, 2026. Negotiations will begin after the first of the year.
5. **CPPAC:** The next meeting will be held on October 17, 2025. The discussion will be concerning the turf issues of the main field and the sample testing of the practice field. The plan is to do both fields at the same time.
6. **Safety and Security Spending Plan Update:** Working on scaling down the Safety and Security spending plan. Chris DeGray will present an update at the full board meeting tonight.
7. **Special Education Collaboration with Suffield Public Schools:** The Superintendent shared that Granby is exploring collaboration with neighboring districts to keep costs of special education out placements down. More details will be shared with the BOE as they become available.
8. **Adjournment:** Heather Lombardo motioned to adjourn, seconded by Donna Nolan. All voted in favor. Motion carried at 6:12 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: October 2025 Budget Expense Report

Date: November 10, 2025

Please find attached the October 2025 budget expense report for the current fiscal year, reflecting all transactions processed through 10/31/2025.

Personnel and Program Accounts

Overall, both personnel and program expenditures continue to remain within the parameters of the approved budget. As we progress further into the school year, we are beginning to see the typical fluctuations associated with a budget of this size. Budget transfers will be completed, as needed, to ensure appropriate alignment of expenditures across accounts.

For example, the previous negative balance within the Custodial and Maintenance personnel account, resulting from a staff leave of absence, was mitigated through available funds in other personnel accounts. Variances of this nature are monitored on an ongoing basis, and adjustments will continue to be made to maintain fiscal alignment throughout the year.

Special Education

Projected special education expenses for FY 2026 continue to align with the district's planned budget. As of the October reporting period, the available balance is approximately \$400,000. It is important to note, however, that additional student outplacements or increased in-district service needs may emerge as the year progresses, all of which could impact this available balance.

Quality and Diversity Fund (Q&D)

To date, the district has received \$31,000 in Quality and Diversity (Q&D) revenue. This amount is comprised of approximately \$10,000 in Summer School tuition and \$21,000 in Pre-K tuition.

Reimbursement Revenue to the Town

FY 2026 revenue reimbursements to the Town remain favorable, currently totaling \$2,346,975. This reflects an increase of approximately \$31,000 from the September report due to two additional Hartland students enrolling in Granby Public Schools effective November 1, 2025. To date, Board of Education expense reimbursements totaling \$309,601 have been received and transferred to the Town.

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

Row #	Description	Budget	Adjusted Budget	YTD Expended	Encumbered	Balance	Combined % Expended and Encumbered
01	Communications	\$92,889	\$92,889	\$24,818	\$60,814	\$7,256	92.2%
02	Conference & Travel	\$53,994	\$53,994	\$14,097	\$4,981	\$34,916	35.3%
03	Dues and Fees	\$40,012	\$40,012	\$33,940	\$449	\$5,623	85.9%
04	Equipment	\$9,500	\$9,500	\$204	\$0	\$9,296	2.1%
05	Legal Services/Insurance	\$160,470	\$161,970	\$57,355	\$103,204	\$1,411	99.1%
06	Library/Media	\$60,581	\$60,581	\$24,230	\$10,832	\$25,518	57.9%
07	Purchased Services	\$1,212,475	\$1,239,028	\$280,966	\$822,526	\$135,536	89.1%
08	Repairs & Maintenance	\$568,244	\$568,244	\$213,112	\$330,481	\$24,651	95.7%
09	Software	\$500,305	\$500,305	\$323,621	\$105,138	\$71,545	85.7%
10	Special Education	\$4,314,930	\$4,314,930	\$1,072,422	\$2,998,978	\$243,530	94.4%
11	Student Activities/Athletics	\$415,776	\$415,776	\$41,853	\$127,945	\$245,979	40.8%
12	Supplies	\$579,012	\$579,012	\$230,511	\$151,010	\$197,491	65.9%
13	Textbooks	\$112,880	\$112,880	\$33,790	\$574	\$78,516	30.4%
14	Transportation	\$1,232,920	\$1,204,866	\$91,305	\$1,063,182	\$50,379	95.8%
15	Tuition	\$11,317	\$11,317	\$0	\$11,317	\$0	100.0%
16	Utilities	\$852,044	\$852,044	\$220,072	\$547,737	\$84,235	90.1%
17	Unallocated Appropriation	\$0	\$0	\$0	\$0	\$0	
	Program	\$10,217,348	\$10,217,348	\$2,662,297	\$6,339,168	\$1,215,883	88.1%

