

DUDLEY-CHARLTON REGIONAL SCHOOL DISTRICT
Meeting of the Budget & Finance Subcommittee
Friday, September 26, 2025, at 9:00 AM
Via Video Conferencing Join Zoom Meeting
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Meeting Minutes

In Attendance: Anthony Aube, Caitlyn Panczyk, Kelly Szela, Joseph DeSantis, Cheryl Kozub.

1. Approval of Minutes (6/10/2025).

It was noted that the meeting of June 10, 2025 did not take place due to quorum not being met. The meeting minutes from March 3, 2025 will be approved at the next meeting along with today's meeting minutes. Motion to table the approval of the meeting minutes of March 3, 2025 was made by A. Aube, seconded by C. Panczyk, to the next meeting date. All in favor.

2. Position Selections.

a. Chair. A motion by K. Szela to nominate Anthony Aube for Chair of the Budget and Finance Committee, seconded by C. Panczyk. All in favor.

b. Vice Chair. A motion by A. Aube was made to nominate K. Szela for Vice Chair of the Budget and Finance Committee and seconded by C. Panczyk. All in favor.

3. FY2026 Budget Status Update.

Joe DeSantis updated the Committee on the status of the FY26 Budget. The District is in a good position. It's early in the year and we are waiting for schools to complete their school ordering. Once FREC ordering is done, we will have more solid dollar amount figures for our main school supplies. I'm actively monitoring the budget on a month over month basis, day over day basis. My plan is to have an updated budget status, with actual numbers and figures, to go over for first quarter after September ends. We will have July, August, September for the first quarter. I will be able to detail that at the next meeting. Those materials will be available for the next meeting. The location of the Budget and Finance Subcommittee folder is in the shared drive under School Committee, then 2025 Minutes.

4. FY2024 Audit Update.

There was nothing to add after Wednesday night's school committee meeting. J. DeSantis stated the results of the audit were clearly on the positive end. FY25 Audit is in the works, with a scheduled on-site visit in November. Definitive dates will be provided at our next meeting. The Committee thanked Mr. DeSantis for his timely and efficient completion of the FY24 Audit.

5. Future Agenda Items.

C. Panczyk stated that after meeting with Principals, the completion of the workshop and a better understanding of our goals, more topics and ideas will be added. K. Szela mentioned that the timeline for the Capital Plan should be added to the agenda. She also stated that the Town of

Charlton Finance Committee is looking for the needs of the schools so they can plan for their town budget. J DeSantis suggested to check previous meeting agenda items for reference of new topics to be added.

A. Aube addressed future topics for discussion and review from agreements, benefits, cost anticipations, student transportation, special education transportation, administrative requests, principal request, facility request. Timelines for capital and safety projects from the Capital and School Safety Subcommittee can also be looked at and discussed for future meetings of the Budget and Finance Subcommittee.

Mr. Aube would also like to discuss at a future Budget and Finance Subcommittee meeting something called a Technology Efficiency Fund. The Technology Efficiency Fund is technology that has been identified by someone in the organization that could streamline or reduce overhead through a technology purchase that would be funded from that budget line item. It has had some successes that can reduce our demand hours that we have to manually enter this data in by. For example, some municipalities earmark \$20,000 a year for this purpose. And if it's not expensed by the end of the fiscal year, then they usually put it towards technology, requests for acquisition of replacement equipment. This is something for a future meeting that the Subcommittee could discuss.

Other topics to be added to the agenda include Chapter 70, regional transportation, aid, and things that are always changing month by month by the legislature. I think what I would probably propose to the committee is to leave it as a standing item on the agenda. If there's a change, we'll discuss it. If not, we'll just say, no change and move forward. The Subcommittee was in agreement.

6. Adjourn.

The first motion to adjourn was made by K. Szela at 9:16 a.m., then seconded by C. Panczyk. All in favor.