

Special Finance Subcommittee Meeting
Wednesday, March 4, 2026, 5:30 PM
Central Office

I. Call to Order

{{Goal-}}

{{Attachment:}}

{{RecommendedMotion}}

II. Public Comment

{{Goal-}}

{{Attachment:}}

{{RecommendedMotion}}

III. Approval of Minutes—December 17, 2025

{{Goal-}}

{{Attachment:}}

{{RecommendedMotion}}

IV. January 2026 Expense Report

{{Goal-}}

{{Attachment:}}

{{RecommendedMotion}}

V. UST Removal and Conversion to Propane

{{Goal-}}

{{Attachment:}}

{{RecommendedMotion}}

VI. Q & D Budget

{{Goal-}}

{{Attachment:}}

{{RecommendedMotion}}

VII. FY27 Budget Update

{{Goal-}}

{{Attachment:}}

{{RecommendedMotion}}

VIII. Adjournment

{{Goal-}}

{{Attachment:}}

{{RecommendedMotion}}

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

PRESENT: Subcommittee members: Heather Lombardo, Donna Nolan, and Ann Woods

ALSO PRESENT: Superintendent Cheri Burke, Nickie Stevenson, Board Chair Monica Logan, and Chair Mike Guarco from the Board of Finance were in attendance.

Call to Order and Welcome: The meeting was called to order at 5:36 pm.

1. **Public Comment:** There was no public comment this evening.
2. **Approval of Minutes—November 19, 2025:** On a motion by Heather Lombardo and seconded by Ann Woods, the minutes were approved.
3. **November 2025 Budget Expense Report:** Director of Finance and Operations Nickie Stevenson gave her November 2025 Budget Expense Report Presentation. It was reviewed and approved.
4. **Fees:** There was a proposal to increase preschool tuition by \$475.00 for half-day and \$1,187.50 for full-day.
5. **CPPAC Update:** Field renovations for Field 1 and Field 2 and LED lighting—\$6.5 million. There are no current numbers available for the middle school at this time.
6. **Other:**
 - a. How to handle reimbursement funds for the GAP and BEARS programs. The proposal to change the accounting and the monies through the general fund is to be revisited.
7. **Adjournment:** Ann Woods motioned to adjourn, seconded by Heather Lombardo. All voted in favor. Motion carried at 6:45 pm.

Respectfully submitted,

Donna Nolan

Granby Board of Education

GRANBY PUBLIC SCHOOLS
BUSINESS OFFICE
15-B North Granby Road
Granby, CT 06035
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stevenson@granbyschools.org

To: Cheri P. Burke, Superintendent of Schools
From: Nickie Stevenson, Director of Finance & Operations
Re: January 2026 Budget Expense Report
Date: February 9, 2026

Please find attached the January 2026 budget expense report for the current fiscal year, reflecting all transactions processed through 1/31/2026.

Personnel and Program Accounts

Overall, expenditures across both personnel and program accounts remain on track to be fully covered within the approved budget. As we approach year-end, we will continue to closely monitor available balances and are requesting Board approval at this time to reallocate budgeted funds (e.g., supplies, textbooks, software, utilities, etc.) as necessary to address unbudgeted expenditures in other line items.

Special Education

Special education expenses continue to fluctuate, with encumbrances being adjusted to account for student movement, program modifications and staff adjustments. We must continue to be mindful of potential additional outplacements, which will impact the overall budget.

Quality and Diversity Fund (Q&D)

The Q&D fund remains in a positive position, with an anticipated ending balance of approximately \$400,000, driven primarily by increased student participation. The Governor's FY 2027 budget, presented on February 4, 2026, proposes eliminating state funding for magnet schools. If adopted, this change would allow magnet schools to increase tuition charged to local districts, as the current cap of 58% of FY 2024 tuition levels would no longer apply. Any resulting tuition increases would be expensed to the Q&D fund. Administration will continue to monitor this proposal closely and provide updates as additional information becomes available.

Reimbursement Revenue to the Town

Anticipated FY 2026 Board of Education reimbursements to the Town remain consistent from the December report at \$2,563,975.

