

Finance & Facilities Subcommittee
Meeting Minutes
Central Office Conference Room (Also available via Zoom)
May 24, 2023

Present: Melissa Finnigan, James Mol (via Zoom), Glenn Gazdik (via Zoom), Maureen Sattan (entered meeting at 5:33pm), Director of Facilities Larry Plano, Business Manager Bill Hoff, Superintendent Timothy Van Tassel, Assistant Superintendent Michelle Zawawi, Principal Apanovich, Assistant Principal Insero and Kathy Carney (Human Resources)

Finance and Facilities Subcommittee Chair Melissa Finnigan called the meeting to order at 5:31 p.m.

Made a motion to move agenda item 6 (FY 2023-24 Budget) to agenda item 2 (Suffield Public Schools Athletic Uniforms). Approved.

FY 2023-24 Budget

We reviewed the class enrollment in the high school for each core class as well as Special Education and Electives. Due to some enrollment drops over the years we are seeing drops in some of our classes and we did a review to ensure that we are staffing properly going forward. There will be continued review over the year.

Facilities Update

Large Animal Facility Project - The contract has been reviewed and all permits have been issued. Work will begin in summer.

Bricks on columns at Suffield High School - Almost Complete.

Fencing - Borders for all schools have been ordered.

McAlister and Spaulding Playgrounds - RFPs are being put together for each project since it was approved as a capital project at the Town Budget Meeting.

End of Year Planning

Discussions and planning is occurring in regards to projects that can be completed over the summer and into next school year. Some money from our surplus is going to some necessary facility updates as well as some textbooks that were slated to be purchased next fiscal year.

We were concerned with the lack of discussion by the town surrounding the possible Middle School Project and meetings have been scheduled to get updates and more information.

April Financial Report

There is currently a surplus of \$201,694, the increase is due to some Purchase Orders in the Athletic and Medical Services line items that have been closed out. Food Service continues to

have a gain and those gains will be slated for kitchen equipment in the coming year as those gains need to go to improving food service.

Suffield Public Schools Athletic Uniforms

Mr. Zenzack was unable to attend but wanted to share that he was looking to brand the uniforms to all have the same logos and format going forward for the Middle School and High School teams. He will update us further as this progresses.

Adjournment - Meeting was adjourned at 7:10 p.m.