

Business Operations/Resource Management Subcommittee

Thursday, September 15, 2022 6:00 PM

Meeting Access: BO/RM Subcommittee (9/15/22 at 6:00 p.m.) Web:

<https://zoom.us/j/94786680400> Dial In: (929) 205-6099 Meeting ID: 947 8668 0400, 3 Brush Hill Road, New Fairfield, CT 06812

I. CALL TO ORDER

II. APPROVAL OF THE MINUTES

II.A. August 18, 2022 - Regular

III. INFORMATION ITEMS

III.A. Monthly Summary of Budget vs. Actual
Expenditure/Encumbrances Report for FY 2021-22 at August
31, 2022

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

III.C. Building Project 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: Regular
Date of Meeting: 8/18/22 Minutes submitted by: K. LaTourette
Members present: Amy Johnson, Kim LaTourette, Ed Sbordone
Members absent: Greg Flanagan,
Other attendees: Ken Crow, Carrie DePuy
Place of meeting: 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

Meeting called to order: at 6:03 p.m.

II. Approval of Minutes

A. June 15, 2022 – Special

Motion: Made by: Ed Sbordone Seconded by: Kim LaTourette

To approve the minutes of the June 15, 2022, special meeting as presented

Recording of vote: Aye – Unanimous

III. INFORMATION ITEMS

A. Monthly Summary of Budget vs. Actual Expenditure/Encumbrances Report for FY 2021-22 at June 30, 2022 – Carrie DePuy spoke about the deficit and what has been worked on since our last meeting. She explained on a chart how the deficit is going to be covered - with POs, Excess Cost Grant, grant expenditures, non-lapsing account, the IDEA Grant. It is down to \$651,000. This will have to be closed out by September 1st. We had a large number of prior year encumbrances in our Fund 19 account and they will be closed.

B. Monthly Summary of Budget vs. Actual Expenditure/Encumbrances Report for FY 2022-23 at July 31, 2022 – We are only one month in and all is moving along as it should. It is comparable to last year.

C. Google Vault Reconciliation – April 1, 2022 – June 30, 2022 – We had a handful of entries, possibly 6, all FOIA request oriented. Paul Gouveia helped Carrie with this process.

D. Transportation Update – Carrie mentioned that we have 12 students going to Shepaug. They will be meeting at NFMS at 6:20 a.m. to avoid the long bus ride. Parents will be responsible for getting the students to NFMS. Kim Humiston from First Student is going through dry runs soon to prepare for the start of school.

E. Food Services Update – Chartwells is meeting with all the principals. All the staff from Aramark were hired, so that worked out well. They are motivated to work hard and to sell school lunches. Due to Smart Fund (\$220,000), we will be able to provide free meals until those funds run out. They will be able to provide adult lunches now as well, which they have not done in the past. Chartwells will be sending out communication soon to families.

F. Facilities Update – Carrie spoke with Phil Ross. Everything is going well, and they are working hard trying to get everything together for the start of school. Lots of moving in and cleaning going on! We will have a ribbon cutting at the Consolidated/Meeting House Hill School on September 10th at 10 a.m.

IV. ACTION ITEMS - none

V. OTHER - none

Motion to adjourn: Made by: Ed Sbordone
Recording of vote: Aye – Unanimous

Seconded by: Kim LaTourette
Meeting adjourned at: 6:19 p.m.

