

Business Operations/Resource Management Subcommittee

Thursday, August 18, 2022 6:00 PM

Meeting Access: BO/RM Subcommittee (8/18/22 at 6:00 p.m.) Web:

<https://zoom.us/j/99276311645> Dial In: (929) 205-6099 Meeting ID: 992 7631 1645, 3 Brush Hill Road, New Fairfield, CT 06812

I. CALL TO ORDER

II. APPROVAL OF THE MINUTES

II.A. June 15, 2022 - Special

III. INFORMATION ITEMS

III.A. Monthly Summary of Budget vs. Actual
Expenditure/Encumbrances Report for FY 2021-22 at June
30, 2022

III.B. Monthly Summary of Budget vs. Actual
Expenditure/Encumbrances Report for FY 2022-23 at July
31, 2022

III.C. Google Vault Reconciliation – April 1, 2022 –
June 30, 2022

III.D. Transportation Update

III.E. Food Services Update

III.F. Facilities Update

IV. ACTION ITEMS

V. OTHER

VI. ADJOURNMENT

BOARD OF EDUCATION, NEW FAIRFIELD, CT
Business Operations/Resource Management Subcommittee Meeting

Name of Subcommittee: BO/RM Meeting type: Special
Date of Meeting: 6/15/22 Minutes submitted by: K. LaTourette
Members present: Greg Flanagan, Kim LaTourette
Members absent: Amy Johnson, Ed Sbordone
Other attendees: Rich Sanzo, Pat Cosentino, Dominic Cipollone
Place of meeting: Special Meeting Access: BO/RM Subcommittee (6/15/22 at 6:00 p.m.) Web:
<https://zoom.us/j/96848162879> Dial In: (929) 205-6099 Meeting ID: 968 4816 2879
*Please note that meeting has been changed from an in-person meeting to a Zoom meeting.

Meeting called to order: at 6:02 p.m.

Greg made a motion to elevate Dom Cipollone to voting status, seconded by Kim LaTourette, all in favor.

II. Approval of Minutes

A. May 19, 2022 – Regular – approved by consensus

III. INFORMATION ITEMS

A. Monthly Summary of Budget vs. Actual Expenditure/Encumbrances Report for FY 2021-22 at May 31, 2022 - Dr. Sanzo reported that there is no significant news from last month's meeting. The report shows the expenditures that took place. We are in the ballpark of where we have been for the past several years. SPED continue to be the area that we need to manage. He will point out some projections to keep an eye on later in the meeting. One thing we were monitoring that is negative now is with Buildings and Grounds and maintenance. We have had to call in outside contractors to address broken pipes and issues with the fire alarm system at Consolidated. The gate receipts and participation fees have been credited to the accounts. We have received the final Magnet School transportation grant from the state and that will be credited soon. Some of our utility final numbers will be set within the next couple of weeks.

B. Summary of Budget vs. Projected Year-End Expenditure/Encumbrances Report for FY 2021-22 at May 31, 2022 - Not much has changed overall since our last meeting. Our projection at this month is slightly higher than last month, but our final utility bills will help us refine our overall surplus in utilities and will affect other numbers, hopefully favorably. The Non-SPED and Non-Payroll surplus may be \$190,000. We continue to see a higher level of outside evaluations coming from PPTs and they can be quite expensive. These evaluations are essential to prepare for student needs. ESY will begin in June instead of July, so we can see some of the exposure here in June. Katherine Matz, Carrie DePuy and Rich did a zoom yesterday to review projections for next year for SPED costs and what we are anticipating. We are hoping that some students will return from out placement, which will provide some savings. There is the potential for a residential setting that will offset those savings though. Rich will ask this committee and the full board to give him and Carrie approval to cover the deficit, asking for excess grant cost from the town, and that any remaining deficit (\$87,000) be funded by using the IDEA grant ahead of schedule. This will allow the BOE to not end in a final deficit for the year, which is against the law. He will ask in what order to access the funds. There are other motions to address the objects so that we comply with auditor recommendations.

