

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

Monday, February 6, 2023

A meeting of the Bristol Warren Regional School Budget Subcommittee was held on Monday, February 6, 2023. Chairperson Almeida called the meeting to order at approximately 7:03 p.m.

Present: Subcommittee: Jessica Almeida, Chairperson; Tara Thibaudeau, and Adam McGovern

School Committee Members and Administration: Kyle Jackson, Sarah Bullard, Carly Reich, Ana Riley, Superintendent of Schools; Diane Sanna, Ph.D., Assistant Superintendent; Frank Caliri, Facilities Director

I. DISCUSSION

A. Draft of 2024 District Budget Proposal

Superintendent Riley reviewed her proposed 2024 Budget for the District, explaining the increases and cuts she is proposing in order to balance the budget. She noted that some funds will be needed from Fund Balance in order to balance the 2023 Budget.

MOTION: Ms. Thibaudeau made a motion to accept the proposed 2024 District Budget and to forward it to the full School Committee for approval; seconded by Mr. McGovern. The motion was approved unanimously.

B. 2023 Budget Subcommittee Meeting Schedule

MOTION: Ms. Thibaudeau made a motion to approve the 2023-2024 Budget Meeting Schedule; seconded by Mr. McGovern. The motion was approved unanimously.

C. RFPs

1. Generator Replacement RFP
2. Boiler Maintenance Service Contract RFP
3. Bristol Grounds Maintenance RFP
4. Warren Grounds Maintenance RFP
5. Trash & Recycling 2023 RFP
6. Owner's Project Management (OPM) RFP

Superintendent Riley and Mr. Caliri presented the above RFPs to the Subcommittee for informational purposes. The Superintendent will provide more information once the bids have been submitted. No action was taken.

D. Standardize Monthly Financial Reports

1. Cash Disbursements
2. Monthly Financial Report with Variance Analysis
3. Budget Transfer Report

Superintendent Riley reviewed the monthly standardized financial reports. No action was taken.

E. Energy Management Renewal Update

Mr. Caliri stated that the District will be using DirectEnergy to support the District's support for their energy management renewal. DirectEnergy is a preferred RIDE vendor.

F. ESSER 2 & 3 Funding update

Superintendent Riley reported that she will have more information on the ESSER II and ESSER III funds at the March meeting. No action was taken.

G. Headcounts

H. Facilities Budget update

I. Service and IT contracts

Superintendent Riley stated that she will have more information on Headcounts, the Facilities budget, and service and IT contracts at the March meeting.

II. ADJOURNMENT

Chairperson Almeida adjourned the meeting at 8:42 pm.

Jessica Almeida, Chair
Budget/Facilities Subcommittee