



East Greenwich School Committee Emergency Meeting

Friday, June 28, 2024

Minutes

Those in attendance

School Committee: Ms. Alyson Powell, Chair; Ms. Clare Cecil-Karb; Mr. William Hangan; Mr. Tim Munoz; Mr. Kevin Murphy; Dr Eugene Quinn

Additional Attendees: Mr. Michael Podraza, Assistant Superintendent; Mr. Neil Marcaccio, Director of Special Education; Mrs. Maggie Baker, Director of Administration; Mrs. Amy Healey, School Committee Clerk; Attorney Aubrey Lombardo

Absent: Ms. Nicole Bucka

I. Call to Order - Emergency Meeting called under RIGL 42-46-6 (c)

Ms. Powell called the meeting to order at 10:12 am. She explained that this emergency meeting was called under RIGL 42-46-6 (c) in order to correct some issues with the FY 24 budget before the end of the fiscal year. These corrections will allow the avoidance of a deficit and an audit. The School Committee was unaware of the potential of ending the fiscal year with a deficit.

II. Action Item

A. School Committee approval of transfer of funds from fund balance

Hanaford Portable Classroom

Ms. Clare Cecil-Karb made a motion to approve the allocation of a portion of the fund balance for payment of Hanaford portable classroom and associated costs in the amount of \$169,670. Dr. Quinn seconded the motion. The Committee discussed the motion and voted 6-0 to approve the allocation.

Ms. Cecil-Karb noted that it is good to have a fund balance for emergencies and one time expenses such as this.

Mr. Munoz inquired why there were unknown costs beyond the lease. Ms. Powell replied that installation costs were anticipated but that the final amount was initially unknown.

Mr. Munoz asked for a breakdown of the additional costs. Mrs. Baker provided the breakdown.

Fence \$10,800
Set up trailer \$70,174
Electrical and Fire Alarm \$47,488
Lease \$35,388

Mrs. Baker explained that it was anticipated that these additional costs would be absorbed in the budget, however at the end of the fiscal year, funds are needed from fund balance to cover the costs.

Attorney Lombardo explained that in a previous discussion with Superintendent Ricca, they discussed that there may be a deficit and contemplated paying for the portable classroom, a capital expense, with fund balance.

Mrs. Baker said that the budget is constantly reviewed and watched throughout the year in order to balance the budget without taking from fund balance. However, in late May, it became clear that the budget was closing in on a deficit.

Mr. Marcaccio added that his department has faced a lot of unexpected expenses this year, especially with personnel.

Mr. Munoz asked whose responsibility it is to notify the state auditor's office and the Town about a potential deficit.

Mrs. Baker said that Dr. Ricca spoke with Town Manager Nota about the issue and that Mr. Nota had discussions with town financial officials.

Attorney Lombardo said that it is the school's responsibility to alert the auditor general office if there may be a deficit. In this case although there was an operating deficit, there was no actual deficit due to the availability of funds from fund balance. The municipal finance director did contact the auditor general's office. However these budget transfers close out everything for June 30th without a deficit.

Dr. Quinn reviewed budget v. actual of the UCOA line items:
Statewide: 8% exact numbers; 58% over budget; 34% under budget
EGPS: 6% exact numbers; 42% over budget; 52% under budget

Ms. Cecil-Karb pointed out that the District's budget is razor thin.

Mr. Hangan asked what the fund balance will be after these transfers. Mrs. Baker replied \$381,636.

Mr. Murphy inquired whether there could be cost savings with the portable classrooms. Mrs. Baker replied that it was very difficult to find an available portable classroom and get it in place in time.

Dr. Quinn pointed out that the Town cut significant funds from the District's budget.

Special Needs Bus

On a motion by Mr. Murphy, seconded by Dr. Quinn, the Committee voted 6-0 to approve the allocation of a portion of the fund balance for payment of an additional special needs bus in the amount of \$120,315.

III. Adjournment

On a motion by Mr. Munoz, seconded by Mr. Murphy, the Committee voted 6-0 to adjourn the meeting at 10:42 am.

Respectfully submitted,

Amy J. Healey
School Committee Clerk

Approved 7-16-24