

**Brookfield Board of Education**  
**Finance Committee**  
**Minutes - Regular Meeting, Wednesday, August 12, 2020**

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

**Call to order:** Meeting called to order at 5:05PM by Mr. Belden.

**Public Comment:** None

**Board of Education Financial Reports**

**Check Registers:** The committee reviewed the check registers and had no questions.

**June Financial Report - Preliminary:** The committee reviewed the preliminary June Financial report which showed a projected variance of \$572,631 under budget. The committee discussed the individual variances that drove this projected result.

**Old Business:**

**COVID 19 Purchases Update:** Mr. Post gave the committee an update on the status of Covid purchases. Mr. Conklin updated the committee on the status of the ChromeBook order.

**Special Education Costs Update:** Mr. Post described the process he and the Special Education Director will be using to track the costs of outplaced students. The committee discussed a proposal to replace the outside contractor who supplies 4 staff members for the BHS Life Skills program with 3.5FTE of our own staff members. This would provide a cost savings and increase the effectiveness of the program.

**Reopening Costs:** The committee discussed reopening costs and savings that have been identified. They requested to be updated on these costs and savings at future meetings.

**New Business:**

**Miscellaneous Discussion:**

The committee discussed available grants and Mrs. Marien reported that there was no new information available.

Mr. Belden asked Mr. Post and Mrs. Reynolds to contact the Board's 403(b) plan administrator and ask them to provide us with a list of fees that they charge our employees and a list of fees that the 403(b) providers charge our employees.

**Adjournment:** 6:17PM

Respectfully submitted,  
Kenneth J. Post  
Director of Business Operations