

Newtown Public School
BOE CFF/CIP/Facilities Finance Sub Committee Special Meeting
August 17, 2023 6:00 PM
BOE Conference Room

AGENDA

CALL TO ORDER

BUSINESS

Item 1 Approval of BOE CFF/CIP Minutes of June 26, 2023

NEW BUSINESS

- 2022-2023 Financials
 - EOY Review
 - Activity Account Review
- 2023-24 July Financial Report and Transfers
- Transportation Update
- Facilities Update
 - Hawley HVAC close-out
 - Update on summer projects (including Middle Gate Playground Installation)
- CIP Discussion
- Superintendent's Update

PUBLIC COMMENT

ADJOURNMENT

Newtown Board of Education
CFF/CIP/Facilities/Finance Sub-Committee Special Meeting Minutes
June 26, 2023
BOE Conference Room

PRESENT: Deborra Zukowski, Alison Plante, Christopher Melillo, Tanja Vadas, John Barlow

CALL TO ORDER: Mrs. Plante called the meeting to order at 6:02 pm.

BUSINESS

Ms. Zukowski moved to accept the BOE CFF/CIP minutes of May 18, 2023. Mrs. Plante seconds the motion. The motion passes for the approval of the BOE CFF/CIP minutes of May 18, 2023.

NEW BUSINESS

Review Financial Report and Proposed Budget Transfers

Mrs. Vadas presented the financial report with the proposed 23-24 budget transfers. She wanted to identify and bring to everyone's attention a few big moving pieces of the financials. She gave a recap of all reductions for the 23-24 budget that were approved by the board last month. The pre-purchases which includes textbooks, supplies, and a few budget reductions such as the network specialist, and adjustments were made along the way. She stated she later learned from the auditors that a few items were not eligible for pre-purchase so that money had to go back in the contracted services.

She stated they were able to find the remaining adjustments that they needed of \$106,240. She said we identified those areas which included the NICE stipends to be reduced by \$10K for the 23-24 year only. She said we will fund this through the activity accounts. Due to travel restrictions over the last couple of years we have not used that fund. We are also reducing the tutor position for the visually impaired that we will not need next year due to the lack of a student who would need this service. She further said we do have one other tutor so if we need that position we have it. We are also looking to reduce an elementary teaching position that was budgeted.

She then stated that we do need this adjustment and there are not too many other places to pull from and she believes this an acceptable adjustment. She continued by stating she would continue to watch the class sizes closely with the Superintendent and if we have to add this position back in, we will. The discussion continued around class sizes and Mr. Melillo stated we are trying to keep in line with the guidelines.

Ms. Zukowski asked where are we relative to our 23-24 budget after the LC cuts. Mrs. Vadas state we are there.

She stated we were fortunate enough to have a balance this year.

Mrs. Vadas stated the other concern that she mentioned last month is we have some contractual obligations that came in higher than budgeted for 23-24 school year. Union and non-union salaries went up 3%. Also with BT adjustments the hourly rates increased which was approved by the board along with removing the two levels of step movements which amounted to \$50K, an adjustment for the 3 open positions for BT's of \$30K and an adjustment in pension based on contractual annuity and 401K obligations.

Mrs. Vadas said we were able to identify another pre-purchase which was found in our technology department for equipment in Chromebooks. We have a total of \$181,500 that we can pre-purchase now for Chromebooks and reallocate it towards salaries and pensions in next year's budget. With the board approval she would like to request this transfer which would come from our salaries in our current budget.

Ms. Zukowski asked about technology and how every year we spend a certain amount on Chromebooks and will this impact that level of funding so that we would have another \$181K hole we have to find.

Mrs. Vadas stated she was correct and the LC did add back the \$140K into the technology equipment so it is almost a bit of an offset because that \$140K would have been in the capital non-re-occurring and was put back in but we are taking out \$181K. Yes, it is correct we will have to find that again next year but we have to do this because we have to fund the salaries and pensions.

She stated the remaining transfers for \$98K is for re-allocations to adjust the supply accounts and cover some of the shortfall that we experienced this year.

The total transfer request is \$295,207 and the projected year-end balance is \$77K.

The committee agreed to move this forward to the Board.

Public Participation: None

Adjournment:

Ms. Zukowski made a motion to adjourn meeting. Mrs. Plante seconds the motion. All in favor. The meeting was adjourned at 6:27 p.m.

Respectfully Submitted,
Joanne Morris

THESE ARE DRAFT MINUTES AND ARE SUBJECT TO THE APPROVAL OF THE BOE
CFF/CIP SUB COMMITTEE