

Brookfield Board of Education
Finance Committee
Minutes - Regular Meeting, Monday, September, 13 2021

Members Present: Bob Belden, Rosa Fernandes, and Jen Laden. Also present were Superintendent Dr. John Barile, Business and Operations Director Ken Post, Director of Special Education Gina Wygonik, 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: Stacey McIvor commented on funding for support during remote learning.

Board of Education Financial Reports

June Financial Report: Mr. Post reported that the Board of Education ended the fiscal year with a surplus of \$76,269. He reported large negative variances in Furniture and Professional Services and large positive variances in Special Education Transportation, Books, and Supplies. The Committee also discussed the source of funding for some of the COVID costs incurred by the District and not funded by the operating budget.

Check Registers: The committee reviewed the check register.

Year end closing status: No additional discussion.

Old Business:

21-22 Financial/Special Education cost update: Mr. Post and Mrs. Wygonik reported on the status of the Outplacement Tuition account. The committee also discussed Special Education services to students. Mr. Post also reported that preliminary staff replacement savings are \$250,000. He also reported that there are some facilities issues at the high school that could impact the budget.

ARP ESSER update: Mr. Post reported that the ARP ESSER grant application was going to be amended to include a .5FTE Occupational Therapist. Mrs. Wygonik explained the student needs that led to this decision. Dr. Barile reported that he would be looking to minimize the impact to the operating budget after the grant funds are exhausted. The committee requested the staff to check the Board policies to see if the application needs Board approval.

Bus RFP update: Mr. Post reported that the Purchasing Agent is working on the RFP. Mr. Post also asked the committee to consider negotiating a one year extension with the current bus company since the number of variables involved with the opening of the new school, as well as the change in start times might discourage other companies from submitting proposals. The committee requested that Mr. Post ask the company for a proposal and also to research rates of increase in other districts bus contracts.

New Business:

ARP IDEA grant: Mr. Post reported that the district was recently notified that it was eligible for \$123,000 through this grant. He reported that the preliminary plan is to use some of the funding for an additional .5FTE Social Worker. Mrs. Wygonik explained the student needs that led to this plan. Mr. Post also reported that he and Mrs. Wygonik will be attending a training to learn more about the grant.

22-23 Budget calendar: Mr. Post reported that the only significant changes to the calendar were the addition of four Finance Committee meetings to review the proposed budget in detail. Mr. Belden suggested adding the actual date of the Town Meeting since that is set by the Town Charter.

Transition to CLES budget: Mr. Post reported that since it is likely that Center School will still be in operation for at least half of the 22-23 school year, it will have its own budget. CLES will budget for grades 2-5, and Whisconier will budget for grades 6-8. He also reported that any staffing re-assignments would be part of the Superintendent's presentation on December 1st. Mr. Belden requested that the Administration consider any potential one-time costs that are not in the school project budget. Mr. Post also reported that he has requested information on utility and bus costs for the new school.

BHS facilities issues: Mr. Post reported that the Facilities Director is obtaining a quote to re-roof the area above the high school main office. He also reported that they have obtained a quote to replace the Media Center air conditioning unit. He and Dr. Barile have approached Mr. Dunn about using Town ARP funds for the project.

Miscellaneous Discussion:

Mr. Belden requested a year end update on the student activity fund at the committee's next meeting.

Adjournment: 6:43PM

Respectfully submitted,

Kenneth J. Post

Director of Business Operations