PROGRAM ACCOUNTS
Granby Board of Education FY 2026
January 2026 Budget Expense Report

Row #	Description	Budget	Adjusted Budget	YTD Expended	Encumbered	Balance	Combined % Expended and Encumbered
01	Communications	\$92,889	\$92,887	\$49,707	\$39,654	\$3,526	96.2%
02	Conference & Travel	\$53,994	\$52,341	\$15,994	\$5,779	\$30,567	41.6%
03	Dues and Fees	\$40,012	\$40,012	\$35,622	\$977	\$3,413	91.5%
04	Equipment/Furniture	\$9,500	\$9,500	\$668	\$0	\$8,832	7.0%
05	Legal Services/Insurance	\$160,470	\$161,970	\$97,412	\$64,403	\$155	99.9%
06	Library/Media	\$60,581	\$60,581	\$41,024	\$3,215	\$16,342	73.0%
07	Purchased Services	\$1,212,475	\$1,207,580	\$570,872	\$624,492	\$12,216	99.0%
08	Repairs & Maintenance	\$568,244	\$568,244	\$329,657	\$231,256	\$7,331	98.7%
09	Software	\$500,305	\$500,305	\$388,546	\$80,384	\$31,374	93.7%
10	Special Education	\$4,314,930	\$4,409,648	\$2,002,315	\$2,350,701	\$56,631	98.7%
11	Student Activities/Athletics	\$415,776	\$398,956	\$141,216	\$144,697	\$113,043	71.7%
12	Supplies	\$579,012	\$581,412	\$317,204	\$141,550	\$122,658	78.9%
13	Textbooks	\$112,880	\$112,880	\$40,132	\$14,299	\$58,450	48.2%
14	Transportation	\$1,232,920	\$1,196,411	\$480,821	\$702,148	\$13,442	98.9%
15	Tuition	\$11,317	\$11,578	\$11,578	\$0	\$0	100.0%
16	Utilities	\$852,044	\$852,044	\$390,503	\$378,447	\$83,094	90.2%
17	Unallocated Appropriation	\$0	\$0	\$0	\$0	\$0	
	Program	\$10,217,348	\$10,256,348	\$4,913,272	\$4,782,001	\$561,075	94.5%

PERSONNEL ACCOUNTS
Granby Board of Education FY 2026
January 2026 Budget Expense Report

Row #	Description	Budget	Adjusted Budget	YTD Expended	Encumbered	Balance	Combined % Expended and Encumbered
18	Administration	\$1,692,632	\$1,725,960	\$1,000,896	\$725,064	\$0	100.0%
19	Central Office	\$598,191	\$578,661	\$317,008	\$260,959	\$694	99.9%
20	Certified Staff	\$11,870,327	\$11,918,327	\$5,584,283	\$6,290,985	\$43,060	99.6%
21	Custodial and Maintenance	\$1,533,303	\$1,611,027	\$900,718	\$704,956	\$5,353	99.7%
22	School Secretaries	\$706,231	\$727,296	\$404,791	\$322,448	\$57	100.0%
23	Special Education	\$4,819,753	\$4,619,722	\$2,151,879	\$2,307,211	\$160,632	96.5%
24	Student Activities/Athletics	\$574,117	\$574,117	\$202,414	\$360,887	\$10,816	98.1%
25	Teaching Assistants	\$445,622	\$445,264	\$212,187	\$220,753	\$12,324	97.2%
26	Technology Support Services	\$274,096	\$274,896	\$156,567	\$118,329	\$0	100.0%
27	Tutors	\$35,589	\$35,589	\$10,869	\$20,157	\$4,563	87.2%
28	Employee Benefits	\$6,650,933	\$6,650,933	\$3,789,195	\$2,794,109	\$67,629	99.0%
29	Unallocated Appropriation	\$0	\$0	\$0	\$0	\$0	
	Personnel	\$29,200,794	\$29,161,794	\$14,730,809	\$14,125,857	\$305,128	99.0%
	100 General Fund	\$39,418,142	\$39,418,142	\$19,644,081	\$18,907,858	\$866,203	97.8%

