

Business Operations/Resource Management Subcommittee meeting

Thursday, October 17, 2024 6:00 PM

Meeting Access: BO/RM Subcommittee (10/17/24 at 6 p.m.) Web:

<https://zoom.us/j/94234893407> Dial In: (929) 205-6099 Meeting ID: 942 3489 3407, 3 Brush Hill Road, New Fairfield, CT 06812

I. CALL TO ORDER

II. APPROVAL OF THE MINUTES

II.A. September 19, 2024 - Regular

III. INFORMATION ITEMS

III.A. Monthly Summary of Budget vs. Actual Expenditure/Encumbrances vs. Projected Year-End Expenditure/Encumbrances Report for FY 2024-25 at September 30, 2024

III.B. Monthly Summary of Budget vs. Actual Expenditure/Encumbrances vs. Projected Year-End Expenditure/Encumbrances Report for FY 2023-24 at September 30, 2024

III.C. Legislative Update

III.C.1.

- **CT General Statute 10-248a Non-Lapsing Account**

IV. INFORMATION/ACTION ITEM

IV.A. STRIDES Lease

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: 9/19/24 Minutes submitted by: K. LaTourette
Members present: Greg Flanagan, Amy Johnson, Ed Sbordone, Kim LaTourette
Members absent:
Other attendees: Ken Craw, Carrie DePuy
Place of meeting: New Fairfield Community Room

Meeting called to order: 6 p.m.

II. Approval of Minutes

A. May 16, 2024 – Regular – Approved by consensus

III. INFORMATION ITEMS

A. Monthly Summary of Budget vs. Actual Expenditure/Encumbrances Report for FY 2024-25 at August 31, 2024 – It is early in the year, and so far we are on track with spending. Last year we were 62% expended, right now we are right around that amount at 64.5%. Carrie DePuy is in the process of moving items into "Meeting House" code with staff/positions. More items will have to be moved around, but our budget was approved so late that this will continue.

B. FY25 Unanticipated Expenses - Some of the items included in this list are the trailer install (bus), light removal to Shock Electric, fiber lease (underground infrastructure), the MS elevator repair, STRIDES increase for Capital, degree upgrades, bus trailer rental, bus parking lot modification, electricity delivery, title grants (based on poverty rate), retirements. All of these items equal approximately \$180,000.

C. Entitlement Funds - This item was discussed in the last item (Title Grants).

D. Summer Capital Update - Carrie DePuy provided a handout explaining our Capital Improvement Plan for 2024-2025 through 2028-2029. Several projects were completed at the Middle School, and some are in process. We have been able to save quite a bit of money by using our in-house staff.

E. Building Project Update – Playground - The Elementary playground has some issues. We are going back and forth with vendors and we are requesting a full install. It has been difficult to get the vendor on site. We have been telling them that it is absolutely unacceptable. We did have the playground inspected by insurance and the playground inspector, and they noted some issues. That should help provide data for the vendor.

Propane - We have a proposal from a vendor to complete the work for a temporary fix for culinary and the kitchen. This will go through PBC on Tuesday.

CONS Demo - The fence is up, abatement should start shortly (that will take several months), the Be Kind sign and the rock are part of the project to be moved.

F. Temporary Bus Lot Update - This was discussed during an item above.

G. Service Contract Update - The vendor we are using for lawn care and plowing increased their quote and we are mid-year, so we went to emergency quotes to finish the mowing. A bid has been posted for plowing for the remainder of the fiscal year. We will post again in a couple weeks for 2026 for a combo bid for mowing and plowing.

H. MS Underground Oil Tank Update - We have to run this through the PBC because of the size of this project. We have \$185,000 set aside in our budget to help cover part of this.

The tank is underground and we would like to have it above ground. Design, getting the tank out, and replacing the tank was estimated around \$600,000 but it needs to go out to bid for an updated amount.

I. FY26 Budget - We are working together to get a timeline or calendar for the budget process.

IV. ACTION ITEMS – None

V. OTHER - There were a couple questions brought up by Board members in regard to punch list items that have been discussed before.

VI. ADJOURNMENT

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

Seconded by: Greg Flanagan
Meeting adjourned at: 6:51 p.m.

