

# **Business Operations/Resource Management Subcommittee Special Meeting**

Tuesday, February 13, 2024 6:00 PM

Meeting Access: BO/RM Subcommittee (2/13/24 at 6:00 p.m.) Web:

<https://zoom.us/j/96637477985> Dial In: (929) 205-6099 Meeting ID: 966 3747  
7985, 3 Brush Hill Road, New Fairfield, CT 06812

## **I. CALL TO ORDER**

## **II. APPROVAL OF THE MINUTES**

II.A. January 18, 2024 - Regular

## **III. INFORMATION ITEMS**

III.A. Monthly Summary of Budget vs. Actual  
Expenditure/Encumbrances Report for FY 2023-24 at January  
31, 2024

III.B. Demolition of Consolidated School

## **IV. ACTION ITEMS**

V. **OTHER**

## **VI. EXECUTIVE SESSION FOR THE PURPOSE OF DISCUSSING TRANSPORTATION CONTRACT NEGOTIATIONS**

## **VII. ADJOURNMENT**

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

Name of Subcommittee: BO/RM Meeting type: Regular  
Date of Meeting: 1/18/24 Minutes submitted by: K. LaTourette  
Members present: Ed Sbordone, Amy Johnson, Kim LaTourette  
Members absent: Greg Flanagan  
Other attendees: Ken Crow, Carrie DePuy, Dom Cipollone, Kevin Siebrecht, Felipe & David  
Place of meeting: Meeting Access: BO/RM Subcommittee (1/18/24 at 5:30 p.m.) Web:  
https://zoom.us/j/93735426733 Dial In: (929) 205-6099 Meeting ID: 937 3542 6733

Meeting called to order: 5:30 p.m.

**II. Approval of Minutes**

**A. December 21, 2023 – Regular**

**MOTION: Made by:** Ed Sbordone **Seconded by:** Amy Johnson

To approve the minutes of December 21, 2023, as presented

**Recording of vote:** All in favor

**III. INFORMATION ITEMS**

**A. Monthly Summary of Budget vs. Actual Expenditure/Encumbrances Report for FY 2023-24 at December 31, 2023** – Carrie pointed out transportation (offset by Magnet Grant), Buildings and Grounds, savings in technology – that our budget will be balanced on the operating side. We are trending a deficit with SPED of about \$60,000 and SPED payroll of about \$100,000 (paraprofessionals, outsourcing firms while we try to hire). We do have the contingency (\$125,000). In comparison to last year, our spending is a little bit higher, and this may be because we are spending more in payroll than in prior years. We are looking better than last year; however, we do have the deficit and Carrie will look into grants.

**B. Google Vault Reconciliation – October 1, 2023 – December 31, 2023**

All was as expected. There were about 20 inquiries; however, they were all legitimate.

**C. Solar Project**

Kevin Siebrecht shared some information about adding panels to the High School and gave an overview. His team members, Felipe and David, also joined him. They are working with the town to look at the town dump site to figure out if and how they may move forward. We have a solar-ready roof on the High School and it makes sense to submit to Eversource. They have created a proposal that the system would be owned by the town. The Inflation Reduction Act began in January 2023, and you can get tax grants/payments from the government in these systems. They are recommending MS and possibly MHHS as well to see if additional solar may be added. In addition to the net metering, if we had solar on the schools, we would receive bill/revenue credit (can offset meter charges, demand charges, etc.). If we pay off other expenses, the excess could go into revenue. Ed asked about maintenance and servicing the panels. Phil Ross spoke about the panels on MHHS and how the maintenance/service is taken care of, i.e. a contracted service at no cost to us. Dominic asked about damage to the roof and how that would be dealt with, as well as what other schools have worked with them. Kevin offered to share those samples again and more if needed. Amy asked what the life expectancy is of the panels and where they may be disposed of when they are done. Kevin stated that the life expectancy is about 25-35 years. Carrie asked about how much we would have to pay upfront - Kevin said that Eversource has a performance bond contract if we are approved and install the project. This would be \$5000 and then we would be receiving an income stream from Eversource right away. Phil worked with Kevin and Felipe on the roof at the MS. Ed asked about the amount for the municipal loan - \$625,000 turnkey,

\$184,000 would be back, borrowing would be around \$450,000. We would like to have Kevin and his team present at our next regular meeting for the full board in February.

#### **IV. ACTION ITEMS**

**A. FY 24 Budget Transfers** - Carrie explained the two non-payroll to non-payroll transfers. The High School is asking to move \$9,200 from dues and fees to the supplies line. The second request is to transfer \$15,000 from tech equipment into Building and Grounds supplies.

**MOTION: Made by:** Ed Sbordone **Seconded by:** Amy Johnson

To bring the FY 24 budget transfers to the full Board for approval

**Recording of vote:** All in favor

#### **V. OTHER** – None

#### **VI. ADJOURNMENT**

**Motion to adjourn:** Made by: Ed Sbordone

Recording of vote: Aye – Unanimous

Seconded by: Kim LaTourette

Meeting adjourned at: 6:11 p.m.

