

**Brookfield Board of Education**  
**Finance Committee**  
**Minutes - Regular Meeting, Monday, May 10, 2021**

**Members Present:** Bob Belden Rosa Fernandes, and Jen Laden. Also present were Superintendent Dr. John Barile, Business and Operations Director Ken Post, Accounting Supervisor Joan Reynolds, Town Controller Marcia Marien, Board of Finance member Eileen Koch, and Town Treasurer John Lucas.

**Call to order:** Meeting called to order at 5:32PM by Mr. Belden

**Public Comment:** None

**Board of Education Financial Reports**

**Check Registers:** The committee reviewed the check register.

**April Financial Report:** The committee reviewed the April Financial report which showed a projected variance of \$67,378 over budget, primarily due to Covid related costs and Special Education Professional Services. This is a decrease of \$48,534 from the deficit reported in March. The decrease was primarily due to additional savings identified in Extended Duty and Instructional Supplies. These were partially offset by additional costs for Health Benefits and Substitutes. Mr. Post also reported that the Town's ECS grant was reduced \$97,806 due to lower reported Special Education costs in 2019-2020. This was offset by the contingency account in the Board of Education budget.

**Year end closing status:** The committee discussed the year end closing status.

**Old Business:**

**2021-2022 Operating Budget:** The committee discussed the upcoming budget referendum.

**ESSER Grants:** Dr. Barile reported that he and the Cabinet attended a webinar on the ARC ESSER (ESSER III) grant that morning. He reported that although he has no official guidance, he was informed that the parameters for this grant will be similar to the previous ESSER grants. He also reported that the CSDE emphasized the need to utilize the grant to transform schools in a bold and creative way.

**WMS wall project:** Mr. Post reported that the project was expected to go out to bid this week. He also reported that he and Mrs. Marien were working to see if they could recover unused funds from other capital projects to pay for the restoration.

**New Business:**

**Food service renewal amendment:** Mr. Post reported that he would be bring the food service renewal contract amendment to the Board for approval next month.

**Bus contract bid:** Mr. Post reported that he would begin working on the bus contract bid in September. He requested to have a Board member involved in the process.

**2022-2023 Operating Budget:** The committee discussed some of the possible drivers for the 2022-2023 operating budget, such as Transportation and Staffing. The committee agreed that as large budget driving items are identified, they should inform the other Boards.

**Miscellaneous Discussion:**

**New School Project:** The committee discussed the new school project.

**In person meetings:** The committee discussed the transition back to in person meetings.

**Adjournment:** 6:16PM

Respectfully submitted,

Kenneth J. Post

Director of Business Operations