

DATE: August 24, 2020
TIME: 6:30 PM
LOCATION: Via Google Meeting (Virtual)

MINUTES

Stratford Board of Education – Finance Committee



Attendee Names

Karen Rodia(Committee Chair), Allison DelBene (Committee Vice Chair), Andrea Corcoran, Janice Cupee, Bob DeLorenzo, Vinny Faggella, Amy Wiltsie, Bob David, Ben Proto, Janet Robinson (Superintendent), Pam Mangini, Teresa Lycoudes (Recording Secretary)

Absent

None

Call to Order

The meeting was called to order by Committee Chair, Karen Rodia, at 6:31 PM. A quorum was confirmed. The meeting minutes from 6/22/2020 were accepted on a motion made by Mr. Faggella; seconded by Mrs. DelBene and passed unanimously. A roll call vote was taken.

Mrs. Rodia said an item would be added under Other Business to talk about the Copier contract.

Items for Possible Action and/or Discussion

Budget Summary Report 2019-2020

Expenditures: Mrs. Mangini reported that an unaudited amount of \$712, 659 was the left over balance of the 2019-2020 FY budget. She said this is the finalized number with no anticipated adjustments, at this point in time.

2020-2021 Report -

Mrs. Managini reported that payroll encumbrances have not been done at this point primarily due to the fact of waiting for the school year to settle before moving forward.

Unemployment - Unemployment expenses were exceptionally high in the past few months. Some credits have been requested as there are some possible errors.

Savings of approximately \$5000 have been recognized in the Student Activities Insurance account due to bidding. Utilities are steep, especially at Stratford High School.

Grants have been used appropriately, and the district is in the process of writing new grants, etc.

The budget summary has Account 000 listed that is used to carry a negative balance of \$577,000. This is for the carry over funds we anticipate are needed to offset some adjustments to the operating budget such as the addition of the Math Coaches. Mrs. Mangini will be talking to the auditors to make sure this is being handled appropriately.

Mrs. Mangini reported that a letter has been sent to the Town Finance Department requesting confirmation and the establishment of the Non-Lapsing account. The Town is in the process of developing language to address the non-lapsing account and some constraints will be placed. Language will be developed stating the proper use of the funds according to statutes. This could be challenging as we attempt to adjust our budget for 2020-2021. Once the language has been developed, it will go before the Town Council, from there to the Ordinance Committee, and back to the Town Council before it will become finalized hopefully some time in October.

The ESSER Grant is an award of \$990,000. The Coronavirus Relief Fund Grant is an award of \$1,681,647.

Utilities: Mrs. Corcoran asked about the shutdown on the highest usage day that was discussed during budget preparations. Dr. Robinson said she is not aware that this has happened. Mrs. Mangini will look into it and report back to the committee.

Mr. Proto asked about the issue with the electricity at Flood Middle School. He stated that in June or July, the bill skyrocketed because contractors left some things on. What is the status?

Mrs. Mangini said she had just become aware of this earlier today and would be looking into the status.

Mrs. Rodia asked if the contractors would be liable since they made the error. Mrs. Mangini said this certainly could be a discussion.

Mr. DeLorenzo asked about the finances regarding fall sports. He asked specifically if any coach contracts had been signed and sent out. Mrs. Mangini said that contracts and costs related to fall sports would be processed through Human Resources, Finance and the Superintendent's Office. She stated no contracts have been sent out.

Mrs. Wiltsie asked about expenditures to date in regards to the cost of re-entering schools on September 9th. Mrs. Mangini said the costs include extra custodial services (especially in the elementary schools), instructional supplies and materials to avoid sharing of materials, PPE, cleaning supplies, OT/PT services (SPED students in school 4 days/week), ESOL and Technology supplies, etc. She said all of these expenses pretty much take the \$924,000 spoken of earlier in the meeting.

Mrs. Corcoran asked if any of the additional funds could be used to offset the additional childcare costs for parents in need? Dr. Robinson said this was not permitted under this grant.

Ms. Cupee asked what amount had to be allocated to the private schools? Mrs. Mangini responded \$55,000.

SPED/Enrollment Reports: Mrs. Managini said there would be more updates at the next meeting once school has resumed. She said a new report for SPED will be made available. Mrs. Mangini also stated the official enrollment document comes in October (October 1st).

Budget Transfers: There was one budget transfer in the amount of \$31,177 to offset the increase that resulted in the increase of minimum wage for the ABM Janitorial Service.

A motion was made by Mr. Faggella; seconded by Mr. Proto, and carried unanimously. A Roll Call vote was taken.

Other Business: Copier Lease Agreement: Mrs. Mangini reported the current lease ends on August 28th or 29th. She said the current company used (CBS - Connecticut Business Systems) was the best price resulting in a savings of approximately \$17,000. She said the district went out to a couple of the state contracts for pricing.

A motion was made by Mr. David; seconded by Mrs. DelBene and passed unanimously. A Roll Call vote was taken.

Adjournment: Hearing no further discussion, the meeting adjourned at 7:14 PM. Motion: BD / VF

SECRETARY

APPROVAL:

(Signature & Date)

8.26.2020

