



Minutes
FINANCE COMMITTEE
Avon Board of Education
34 Simsbury, Avon, Connecticut 06001
Via Zoom
Tuesday, April 19, 2022 – 6:00 p.m.

Attendance

Members Present: Jay Spivak, Chair; Lynn Katz; Laura Young

Member(s) Absent: Jeffrey S. Fleischman

Administration Present: Dr. Bridget H. Carnemolla, Superintendent; Susan Russo, Business Manager

Others Present: Deb Chute, Board Chair; Shirley Moy, Board Recording Secretary

- I. Call to order
The meeting was called to order by Jay Spivak, Finance Committee Chair, at 6:02 pm
- II. Approval of February 8, 2022 Minutes
Lynn Katz moved to approve the minutes of the February 8, 2022 Finance Committee meeting, Jay Spivak seconded.
The motion passed 3-0-0
- III. Financial Report March 31, 2022
Ms. Russo reviewed the highlights of the Financial Summary for the month ending March 31, 2022 which did not show much change from the last meeting with some variances due to leaves of absence. A budget transfer will be presented for the variance in salaries due to the implementation of the para educator, interventionist and nutrition services contract as well as some long-term substitute coverage due to the leaves of absence. Ms. Russo proposed a large salary reclassification to clean up the known encumbrances for salaries which will be reflected in next month's financial statements. Utility costs continue to rise but she expects to receive a better rate from Constellation than from Eversource. Ms. Russo explained the various budget transfers that will be presented tonight such as the global operating transfer to clean up variances that occurred during the winter. Special Education had \$632,723 unencumbered for 49 students currently in outplaced programs. Ms. Russo explained the concept of the escrow account which 6 students are currently listed and anticipated to continue. A budget transfer from the private transportation savings will help with the variances in Special Education transportation as well as the regular transportation line due to the increased use of late buses. The General Fund unencumbered balance for March 31, 2022 was \$3,340,688 or 5.33% compared to \$5,534,278 or 9.07% for March 31, 2021. Ms. Russo stated that most of that difference is the way the District is now funding its medical insurance with the town.
- IV. Transfers
Ms. Russo briefly explained each of the transfers:
 - 2022-064 - \$4,270.00 for repairs, services and supplies in buildings Districtwide
 - 2022-065 - \$1,280.00 for repair of the gym projector at PGS

- 2022-066 - \$2,313.00 for general supplies at RBS
- 2022-067 - \$790.00 for general supplies at RBS
- 2022-068 - \$600.00 for general supplies at RBS
- 2022-069 - \$4,400.00 for repairs and services at RBS
- 2022-070 - \$2,845.39 for snow removal equipment and HVAC repairs Districtwide
- 2022-071 - \$3,200.00 for pipe repairs at PGS & water heater replacement at TBS
- 2022-072 - \$8.99 for a book replacement at TBS
- 2022-073 - \$2,137.10 for technical services at AHS
- 2022-074 - \$1000.00 for cost of coaches to go to State/National tournaments for AHS
- 2022-075 - \$1,883.00 for Robotics World Championship Challenge for AMS
- 2022-077 - \$2,500.00 for CIAC and Track Invitational Fees
- 2022-078 - \$223,643.78 for salary variances Districtwide
- 2022-079 - \$357,410.32 for benefits, contracted services, utilities, transportation, supplies, printing, tuition, equipment and repairs variances Districtwide

The Finance Committee members voiced no questions or concerns about the transfers presented.

Jay Spivak moved to approve and move to the full Board the budget transfers as presented, Lynn Katz seconded.

Motion passed 3-0-0

V. New Business

a. AHS Donation Letters

- A donation from Thomas Engle through CyberGrants of \$500 was given to the AHS baseball team which will be used for practice supplementals which includes training aids, new balls, stickers and other motivational items.
- Glenn Ford donated 18 boxes of used Jazz Band sheet music to the AHS Band Dept with a value of approximately \$2,000.00
- Friends for Equity presented AHS with a \$1,200 donation for the Bridges program which will be used for books, prizes, incentives and lunch and transportation to an area restaurant.

Committee Chair, Jay Spivak, formally thanked everyone for their generous donations and appreciated the support from the Community.

b. Student Activity Reports

Ms. Russo briefly reviewed and explained the five schools' activity reports which showed the revenue and expenditures of each account. Administrators were asked to review all the club accounts that have large fund balances and to utilize the funds for the students. The Committee discussed options for the schools to use their money. Ms. Russo stated that she would look into the use of funds.

c. 2021 Audit Report

The 2021 Audit Report is a global summary from the auditors, explained Ms. Russo. There were no comments related to the Board of Education which Ms. Russo was proud to report, whereas, the Town had two specific things related to the Town Finance Office. The report provided information on the very detailed state single audit and federal single audit as well as a comprehensive financial report.

d. Fiscal Year End

Ms. Russo reported that the Open Choice numbers are finalized and stated that an excess of \$34,709 was received from the Choice Attendance Grant and will be asking the Town for funds back from the Early Beginnings Grant. Instructional materials and textbooks will be

used with the funds to defray some of the costs for next year by purchasing them this school year. Ms. Russo stated that she is anticipating some savings for the end of the year particularly in the benefits lines as the pension, insurance and Worker’s Comp (liability) came in very favorably. Purchase orders will be closing in the middle of May. Dr. Carnemolla added that they are working together now to determine the best use of the Choice funds. A discussion was had of perhaps utilizing the funds to purchase books to give to students for their Summer reading.

VI. Old Business

No old business was discussed.

VII. Comments from the Public

There were no comments from the public.

VIII. Adjournment

Due to a conflict, the next meeting scheduled for May 10 will be rescheduled to May 16th, the day before the Regular Monthly Board meeting.

Jay Spivak moved to adjourn the meeting, Laura Young seconded. The Finance Committee adjourned by unanimous consent at 6:37 pm.

Minutes prepared by Shirley Moy, Recording Secretary

Minutes respectfully submitted by Jay Spivak, Finance Committee Chair

Jay Spivak, April 21, 2022

Minutes respectfully received by Jeffrey S. Fleischman, Board Secretary

Jeffrey S. Fleischman, April 21, 2022

Minutes are approved at the next Finance Committee meeting, and any corrections to the minutes, if needed, will be made at that time.