

**Coventry Board of Education**  
Coventry, Connecticut

**Fiscal Committee Meeting**  
Approved Minutes of Thursday, June 8, 2023  
Administration Building Conference Room

Committee Members Present:

Mary Kortmann, Fiscal Chairperson  
Peter DePaola  
Emma Eaton

Also Present:

Jennifer Beausoleil, Board Chairperson and Ex-Officio

Administrators Present:

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

Audience: Eugene Marchand, BOE Vice Chairperson; and Courtney Rossignol, Board Member

**I. Call to Order**

M. Kortmann called the meeting to order at 6:03 p.m.

**II. VOTE: Approve Fiscal Minutes of May 11, 2023**

**MOTION: To approve Fiscal Minutes of May 11, 2023**

**By: P. DePaola**

**Seconded: E. Eaton**

**Result: Motion passes unanimously**

**III. Financial Reports for May 31, 2023**

**III.A. Management Report**

Mr. Carroll said the bottom line is improving - it is up by \$35,000. He added that some of that is from the non-certified salaries line.

Dr. Petrone said there will be about \$30,000 coming in, in tuition.

Mr. Carroll said the temporary certified salaries will be negative \$200,000 by the end of the year. The Committee talked about staff absences.

Mr. Carroll said another line to notice is the pension line, as that cost was charged to Food Service as discussed. He went on and mentioned legal, audit, and transportation. Mr. Carroll talked about the heating oil line and the concern that we haven't used what we committed to in heating oil, which could cost \$12,000. He also talked about Special Education tuition and an additional \$3,000 special education cost between now and the end of the year.

### **III.A.1. Discussion: Budget Transfer**

There was consensus to move the transfer of \$35,000 from 510 Reg Ed Transportation to 613 Maintenance Supplies forward to the full Board.

### **III.B. Encumbrance Reports**

M. Kortmann made sure there was a plan to zero out the grants and take care of the carryovers.

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

Mr. Carroll said the second payment from the State was received. Dr. Petrone said there is nothing new here.

### **III.D. Capital and Special Funds**

Mr. Carroll said Mr. Trudelle is making progress in getting replacement stage curtains, since the Hartford company is doing business again. Mr. Carroll said the Committee approved \$22,000 for this purpose, which will come out of the tuition fund.

### **III.E. Food Service**

Mr. Carroll noted Food Service is still making money.

### **III.F. Preschool Fund**

Mr. Carroll said this is pretty much the final look. He added that we exceeded the income projections by \$42,000 and the expenditures are \$49,000 less than expected. Dr. Petrone said the costs for the new classroom will come out of this account.

## **IV. Discussion: Use of Unexpended FY23 Funds**

In reviewing FY23 unexpended funds, Dr. Petrone encouraged the Committee to think about the scoreboards and the signs at CHS (on Ripley Hill Rd) and CGS.

The Committee discussed the HVAC wiring cost. Dr. Petrone explained the issue with the current wires.

Dr. Petrone said we believe we will be able to cover these items, except the CGS sign, which we can wait to see where we are at. M. Kortmann said she would like this year's money spent as close to the end of the year as possible.

Dr. Petrone confirmed the priorities as: scoreboards; CHS sign; HVAC wiring; and then the CGS sign. There was consensus from the Committee. Dr. Petrone said he would confirm the timeframe for the purchasing of the HVAC wiring.

## **V. Discussion: Emergency Generator Bid Results**

Dr. Petrone briefly reviewed the bid results, which came in lower than the original approved amount. He noted the 45-week lead time from each company. The Committee agreed to move forward.

**VI. Discussion: Athletic Insurance Policy**

Dr. Petrone said we did not have the supplemental insurance this year and wanted to know what the wish of the Committee is for 23-24. There was consensus to **not** fund this.

**VII. Discussion: Open Choice Funding**

Mr. Carroll explained the Open Choice Funding and that these funds are given to the district, which then offsets our regular expenditures.

**VIII. Adjournment**

**MOTION: To Adjourn the Fiscal Meeting at 6:56 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: June 29, 2023