

**Brookfield Board of Education**  
**Finance Committee**  
**Minutes - Regular Meeting, Monday, November 11, 2019**

**Members Present:** Bob Belden, Colette Sturm, and Jen Laden. Also present were Superintendent Dr. John Barile, Business and Operations Director Ken Post, Special Education Director Gina Wygonic, and Accounting Supervisor Joan Reynolds. Town Controller Marcia Marien participated via phone

**Call to order:** Meeting called to order at 5:39PM by Mr. Belden.

**Public Comment:** None

**Board of Education Financial Reports**

**October Financial Report:** The committee reviewed the October financial report. Mr. Post reported that he was anticipating a large deficit due to rising Special Education costs. The committee discussed options for dealing with the deficit. Mr. Post identified potential savings from leaves, vacancies, and a proposed spending freeze.

**Check Registers:** The committee reviewed the check registers.

**Old Business:**

**Student Activity Fund Review:** Mr. Post reported that he, Mrs. Marian, and Mrs. Reynolds had determined how to categorize the various types of sub accounts within the student activity fund in accordance with updated reporting standards.

**2020-2021 Budget:** The committee discussed how to present the budget to show the need to make additional investments due to increasing student population, as well as increasing Special Education costs.

**New Business:**

**Special Education Costs:** Mrs. Wygonic reported on the financial impact of the increase in Special Education outplacements this year. She also reported on the potential financial exposure of several additional students who may need to be outplaced this year.

**Transportation Contract Extension:** The committee discussed Mr. Post's request to ask the Board of Education for a waiver of its purchasing policy in order to extend the current transportation contract by two years. The committee agreed to bring this request to the Board's December 18, 2019 meeting.

**Capital Plan:** The committee discussed the Capital Plan.

**Budget Transfer Request:** Mr. Post presented a small budget transfer request to the committee. The committee agreed to bring the request to the Board of Education.

**Miscellaneous Discussion:**

None.

**Adjournment:** 7:19PM

Respectfully submitted,  
Kenneth J. Post  
Director of Business Operations