**New Fairfield Board of Education**  
**Summary of Budget vs. Actual for Payroll & Non-Payroll Accounts**  
**Fiscal 2023-2024 as of January 31, 2024**

	Approved Budget	2023-2024 Adjusted Budget	Year-to-Date Expenditure	Percent Expended	Current Encumbrances	Percent Encumbered	2023-2024 Remaining Unexpended	Percent Committed	2023-2024 Projected Unexpended	Projected Committed	Primary Reason for Surplus or Deficit
<b>Regular Education - Non-Payroll</b>											
2000 Consolidated	67,102	67,102	54,947	81.9%	6,489	9.7%	5,666	91.6%	-	100.0%	
3000 Meeting House Hill	76,863	76,863	48,048	62.5%	12,140	15.8%	16,675	78.3%	-	100.0%	
4000 Middle School	61,657	61,657	36,992	60.0%	3,847	6.2%	20,818	66.2%	-	100.0%	
5000 High School	232,317	232,317	106,209	45.7%	45,229	19.5%	80,879	65.2%	-	100.0%	
5500 Athletics	177,250	177,250	153,610	86.7%	89,736	50.6%	(66,096)	137.3%	-	100.0%	Offset by participation dues and gate receipts
6000 Districtwide	1,978,520	1,978,520	1,378,056	69.7%	117,739	6.0%	482,726	75.6%	-	100.0%	
6100 Board of Education	30,850	30,850	28,596	92.7%	1,101	3.6%	1,153	96.3%	-	100.0%	
6200 Central Office	126,487	126,487	86,296	68.2%	16,120	12.7%	24,071	81.0%	-	100.0%	
6300 Fiscal Services	371,357	371,357	227,667	61.3%	0	0.0%	143,690	61.3%	-	100.0%	
6400 Human Resources	58,100	58,100	12,027	20.7%	2,147	3.7%	43,925	24.4%	-	100.0%	
6500 Technology	726,899	711,899	519,315	72.9%	40,204	5.6%	152,380	78.6%	45,000	93.7%	Savings due to pre-purchase of equipment
6600 Pupil Transportation	1,506,038	1,506,038	797,271	52.9%	819,388	54.4%	(110,621)	107.3%	-	100.0%	To be offset by Magnet Grant
6700 Business Machines	133,598	133,598	101,044	75.6%	93,962	70.3%	(61,407)	146.0%	-	100.0%	
6800 Utilities	1,118,120	1,118,120	669,972	59.9%	142,784	12.8%	305,364	72.7%	-	100.0%	
7000 Curriculum	121,023	121,023	132,270	109.3%	31,576	26.1%	(42,823)	135.4%	-	100.0%	Offset by ARP ESSER
7001 Enrichment Services	7,988	7,988	3,571	44.7%	0	0.0%	4,417	44.7%	-	100.0%	
9000 Buildings & Grounds	674,025	689,025	388,590	56.4%	237,359	34.4%	63,076	90.8%	(20,000)	102.9%	Unanticipated supply costs
<b>Subtotal - Reg Ed - Non-P/R</b>	<b>7,468,194</b>	<b>7,468,194</b>	<b>4,744,479</b>	<b>63.5%</b>	<b>1,659,821</b>	<b>22.2%</b>	<b>1,063,894</b>	<b>85.8%</b>	<b>25,000</b>	<b>99.7%</b>	
<b>Special Education - Non-Payroll</b>											
8001 SPED - Admin/Central	146,191	146,191	23,637	16.2%	17,846	12.2%	104,708	28.4%	125,000	14.5%	SPED Contingency
8002 SPED - Contracted Svcs	261,198	261,198	463,198	177.3%	107,434	41.1%	(309,434)	218.5%	(309,434)	218.5%	Specialized Evaluations/ Unanticipated shortages/additional Support
8003 SPED - Out of District	2,584,349	2,584,349	1,079,904	41.8%	776,446	30.0%	727,999	71.8%	-	100.0%	
8004 SPED - Transportation	1,624,903	1,624,903	723,686	44.5%	473,893	29.2%	427,324	73.7%	-	100.0%	
8005 SPED - Program Costs	69,939	69,939	46,113	65.9%	3,686	5.3%	20,141	71.2%	-	100.0%	
8006 PPS - Other Programs	24,075	24,075	6,202	25.8%	13,823	57.4%	4,050	83.2%	-	100.0%	
<b>Subtotal - Special Ed - Non-P/R</b>	<b>4,710,655</b>	<b>4,710,655</b>	<b>2,342,739</b>	<b>49.7%</b>	<b>1,393,128</b>	<b>29.6%</b>	<b>974,788</b>	<b>79.3%</b>	<b>(184,434)</b>	<b>103.9%</b>	
<b>TOTAL NON-PAYROLL</b>	<b>12,178,849</b>	<b>12,178,849</b>	<b>7,087,218</b>	<b>58.2%</b>	<b>3,052,948</b>	<b>25.1%</b>	<b>2,038,682</b>	<b>83.3%</b>	<b>(159,434)</b>	<b>101.3%</b>	
<b>TOTAL PAYROLL</b>	<b>27,981,554</b>	<b>27,981,554</b>	<b>13,667,091</b>	<b>48.8%</b>	<b>11,787,476</b>	<b>42.1%</b>	<b>2,526,987</b>	<b>91.0%</b>	<b>(100,000)</b>	<b>100.4%</b>	Increased need for paraprofessionals as per IEP requirements, additional need for RBT Paraprofessionals and outsourced SPED support
<b>TOTAL OPERATING BUDGET</b>	<b>40,160,403</b>	<b>40,160,403</b>	<b>20,754,309</b>	<b>51.7%</b>	<b>14,840,425</b>	<b>37.0%</b>	<b>4,565,669</b>	<b>88.6%</b>	<b>(259,434)</b>	<b>100.0%</b>	
<b>Pending Adjustments to Operating Budget</b>											
Excess Cost Grant for High Cost Special Education Students Above Estimate per CGS 10-76g(b)											
Monitoring Special Education operating and payroll for possible fluctuations in projection.											



Consolidated Demo Package - BOE