

**BARRE UNIFIED UNION SCHOOL DISTRICT**  
**FINANCE COMMITTEE MEETING**  
BUUSD Central Office and Via Video Conference – Google Meet  
December 7, 2021 - 5:30 p.m.

**MINUTES**

**COMMITTEE MEMBERS PRESENT:**

Sarah Pregent (BC) - Chair  
Renee Badeau (BT) – Vice Chair  
Gina Akley (BT)  
Chris Parker (BT)

**COMMITTEE MEMBERS ABSENT:**

**OTHER BOARD MEMBERS PRESENT:**

Sonya Spaulding

**ADMINISTRATORS PRESENT:**

Chris Hennessey, Superintendent  
Jody Emerson, Director Central Vermont Career Center  
Lisa Perreault, Business Manager

**PUBLIC MEMBERS PRESENT:**

Josh Howard                      Terry Reil

**1. Call to Order**

**The Chair, Mrs. Pregent, called the Tuesday, December 7, 2021 BUUSD Finance Committee meeting to order at 5:32 p.m., which was held at the BUUSD Central Office and via video conference.**

**2. Additions and/or Deletions to the Agenda**

None.

**3. Public Comment**

None.

**4. Approval of Minutes**

**4.1 Meeting Minutes From November 2, 2021**

**On a motion by Ms. Badeau, seconded by Mrs. Akley, the Committee unanimously voted to approve the Minutes of the November 2, 2021 BUUSD Finance Committee meeting.**

**5. New Business**

**5.1 FY23 Budget Draft 2**

Seven documents were distributed;

BUUSD FY23 Proposed Budget, Expense Summary-Draft 2 12/02/21

BUUSD FY23 Budget Information – 12/02/21

A copy of a letter from Craig Bolio, Commissioner, Department of Taxes, to Representative Krowinski, Speaker of the House (dated 12/01/21)

A copy of an email from Brad James (dated 12/01/21) titled ‘December 1 Tax Commissioner letter for FY2023

BUUSD Budget 2022 – 23 – Draft 2, 12-6-21 – Comparative Tax Rate Calculations

BUUSD FY23 Budget Information – 12/02/21 – revised 12/7/21

An untitled document listing information pertaining to Draft 1

Mrs. Perreault advised that she would be showing a draft of a presentation that would be shared at the public informational session. Mrs. Perreault advised that the Comparative Tax Rate Calculation sheet is a good tool for tax payers to utilize, and advised that the District is still waiting to hear back from the State for the Equalized Pupil number and the CLA. Numbers can be finalized after that information is received. Mrs. Perreault advised that it is important to have all of the information prior to making a decision on how much of the Tax Stabilization Fund should be utilized. Draft 2 of the BUUSD Expense Budget totals \$47,254,319, an increase of \$901,817, which represents an increase of 1.95%. Mrs. Perreault provided clarification regarding the increase for Assistant Coach positions, and the decrease for Guidance services (both at SHS). Clarification was also provided regarding changes to the SEA

Program. A community member requested that detailed information be provided (at the public listening session) regarding how COVID funds are impacting the budget. Additional suggestions were received regarding additional information that should be provided at the public listening session. Mrs. Perreault presented the draft presentation titled 'FY23 Budget Listening Session – December 16, 2021' and received questions and comments from attendees. Lengthy discussion was held regarding the best way to present the tax formula to community members. It was confirmed that facilities repairs and maintenance is budgeted at 75¢/SF, rather than at \$1.00/SF.

### **5.2 SEA Building – Cost Savings Analysis**

A document titled 'SEA Program Estimated Costs Analysis 3/22/21' was distributed.

Mrs. Perreault provided an overview of the Cost Analysis, which compares FY21 (renting space in the Wall Street Complex) with FY22 (providing services in the new SEA building), and the budget for FY23 (SEA building, with an increased number of students – incorporating some 7<sup>th</sup> and 8<sup>th</sup> grade students, and maximizing ESSER funds). The cost per pupil in FY23 is \$30,700. The cost in FY22 is \$33,889. The cost to place a student out of district is approximately \$112,000. It is estimated that savings will amount to over \$1,000,000. Savings is based on the cost of utilizing the SEA Program vs. the average cost of paying tuition for students placed out of district. Currently there are 27 students placed in independent programs. In response to a query regarding recruiting students from other districts, it was noted that the SEA Program is currently at capacity. It was noted that not all students who are outplaced can be brought into the SEA Program.

## **6. Old Business**

### **6.1 FY21 Audit Update**

Mrs. Perreault reported that she has received the draft audit. Mrs. Perreault will review the draft and will update it with the Management Discussion and Analysis. The draft audit will be presented to the Board on 12/16/21. The draft audit looks good and there were no findings.

### **6.2 FY22 Expenditure Report**

A copy of the BUUSD FY22 Expense Report (dated 12/07/21) was distributed.

It was noted that it is early in the year, but there is currently an anticipated unaudited surplus of approximately \$200,000 (mainly due to unfilled staffing positions).

## **7. Other Business**

Mrs. Perreault provided an update regarding the e-Finance system, which is no longer required by the State. The District has reached out to Tyler Technologies (the District's current vendor) and will be viewing a presentation on Next Generation of Financial Systems (Infinite Visions). It may be possible to use ESSER funds to convert to this new system. The District is still waiting to hear if the State will provide some financing for implementation to a new system.

It was noted that the RAB Board will meet to approve the CVCC FY23 Budget on Monday, December 14, 2021. The BUUSD Board will need to approve the CVCC FY23 Budget.

## **8. Items for Future Agendas**

- FY23 Budget
- FY22 Year-end Projections (expenses)

## **9. Next Meeting Date**

The next meeting is Tuesday, January 4, 2021 at 5:30 p.m., at the BUUSD Central Office and via video conference.

## **10. Adjournment**

**On a motion by Ms. Badeau, seconded by Ms. Parker, the Committee unanimously agreed to adjourn at 6:52 p.m.**

Respectfully submitted,  
*Andrea Poulin*