PERSONNEL ACCOUNTS
Granby Board of Education FY 2026
October 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	\$604,861	\$1,121,099	\$0	100.0%
19	Central Office	\$598,191	\$578,759	\$179,996	\$397,820	\$943	99.8%
20	Certified Staff	\$11,870,327	\$11,943,327	\$2,821,631	\$9,118,613	\$3,083	100.0%
21	Custodial and Maintenance	\$1,533,303	\$1,556,303	\$513,094	\$1,042,590	\$620	100.0%
22	School Secretaries	\$706,231	\$725,663	\$239,394	\$486,269	\$0	100.0%
23	Special Education	\$4,819,753	\$4,689,624	\$1,083,321	\$3,448,713	\$157,590	96.6%
24	Student Activities/Athletics	\$574,117	\$574,117	\$65,742	\$505,598	\$2,776	99.5%
25	Teaching Assistants	\$445,622	\$445,622	\$100,565	\$340,103	\$4,953	98.9%
26	Technology Support Services	\$274,096	\$274,896	\$138,971	\$135,925	\$0	100.0%
27	Tutors	\$35,589	\$35,589	\$5,661	\$29,928	\$0	100.0%
28	Employee Benefits	\$6,650,933	\$6,650,933	\$1,988,276	\$4,535,356	\$127,302	98.1%
29	Unallocated Appropriation	\$0	\$0	\$0	\$0	\$0	
	Personnel	\$29,200,794	\$29,200,794	\$7,741,514	\$21,162,014	\$297,266	99.0%
	100 General Fund	\$39,418,142	\$39,418,142	\$10,403,810	\$27,501,182	\$1,513,149	96.2%

SPECIAL EDUCATION ACCOUNT DETAIL
Granby Board of Education FY 2026
October 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	\$550,041	\$1,686,712	\$38,125	98.3%
02	Secretaries	\$110,692	\$110,692	\$35,968	\$74,724	\$0	100.0%
03	Support Services	\$519,932	\$519,932	\$110,727	\$386,608	\$22,597	95.7%
04	Teaching Assistants	\$1,830,695	\$1,756,695	\$379,904	\$1,289,670	\$87,121	95.0%
05	Tutors	\$61,556	\$27,428	\$6,681	\$11,000	\$9,746	64.5%
	TOTAL PERSONNEL	\$4,819,753	\$4,689,624	\$1,083,321	\$3,448,713	\$157,590	96.6%
06	Communications	\$100	\$100	\$42	\$0	\$58	42.0%
07	Conference & Travel	\$14,125	\$14,125	\$328	\$1,092	\$12,705	10.1%
08	Dues and Fees	\$2,250	\$2,250	\$700	\$250	\$1,300	42.2%
09	Legal Services	\$27,500	\$27,500	\$1,660	\$25,840	\$0	100.0%
10	Purchased Services	\$182,017	\$182,017	\$48,456	\$89,337	\$44,224	75.7%
11	Software	\$9,860	\$9,860	\$7,250	\$1,421	\$1,188	87.9%
12	Supplies/Textbooks	\$51,950	\$51,950	\$19,389	\$3,324	\$29,236	43.7%
13	Transportation	\$1,137,463	\$1,137,463	\$108,667	\$977,668	\$51,128	95.5%
14	Tuition	\$2,889,666	\$2,889,666	\$885,930	\$1,900,046	\$103,691	96.4%
	TOTAL PROGRAM	\$4,314,930	\$4,314,930	\$1,072,422	\$2,998,978	\$243,530	
	OVERALL TOTAL	\$9,134,683	\$9,004,555	\$2,155,743	\$6,447,692	\$401,119	95.5%

SUPPLEMENTAL INFORMATION
Granby Board of Education FY 2026
October 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	\$631,882	\$300,513	-\$331,370
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	\$9,089	-\$32,911
Totals	\$2,261,811	\$2,346,975	\$309,601	-\$2,037,374

*From Other Towns

QUALITY AND DIVERSITY FUND (Q&D)

Description	Budget	YTD	Difference (YTD vs. Budget)
Opening Balance	\$211,803	-	-
Expenses	\$984,237	\$137,746	\$846,491
Revenue	\$969,686	\$31,328	-\$938,358
Ending Balance	\$197,252	\$105,385	-\$91,867