

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

**Minutes Approved
Monday, June 17, 2024**

The meeting of the Bristol Warren Regional School Committee was held in person on Monday, June 17, 2024 at Reynolds School, Superintendent's Office-2nd Floor, Room 205 located at 235 High Street, Bristol, RI 02809.

Present: Jessica Almeida- Chairperson, Adam McGovern, Nicky Piper, Danielle Carey-Director of Finance & Administration and Ana Riley- Superintendent.

Absent: Tara Thibaudeau

I. Discussion and/or Possible Action

Chairperson Almeida called the meeting to order at approximately 6:00 PM

A. Minutes of Budget Subcommittee Meeting on May 6, 2024

MOTION: Mr. McGovern made a motion to approve the Minutes of Budget Subcommittee Meeting on May 6, 2024; seconded by Ms. Almeida. The motion was approved (2-0).

B. Standardized Monthly Financial Reports

- Monthly Financial Report with Variance Analysis
- Budget Transfer Report

The Director of Finance and Administration reviewed the Financial Reports.

C. PMA/Perkins Eastman Payments

The Director of Finance and Administration discussed the most recent expenses related to PMA/Perkins Eastman.

D. Monthly BAN Bank Statement

The Director of Finance and Administration reviewed the Monthly BAN Bank Statement.

E. Auditor Extension

MOTION: Mr. McGovern made a motion to approve the Auditor Extension and bring to the full School Committee for Approval; seconded by Ms. Almeida. The motion was approved (2-0).

F. RFP Learning Inside Out

This item was discussion only.

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G. Renewal of Chartwells Lunch Contract

MOTION: Mr. McGovern made a motion to approve the Renewal of Chartwells Lunch Contract and bring to the full School Committee for Approval; seconded by Ms. Almeida. The motion was approved (2-0).

H. Authority for Budget Transfers for YE

MOTION: Mr. McGovern made a motion to approve the Authority for Budget Transfers for YE and bring to the full School Committee for Approval; seconded by Ms. Almeida. The motion was approved (2-0).

I. Negative Lunch Balance Write Off

MOTION: Mr. McGovern made a motion to approve the Negative Lunch Balance Write Off and bring to the full School Committee for Approval; seconded by Ms. Almeida. The motion was approved (2-0).

J. Proposed Dates for Budget Subcommittee Meetings, September-November

MOTION: Mr. McGovern made a motion to approve the Updated Proposed Dates for Budget Subcommittee Meetings, September-November; seconded by Ms. Almeida. The motion was approved (2-0).

II. ADJOURNMENT

MOTION: Mr. McGovern made a motion to adjourn the meeting; seconded by Ms. Almeida. This motion was approved (2-0).

Chairperson Almeida adjourned the meeting at approximately 6:44 PM.