

Coventry Board of Education
Coventry, Connecticut

Fiscal Committee Meeting

Approved Minutes of Thursday, April 28, 2022
Administration Building Conference Room

Committee Members Present:

Jennifer Beausoleil, Board Chairperson
Emma Eaton
Peter DePaola (arrived 6:40 p.m.)

Committee Members Absent:

Mary Kortmann, Fiscal Chair

Administrators Present:

Dr. David J. Petrone, Superintendent of Schools
Robert Carroll, Director of Finance and Operations

Others Present:

Eugene Marchand, Board Member

I. Call to Order

J. Beausoleil called the meeting to order at 6:12 p.m.

II. VOTE: Approve Fiscal Minutes of March 10, 2022

MOTION: To approve Fiscal Minutes of March 10, 2022

By: E. Eaton

Seconded: J. Beausoleil

Results: Motion passes unanimously

III. Information: Use of Facilities Fund for Microphones

Dr. Petrone said this item is for information purposes only. He said they would be accessing the account for new microphones. There was consensus from the Committee.

IV. Information: Increasing Educator Diversity Grant Award

Dr. Petrone spoke to the \$5,000 grant received which is related to the work being done with diversity.

V. Information: Emergency Connectivity Fund

Mr. Carroll reviewed highlights related to this fund. He said the reimbursement check was received for Chromebooks from last year. He added that the next set of computers have come in, but the part number has been updated and revised paperwork had to be submitted. He said it should now take 2-4 weeks to receive those.

VI. Information: School Meals Program

Dr. Petrone noted that the federal program that has been providing free meals since the pandemic will be ending at the end of June 2022.

VII. Information: Transportation - M&J Bus Credits

Dr. Petrone reviewed the current situation and Mr. Carroll talked about the communication going back and forth between the district and M&J.

E. Marchand was recognized by J. Beausoleil to speak.

E. Marchand said that M&J has delivered on all athletic needs promised so far this spring.

J. Beausoleil said the latest offer seems to be good; she suggested an agreed upon formula be set. Dr. Petrone said that is the plan and it will be brought forward to the Transportation Committee first.

VIII. Financial Reports for March 31, 2022

VIII.A. Management Report

Mr. Carroll said he operates with the assumption that the discretionary funds will be spent. He reviewed the lines with savings at the moment (workbooks, textbooks). Dr. Petrone said they are putting together a list on how to handle unexpended funds. Mr. Carroll said the accounts are looking good. He added the Emergency Connectivity Fund reimbursement check is not reflected here.

Mr. Carroll said special education continues to bounce up and down. D. Petrone said it has been an odd year for special education.

Mr. Carroll continued to review the report; the heat is still on, but the boilers will be turned off tomorrow. He added that the contracted amount of oil has been used, but they do not plan to top off the tanks, due to the current costs.

Mr. Carroll noted the transportation savings could grow if we have an agreement with M&J.

VIII.A.1. Information: Budget Transfer

Mr. Carroll noted page 2 of the Management Report and the negatives: supplies and property. Dr. Petrone said the reasons are listed in the transfer sheet: "To cover the projected deficits in Heat Energy (Supplies) and Other Equipment (Teacher Laptops thru E-Rate). The surplus in salaries is attributed to substitute teacher shortage, 0.8 FTE vacancy at CHS, and a December retirement."

VIII.B. Encumbrance Reports

There were no questions.

VIII.C. Special Education Tuition/Excess Cost

Mr. Carroll said we have been told what we are getting for excess cost; that amount has been entered, so those numbers should not change.

(P. DePaola arrived.)

VIII.C. Capital and Special Funds

Mr. Carroll said there has not been much activity; maybe some tuition movement, and he noted the microphone cost will be seen next month.

VIII.E. Food Service

Mr. Carroll reminded the Committee that the department is operating under the federal programs, with everyone getting free meals. He said, with that, the department is making money every month. J. Beausoleil said with the federal program ending, most likely, the department will lose money again.

VIII.F. Preschool Fund

Mr. Carroll noted this information is invoicing through the month of April. He said we are far ahead in aftercare and we still have May and June to go. Mr. Carroll continued and noted the major repair line (\$25,000). He said we have not had a need for major repairs and he does not foresee that being used this year. The Committee discussed the future of the program as it relates to the end of the Smart Start grant.

IX. Adjournment

MOTION: To Adjourn the Fiscal Meeting at 6:53 p.m.

By: E. Eaton

Seconded: P. DePaola

Result: Motion passes unanimously

Respectfully submitted,

Kimberlee Arey Delorme
Board Clerk

Approved: May 12, 2022