

**Brookfield Board of Education**  
**Finance Committee**  
**Minutes - Monday, June 13, 2022**

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

**Call to order:** Meeting called to order at 4:02PM by Mrs. Fernandes.

**Public Comment:** None

**Board of Education Financial Reports**

**Check Registers:** The committee reviewed and discussed payments made for Special Education evaluations, services, and reimbursements for employee purchases. The committee asked Mr. Post to report back on how insurance is handled when a student is injured on a field trip.

**May Financial Report:** Mr. Post reported that if the spending freeze had not been implemented, he would be projecting a deficit of \$165,786. He reported positive variances in the Excess Cost Grant, Salaries and Coaching stipends, Transportation, and Tuition. He also reported negative variances continuing in Substitutes, Professional Services, and Heating Oil. Mr. Post reported that he believes there are enough funds remaining in the Professional Development, Extended Duty, and Instructional Supplies accounts to prevent the Board from going over budget.

**Old Business:**

None

**New Business:**

**Committee Meeting Dates:** The committee agreed to keep the regular schedule of the second Monday of each month with the exception of September 2022 which will be on Tuesday September 6.

**Miscellaneous Discussion:**

**Credit cards and reimbursements:** The committee discussed reimbursements for employee purchases, and whether limited use of a Brookfield Public Schools credit card would be appropriate. The committee asked Mr. Post to report back on the nature of reimbursements and the possibility of establishing relationships with certain vendors to decrease the need to reimburse employees for purchases of goods and services.

**Adjournment:** 4:38PM

Respectfully submitted,  
Kenneth J. Post  
Director of Business Operations