



**MINUTES
FINANCE COMMITTEE
AVON BOARD OF EDUCATION**

**Avon Board of Education
34 Simsbury, Avon, Connecticut 06001
Via Zoom
Monday, April 6, 2020 – 9:00 a.m.**

Attendance

Members Present: Jay Spivak, Chair; David Cavanaugh; Bogdan Oprica joined at 9:20; Laura Young

Member(s) Absent: none

Administration Present: Dr. Bridget H. Carnemolla, Superintendent; Heather Michaud, Director of Fiscal Affairs

Others Present: Debra Chute, Board Chair; Shirley Moy, Board Recording Secretary

- I. Call to order
The meeting was called to order by Jay Spivak, Finance Committee Chair, at 9:15 am.
- II. Approval of March 10, 2020 Minutes
*Jay Spivak moved, David Cavanaugh seconded, to approve the minutes of the March 10, 2020 Finance Committee meeting.
The motion passed 3-0-0.*
- III. Financial Report March 31, 2020
Ms. Michaud reported significant movement in March. A journal entry was made for health insurance contribution for both active employees and retirees. The payments for December through March were \$1.683 million for active employees plus \$94,000 for retirees. A significant drop was had in unencumbered funds in object code 200. Administration ASO fees and stop loss was also entered for months between January and March which totaled \$244,000. Due to current circumstances, the Business Office has begun to review all open purchase orders and commenced prebuying.

The Facilities Use Report showed an increase of \$5,200 in expenditures and an increase of \$2,500 in revenue.

Ms. Michaud gave an update on the Special Education analysis. Given the situation, the Pupil Services Department chose to leave things as is and will look and negotiate on a per pupil basis dependent on what kind of services that the out of district providers are able to currently offer. Therefore, there is no change in the escrow account and no change in the situation of out placed students and their services.

The Month-to-Month Comparison was 3.33% less unencumbered than last year due to including March in the benefit journal entry whereas last year March was not included.

IV. Transfers

- 2020-49 - \$2,767.00 for safety supplies for district; repairs at PGS; plumbing supplies at TBS
- 2020-50 - \$3,200.00 for HVAC repairs at RBS
- 2020-51 - \$1,541.00 for additional cleaning supplies at RBS, PGS & AMS
- 2020-52 - \$3,500.00 for partial replacement of alarm at AMS

Jay Spivak moved, Laura Young seconded, to approve and move to the full Board budget transfers as presented.

Motion passed 4-0-0

V. New Business

a. School Closure Update

Ms. Michaud reviewed the summary of the 7R Executive Order, which was provided by Shipman & Goodwin regarding schools and the impact. Highlights of Ms. Michaud's report include:

- All grant funds will continue to be released, which includes entitlement and state grants
- Open Choice tuition payments and Early Beginnings Grant – which Avon has not been paid or even confirmed what Avon would receive. Avon had 121 Open Choice students on Oct. 1, 2019 with 21 in Pre/K (for Early Beginnings Grant). The tuition was budgeted for \$660,000 (110 students at \$6,000 each). Early Beginnings Grant was unbudgeted due to uncertainty of obtaining funds. Did not hit 4% mark but estimated tuition the District will receive should be \$726,000 with an additional \$66,000 from the District's budget and \$94,500 should the Early Beginning Grant be received for a total potential supplemental of \$160,500.
- Requirement of continuation of employment – all employees must remain on the District payroll and provide health insurance.
- School transportation contracts – Avon has met all obligations and has prepaid for the entire year.
- Special Education out of district providers – the District needs to negotiation for services to be provided. Payment is made when it is determined appropriate for services rendered.

A discussion was had regarding the potential savings the District may see due to the closure, which included day-to-day substitutes, Spring sports transportations, utilities, general supplies, paper and printing and some contracted services. Completing the full analysis of purchase orders will provide a better summary of the savings.

Dr. Carnemolla added the analysis of the savings would be used in the prebuying of requested items for the next school year, which will reduce the budget. Purchasing additional Chromebook to accomplish the goal of assigning a Chromebook for each student will also be considered. Ms. Michaud explained the lease restrictions associated with the Chromebook; insurance for Chromebook was also discussed with Dr. Carnemolla. Ms. Michaud informed the Committee of the issue of districts being required to participate in the Emergency Feeding program and its impact of seeing an unexpected expenditure for the nutrition services department.

VI. Comments from the Public

Avon resident and AMS staff member, Nicole Gresh, inquired about the possible increased cost in the Fall for substitutes should staff have to quarantine due to illness. The Superintendent replied that it is hard to predict without data to suggest what it may be like in the Fall.

VII. Adjournment

***Jay Spivak moved, Laura Young seconded, to adjourn at 9:50 am.
The motion passed 4-0-0.***

Minutes prepared by Shirley Moy, Recording Secretary

Minutes respectfully submitted by Jay Spivak, Finance Committee Chair
Jay Spivak, April 17, 2020

Minutes respectfully received by Jeffrey S. Fleischman, Board Secretary
Jeffrey S. Fleischman, April 17, 2020

Minutes are approved at the next Finance Committee meeting, and any corrections to the minutes, if needed, will be made at that time.