

**BRISTOL WARREN REGIONAL SCHOOL COMMITTEE
BUDGET SUBCOMMITTEE MINUTES**

**APPROVED MINUTES
Friday, December 1, 2023**

The meeting of the Bristol Warren Regional School Committee was held in person on Friday, December 1, 2023 at Reynolds School, Superintendent's Office-2nd Floor, Room 205 located at 235 High Street, Bristol, RI 02809.

Present: Jessica Almeida- Chairperson; Adam McGovern, Tara Thibaudeau, Nicky Piper, Marjorie McBride, Danielle Carey-Director of Finance & Administration, Ana Riley-Superintendent

I. Discussion and/or Possible Action

Chairperson Almeida called the meeting to order at approximately 9:30 AM

A. Minutes of Budget Subcommittee Meeting on November 6, 2023

MOTION: Mr. McGovern made a motion to approve the Minutes from November 6, 2023; seconded by Ms. Thibaudeau. The motion was approved (3-0).

B. Standardized Monthly Financial Reports

- Cash Disbursements
- Monthly Financial Report with Variance Analysis
- Budget Transfer Report

The Director of Finance and Administration reviewed the Financial Reports.

C. PMA Consultants/Perkins Eastman Payments for Stage 2

The Director of Finance and Admin discussed the most recent expenses related to the Stage 2 application.

D. Fund Balance

- Committed Balance
- Uncommitted Balance
- Fund Balance Activity Mar '21 to November '23

The Director of Finance and Administration reviewed the Fund Balance Reports.

E. Staff Summary

- FY24 Adopted
- FY24 Current
- FY24 Forecast

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The Director of Finance and Administration reviewed the Staff Summary Reports.

F. Revenue Report Capital Project Report

The Director of Finance and Administration reviewed the Revenue and Capital Project Reports.

G. Facilities Update

No Update

H. Standard Reports

Hold for January Meeting.

I. Rates for HCL, Legal Services

This topic was discussion only.

J. Recommended Salary Proposal for Superintendent

This topic was discussion only.

II. ADJOURNMENT

MOTION: Mr. McGovern made a motion to adjourn the meeting; seconded by Ms. Almeida. This motion passed unanimously.

Chairperson Almeida adjourned the meeting at approximately 10:30 AM.

Jessica Almeida, Chair
Budget/Facilities Subcommittee