New Fairfield Board of Education
Summary of Budget vs. Actual for Payroll & Non-Payroll Accounts
Fiscal 2021-2022 as of June 30, 2022

	Approved Budget	2021-2022 Adjusted Budget	Year-to-Date Expenditure	Percent Expended	Current Encumbrances	Percent Encumbered	2021-2022 Remaining Unexpended	Percent Committed
Regular Education - Non-Payroll								
2000 Consolidated	96,401	79,301	70,884	89.4%	4,530	5.7%	3,887	95.1%
3000 Meeting House Hill	80,762	73,562	61,201	83.2%	667	0.9%	11,694	84.1%
4000 Middle School	62,711	46,211	27,792	60.1%	11,087	24.0%	7,332	84.1%
5000 High School	289,331	243,870	207,993	85.3%	21,003	8.6%	14,873	93.9%
5500 Athletics	193,497	173,497	148,716	85.7%	25,754	14.8%	(973)	100.6%
6000 Districtwide	1,805,691	1,762,518	1,821,750	103.4%	36,725	2.1%	(95,957)	105.4%
6100 Board of Education	30,750	45,750	42,770	93.5%	409	0.9%	2,571	94.4%
6200 Central Office	107,772	115,333	124,610	108.0%	11,457	9.9%	(20,734)	118.0%
6300 Fiscal Services	370,333	365,983	376,025	102.7%	2,245	0.6%	(12,287)	103.4%
6400 Human Resources	57,262	55,112	47,898	86.9%	3,848	7.0%	3,365	93.9%
6500 Technology	688,745	632,545	615,112	97.2%	9,027	1.4%	8,407	98.7%
6600 Pupil Transportation	1,375,768	1,381,868	1,414,458	102.4%	3,380	0.2%	(35,970)	102.6%
6700 Business Machines	147,653	131,353	130,836	99.6%	313	0.2%	204	99.8%
6800 Utilities	1,063,318	1,053,041	987,346	93.8%	31,518	3.0%	34,177	96.8%
7000 Curriculum	86,680	85,280	(24,067)	-28.2%	6,305	7.4%	103,042	-20.8%
7001 Enrichment Services	8,300	9,700	9,673	99.7%	0	0.0%	27	99.7%
9000 Buildings & Grounds	666,788	699,338	640,524	91.6%	118,987	17.0%	(60,173)	108.6%
Subtotal - Reg Ed - Non-P/R	7,131,762	6,954,262	6,703,520	96.4%	287,256	4.1%	(36,514)	100.5%
Special Education - Non-Payroll								
8001 SPED - Admin/Central	148,261	23,261	16,757	72.0%	4,466	19.2%	2,038	91.2%
8002 SPED - Contracted Svcs	97,891	97,891	258,889	264.5%	80,043	81.8%	(241,041)	346.2%
8003 SPED - Out of District	1,460,763	1,624,263	1,427,799	87.9%	215,141	13.2%	(18,677)	101.1%
8004 SPED - Transportation	890,345	1,015,345	1,184,298	116.6%	150,804	14.9%	(319,757)	131.5%
8005 SPED - Program Costs	28,762	28,762	85,193	296.2%	3,128	10.9%	(59,559)	307.1%
8006 PPS - Other Programs	19,705	19,705	17,651	89.6%	1,051	5.3%	1,003	94.9%
Subtotal - Special Ed - Non-P/R	2,645,727	2,809,227	2,990,589	106.5%	454,632	16.2%	(635,993)	122.6%
TOTAL NON-PAYROLL	9,777,489	9,763,489	9,694,109	99.3%	741,888	7.6%	(672,508)	106.9%
TOTAL PAYROLL	26,515,880	26,529,880	26,680,179	100.6%	40,000	0.2%	(190,299)	100.7%
TOTAL OPERATING BUDGET	36,293,369	36,293,369	36,374,288	100.2%	781,888	2.2%	(862,807)	102.4%

