

**Brookfield Board of Education**  
**Finance Committee**  
**Minutes - Monday, April 24, 2023**

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

**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 report and had questions about costs to be reimbursed by insurance and athletic expenditures.

**March Financial Report:** Mr. Post then reported that the deficit projection was \$573,224, which is \$5,072 less than the prior month's report. The most significant changes from the prior month were increases in Special Education services, substitute costs, building repairs, and custodial supplies. These increased costs were offset by additional salary savings and an adjustment to the estimated Excess Cost Grant revenue. Mr. Post also reported adjustments to his estimates of heating oil and diesel fuel. Part of the estimated increase in substitute costs (\$9,145) is due to an anticipated increase in pay rates intended to make Brookfield more competitive.

**Old Business:**

**2023-2024 Operating Budget:** The committee discussed the annual town meeting to be held on March 2, 2023.

**Pay Rate Guidelines:** The committee discussed recommended increases to substitute pay rates and their impact on fill rates and the budget. The committee asked Mr. Post and Mrs. Reynolds to calculate the impact on the current year's forecast and the 2023-2024 budget of the proposed increased rates. Mrs. Fernandes moved and Mr. Belden seconded a motion to recommend to the full Board of Education to approve the proposed rates. The committee also discussed a different method to budget and monitor substitute costs.

**New Business:**

None

**Miscellaneous Discussion:**

None

**Adjournment:** 6:02PM

Respectfully submitted,  
Kenneth J. Post  
Director of Business Operations