

**Brookfield Board of Education**  
**Finance Committee**  
**Minutes - Regular Meeting, Monday, December 11, 2017**

**Members Present:** Bob Belden, Collette Sturm, and Jen Laden. Also present were Superintendent Dr. John Barile, Business and Operations Director Ken Post, Special Services Director Dr. Christine Sipala, Facilities Director Dan Caldwell, and Accounting Supervisor Joan Reynolds.

**Call to order:** Meeting called to order at 5:30 by Mr. Post.

**Election of Sub-Committee Chair:** Mrs. Sturm nominated Mr. Belden. Mrs. Laden seconded. Motion passed unanimous.

**Public Comment:** None

**Board of Education Financial Reports**

**November Financial Report:** Mr. Post reported that Special Education costs for outplacements, transportation, and professional services continue to be over budget. The Committee requested future reports include an explanation of the major drivers.

**Check registers:** The committee discussed the check register report.

**Old Business**

None

**New Business**

**2018-2019 Proposed Operating Budget:** The committee discussed the Superintendent's proposed budget. The committee discussed the impact of the current year's special education costs on the budget. The committee will recommend a budget transfer to the Board of Education. The request will be to transfer \$195,000 from the Salary budget to the Special Education Professional Services budget.

**2015-2016 Capital Plan:** Mr. Post reviewed the plan to complete most of the outstanding projects approved for 2015-2016. The committee discussed repurposing funds from projects that will not be done to finance the high school water project which does not have adequate funding approved.

**2018-2019 Capital Plan:** The committee discussed the administration's recommendations for the 2018-2019 Capital Plan. The committee suggested adding a placeholder for design work that may be needed as a result of the Tecton facilities study.

**Board of Finance Meeting:** The committee discussed the topics to be discussed at the upcoming Board of Finance Meeting.

**BHS Water Project Funding:** Mr. Post reported the Town's bond counsel agrees that, based on the wording of the 2015-2016 bond resolution, it is possible to re-purpose unspent funds from one project to another with the

permission of the First Selectman and the Town Treasurer. The committee will recommend that the Board of Education make this request.

**Miscellaneous Discussion:**

**Opioid Lawsuit:** The committee discussed a class action lawsuit regarding opioids.

**UCOA Grant:** Mrs. Sturm asked about the status of a grant the Town applied for regarding the conversion to the Uniform Chart of Accounts. Mr. Post reported the Town Finance Office has filed the paperwork.

**Student Activity Accounts:** The committee discussed the status of the student activity accounts review. They want to have follow-up discussions in February.

**Adjournment:** 6:57PM

Respectfully submitted

Kenneth J. Post  
Director of Business Operations