

Brookfield Board of Education
Finance Committee
Minutes - Special Meeting, Tuesday, March 15, 2022

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

Call to order: Meeting called to order at 5:32PM by Mrs. Fernandes.

Public Comment: None

Board of Education Financial Reports

Check Registers: The committee reviewed the check register.

February Financial Report: Mr. Post reported that he is projecting a deficit of \$5,232. He reported the change from the prior month report was due to an increase in Special Education Professional Services, Substitute costs, and Health Insurance. These were partially offset by Salary savings, and a reduction in planned Professional Development. Mr. Post reported that based on these factors, he implemented a freeze on non-essential spending on March 8th. The committee also discussed emerging issues including Special Education costs and the Excess Cost Grant revenues.

Old Business:

Capital project update: Mr. Post updated the Committee on the status of open capital projects. The Committee discussed the proposed Brookfield High School and Whisconier building condition study. The Committee also discussed the projects recommended for funding with the Town's ARPA funds.

2022-2023 Operating Budget: Mrs. Marien reported that the Board of Finance discussed having the Board of Education continue to review their budget and see if they can find refinements of budget estimates. Mr. Post reported that he has been reviewing the budget and found 4 items that could be reduced, totaling \$48,540. The Committee agreed that Mr. Post would continue his review.

New Business:

FEMA reimbursement: Mrs. Marien reported that FEMA has expanded the timeframe for COVID costs eligible for reimbursement to March 2020 through December 31, 2021. This will

now also include costs incurred by the schools. Mrs. Marien also reported that she was working with Mr. Post and Mrs. Reynolds to gather the necessary information and documentation. Mr. Belden requested a status update at the next Finance Committee meeting.

Miscellaneous Discussion:

None

Adjournment: 6:19PM

Respectfully submitted,
Kenneth J. Post
Director of Business Operations