

**Windsor Locks Board of Education
58 South Elm Street
Windsor Locks, CT 06096**

These minutes are not official until approved at a subsequent meeting.

MINUTES OF THE FINANCE SUBCOMMITTEE MEETING

January 20, 2026 4:00 pm - Central Office Meeting Hall

Members Present: Greg Guyette, Lindsay Cutler

Administrators: Shawn Parkhurst, Bjorn Burke & Robert Stacy

Call to Order

Meeting was called to order at 3:57 pm in the Central Office Meeting Hall.

Discussion of New Staff Position

Superintendent Parkhurst and Executive Director Stacy shared the draft job description and potential funding source for the Accounting Specialist for the remainder of the 25-26 school year. A discussion ensued and it was agreed to move this forward for discussion with the full Board at the February 19, 2026 Board of Education meeting.

Executive Director Robert Stacy left the meeting at 4:19 pm.

FY 26 Expenditures

- A. YTD Encumbrances
- B. YTD Expenditures
- C. Balances

Bjorn Burke reviewed the financials and a brief discussion occurred. It was suggested that in the future any areas that are 20% over or underspent that a full description and narrative is provided as part of the documents.

FY27 Budget Discussion

Superintendent Parkhurst discussed the next steps for the FY27 budget and the upcoming forum format. A brief discussion occurred and agreed that the setup will be the same as the way we have it for the Board meeting due to the timing.

Public Comment - Only on Agenda Items

No Public comment

A motion was made by Greg Guyette and seconded by Lindsay Culter at 4:51 to adjourn the meeting.

Respectfully submitted,
Shawn Parkhurst
Superintendent of Schools