

**MINUTES**

Board of Education – Finance/Facilities Committee  
Tuesday, January 3 2023; 6:00 p.m.  
Mitchell Elementary School  
Flanders Room

**Committee Members Present:**

Chris Matta, Chair  
Michael Devine  
Jim Crocker

**Absent:**

Tikva Rose

**Also Present:**

Brian Murphy, Superintendent  
Tina Tanguay, Director of Finance and Operations  
Patricia Paige, Board Recording Clerk

**I. Call to Order**

Mr. Matta called the meeting to order at 6:09 p.m.

**II. Monthly Financial Summary**

Through December 31, 2022, revenue collected totaled \$20,119,286 or 52.07% of anticipated budgeted income. The second and final Vo-Ag tuition for 2022/2023 will be invoiced in January. Expenditures to date totaled \$18,724,042 or 48.46%. Ms. Tanguay stated that there is a notable upward tick in expenses mostly due to inflation. At this juncture, she is keeping a close watch, but thought it noteworthy.

Discussions were had regarding the possibility of changing insurance brokers from Lockton Companies to Brown and Brown of Connecticut Insurance primarily due to their experience with municipalities and consortiums. ConnectiCare would remain the district's insurance provider. Employee services will not change nor would it have any bearing on currently negotiated contracts.

Mr. Devine questioned if there would be changes in the administrative fees paid through the current insurance carrier and if the Board should go out to bid for this process, which Ms. Tanguay noted was not necessary as the insurance company pays the brokerage fee. Ms. Tanguay will follow up with Brown and Brown to verify if/or any fees would change with the current insurance carrier. In the end, Mr. Crocker said it was the district's choice.

**III. School Lunch Program Update**

Parents were notified on several occasions that the Smart Program, a funding program that allows Region 14 to provide free meals to all students during the Covid-19 pandemic through the National School Lunch Program was set to expire at the end of December 2022. Beginning January 3, 2023, students would cover the cost of any school meals purchased. Parents were encouraged to complete a free or reduced meal application if they believe that they may be eligible for those services.

The Smart Program grant was structured on a monthly billing cycle. Any remaining funds, less than the monthly billing cycle fee, could be earmarked for purchases that would benefit the students. A determination will be made by May of this year.

**IV. Audit Results**

King and King Associates recently completed its third audit with the Region 14 business office. The assessment was clean with no findings. Though the firm was described as efficient and effective, plans are to go out to bid, per Board policy, when the three-year contract concludes.

**V. Adjournment**

The meeting adjourned at 6:40 p.m.

Respectfully Submitted,

A handwritten signature in blue ink that reads "Patricia Paige". The signature is written in a cursive style with a large initial "P".

Patricia Paige, Board Clerk