

Business Operations/Resource Management Subcommittee Special Meeting

Tuesday, April 22, 2025 6:00 PM

Meeting Access: BO/RM Subcommittee (4/22/25 at 6 p.m.) Web:

<https://zoom.us/j/99957411036> Dial In: (929) 205-6099 Meeting ID: 999 5741 1036, 3 Brush Hill Road, New Fairfield, CT 06812

I. CALL TO ORDER

II. APPROVAL OF THE MINUTES

II.A. March 20, 2025 - 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
March 31, 2025

III.B. Finance Department 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: 3/20/25 Minutes submitted by: Kim LaTourette
Members present: Greg Flanagan, Amy Johnson, Kim LaTourette, Ed Sbordone
Members absent:
Other attendees: Ken Craw, Carrie DePuy, Susan Huwer
Place of meeting: New Fairfield Community Room, 33 Route 37, New Fairfield, CT.

Meeting called to order: 6:01 p.m.

II. Approval of Minutes

A. February 20, 2025 – Regular - Approved by consensus.

III. INFORMATION ITEMS

A. Monthly Summary of Budget vs. Actual Expenditure/Encumbrances vs. Projected Year-End Expenditure/Encumbrances Report for FY 2024-25 at February 28, 2025

Carrie DePuy reported that we are looking good right now, and she plans on completing some budget transfers soon. We should be able to mitigate some overages which Carrie discussed. SPED is something that she is keeping an eye on - we are doing better than we were at this time last year. We are working on getting our own staff so that we do not have to use so many contracted services. The outside evaluations are also unavoidable. Because our SPED cost is high, we do receive some funding, but it may not be as high this year.

B. Town Solar Project - Carrie said that the town is exploring solar and put out bids - they are down to two candidates. She was able to attend the last meeting and said the town should be able to move forward with one. No final decisions have been made yet. She is anticipating a decision being made in another month or so and then there should be some movement. Once Carrie has more information, she will bring that to the full board. Ed mentioned that it is his opinion that any of the generated electricity should go towards the school's electricity bills.

C. Finance Department Update - There was a kickoff meeting with the consultant that will be performing the study for us. Carrie wanted to thank the board for our support and is looking forward to seeing what the results are of the study to build a solid foundation. Dr. Craw anticipates having a presentation sometime in May or June from the consultants. Hopefully, this leads to a more efficient team that will collaborate and be able to share services.

IV. ACTION ITEMS

A. FY 25 Budget Transfers

Carrie provided an overview of the budget transfer sheet. They are all non-payroll transfers in the amount of \$41,398.01.

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

To approve the movement of the transfers to the full board this evening.

Recording of vote: All in favor.

V. OTHER – None

VI. ADJOURNMENT

Motion to adjourn: Made by: Greg Flanagan

Recording of vote: Aye – Unanimous

Seconded by: Kim LaTourette

Meeting adjourned at: 6:20 p.m.

New Fairfield Board of Education
Summary of Budget vs. Actual for Payroll & Non-Payroll Accounts
Fiscal 2024-2025 as of April 21, 2025

	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	0		0		-	
3000 Elementary School	145,982	145,982	100,185	68.6%	14,207	9.7%	31,590	78.4%
4000 Middle School	67,618	67,618	38,311	56.7%	12,240	18.1%	17,067	74.8%
5000 High School	251,869	251,869	154,730	61.4%	58,194	23.1%	38,945	84.5%
5500 Athletics	188,340	188,340	203,114	107.8%	73,781	39.2%	(88,556)	147.0%
6000 Districtwide	2,060,333	2,002,716	1,800,798	89.9%	6,825	0.3%	195,093	90.3%
6100 Board of Education	35,600	44,850	42,277	94.3%	1,828	4.1%	745	98.3%
6200 Central Office	155,245	157,140	177,014	112.6%	4,780	3.0%	(24,653)	115.7%
6300 Fiscal Services	348,902	348,902	261,720	75.0%	0	0.0%	87,182	75.0%
6400 Human Resources	57,617	93,589	130,567	139.5%	13,792	14.7%	(50,770)	154.2%
6500 Technology	722,237	700,585	498,601	71.2%	71,987	10.3%	129,997	81.4%
6600 Pupil Transportation	1,613,167	1,628,167	1,618,178	99.4%	19,093	1.2%	(9,103)	100.6%
6700 Business Machines	148,898	148,898	125,340	84.2%	48,655	32.7%	(25,097)	116.9%
6800 Utilities	1,110,581	1,110,581	1,054,690	95.0%	31,539	2.8%	24,352	97.8%
7000 Curriculum	303,269	303,269	217,761	71.8%	50,365	16.6%	35,142	88.4%
7001 Enrichment Services	7,988	7,988	4,296	53.8%	0	0.0%	3,692	53.8%
9000 Buildings & Grounds	760,185	770,685	630,183	81.8%	157,018	20.4%	(16,516)	102.1%
Subtotal - Reg Ed - Non-P/R	7,977,831	7,971,179	7,057,764	88.5%	564,304	7.1%	349,112	95.6%
Special Education - Non-Payroll								
8001 SPED - Admin/Central	192,839	101,246	34,548	34.1%	7,938	7.8%	58,759	42.0%
8002 SPED - Contracted Svcs	414,003	414,003	677,779	163.7%	100,049	24.2%	(363,825)	187.9%
8003 SPED - Out of District	2,478,172	2,485,762	1,581,847	63.6%	476,510	19.2%	427,406	82.8%
8004 SPED - Transportation	1,513,186	1,513,186	1,167,316	77.1%	334,090	22.1%	11,780	99.2%
8005 SPED - Program Costs	75,744	82,396	67,584	82.0%	28,072	34.1%	(13,260)	116.1%
8006 PPS - Other Programs	24,791	24,791	9,418	38.0%	1,358	5.5%	14,015	43.5%
Subtotal - Special Ed - Non-P/R	4,698,735	4,621,384	3,538,491	76.6%	948,018	20.5%	134,875	97.1%
TOTAL NON-PAYROLL	12,676,566	12,592,563	10,596,255	84.1%	1,512,321	12.0%	483,987	96.2%
TOTAL PAYROLL	29,630,890	29,714,893	21,679,011	73.0%	6,876,182	23.1%	1,159,700	96.1%
TOTAL OPERATING BUDGET	42,307,456	42,307,456	32,275,266	76.3%	8,388,504	19.8%	1,643,687	96.1%