

BOARD OF EDUCATION

Ellington, Connecticut

Finance Committee Meeting Minutes

The Finance Committee of the Ellington Board of Education met Wednesday, May 29, 2019 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, Mrs. Kris Picard-Wambolt, Mrs. Jamie Foster, Mrs. Tracey Kiff-Judson

Administrative Team Members: Dr. Scott Nicol, Superintendent of Schools, Mr. Brian Greenleaf, Director of Finance & Operations, Mr. John Collins, Director of Technology, Mrs. Sheri Shaw, Nurse Supervisor, Mrs. Christy Ballasy, Nurse Ellington High School, Mrs. Anita Yost, Accounting Coordinator

Call to Order: The meeting was called to order by Mr. Purcaro at 7:00 p.m.

Agenda Items:

1. *Unaffiliated Salary Discussion (anticipated Executive Session)*

Motion: To enter Executive Session for the purpose of salary negotiation and invite the following: Dr. Scott Nicol, Superintendent of Schools, Mr. Brian Greenleaf, Director of Finance and Operations, Mr. John Collins, Director of Technology, Ms. Sheri Shaw, Nurse Supervisor, Ms. Christy Ballasy, Nurse Ellington High School, Ms. Anita Yost, Accounting Supervisor

1st. Mrs. Picard-Wambolt 2nd. Mrs. Foster

VOTE: Unanimous. The motion passed.

The board entered Executive Session at 7:03 p.m.

The board came out of Executive Session at 9:16 p.m.

2. *Review of Student Activity Accounts*

Mr. Greenleaf presents on the student activities ledger, stating that additional controls have been put in place over the last couple years. The Finance Office has access to banking records, which were consolidated at one institution, and all funds are accounted for within the current finance system. There are additional measures to be

implemented in the schools (e.g. ensure proper cash management). Mr. Purcaro asks that this review happen regularly at Finance Committee meetings.

3. *IT Systems*

Mr. Greenleaf presents on the selection and implementation of a new finance system, the first such investment in over 20 years. The current system is being phased out by the company. Through a collaborative process, the administration has selected Tyler Technologies' Infinite Visions as the product to move forward with.

This will be coupled with the implementation of a student information system. Mr. Collins and Mr. Greenleaf worked to ensure no budget impact to integrate these systems in over time. As implementation costs fade, the cost will be reduced.

4. *2018-2019 Budget*

Mr. Greenleaf reports that the year end is slated to go well, however it will be a smaller figure to return to the town than previous years. This is due in part to added security provisions added without budgetary adjustments, such as the additional School Resource Officer and School Security Officer.

The meeting adjourned at 9:28 p.m.

Respectfully submitted,

Mr. Michael Purcaro, Finance Committee, Chair