

**BOARD OF EDUCATION  
Ellington, Connecticut**

The Finance Committee of the Ellington Board of Education met Monday, Sept 25, 2017 at 4:36 p.m. in the Superintendent's office in the School Administration Building, 47 Main Street, Ellington, CT 06029.

Present were Ms. Jaime Foster, Ms. Tracey Kiff-Judson, Mr. Andrew McNamar, Mr. Michael Purcaro, Dr. Michael Young and Superintendent of Schools Dr. Scott Nicol, and Mr. Brian Greenleaf, Director of Finance & Operations.

Meeting called to order at 4:36 p.m.

**Agenda**

1. Approval of the 2016-2017 Food Service Financials

Mr. Greenleaf discussed that final balance of the Food Service budget is ending in the black \$18,769.72, a substantial improvement over last year. The committee acknowledged the efforts of administration to offer breakfasts and bring Food Services back to a balanced financial position.

**Moved to recommend to the BOE approval of the 2016/2017 Food Service Financial Report.**

Moved: Purcaro, 2<sup>nd</sup> McNamar

Passed Unanimously

2. Approval of the 2016-2017 Final Expenditures

Mr. Greenleaf presented to the committee the details of the final expenditures for the 2016-17 school year and the transfers necessary to finalize the accounts. The committee discussed changes to the indirect costs charged for Hartford students and savings on health care, that resulted in final budget surplus of \$190,725 to be transferred to the Town.

**Moved to recommend the BOE approve the Final Budget Transfers for 2016/2017 resulting in a \$190,725 surplus to be returned to the Town.**

Moved: Kiff-Judson, 2<sup>nd</sup> Purcaro

Passed Unanimously

### 3. Establish 2018-2019 Budget Calendar

Mr. Greenleaf presented the proposed 2018-19 school year Budget Calendar. The scheduled presented is roughly the same the previous year's. The usual BOE Administrative Saturday planning session was moved later to Jan 13<sup>th</sup>. BOE Brainstorming sessions were discussed by the committee and it was expected that these would be added as needed.

#### **Moved to recommend to the BOE the approval of the 2017-2018 Budget Calendar**

Moved: Foster, 2<sup>nd</sup> McNamar

Passed Unanimously

### 4. Develop 2018-2019 Board of Education Budget Guidelines

Mr. Greenleaf highlighted the major changes to overall structure. Much of the details remain unknown, and will be taken into account as the State budget unfolds. Mr. McNamar supported the cyclical update of technology capital expenses. Mr. Greenleaf discussed the 5 year bus contract to include a 7.5% increase for each of the next 2 years then a 5 % increase thereafter.

Moved to recommend to the Board of Education the approval of the Budget Guidelines for 2018-19

Moved: Pucaro, 2<sup>nd</sup> McNamar

Passed Unanimously

### 5. Proposed Donations to the Board of Education

Mr. Greenleaf presented 2 donations offered:

1. Some used exercise equipment from Springfield College has been proposed to be donated for the weight room at the high school through coordination with Mr. Maitland. The Cybex Eagle brand equipment is valued at \$12000 to \$15000. Mr. Purcaro raised the issue that the equipment should be checked for safety prior to use. Mr. Greenleaf assured the committee that such safety inspection was planned.

**Moved to recommend the BOE accept the donation by Springfield College of Cybex exercise equipment valued at \$12000 to \$15000 for use in the high school weight room**

Moved: Foster, 2<sup>nd</sup> Kiff-Judson

Passed Unanimously

2. A donation from Dan Keune of 1 month rent of \$1400 for use by the BOE in reference to the 16 Church St. property.

**Moved to recommend the BOE accept the donation by Dan Keune of 1 month's rent for use by the BOE in reference to the 16 Church St. property.**

Moved: McNamar, 2<sup>nd</sup> Kiff-Judson

Passed Unanimously