

**Regional School District 17
Board of Education
Finance Subcommittee Special Meeting Minutes**

A special meeting of the Finance Subcommittee of the Regional School District 17 Board of Education was held on Thursday, September 9, 2021 at 3:00 PM at Central Office and also held via Google Hangout Meets Video Conference – Live Stream.

Subcommittee Members Present: Joanne Nesti, Prem Aithal, Peter Sonski and Eileen Blewett, Chair

Also in Attendance: Director of Fiscal Operations, Ann Adriani and Interim Superintendent Dr. JeanAnn Paddyfote

Absent: Shawna Goldfarb

Guests: n/a

Call to Order: Eileen Blewett called the meeting to order at 3:30 p.m. She apologized for delay in starting the meeting because there were experiencing some technical difficulties.

Agenda Item #2 - Review /Approval of Minutes: Tabled the approval of the July minutes until next meeting so that everyone has a chance to read them.

Agenda Item #3 - Discussion of HK Cubs 2021-2022 Budget: Presented with the HK Cubs 21/22 Budget. Discussed the items that are covered in the Cub's Budget and the items that are not covered. Discussed the expenses that are covered by the District Operating Budget. Discussed the current breakdown of Enrollment. Now 25 or 62 students are staff students. The balance is from the Community. Some of those seats are being held for the arrival of the child to the program. Discussion also included the Projected Balance being the difference between revenue and expenses. Currently, the program does not pay rent, utilities, or custodial services to the District. Discussed getting a periodic accounting of program. Ann will also check on liability insurance in relation to the Cub's program. Happy that the program is successful.

Agenda Item #4 -Discussion of 2021-2022 Unaffiliated Contracts: Topic was asked to put on Agenda to discuss the amount that was budgeted for these contracts versus the amount spent. Ann Adriani assured the Committee that the amount paid was the budgeted amount. Ann also clarified that the budget reflects this amount on the individual line. No further discussion needed.

Agenda Item #5 - Establish Format for tracking COVID Expenses for the 2021-2022 year: Discussed the spreadsheet format that was used last year to keep the Board updated and informed on unexpected COVID expenses. Ann agreed that the same format would work well again this year. So far, the District has had unexpected COVID expenses to purchase tents and temporary staff to help with employee vaccine compliance.

Agenda Item #6 - Discussion of Reporting Format for Grants: Ann provided the Committee a list of all Grants that the District receives. The list is posted as meeting material. Dr. Paddyfote describe the different types of Grants and what they are used for. Requested that the Committee receive this information each year.

Agenda Item #7 - Discussion of Accounts Receivable from School Lunch Program: Committee was given a preliminary fiscal year ending June 30, 2021 balance for Food Service. The information provided shows that Food Service has accounted for the Accounts payable to the District General Fund.

Agenda Item #8 - Discussion of ARP ESSER Funds (expended and remaining plans): Committee was provided with a tracking report for the ARP ESSER funds. Report part of the materials posted for meeting. Report outlines the District's projected use of the Federal Grant money.

Agenda Item #9 - Discussion of Health Insurance Collection for Summer from Staff not Returning for 21/22 year: Ann has not had a chance to investigate this matter. Ann will report back to committee.

Adjournment: The meeting adjourned at 4:50 p.m.