

Board of Education Regular Meeting
Suffield High School Media Center
September 18, 2023

Call to Order

The meeting was called to order at 6:34 p.m.

Present: Board members, Josh Barrows, Tracy Cloyd, Jamie Drzyzga, Melissa Finnigan, Glenn Gazdik (arrived @ 6:49), and Maureen Sattan; and Superintendent Timothy Van Tassel, Business Manager Eric Remington and former Business Manager William Hoff

Absent: Terry Antrum, Brian Fry and James Mol

Board of Education Workshop

- Budget Training
Former Business Manager William Hoff reviewed the budget process and the importance of the budget matching the district goals and school wide goals; what is budgeted should reflect those goals. He discussed fixed vs. variable costs, budget monitoring throughout the year, grant opportunities and limitations, BOE Funds vs. Student Activity Funds, the auditing process and procedures that are in place to prevent fraud. BOE members discussed and asked questions throughout the presentation.
- FY2025 Budget Planning Process
The FY2025 Planning Process is scheduled to begin with meetings during the fall months with building administrators and district administrators. The budget will be presented to the BOE in early December. A planned Saturday BOE Budget workshop will be scheduled for late January.

Adjournment

Maureen Sattan moved, Glen Gazdik seconded to adjourn the meeting at 8:53 p.m. All members voted in favor.

Minutes are subject to approval at the regular meeting of October 2, 2023.

Respectfully submitted,

Jamie Drzyzga
Secretary