New Fairfield Board of Education
Summary of Budget vs. Actual for Payroll & Non-Payroll Accounts
Fiscal 2022-2023 as of July 31, 2022

	Approved Budget	2021-2022 Adjusted Budget	Year-to-Date Expenditure	Percent Expended	Current Encumbrances	Percent Encumbered	2021-2022 Remaining Unexpended	Percent Committed
Regular Education - Non-Payroll								
2000 Consolidated	64,274	64,274	0	0.0%	19,664	30.6%	44,610	30.6%
3000 Meeting House Hill	76,850	76,850	0	0.0%	30,191	39.3%	46,659	39.3%
4000 Middle School	52,545	52,545	0	0.0%	34,900	66.4%	17,645	66.4%
5000 High School	260,956	260,956	7,158	2.7%	119,419	45.8%	134,379	48.5%
5500 Athletics	170,331	170,331	19,003	11.2%	220,163	129.3%	(68,835)	140.4%
6000 Districtwide	1,864,521	1,864,521	617,014	33.1%	421,831	22.6%	825,676	55.7%
6100 Board of Education	30,750	30,750	23,698	77.1%	5,151	16.8%	1,901	93.8%
6200 Central Office	103,825	103,825	6,213	6.0%	22,156	21.3%	75,456	27.3%
6300 Fiscal Services	371,742	371,742	0	0.0%	56,190	15.1%	315,552	15.1%
6400 Human Resources	57,617	57,617	(55)	-0.1%	1,700	3.0%	55,972	2.9%
6500 Technology	666,080	666,080	54,934	8.2%	309,322	46.4%	301,824	54.7%
6600 Pupil Transportation	1,446,549	1,446,549	0	0.0%	0	0.0%	1,446,549	0.0%
6700 Business Machines	134,722	134,722	10,117	7.5%	26,798	19.9%	97,806	27.4%
6800 Utilities	1,043,832	1,043,832	22,980	2.2%	703,398	67.4%	317,454	69.6%
7000 Curriculum	96,280	96,280	625	0.6%	99,167	103.0%	(3,512)	103.6%
7001 Enrichment Services	8,750	8,750	0	0.0%	0	0.0%	8,750	0.0%
9000 Buildings & Grounds	690,207	690,207	60,410	8.8%	440,594	63.8%	189,203	72.6%
Subtotal - Reg Ed - Non-P/R	7,139,831	7,139,831	822,098	11.5%	2,510,644	35.2%	3,807,088	46.7%
Special Education - Non-Payroll								
8001 SPED - Admin/Central	146,035	146,035	0	0.0%	0	0.0%	146,035	0.0%
8002 SPED - Contracted Svcs	203,252	203,252	0	0.0%	-	0.0%	203,252	0.0%
8003 SPED - Out of District	2,430,813	2,430,813	0	0.0%	25,000	1.0%	2,405,813	1.0%
8004 SPED - Transportation	1,510,334	1,510,334	0	0.0%	0	0.0%	1,510,334	0.0%
8005 SPED - Program Costs	73,583	73,583	3,050	4.1%	8,950	12.2%	61,583	16.3%
8006 PPS - Other Programs	19,705	19,705	0	0.0%	0	0.0%	19,705	0.0%
Subtotal - Special Ed - Non-P/R	4,383,722	4,383,722	3,050	0.1%	33,950	0.8%	4,346,722	0.8%
TOTAL NON-PAYROLL	11,523,553	11,523,553	825,148	7.2%	2,544,594	22.1%	8,153,810	29.2%
TOTAL PAYROLL	26,567,028	26,567,028	652,946	2.5%	0	0.0%	25,914,082	2.5%
TOTAL OPERATING BUDGET	38,090,581	38,090,581	1,478,094	3.9%	2,544,594	6.7%	34,067,892	10.6%