New Fairfield Board of Education
Summary of Budget vs. Actual for Payroll & Non-Payroll Accounts
Fiscal 2024-2025 as of September 30, 2024

	Approved Budget	2024-2025 Adjusted Budget	Year-to-Date Expenditure	Percent Expended	Current Encumbrances	Percent Encumbered	2024-2025 Remaining Unexpended	Percent Committed
Regular Education - Non-Payroll								
2000 Consolidated	0	0	1,450		0		(1,450)	
3000 Elementary School	145,982	145,982	60,998	41.8%	22,925	15.7%	62,058	57.5%
4000 Middle School	67,618	67,618	15,514	22.9%	26,290	38.9%	25,813	61.8%
5000 High School	251,869	251,869	54,982	21.8%	71,270	28.3%	125,617	50.1%
5500 Athletics	188,340	188,340	67,900	36.1%	164,943	87.6%	(44,503)	123.6%
6000 Districtwide	2,060,333	2,060,333	377,439	18.3%	251,917	12.2%	1,430,977	30.5%
6100 Board of Education	35,600	35,600	38,412	107.9%	5,688	16.0%	(8,500)	123.9%
6200 Central Office	155,245	155,245	52,801	34.0%	9,763	6.3%	92,681	40.3%
6300 Fiscal Services	348,902	348,902	28,212	8.1%	2,814	0.8%	317,877	8.9%
6400 Human Resources	57,617	57,617	45,541	79.0%	11,037	19.2%	1,039	98.2%
6500 Technology	722,237	722,237	377,054	52.2%	101,831	14.1%	243,352	66.3%
6600 Pupil Transportation	1,613,167	1,613,167	0	0.0%	7,340	0.5%	1,605,827	0.5%
6700 Business Machines	148,898	148,898	54,621	36.7%	162,904	109.4%	(68,627)	146.1%
6800 Utilities	1,110,581	1,110,581	226,749	20.4%	344,263	31.0%	539,569	51.4%
7000 Curriculum	303,269	303,269	63,458	20.9%	125,577	41.4%	114,234	62.3%
7001 Enrichment Services	7,988	7,988	0	0.0%	426	5.3%	7,562	5.3%
9000 Buildings & Grounds	760,185	760,185	212,694	28.0%	409,382	53.9%	138,110	81.8%
Subtotal - Reg Ed - Non-P/R	7,977,831	7,977,831	1,677,824	21.0%	1,718,369	21.5%	4,581,638	42.6%
Special Education - Non-Payroll								
8001 SPED - Admin/Central	192,839	192,839	417	0.2%	8,588	4.5%	183,834	4.7%
8002 SPED - Contracted Svcs	414,003	414,003	52,777	12.7%	107,469	26.0%	253,758	38.7%
8003 SPED - Out of District	2,478,172	2,478,172	302,911	12.2%	1,206,242	48.7%	969,019	60.9%
8004 SPED - Transportation	1,513,186	1,513,186	81,742	5.4%	830,503	54.9%	600,940	60.3%
8005 SPED - Program Costs	75,744	75,744	23,701	31.3%	25,204	33.3%	26,839	64.6%
8006 PPS - Other Programs	24,791	24,791	950	3.8%	5,049	20.4%	18,792	24.2%
Subtotal - Special Ed - Non-P/R	4,698,735	4,698,735	462,498	9.8%	2,183,055	46.5%	2,053,182	56.3%
TOTAL NON-PAYROLL	12,676,566	12,676,566	2,140,322	16.9%	3,901,424	30.8%	6,634,820	47.7%
TOTAL PAYROLL	29,630,890	29,630,890	3,547,659	12.0%	20,409,939	68.9%	5,673,291	80.9%
TOTAL OPERATING BUDGET	42,307,456	42,307,456	5,687,982	13.4%	24,311,363	57.5%	12,308,111	70.9%

New Fairfield Board of Education
Summary of Budget vs. Actual for Payroll & Non-Payroll Accounts
Fiscal 2023-2024 as of June 30, 2024 EOY

