

BOARD OF EDUCATION

Ellington, Connecticut

Finance Committee Meeting Minutes

The Finance Committee of the Ellington Board of Education met Thursday, May 31, 2018 at 7:00 p.m. in the Board of Education Conference Room in the School Administration Building, 47 Main Street, Ellington, CT 06029.

Attendees:

Board of Education Members: Mr. Michael Purcaro, Dr. Jaime Foster, Mrs. Kristen Picard-Wambolt

Administrative Team Members: Dr. Scott Nicol, Superintendent of Schools, Mr. Brian Greenleaf, Director of Finance & Operations, and Mrs. Jennifer O'Brien, Administrative Assistant to the Superintendent/Human Resources Coordinator

Call to Order: The meeting was called to order by Mr. Purcaro at 7:02 p.m.

Agenda Items:

1. Anticipated Executive Session—Review of Non-Represented Staff Salary Notifications

Motion: To enter into Executive Session for the purposes of discussing a review of non-represented staff, inviting administrative team members present into the meeting.

1st. J. Foster

2nd. K. Picard-Wambolt

VOTE: Unanimous. The motion passed.

The committee entered executive session at 7:06 p.m.

The committee exited executive session at 7:24 p.m.

2. Financial 2017-2018 Year Update

This item was discussed after item 3. Mr. Greenleaf stated that the Board of Education is on target to return at least \$271,500 to the Town in various forms. This number is up \$100,000 from the Board of Education (BOE) approved amounts. Dr. Nicol stated that this \$100,000 was offered as part of the process to mitigate the impact of next year's budget increase on the mill rate.

The \$271,500 will be split into \$121,500 to the Town's General Fund and \$150,000 to a newly created non-lapsing account, subject to the approval of the Board of Finance. The

non-lapsing account is to stabilize high-cost and variable special education accounts for tuition and transportation.

Mr. Greenleaf stated that the total amount returned is higher than normal as a result of hard work on the administration's part to bring in additional revenue through programs such as ECLIPSE, hold vendors accountable to their contracts, and identify a one-time revenue from the accounting change as described in the 2018-2019 update.

The district will also be able to spend money on approved items for pre-purchase from grants identified in the budget process.

3. Financial 2018-2019 Year Update

This item was taken out of order for clarity. Mr. Greenleaf explained that the budget passed at referendum at the BOE approved 3.88% or \$38,301,361. Dr. Nicol stated that this passage is only possible with strong support from the community and collaborative relationships with the BOE, administration and the Board of Finance. These relationships and the willingness to work together has spared the district from any of the turmoil seen in other communities.

Mr. Greenleaf explained an ongoing accounting change that was initiated by the Business Services office. Mr. Purcaro asked if this change stemmed from any auditors finding. Mr. Greenleaf explained that this accounting methodology dates back to 2009-2010 but is no longer serving the district well. After examining current trends in revenue growth, the Business Services team approached the auditor to change the accounting practice from net to gross accounting.

Mr. Greenleaf stated that all expenditure accounts will only include expenditures and revenues will be tracked below the line. Mr. Purcaro stated he would prefer to see all revenues tracked in the same manner, including Special Education Excess Cost grant. Mr. Greenleaf agreed and noted there will be several revenue accounts to allow for better tracking and transparency.

This change will have to be brought to the Board of Finance for an additional appropriation of expenditures and revenue for the 2018-2019 year. Mr. Greenleaf emphasized that there is no impact to the Town's budget. There will also be no mill rate impact as a result of this change.

The meeting adjourned at 8:14 p.m.

Respectfully submitted,

Mr. Michael Purcaro, Finance Committee, Chair