

TRUMBULL PUBLIC SCHOOLS

TRUMBULL, CONNECTICUT

Finance Committee of the

Trumbull Board of Education

Long Hill Administration Building – Ellie’s Room

Thursday, August 8, 2024

3:00 PM

Meeting ID:

meet.google.com/fct-nxxc-kbc

[Join by phone](#)

1 857-269-3745

PIN: 818 534 381#

SPECIAL MEETING AGENDA

1. Approval of minutes of the June 27, 2024 meeting.
2. Review and approve yearend inter-fund transfers.
3. Adjourn.

TRUMBULL PUBLIC SCHOOLS

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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 Hefelee.

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 Hefelee, 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

Org # **Adjusted - to make Avail Bal = Zero**

Acct# 01912520-59001

Intergovernmental TransferFY24 Budget

2051713-40401 ELITE (Rent Expense)	(48,000.00)	Credit
2051717-40401 Elementary Striings & Band (Salary Expense)	(150,000.00)	Credit
2051121-59001 Athletics Intergovernmental Transfer	300,000.00	Debit
2055904-59001 E Rate Intergovernmental Transfer	100,000.00	Debit
2009520-59001 Magnet Grant Intergovernmental Transfer	66,300.00	Debit
001-24004 NonLapsing Draw (Town)	58,535.03	Debit
01912520-59001 23-24 Budget-Intergovernmental	(326,835.03)	Credit
Transfer		

Original

Acct# 01912520-59001

Intergovernmental TransferFY24 Budget

ELITE (Rent Expense)	48,000.00
Elementary Striings & Band (Salary Expense)	150,000.00
Athletics (205 Revenue)	(300,000.00)
E Rate (205 Revenue)	(100,000.00)
Magnet Grant (200 Revenue)	(66,300.00)
<u>NonLapsing Draw (Town)</u>	<u>(435,552.00)</u>
23-24 Budget	(703,852.00)
 FY24 Pr13 Balance in YTD	 326,835.03
Amount to decrease the NonLapsing Draw	(377,016.97)

Non-Lapsing Account Resolution:

Resolved, that the Finance Committee of the Trumbull Board of Education approves the use of the Non-Lapsing Account to pay any invoices for Fiscal Year 2023-24 which are not encumbered and are received after June 30, 2024. The Business Administrator will inform the Finance Committee of the total amount of Non-Lapsing Account funds that are expended.

This Resolution shall be forwarded to the Board of Education for approval.