

BUSINESS AND FACILITIES COMMITTEE

Monday, November 3, 2014

5:30 p.m.

Town School Office Curriculum Room

MINUTES

Call to Order: Meeting was called to order at 5:40 p.m.

Attendance: Subcommittee members –Paul Checco, Steve Harding, Tara Lerner Acting Superintendent Ralph Iassogna, Interim Business Manager Gregg Miller and Facilities Supervisor Tom Tibolla.

Also Present: BOE Chairman Scott McCarthy, BOF Chairman Phil Kurtz, BOF Vice-Chairman Ernie Nepomuceno and Town of Brookfield Director of Finance Bill Leverage.

Public Comment- none

Board of Education Financial Reports:

The Budget Performance Report October as reviewed and recommended for approval by the full Board. The subcommittee discussed FOI fees.

The Expenditures over \$1,000 for October, 2014 reviewed and recommended for approval by the full Board. Some questions arose regarding textbooks and Home Depot expenses. Mr. Miller will furnish copies of these invoices for these items;

Transfers for October, 2014 reviewed and recommended for approval by the full Board. There was one account correction- presented to the full Board at the November 5, 2014 meeting.

Old Business

All-Star Transportation- Mr. Miller will reach out to All-Star for a date to meet with them. The meeting will begin at 8:30am and the date is TBD.

New Business

2014-2015 Budget- Updated projected deficit is \$408,387.00. The Committee requested recommendations regarding cuts to make up this shortfall, including staff reductions and the potential operational impacts of those staff reductions. The possibility of seeking a supplemental appropriation from the Town for unanticipated legal fees also was discussed, as was an immediate spending freeze. This will be brought up for discussion/approval at the Nov. 5th Board of Education meeting.

2015-2016 Budget- The subcommittee discussed format changes for the 2015-2016 budget.

IRS Payroll Audit- This payroll audit is scheduled for December 8, 2014. They should be on-site approximately one week. Interim Business Manager Gregg Miller has been providing information to the IRS regarding the audit in order to reduce their on-site time.

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Capital Items—Capital items for 2015-2016 guidelines were established and needs will be presented to the subcommittee at their meeting on December 1, 2014.

Adjournment was at 6:40 pm

Respectfully Submitted,
Paul Checco, Chairman
Business & Facilities Subcommittee