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

	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	74,647	94.1%	0	0.0%	4,654	94.1%
3000 Meeting House Hill	80,762	73,562	61,201	83.2%	0	0.0%	12,361	83.2%
4000 Middle School	62,711	46,211	27,972	60.5%	0	0.0%	18,239	60.5%
5000 High School	289,331	243,870	206,802	84.8%	1,218	0.5%	35,850	85.3%
5500 Athletics	193,497	173,497	158,965	91.6%	0	0.0%	14,532	91.6%
6000 Districtwide	1,805,691	1,762,518	1,800,816	102.2%	13,191	0.7%	(51,488)	102.9%
6100 Board of Education	30,750	45,750	42,770	93.5%	0	0.0%	2,980	93.5%
6200 Central Office	107,772	115,333	125,039	108.4%	0	0.0%	(9,706)	108.4%
6300 Fiscal Services	370,333	365,983	376,025	102.7%	253	0.1%	(10,295)	102.8%
6400 Human Resources	57,262	55,112	47,898	86.9%	0	0.0%	7,214	86.9%
6500 Technology	688,745	632,545	615,838	97.4%	0	0.0%	16,707	97.4%
6600 Pupil Transportation	1,375,768	1,381,868	1,394,958	100.9%	0	0.0%	(13,090)	100.9%
6700 Business Machines	147,653	131,353	130,836	99.6%	0	0.0%	517	99.6%
6800 Utilities	1,063,318	1,053,041	987,346	93.8%	0	0.0%	65,695	93.8%
7000 Curriculum	86,680	85,280	(29,485)	-34.6%	0	0.0%	114,765	-34.6%
7001 Enrichment Services	8,300	9,700	9,673	99.7%	0	0.0%	27	99.7%
9000 Buildings & Grounds	666,788	699,338	647,411	92.6%	59,197	8.5%	(7,270)	101.0%
Subtotal - Reg Ed - Non-P/R	7,131,762	6,954,262	6,678,712	96.0%	73,858	1.1%	201,692	97.1%
Special Education - Non-Payroll								
8001 SPED - Admin/Central	148,261	23,261	17,508	75.3%	127	0.5%	5,625	75.8%
8002 SPED - Contracted Svcs	97,891	97,891	260,299	265.9%	13,885	14.2%	(176,293)	280.1%
8003 SPED - Out of District	1,460,763	1,624,263	1,348,691	83.0%	94,000	5.8%	181,572	88.8%
8004 SPED - Transportation	890,345	1,015,345	1,109,143	109.2%	0	0.0%	(93,798)	109.2%
8005 SPED - Program Costs	28,762	28,762	82,750	287.7%	699	2.4%	(54,687)	290.1%
8006 PPS - Other Programs	19,705	19,705	17,651	89.6%	0	0.0%	2,054	89.6%
Subtotal - Special Ed - Non-P/R	2,645,727	2,809,227	2,836,042	101.0%	108,711	3.9%	(135,527)	104.8%
TOTAL NON-PAYROLL	9,777,489	9,763,489	9,514,755	97.5%	182,569	1.9%	66,165	99.3%
TOTAL PAYROLL	26,515,880	26,529,880	26,584,695	100.2%	0	0.0%	(54,815)	100.2%
TOTAL OPERATING BUDGET	36,293,369	36,293,369	36,099,450	99.5%	182,569	0.5%	11,350	100.0%

New Fairfield Board of Education
Summary of Budget vs. Actual for Payroll & Non-Payroll Accounts
Fiscal 2022-2023 as of August 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	4,374	6.8%	29,837	46.4%	30,064	53.2%
3000 Meeting House Hill	76,850	76,850	16,145	21.0%	23,882	31.1%	36,823	52.1%
4000 Middle School	52,545	52,545	7,742	14.7%	31,571	60.1%	13,232	74.8%
5000 High School	260,956	260,956	39,097	15.0%	105,164	40.3%	116,696	55.3%
5500 Athletics	170,331	170,331	43,103	25.3%	218,713	128.4%	(91,486)	153.7%
6000 Districtwide	1,864,521	1,864,521	641,457	34.4%	426,100	22.9%	796,964	57.3%
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	9,905	9.5%	23,282	22.4%	70,638	32.0%
6300 Fiscal Services	371,742	371,742	56,190	15.1%	0	0.0%	315,552	15.1%
6400 Human Resources	57,617	57,617	218	0.4%	5,133	8.9%	52,266	9.3%
6500 Technology	666,080	666,080	263,165	39.5%	247,344	37.1%	155,571	76.6%
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	30,167	22.4%	6,748	5.0%	97,806	27.4%
6800 Utilities	1,043,832	1,043,832	68,983	6.6%	874,555	83.8%	100,294	90.4%
7000 Curriculum	96,280	96,280	11,727	12.2%	91,432	95.0%	(6,880)	107.1%
7001 Enrichment Services	8,750	8,750	0	0.0%	0	0.0%	8,750	0.0%
9000 Buildings & Grounds	690,207	690,207	168,528	24.4%	381,838	55.3%	139,841	79.7%
Subtotal - Reg Ed - Non-P/R	7,139,831	7,139,831	1,384,500	19.4%	2,470,750	34.6%	3,284,581	54.0%
Special Education - Non-Payroll								
8001 SPED - Admin/Central	146,035	146,035	0	0.0%	2,099	1.4%	143,936	1.4%
8002 SPED - Contracted Svcs	203,252	203,252	0	0.0%	83,800	41.2%	119,452	41.2%
8003 SPED - Out of District	2,430,813	2,430,813	89,500	3.7%	499,554	20.6%	1,841,759	24.2%
8004 SPED - Transportation	1,510,334	1,510,334	0	0.0%	35,005	2.3%	1,475,329	2.3%
8005 SPED - Program Costs	73,583	73,583	4,050	5.5%	10,169	13.8%	59,364	19.3%
8006 PPS - Other Programs	19,705	19,705	0	0.0%	13,890	70.5%	5,815	70.5%
Subtotal - Special Ed - Non-P/R	4,383,722	4,383,722	93,550	2.1%	644,516	14.7%	3,645,656	16.8%
TOTAL NON-PAYROLL	11,523,553	11,523,553	1,478,050	12.8%	3,115,266	27.0%	6,930,237	39.9%
TOTAL PAYROLL	26,567,028	26,567,028	1,197,067	4.5%	0	0.0%	25,369,961	4.5%
TOTAL OPERATING BUDGET	38,090,581	38,090,581	2,675,117	7.0%	3,115,266	8.2%	32,300,198	15.2%