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

Row #	Description	Budget	Adjusted Budget	YTD Expended	Encumbered	Balance	Combined % Expended and Encumbered
01	Administrative/Certified	\$2,296,877	\$2,269,877	\$1,075,652	\$1,165,427	\$28,798	98.7%
02	Secretaries	\$110,692	\$110,790	\$61,355	\$49,435	\$0	100.0%
03	Support Services	\$519,932	\$505,224	\$218,965	\$247,119	\$39,140	92.3%
04	Teaching Assistants	\$1,830,695	\$1,710,695	\$793,957	\$840,162	\$76,576	95.5%
05	Tutors	\$61,556	\$23,136	\$1,951	\$5,067	\$16,118	30.3%
	TOTAL PERSONNEL	\$4,819,753	\$4,619,722	\$2,151,879	\$2,307,211	\$160,632	96.5%
06	Communications	\$100	\$116	\$116	\$0	\$0	100.0%
07	Conference & Travel	\$14,125	\$14,112	\$6,138	\$1,470	\$6,503	53.9%
08	Dues and Fees	\$2,250	\$2,250	\$805	\$250	\$1,195	46.9%
09	Legal Services	\$27,500	\$27,500	\$4,401	\$23,099	\$0	100.0%
10	Purchased Services	\$182,017	\$166,017	\$87,876	\$57,472	\$20,669	87.6%
11	Software	\$9,860	\$9,860	\$7,270	\$1,421	\$1,168	88.2%
12	Supplies/Textbooks	\$51,950	\$49,550	\$22,189	\$1,747	\$25,615	48.3%
13	Transportation	\$1,137,463	\$1,111,745	\$154,497	\$955,768	\$1,481	99.9%
14	Tuition	\$2,889,666	\$3,028,499	\$1,719,024	\$1,309,474	\$0	100.0%
	TOTAL PROGRAM	\$4,314,930	\$4,409,648	\$2,002,315	\$2,350,701	\$56,631	
	OVERALL TOTAL	\$9,134,683	\$9,029,370	\$4,154,195	\$4,657,912	\$217,263	97.6%

SUPPLEMENTAL INFORMATION
Granby Board of Education FY 2026
January 2026 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	\$663,072	\$300,513	-\$362,560
Special Education Tuition*	\$759,666	\$940,694	\$16,477	-\$924,217
B.E.A.R. Transition Academy Tuition*	\$84,737	\$56,087	\$28,044	-\$28,044
Granby Alternative Program Tuition (GAP)*	\$0	\$29,139	\$13,730	-\$15,410
Excess Cost Grant	\$587,858	\$832,981	\$0	-\$832,981
Pay for Participation	\$42,000	\$42,000	\$21,235	-\$20,765
Totals	\$2,261,811	\$2,563,975	\$379,998	-\$2,183,976

*From Other Towns

QUALITY AND DIVERSITY FUND (Q&D)

Description	Budget	YTD	Difference (YTD vs. Budget)
Opening Balance	\$211,803	-	-
Expenses	\$984,237	\$537,800	\$446,437
Revenue	\$969,686	\$276,777	-\$692,909
Ending Balance	\$197,252	-\$49,220	-\$246,472

Memo

To: Cheri Burke, Superintendent of Schools
Nickie Stevenson, Director of Finance and Operations

From: Christopher DeGray, Director of Facilities

Date: 2/4/2026

Re: Propane conversion project, Wells Road Intermediate School and Kelly Lane Primary School

This memo is for the purpose of providing information related to the conversion from oil heating fuel to propane at the above-named schools.

On December 19, 2025 Granby Public Schools posted a public notice and solicited an Invitation to Bid (#Granby-2026-0002) for services related to the removal of two underground oil storage tanks and associated appurtenances; replacement of existing oil-fired burners with propane gas-fired burners; and installation of above-ground propane tanks and enclosures at each site. Two subsequent addendums were posted related to contractor questions/answers and scheduling of a non-mandatory site walk through at each location. The deadline for bid submissions was January 23, 2026 at 11:00am, at which time the names of companies who submitted bids were publicly read aloud at Central Office.

Upon review of all contractor submittals, verification of credentials and required documents, as well as reference checks, the following firms were awarded the three (3) bids:

Base Bid #1 – Underground Storage Tank Removal

Awarded to: ETT Enterprises Inc., Old Saybrook, CT \$79,000 (lowest qualified bidder)

Base Bid #2 - Boiler Room Modifications – Heating

Awarded to: Sav-Mor Cooling & Heating, Inc., Southington, CT \$140,000 (lowest qualified bidder)

Base Bid #3 – Provide (2) 1,000 Gallon Above Ground Propane Tank Systems for Each Site

Awarded to: ETT Enterprises Inc., Old Saybrook, CT \$155,000 (lowest qualified bidder)

Project Total: \$374,000 (small capital budget)

Work will commence in the spring at the end of heating season and be completed before the fall heating season.

