

Coventry Board of Education
Coventry, Connecticut

Fiscal Committee Meeting
Approved Minutes of Thursday, May 11, 2023
Administration Building Conference Room

Committee Members Present:

Mary Kortmann, Chairperson
Emma Eaton
Jennifer Beausoleil, Board Chairperson and Ex-Officio

Committee Members Absent:

Peter DePaola

Administrators Present:

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

Audience: Eugene Marchand, BOE Vice Chairperson; Christina Williams, BOE Member

I. Call to Order

M. Kortmann called the meeting to order at 6:08 p.m.

II. VOTE: Approve Fiscal Minutes of April 27, 2023

MOTION: To approve Fiscal Minutes of April 27, 2023

By: E. Eaton

Seconded: M. Kortmann

Result: Motion passes unanimously

III. Financial Reports for April 30, 2023

III.A. Management Report

Mr. Carroll said we are down \$40,000 and he reviewed various line items - substitute salaries, social security, unemployment, legal and audit, PSSS 332 account, utilities, transportation, custodial supplies, and instructional supplies. The Committee discussed how to proceed with the current budget freeze. Dr. Petrone said it will remain in effect for now, but supplies will need to be purchased.

III.A.1. VOTE: Food Service Pension

Mr. Carroll said Food Service is making money. Dr. Petrone said the administration is suggesting moving the food service pension cost over to that account. The Committee agreed, this is what was discussed.

MOTION: To move food service pension from the general budget to the food service budget

By: E. Eaton

Seconded: M. Kortmann

Result: Motion carries unanimously

III.B. Encumbrance Reports

M. Kortmann talked about the ESSER funds. Dr. Petrone said all of these grant funds are accounted for and will be spent accordingly before the due dates. He added that they are meeting regularly to be sure everything is being managed appropriately.

III.C. Capital and Special Funds

Mr. Carroll said some tuition revenue is coming in. The Committee discussed the auditorium curtains that are in need of attention. M. Kortmann asked about the playground equipment at the closed Channel 3 Kids Camp. Dr. Petrone said it is not yet available. M. Kortmann noted the tuition fund would have the funds to cover that expense, if it happens.

III.D. Special Education Tuition/Excess Cost

Mr. Carroll reminded the Committee that the excess cost is fixed and any future adjustments to the Excess Cost grant will be reflected in next year's ECS payment to the Town.

III.E. Preschool Fund

Mr. Carroll said the preschool is doing quite well, exceeding most of their income projections. Dr. Petrone said there is a wait list and talked about possibly adding an additional, small classroom.

III.F. Food Service

There was no discussion.

IV. Information and VOTE: Substitute Rates 2023-24

Dr. Petrone said we are competitive in our current substitute rates, but he believes everyone else will go up. E. Eaton said the pool is shallow and we should offer what we can.

MOTION: To adopt the suggested alterations to the substitute rates for the 2023-24 school year

By: E. Eaton

Seconded: M. Kortmann

Result: Motion carries unanimously

V. Information and VOTE: HEEC Tuition 2023-24

Dr. Petrone reviewed the preschool rate comparison sheet. The Committee discussed the differences in the various programs. Dr. Petrone said a nominal increase would be acceptable, as HEEC is lower than most.

M. Kortmann recognized C. Williams who noted that HEEC closes when school is not in session, where some other programs are open year-round.

Dr. Petrone confirmed the comparison chart is "apples to apples", in regard to how many days per year are calculated in the costs.

MOTION: To increase the tuition at HEEC by \$250 for the 2023-24 year

By: E. Eaton

Seconded: M. Kortmann

Result: Motion passes unanimously

VI. Adjournment

MOTION: To Adjourn the Fiscal Meeting at 6:46 p.m.

By: E. Eaton

Seconded: M. Kortmann

Result: Motion passes unanimously

Respectfully submitted:

Kimberlee Arey Delorme
Board Clerk

Approved: June 8, 2023