



**Minutes**  
**FINANCE COMMITTEE**  
**Avon Board of Education**  
**34 Simsbury, Avon, Connecticut 06001**  
**Via Zoom**  
**Tuesday, February 13, 2024 – 5:00 p.m.**

**Attendance**

**Committee Members Present:** Deb Chute, Committee Chair; Chris Campbell; Jeffrey S. Fleischman; Suzanne Szekeres

**Other Member(s) Present:** Thej Singh; Ramesh Kandipilli

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

- I. Call to order  
*The meeting was called to order by Deb Chute, at 5:01 pm.*
  
- II. Approval of December 13, 2022 Minutes  
*Jeffrey Fleischman moved to approve the minutes of the December 12, 2023 Finance Committee meeting, Suzanne Szekeres seconded.*  
*The motion passed 4-0-0.*
  
- III. Financial Report February 2024
  - Certified salaries were discussed re: Variances due to Administrative/Principal changes; still have balances due to unfilled stipend positions; Need for subs due to long term leaves.
  - Non-Certified salaries had variances due to overtime and student need, as well as FMLA leaves and workers compensation leaves.
  - Repairs continue to be a major issue. We have instituted a budget freeze to make sure there is enough money in the budget to pay for the HVAC repairs that are coming in. Ms. Russo stated that we have been unable to fill the HVAC Maintenance position, so at this time we are outsourcing to a contractor for repairs.  
Mr. Fleischman asked if the repairs were chronic or big issues that can be addressed in the Capital improvement? Ms. Russo answered that as buildings get older these repairs creep up, and some of the work, for example electrical and plumbing needs to be done and can't wait for the capital funds, but plans are in place for all needed repairs in all buildings.
  - Tuition for Magnet schools and Adult Ed programs is higher than anticipated.
  - Variance in safety supplies with the School Manager installed in the Central Office.
  - Nutrition Services has a deficit from unpaid meals which will have to be covered if it does not get paid by June 30, 2024. Invoices and information on how to get help to pay the unpaid meal bill has been sent to the families involved.  
Ms. Szekeres asked if the students were made aware that they had a negative balance in their lunch account and Dr. Carnemolla answered that the new policy is that we are not allowed to tell the student they have a negative balance, we have to send a note or alert the parent/guardian.

Mr. Fleischman asked if the student had a negative balance were they denied activities (field trips/clubs/athletics) and Ms. Russo answered no, they will never be denied anything due to financial reasons.

Mr. Campbell asked if the PTO's could fundraise for this and Ms. Russo answered that the names of the families can not be released so fundraising for this is not applicable.

- Special Education has increased student needs and outplaced students increasing that budget line.
- Ms. Russo explained that we ended the month at little over 3.5 million unencumbered, approximately \$500,000 off from this time last year where we were at just over 4 million. There has been a pause on spending, which maintains the balance to move forward for the rest of the year.

#### IV. Transfers

Ms. Russo provided information on the following transfers:

- 2024-033 - \$48.16 Computer Privacy Screens
- 2024-034 - \$95.00 Fees and Memberships
- 2024-035 - \$3,500 AHS Athletics (State Championships)
- 2024-036 - \$55.00 Fees and Memberships AMS
- 2024-037 - \$683.03 Music Equipment
- 2024-038 - \$148,839.56 Salary Transfers
- 2024-039 - \$143,475.34 Repairs and Maintenance
- 2024-040 - \$101.97 Software Licenses

Ms. Chute commented on one transfer, AHS Athletics (State Championships) and how great it was that Avon teams were making it to the State Championships.

***Suzanne Szekeres moved to approve and move to the full Board the budget transfers as presented, Chris Campbell seconded.***

***Motion passed 4-0-0.***

#### V. New Business

##### A. Donation Letters:

- Donation of \$4,597.99 to Avon High School from Avon High PTO for various items for the students.

Ms. Chute wanted to state how grateful she was for the PTO generosity.

***Jeffrey Fleischman moved to approve and move to the full Board the donations as presented, Suzanne Szekeres seconded.***

***Motion passed 4-0-0.***

##### B. Student Activity Funds

Ms. Chute started by saying that the goal for the activity funds is to spend them down for the students to enjoy, so with that she turned it over for Ms. Russo who gave a brief synopsis of each school and where they were at with their activity funds.

#### VI. Old Business

There was no Old Business to discuss.

#### VII. Comments from the Public

There were no comments from the public.

VIII. Adjournment

***Jeffrey Fleischman made a motion to adjourn, Chris Campbell seconded the motion, all in favor to adjourn the meeting at 5:33 p.m.***

Minutes prepared by Christine Sardinkas, Recording Secretary

Minutes respectfully submitted by Deb Chute, 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.*