

Business Operations/Resource Management Subcommittee meeting

Thursday, May 15, 2025 6:00 PM

Meeting Access: BO/RM Subcommittee (5/15/25 at 6 p.m.) Web:

<https://zoom.us/j/96892949473> Dial In: (929) 205-6099 Meeting ID: 968 9294 9473, 3 Brush Hill Road, New Fairfield, CT 06812

I. CALL TO ORDER

II. APPROVAL OF THE MINUTES

II.A. April 22, 2025 - Special

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 April
30, 2025

III.B. Town Solar Project Update

III.C. Summer Project Update

III.D. Audit Update

III.E. Bus Lot 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: 4/22/25 Minutes submitted by: Kim LaTourette
Members present: Greg Flanagan, Kim LaTourette, Ed Sbordone
Members absent: Amy Johnson
Other attendees: Ken Craw, Carrie DePuy, Susan Huwer
Place of meeting: 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

Meeting called to order: 6:00 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 March 31, 2025

Carrie DePuy shared that this is the most current report possible. We are about 96% committed, last year we were at 94%. She did want to note a few places that we are over, but is confident that we should be able to mitigate - electricity, SPED, oil, and legal bills. We may be over around \$200,000 in payroll, which is what our turnover may be. This should be mostly mitigated. Carrie is going to try to go as long as possible without an oil delivery, at least hold us over until July 1. That is when we will pay less. She is keeping an eye on SPED and believes this can be mitigated. As a whole, we are okay with utilities, but we are over on individual line items. The town has not reimbursed her for certain items yet, for example, diesel. Carrie has not put a freeze on anything right now, but is being very mindful about approving certain purchase orders.

B. Finance Department Update - We are still operating without a Finance Director on the town side. Everyone is working together as a team, and they have some good candidates. The BOS may announce their selection at their meeting on Thursday, or soon thereafter.

IV. ACTION ITEMS - None

V. OTHER – None

VI. ADJOURNMENT

Motion to adjourn: Made by: Greg Flanagan
Recording of vote: Aye – Unanimous

Seconded by: Ed Sbordone
Meeting adjourned at: 6:10 p.m.

New Fairfield Board of Education
Summary of Budget vs. Actual for Payroll & Non-Payroll Accounts
Fiscal 2024-2025 as of May 7, 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	104,308	71.5%	11,261	7.7%	30,413	79.2%
4000 Middle School	67,618	67,618	38,649	57.2%	14,758	21.8%	14,211	79.0%
5000 High School	251,869	251,869	160,395	63.7%	54,769	21.7%	36,705	85.4%
5500 Athletics	188,340	188,340	214,578	113.9%	65,219	34.6%	(91,457)	148.6%
6000 Districtwide	2,060,333	2,002,716	1,835,404	91.6%	7,825	0.4%	159,487	92.0%
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	178,304	113.5%	3,822	2.4%	(24,986)	115.9%
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	136,978	146.4%	18,535	19.8%	(61,925)	166.2%
6500 Technology	722,237	700,585	504,258	72.0%	213,584	30.5%	(17,258)	102.5%
6600 Pupil Transportation	1,613,167	1,628,167	1,622,713	99.7%	14,557	0.9%	(9,103)	100.6%
6700 Business Machines	148,898	148,898	134,957	90.6%	39,038	26.2%	(25,097)	116.9%
6800 Utilities	1,110,581	1,110,581	1,158,367	104.3%	27,704	2.5%	(75,490)	106.8%
7000 Curriculum	303,269	303,269	234,151	77.2%	46,294	15.3%	22,823	92.5%
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	673,660	87.4%	81,300	10.5%	15,725	98.0%
Subtotal - Reg Ed - Non-P/R	7,977,831	7,971,179	7,305,015	91.6%	600,495	7.5%	65,669	99.2%
Special Education - Non-Payroll								
8001 SPED - Admin/Central	192,839	101,246	34,912	34.5%	7,574	7.5%	58,759	42.0%
8002 SPED - Contracted Svcs	414,003	414,003	687,742	166.1%	104,152	25.2%	(377,890)	191.3%
8003 SPED - Out of District	2,478,172	2,485,762	1,659,323	66.8%	424,037	17.1%	402,402	83.8%
8004 SPED - Transportation	1,513,186	1,513,186	1,177,152	77.8%	324,254	21.4%	11,780	99.2%
8005 SPED - Program Costs	75,744	82,396	67,985	82.5%	28,412	34.5%	(14,001)	117.0%
8006 PPS - Other Programs	24,791	24,791	10,004	40.4%	1,272	5.1%	13,515	45.5%
Subtotal - Special Ed - Non-P/R	4,698,735	4,621,384	3,637,118	78.7%	889,701	19.3%	94,565	98.0%
TOTAL NON-PAYROLL	12,676,566	12,592,563	10,942,133	86.9%	1,490,196	11.8%	160,233	98.7%
TOTAL PAYROLL	29,630,890	29,714,893	22,841,576	76.9%	5,924,085	19.9%	949,232	96.8%
TOTAL OPERATING BUDGET	42,307,456	42,307,456	33,783,709	79.9%	7,414,281	17.5%	1,109,465	97.4%