

**Finance and Facilities Subcommittee
Meeting Minutes
Central Office Conference Room
May 29, 2025**

Present: Melissa Finnigan, James Mol, Maureen Sattan, Greg Sparzo, Business Manager Eric Remington (via Zoom), and Superintendent Matthew Dunbar

Absent: Sam Toskin

Call to Order

Board Chair Sattan called the meeting to order at 4:06 p.m.

April Financial Update

Eric Remington provided an April Financial update, which shows an anticipated positive end-of-year balance, with a sizeable special education consultant reimbursement and adjustments from unfilled purchase orders.

FY25 Budget Transfers

The subcommittee began discussions on end of fiscal year transfer options.

FY26 Budget Update

Administration at the high school has identified a possible need for additional coverage in the World Language department at the high school due to student course requests. Subcommittee members discussed the feasibility of re-adding the middle school library media center certified teacher.

Food Services Update

Eric Remington reviewed the food services budget and identified plans to address the surplus.

Facilities Projects Update

The HVAC units at the high school are planned to be installed during the summer break. Some production and delivery uncertainty surrounds a few of 18 units. It is possible that the few units may not arrive from the factory in time for summer installation. However, it is anticipated that most of the units will be installed over the summer. Contingency planning is underway in the event there are a few units that will need to be installed after the start of school. If this becomes necessary, it is anticipated it can be accomplished on weekends and not impact school days.

Adjournment

The meeting was adjourned at 5:28 p.m.