

Coventry Board of Education
Coventry, Connecticut

Fiscal Committee Meeting
Unapproved Minutes of Thursday, May 09, 2019
Administration Building Conference Room

Committee Members Present:

Mary Kortmann, Fiscal Chair
Peter Larson (arrived 7:10 p.m.)
William Oros
Jennifer Beausoleil, Board Chair

Also Present:

Eugene Marchand, Board Vice-Chair
Dr. David J. Petrone, Superintendent of Schools
Robert Carroll, Director of Finance and Operations

I. Call to Order

M. Kortmann called the meeting to order at 6:08 p.m.

II. VOTE: Approve Fiscal Minutes of April 25, 2019

MOTION: To approve Fiscal Minutes of April 25, 2019

By: W. Oros

Seconded: M. Kortmann

Discussion: M. Kortmann asked about the Tuition Fund and the quote in the minutes from Mr. Carroll that said the fund was up by \$20,000. Mr. Carroll said he misspoke and the number on the report was actually \$12,000.

Result: Motion passes unanimously

III. Microgrid Update

Dr. Petrone said there is not much to discuss until the district receives a number regarding the electricity supply rate. M. Kortmann wants to be sure certain items are discussed as the project moves forward, as there is a lot to keep track of. The Committee talked about adjustments made to the Microgrid proposal.

IV. Security Grant Award

Dr. Petrone noted that the State called and verbally informed Coventry that the Security Grant items at CGS and GHR have been approved. Dr. Petrone reviewed the items that were on the grant.

V. Tuition Rate for 2019-20

Mr. Carroll reviewed the proposed tuition rate for 2019-20. M. Kortmann reviewed the figures that are reported to the State.

VI. Athletic Insurance Renewal

Dr. Petrone asked that this be reviewed by the Fiscal Committee. Mr. Carroll said this is a high cost item that isn't always used. Dr. Petrone said he wanted to be sure the Committee had a chance to

discuss the policy before it is renewed. M. Kortmann said she feels safer if we have this coverage. J. Beausoleil asked if the price would be lower if the deductible was higher. Mr. Carroll said he could check. The Committee was okay to renew either way.

VII. Financial Reports for April 30, 2019

VII.A. Management Report

VII.B. Encumbrance Reports

VII.C. Special Education Tuition/Excess Cost

VII.D. Food Service

VII.E. Capital and Special Funds

VII.F. Preschool Fund

Mr. Carroll reviewed the Management Report. He noted all of the transfers are complete. He talked about the special education tuition, excess cost and that there is an additional \$33,000 for one child who moved out of town and \$23,000 for another child who came back to the district. He said there is a deficit growing in non-certified salaries. He reminded the Committee that this is due to the para-educator positions that were supposed to be budgeted under a grant. Dr. Petrone said this has been fixed. Mr. Carroll continued and said that the unexpended funds in the certified salaries account will balance out the non-certified account.

Mr. Carroll said the Health Insurance line had a transfer of \$90,000, but continues to grow as the district continues to receive money from staff and retirees going forward.

Mr. Carroll said he ratcheted up the unemployment line by \$6,000 and it is trending very well.

Mr. Carroll said the Disposal Services line is up \$18,000 from a month ago, as the full services weren't going to be needed. He said \$4,600 has been encumbered and it should get the district through June.

Mr. Carroll referred to the regular education tuition line and said that two children are at a magnet school for which we have not received an invoice. He said we do not expect to at this point, so that frees up another \$10,000.

He said the heating line will have a deficit. He noted that the oil furnaces have been shut down for the season, but we are still running gas.

Mr. Carroll talked about the supplies line and that another transfer will be needed.

M. Kortmann said June transfers would be wise. Dr. Petrone agreed.

The Committee noted that the electricity line is lower and gas is higher due to recently converted heating units.

Mr. Carroll said Food Services is almost out of the red. He said March looks good as there are Workers Compensation funds that were paid back to the district.

Mr. Carroll said the grants are doing well. He touched on the preschool saying they are doing well - everyone has been invoiced as of June. He said the balance has exceed projections by \$30,000. M. Kortmann said this will roll into the fund to be used in case of a big expense. Dr. Petrone talked about the savings they have seen.

Mr. Carroll reviewed items that are up for consideration for purchase with end of year unexpended funds. The Committee talked about items that were approved at the last meeting as "back up" items if the security grant was received and the money for the PA system was freed up.

J. Beausoleil said she would prefer to be able to send back funds to the town and also have some for the 1% account.

M. Kortmann said part of these unexpended funds are due to excess cost funds that the town will not receive. She said she wanted to be sure the amount returned to the town is noted as such. Mr. Carroll said that amount is approximately \$9,000. The Committee said the aim would be \$15,000 total to give back to the town.

M. Kortmann said, taking all of that into consideration, the figure the Committee is working with at this time is \$160,000 of unexpended funds. The Committee discussed items that could be considered. Dr. Petrone said the Milestone Software takes up \$86,000. M. Kortmann said, since the Committee already approved the back up items at the last meeting, the Committee should agree to push those forward tonight. The Committee agreed.

(P. Larson arrived)

The following items were approved at the previous meeting and can now move forward:

Chairs in the LMC	\$3,300
Replacement floor machine	\$11,000
Athletic pitching machine	\$2,800

In addition the Committee approved the following items:

Milestone Software	\$86,000
Master Key Set	\$30,000
Penetration resistant vestibule at the middle school	\$12,300

There was consensus on all items.

VIII. Adjournment

MOTION: To adjourn the Fiscal Meeting at 7:26 p.m.

By: W. Oros

Seconded: M. Kortmann

Result: Motion passes unanimously

Respectfully submitted,

Kimberlee Arey Delorme
Board Clerk

Approved: _____