GRANBY PUBLIC SCHOOLS
2026-2027 Superintendent's Proposed Budget
Quality & Diversity Fund

Expenditure Description	2024-2025 Actual	2025-2026 Approved	2025-2026 Anticipated	2026-2027 Proposed
Tuition				
Magnet Schools	\$ 107,690	\$ 112,990	\$ 120,017	\$ 111,558
College Connections/Goodwin	\$ 28,659	\$ 34,304	\$ 29,704	\$ 38,244
Agriscience	\$ 43,531	\$ 59,360	\$ 51,445	\$ 55,403
TOTAL	\$ 179,880	\$ 206,654	\$ 201,166	\$ 205,205
Transportation				
Bus Monitors (3.0) - Elementary	\$ 80,827	\$ 83,319	\$ 83,252	\$ 85,750
TOTAL	\$ 80,827	\$ 83,319	\$ 83,252	\$ 85,750
Certified FTEs				
	2.8	4.3	4.3	5.8
Social Workers (3.8)	\$ 277,826	\$ 296,232	\$ 296,232	\$ 362,382
Math Intervention (MS) (1.0)	\$ 70,043	\$ 74,516	\$ 74,516	\$ 79,389
Reading Intervention (MS) (1.0)	\$ -	\$ -	\$ -	\$ 65,500
TOTAL	\$ 347,869	\$ 370,748	\$ 370,748	\$ 507,271
Non-Certified FTEs				
	7.5	5.4	4.4	4.4
Grade K Teaching Assistants (1.0)	\$ 23,806	\$ 25,077	\$ 24,727	\$ 25,824
School Based Tutors (3.0)	\$ 73,283	\$ 89,417	\$ 87,625	\$ 99,056
Teaching Assistant CASC (0.4)	\$ 7,150	\$ 11,930	\$ 11,930	\$ 12,655
TOTAL	\$ 104,239	\$ 126,424	\$ 124,282	\$ 137,536
Summer School				
Enrichment	\$ 13,298	\$ 6,000	\$ 12,500	\$ 12,500
Credit Recovery (Tuition Based)	\$ -	\$ 3,800	\$ 3,800	\$ 3,800
AP Power Boost (Intervention)	\$ 7,147	\$ 10,621	\$ 3,535	\$ 3,588
TOTAL	\$ 20,445	\$ 20,421	\$ 19,835	\$ 19,888
Additional Supports				
School Resource Officer (SRO)	\$ -	\$ 89,015	\$ 88,868	\$ 109,261
Substance Abuse Counseling	\$ -	\$ -	\$ -	\$ 20,000
K-3 Reading Professional Development	\$ -	\$ 10,280	\$ 10,280	\$ -
K-3 Reading Textbooks	\$ -	\$ 38,631	\$ -	\$ -
Robotics & DECA	\$ 5,154	\$ 6,697	\$ 5,412	\$ 8,005
Mentoring Program	\$ 2,250	\$ 3,120	\$ 3,119	\$ 3,158
Enrichment: Club Stipends	\$ 10,652	\$ 16,929	\$ 15,696	\$ 15,696
1:1 Technology Equipment (Lease)	\$ 111,776	\$ -	\$ 1,035	\$ -
Student Support	\$ 6,159	\$ 12,000	\$ 12,000	\$ 12,000
TOTAL	\$ 135,991	\$ 176,672	\$ 136,410	\$ 168,120
TOTAL EXPENDITURES	\$ 869,251	\$ 984,237	\$ 935,693	\$ 1,123,769

GRANBY PUBLIC SCHOOLS
2026-2027 Superintendent's Proposed Budget
Quality & Diversity Fund

Revenue Description	2024-2025 Actual	2025-2026 Approved	2025-2026 Anticipated	2026-2027 Proposed
Participant Enrollment (Projected)	1709	1692	1675	1648
Choice Participants	89	90	102	98
Choice % of District Enrollment	5.26%	5.26%	6.08%	5.95%
Choice Per Pupil Funding	\$10,000	\$10,000	\$10,000	\$10,000
Revenue				
Choice Early Beginnings (Grade K)	\$ 6,500	\$ 13,000	\$ 45,500	\$ 26,000
Choice Tuition	\$ 890,000	\$ 900,000	\$ 1,020,000	\$ 980,000
Choice Bonus	\$ 27,578	\$ -	\$ -	\$ -
Summer School Tuition	\$ 11,744	\$ 9,913	\$ 10,206	\$ 10,500
Pre-K Tuition	\$ 49,897	\$ 46,773	\$ 56,220	\$ 76,800
TOTAL REVENUE	\$ 985,719	\$ 969,686	\$ 1,131,926	\$ 1,093,300

BEGINNING BALANCE	\$ 95,335	\$ 211,803	\$ 211,803	\$ 408,036
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ENDING BALANCE	\$ 211,803	\$ 197,252	\$ 408,036	\$ 377,567
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