

TRUMBULL PUBLIC SCHOOLS

TRUMBULL, CONNECTICUT

Finance Committee of the
Trumbull Board of Education

Meeting Minutes

Date of Meeting: Thursday, June 27, 2024

Attendees: Committee Members: Jackie Norcel (via Google Meet) and Julia McNamee; Staff: Paul Hendrickson, Peg Brindisi, and Christina Hefele.

Location: Long Hill – Ellie’s Room

The meeting was called to order at 4:31 pm.

The minutes of the May 30, 2024 were approved 2-0 (Ms. McNamee moved; Ms. Norcel seconded the motion).

Director of Digital Learning Christina Hefele presented the 1:1 device insurance/loaner financials and recommended that the insurance cost remain at \$25/year and the loaner fee remain at \$45/year. Ms. McNamee moved that the insurance cost remain at \$25/year and the loaner fee remain at \$45/year, Ms. Norcel seconded the motion, and the motion passed 2 – 0.

Mr. Hendrickson reviewed the financial reports of May 2024 including:

- a. Fund 001 the BOE General Fund
- b. Fund 009 the Town’s Fund for Non-Public school expenditures
- c. Fund 100 Student Activities
- d. Fund 200 State and Federal grants
- e. Fund 205 Special Revenue Funds
- f. Fund 210 Food Service
- g. Fund 300 Scholarships formerly Expendable Trust
- h. ELITE
- i. THS Parking

Mr. Hendrickson stated that the budget spend was slightly outside the three-year range of percentage budget spent year-to-date. This is not due to salaries or benefits, but ESS contracts, repairs & service fees, transportation, and tuition. He mentioned that the lunch program’s profit in May would have been larger; however, approximately \$35K of capital expenditures in the continuing program to modernize kitchens was made in May. The program remains profitable year-to-date.

The Committee had questions about ESS cost/benefit, the transportation contract, and some other expenses. Mr. Hendrickson will work with the departments to obtain the answers for the Committee. In

a continuing effort to familiarize themselves with all departments, the Committee requested that the Athletic Director be present at an upcoming meeting.

Mr. Hendrickson requested that a Special Meeting be scheduled for Thursday, August 8th at 3:00 pm to review and approve the semi-annual inter-fund transfers. A motion was made by Ms. McNamee, seconded by Ms. Norcel to approve scheduling such a meeting. The motion passed 2-0.

A motion was made by Ms. McNamee, seconded by Ms. Norcel to approve a transfer of \$84,155 from the lunch account (210) to the general fund. The motion passed 2-0. This amount covers various lunch account expenses covered by the general fund as determined by square footage.

A motion was made by Ms. McNamee, seconded by Ms. Norcel to send the May 2024 financials to the Board of Education. The motion passed 2-0.

Ms. McNamee made a motion to adjourn and the motion was seconded by Ms. Norcel. The motion passed 2-0, and the meeting was adjourned at 5:18 pm.

Respectfully submitted,

Paul Hendrickson