

**Brookfield Board of Education
Business & Facilities Committee
Minutes - Regular Meeting, Tuesday, October 10, 2017**

Members Present: Paul Checco, Bob Belden, and Eve Sturdevant. Also present were Superintendent Dr. John Barile, Business and Operations Director Ken Post, Interim Facilities Director Dan Caldwell, and Accounting Supervisor Joan Reynolds.

Call to order: Meeting called to order at 5:37 by Mr. Checco.

Public Comment: None

Board of Education Financial Reports

September Financial Report: Mr. Post reported that Special Education costs for outplacements and transportation were over budget. The committee requested a review of those items to explain the variance. They also discussed vo-ag tuition, maintenance supplies and the health insurance account.

Check registers: The committee discussed the check register report.

Old Business

BHS Roof Project: Mr. Caldwell reported the project is complete and he is waiting for "as built" drawings. Mr. Caldwell will follow up with the State regarding reimbursement.

Munis Update: Mr. Post updated the committee on the training and setup work being done to migrate Human Recourses and Payroll to Munis.

Student Activity Accounts: Mr. Post reported he is continuing his review of student activity accounts. He has met with three of the Principals so far and is providing guidance on how to manage the accounts.

Water Sanitary Inspections: Mr. Caldwell reported that he has received the reports and confirmed that the findings are minor "housekeeping" issues, many of which have already been addressed.

Huckleberry Portables: Mr. Caldwell reported he has received a revised estimate of \$657,000 for removal and replacement of the portables. The committee discussed the possibility of removing the portables now and reviewing the current utilization of the existing classroom space in the school building.

Update on BHS Water Project: Mr. Caldwell reported he has received an estimate of \$30,000 additional cost if the project is not done by next summer. Since there is a freeze on capital projects the contract has not been signed.

Center School Roof Repairs: Mr. Caldwell reported the repairs are complete and he has not had any reports of leaks. He also reported there was more work needed than originally expected.

Bus Depot Water System: Mr. Caldwell reported the need repairs have been completed and he has filed the appropriate paperwork with the State.

ECS Update: The committee briefly discussed the lack of a State budget and the continuing uncertainty regarding ECS funding.

New Business

Medicaid Reimbursement: Mr. Post reported that under the direction of Dr. Christine Sipala, the district will begin applying for Medicaid reimbursement. He reported the District is eligible to be reimbursed for certain services that are provided to Medicaid eligible students.

Tools for Schools: Mr. Caldwell reported he will be overseeing the District's Tools for Schools indoor air quality program.

After School Stipends: The committee discussed the status of clubs and activities at the schools in light of the District's hiring freeze. The consensus was that Dr. Barile should allow the positions to be filled on a seasonal basis.

2018-2019 Budget Assumptions and Priorities: The committee reviewed the draft assumptions and priorities presented by Dr. Barile. The committee discussed enrichment, athletic fields, visual and performing arts, and world language labs. The draft document will be discussed at the next regular Board of Education meeting.

Strategic Steering Committee: Mrs. Sturdevant reported that the committee needs to find funding for the planned facilities study.

Healthy Food Certification: Dr. Barile reported the State has approved our Healthy Food Certification.

Miscellaneous Discussion: None

Adjournment: 7:20PM

Respectfully submitted

Kenneth J. Post
Director of Business Operations