	Approved Budget	2023-2024 Adjusted Budget	Year-to-Date Expenditure	Percent Expended	Current Encumbrances	Percent Encumbered	2023-2024 Remaining Unexpended	Percent Committed
Regular Education - Non-Payroll								
2000 Consolidated	67,102	67,102	61,658	91.9%	0	0.0%	5,444	91.9%
3000 Meeting House Hill	76,863	76,863	71,459	93.0%	0	0.0%	5,404	93.0%
4000 Middle School	61,657	61,657	46,042	74.7%	500	0.8%	15,115	75.5%
5000 High School	232,317	232,317	164,615	70.9%	4,618	2.0%	63,083	72.8%
5500 Athletics	177,250	177,250	155,413	87.7%	0	0.0%	21,837	87.7%
6000 Districtwide	1,978,520	1,978,520	1,933,688	97.7%	1,501	0.1%	43,331	97.8%
6100 Board of Education	30,850	30,850	29,206	94.7%	0	0.0%	1,644	94.7%
6200 Central Office	126,487	126,487	173,897	137.5%	0	0.0%	(47,410)	137.5%
6300 Fiscal Services	371,357	371,357	364,721	98.2%	0	0.0%	6,636	98.2%
6400 Human Resources	58,100	58,100	53,164	91.5%	165	0.3%	4,771	91.8%
6500 Technology	726,899	711,899	781,356	109.8%	1,760	0.2%	(71,217)	110.0%
6600 Pupil Transportation	1,506,038	1,506,038	1,366,439	90.7%	0	0.0%	139,599	90.7%
6700 Business Machines	133,598	133,598	164,883	123.4%	11,416	8.5%	(42,701)	132.0%
6800 Utilities	1,118,120	1,118,120	1,231,902	110.2%	0	0.0%	(113,782)	110.2%
7000 Curriculum	121,023	121,023	122,847	101.5%	9,300	7.7%	(11,124)	109.2%
7001 Enrichment Services	7,988	7,988	3,590	44.9%	0	0.0%	4,398	44.9%
9000 Buildings & Grounds	674,025	689,025	666,199	96.7%	57,747	8.4%	(34,921)	105.1%
Subtotal - Reg Ed - Non-P/R	7,468,194	7,468,194	7,391,078	99.0%	87,007	1.2%	(9,891)	100.1%
Special Education - Non-Payroll								
8001 SPED - Admin/Central	146,191	146,191	38,180	26.1%	0	0.0%	108,011	26.1%
8002 SPED - Contracted Svcs	261,198	261,198	956,832	366.3%	22,730	8.7%	(718,364)	375.0%
8003 SPED - Out of District	2,584,349	2,584,349	1,794,939	69.5%	33,918	1.3%	755,492	70.8%
8004 SPED - Transportation	1,624,903	1,624,903	1,453,588	89.5%	0	0.0%	171,315	89.5%
8005 SPED - Program Costs	69,939	69,939	50,918	72.8%	1,300	1.9%	17,721	74.7%
8006 PPS - Other Programs	24,075	24,075	18,732	77.8%	0	0.0%	5,343	77.8%
Subtotal - Special Ed - Non-P/R	4,710,655	4,710,655	4,313,190	91.6%	57,948	1.2%	339,517	92.8%
TOTAL NON-PAYROLL	12,178,849	12,178,849	11,704,268	96.1%	144,955	1.2%	329,626	97.3%
TOTAL PAYROLL	27,981,554	27,981,554	28,101,085	100.4%	0	0.0%	(119,531)	100.4%
TOTAL OPERATING BUDGET	40,160,403	40,160,403	39,805,353	99.1%	144,955	0.4%	210,095	99.5%



SHIPMAN

2024 Education Legislation Update

Presented by Andy Bellach

XXXXX Public Schools
August XX, 2024

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Reserve Funds

Public Act No. 24-45, Sections 7 and 8

- Under prior law, a town board of finance, board of selectman, or other appropriating authority for a school district was authorized to deposit unexpended education funds into a nonlapsing account, provided that:
 - the deposited amount did not exceed 2% of the budgeted appropriation for education for the prior fiscal year and
 - expenditures were authorized by the BOE and made only for educational purposes.



Reserve Funds

Public Act No. 24-45, Sections 7 and 8



- New legislation authorizes the BOE, rather than the town, to make these deposits, provided the same conditions are met.
- The new law permits **regional BOEs** to create a reserve fund for educational expenditures more generally, and not only for reserve funds for capital and nonrecurring expenditures, as under prior law.