



Minutes
FINANCE COMMITTEE
Avon Board of Education 34 Simsbury, Avon, Connecticut 06001
Via Zoom
Tuesday, December 12, 2023 – 6:00 p.m.

Attendance

Members Present: Lynn Katz, Committee Chair; Deb Chute; Jeffrey S. Fleischman; Laura Young

Member(s) Absent: None

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

Others Present: Christine Sardinkas, Board Recording Secretary

I. Call to order

The meeting was called to order by Ms. Lynn Katz, at 6:00 pm.

Before the meeting began, Ms. Lynn Katz wanted to recognize that this was Laura Young's last committee meeting. Ms. Katz thanked Ms. Young for taking her position seriously, always asking the right questions and having the right priorities. She spent 9 years on the Board and maintained her values for the Board and the Community, always doing what was best for the kids. She will be greatly missed.

II. Approval of September 19, 2023 Minutes

Mr. Fleischman moved to approve the minutes of the October 10, 2023 Finance Committee meeting, Ms. Chute seconded.

The motion passed 4-0-0.

III. Financial Report September 2023 Ms. Russo explained the Financial Highlights-

Ms. Russo began by speaking about a few of the variances that have occurred due to the Assistant Principal position at Roaring Brook and a short FMLA leave of the Assistant Principal at the Middle School, as well as general transfers of Certified staff (retirements and hiring) creating a few variances as well.

Non-Certified staff created some variances, some were due to the need to add some hours to Para-educators for special needs students, as well as nurses working field trips, and custodians to cover absences.

Other expenses showed some copier usage up in the month of November and the water usage at the middle school was up as well due to the leak that was discovered (and since rectified). The Eversource increase was not as bad as expected, so there was line savings there to offset some of the other expenditures.

All of the students for SPED are finally all encumbered, except for one, and it is found that the transportation needs are significantly higher than expected. There has been some tuition savings in the SPED line where we are able to make up some of those variances for SPED transportation.

With the SPED transportation needs coming in, there was a pause on spending, or a soft freeze, to ensure we had the funds to cover the higher than anticipated SPED transportation needs.

The end of the month unencumbered for November 2023 is \$5,018,415.46 - 7.52%

Compared to last year in November of 2022 which was \$5,309,923.58 - 8.25%

The \$300,000 difference between the years is directly tied to the transportation we have encumbered for SPED this year.

Ms. Katz questioned if the Business Office had to reject many requests due to the pause in spending and Ms. Russo answered that since there was the pause, many administrators were cognizant of what they put in for, and so rejecting any requests were few and far between.

***Ms. Young motioned to have the Financial Report moved to the Full Board, Ms. Chute seconded.
Motion Passed 4-0-0***

IV. Transfers

Transfers:

2024-019 - \$550.00 - PGS Supplies
2024-020 - \$476.61 - PGS Instructional Supplies
2024-021 - \$402.91 - AHS Instructional Supplies
2024-22- \$4,700 - District Maintenance Supplies/Plant Operations
2024-23- \$4,700 - District Maintenance Supplies/Plant Operations
2024-24- \$4,700 - District Maintenance Supplies/Plant Operations
2024-25 - \$95.00 - TBS Printing/repairs
2024-26 - \$48.10 - AMS Instructional Supplies
2024-27 - \$14,000 - HVAC Repairs/ Maintenance RBS
2024-28 - \$87,795.54 - Certified/Non-certified Salaries
2024-29 - \$308,756.08 - SPED Transportation
2024-30 - \$5,000 - District Maintenance
2024-31 - \$5,500 - District Maintenance
2024-31 - \$6,500 - HVAC Repairs/Maintenance AHS

***Ms. Chute moved to have the transfers brought to the full board for approval, Ms. Young seconded.
Motion passed 4-0-0***

V. New Business

There was one donation letter from the TBS PTO for \$4,400 for additional supplies for the teachers. This was clarified as enhanced supplies such as stickers, games etc. for the classroom.

***Mr. Fleischman moved to bring the TBS donation letter to the full board and Ms. Chute seconded.
Motion passed 4-0-0***

VII. Comments from the Public

There were no comments from the public.

VIII. Adjournment

***Ms. Deb Chute made a motion to adjourn the meeting at 6:48 p.m., Laura Young seconded.
Motion passed 4-0-0***

Minutes prepared by Christine Sardinkas, Recording Secretary
Minutes respectfully submitted by Lynn Katz, Finance Committee Chair

Minutes respectfully received by Jeffrey S. Fleischman, Board Secretary

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