

**Coventry Board of Education**  
Coventry, Connecticut

**Fiscal Committee Meeting**

Approved Minutes of Thursday, March 10, 2022  
Library Media Center - Capt. Nathan Hale/Coventry High School  
1776 Main Street

Committee Members Present:

Mary Kortmann, Fiscal Chair  
Peter DePaola (arrived 6:02 p.m.)  
Emma Eaton  
Jennifer Beausoleil, Board Chair

Administrators Present:

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

Audience: Eugene Marchand, Courtney Rossignol, Christina Williams (all arrived at various times)

**I. Call to Order**

M. Kortmann called the meeting to order at 6:01 p.m.

**II. VOTE: Approve Fiscal Minutes of February 10, 2022**

**MOTION: To approve Fiscal Minutes of February 10, 2022**

**By: E. Eaton**

**Seconded: M. Kortmann**

**Result: Motion passes unanimously**

**III. Information: Open Choice Grant Awards**

Mr. Carroll noted the two additional grants received. Dr. Petrone explained the grants and said they have to be spent by June 30, 2022.

P. DePaola arrived (6:02 p.m.)

**IV. Information: Town Manager's Proposed CIP**

Mr. Carroll noted the form adjustment showing which BOE items were included in the Town Manager's proposal. M. Kortmann talked about the adjustments that were made.

**V. Information: BOE Capital Reserve Fund Account**

Mr. Carroll noted the Town Council approved the Board's request to increase the cap on this fund to 2% and that the item was on the agenda, just for the record.

**VI. Financial Reports for February 28, 2022**

**VI.A. Management Report**

Mr. Carroll noted the electricity contract; student transportation, which was reduced due to the two remote learning days; the HVAC systems as of March 1 were reduced; and a reduction in the heating oil account.

#### **VI.B. Encumbrance Reports**

Mr. Carroll said all of the carryover funds in the grants have been spent in their entirety.

#### **VI.C. Special Education Tuition/Excess Cost**

Mr. Carroll commented there have been changes back and forth. He said the report will be adjusted for the April meeting, because the figures have been submitted to the state. Dr. Petrone said they are paying attention to the invoices and placements.

There was a discussion about the FY23 budget and the recent adjustments due to the locked in diesel and oil prices.

#### **VI.D. Food Service**

It was noted that Ms. Pratt will be at the May Fiscal Committee meeting to discuss the plan for the unexpended funds in Food Service. M. Kortmann said that the Federal free lunch program will not continue in the next school year.

#### **VI.E. Capital and Special Funds**

Mr. Carroll said there was no activity in this fund. M. Kortmann confirmed the tuitions are coming in correctly.

P. DePaola asked what the end of year balance should be in the Capital Reserve account. M. Kortmann said we like to keep it above \$100,000. P. DePaola confirmed that there hasn't been one item that needed coverage that was close to \$100,000. The Committee discussed what might be spent out of that account on CIP items that were not in the Town Manager's proposal.

M. Kortmann confirmed that we can now rent out the facilities again. Dr. Petrone said yes.

#### **VI.F. Preschool Fund**

Mr. Carroll said these accounts are doing well. He said that staffing has been an issue.

#### **VII. Adjournment**

**MOTION: To adjourn the Fiscal Meeting at 6:38 p.m.**

**By: E. Eaton**

**Seconded: P. DePaola**

**Result: Motion passes unanimously**

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Respectfully submitted,

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Kimberlee Arey Delorme  
Board Clerk

Approved: April 28, 2022