Seymour Board of Education
FINANCE COMMITTEE MINUTES
September 13, 2021
Seymour Middle School
7:00 pm

BOARD MEMBERS IN ATTENDANCE: Kristen Harmeling
Beth Nesteriak
Ed Strumello

OTHERS IN ATTENDANCE: Dr. Susan Compton, Superintendent of Schools
Vonda Tencza, Associate Superintendent
David Fiorillo, Interim Business Manager
Marie Kashuba, Consultant
Lee-Ann Dauerty, Board Clerk
Chris Champagne

I. CALL TO ORDER
A. Pledge of Allegiance
Ms. Harmeling called the meeting to order with the Pledge of Allegiance at 7:06 p.m.

II. PUBLIC COMMENT
Public Comment provides the opportunity for the public to make a comment. It is not a dialogue between the Board and the public. Based upon what is heard during Public Comment, the Board may choose to add a topic to the agenda. If questions are posed that the Chairman is able to answer, those questions may be addressed under the Chairman’s Comments portion of the agenda. The Board will not discuss personnel matters. Comments should be respectful and no longer than 3 minutes in length so that all who wish to comment may have the opportunity to do so. All public wanting to comment will need to state their name and address for the record prior to addressing the Board.
None

III. DISCUSSION AND POSSIBLE ACTION
A. Financial Management Summary
David Fiorillo, Interim Business Manager introduced a consultant with his firm, Marie Kashuba who has been working with the Seymour Public Schools for the past eight weeks. Ms. Kashuba reviewed the status of several object codes. She reported that object code 110-119 Certified Staff had no significant variances or concerns. We have seen significant activity because of the start of school and will continue to monitor. Object code 120-140 – Non Certified Staff also presented no significant variances or concerns. Significant activity is noted with the start of school. Will continue to monitor. Object code 320-340 Professional Services show no significant variances or concerns. Significant activity is noted with the start of school. Will continue to monitor. Object code 210-295 Employee Benefits – Encumbrances totaling 3.9M noted on the financial report that reflect our blanket purchase orders for estimated costs. It is anticipated that Health Insurance to run over budget and it will continue to be monitored. Ms. Harmeling asked if we underestimated and we should look into this to determine why we are under budget. Object code 320-340 Professional Services show no significant variances or concerns. Object code 411-450 Infrastructure Services – In addition to encumbrances totaling 373k for anticipated estimated costs, we have incurred additional expenses under 433 Equipment Repair & Maintenance for Seymour Middle School for the replacement of the flow meter of the fire pump and air conditioning repairs. Will continue to monitor. Object code 510-519 Transportation new this year, we have encumbrances totaling
1.9M that reflect our blanket purchase orders for estimated costs for transportation. We are experiencing issues with a lack of bus drivers and have had to combine routes that may represent a savings. Will continue to monitor these accounts closely due to the variability and current situation as we move forward. Object Code 520-529

Insurance – Appears this was under budgeted, invoices have been received and have been applied. We will investigate why this was under budgeted. Object code 561-564

Tuition – Note there was a budget adjustment of $189k that was made due to the request of the BOE to bring down the total budget to 2% for this fiscal year. The amount was deducted from the Special Ed Tuition account. As such, we will continue to monitor the outside tuition. Ms. Harmeling said that as a committee we should be involved where these adjustments should be made. We need to do some thinking. Would like to make some recommendations on this. It was requested that a quarterly report be produced showing adjustments and the forecast. Would like to see the actual last year’s numbers for comparison. Dr. Compton said administration will be involved, as well as department managers and Central Office, She said we will work together. She felt the quarterly report was an excellent idea. She said she would also like to see a budget timeline established for the budget process. Mr. Strumello asked if All Star would be offering incentives to hire bus drivers and if so, would that cost be passed on to us. Mr. Fiorillo said Steve Gardner would be speaking to the full Board and this would be a good question to ask at that time. Ms. Kashuba continued and made note that the finalization of student enrollments and initial billings that typically occur in October will allow a better evaluation of the budget amount vs. actual anticipated costs for the tuition line item. Object code 610-690

Supplies – With regard to the deficit in 641 Textbooks & Curricular Materials, encumbrances for new math textbooks have been applied. These are applicable to a grant which would rectify the situation and will be adjusted in future reports. Object code 730-745

Equipment – There is an encumbrance in 730 (Equipment Instructional) which will be applicable to a grant which would rectify the situation in future reports.

MOTION: (Ms. Nesteriak/sec., Mr. Strumello) to recommend to the full Board the approval of the Financial Management Summary ending August 31, 2021 as presented

SO VOTED

AFFIRMATIVE: Ms. Harmeling, Ms. Nesteriak, Mr. Strumello

MOTION PASSES 3-0

IV. REPORTS

A. Chairman’s Report

Ms. Harmeling said she would like to have the budget timeline done by our next meeting three weeks from now. She reminded the Business Manager that they would like to debrief on the solar project and be sure not to lose sight of this.

B. Superintendent’s Report

Dr. Compton reported that the Business Manager posting will be closed on September 20. We will contact the applicants to complete all the necessary application materials. Interviews will be conducted on September 20 or 23 and we hope to have a candidate to bring forward to the full Board during executive session.
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None

VI. ADJOURNMENT
MOTION: (Ms. Nesteriak/sec., Mr. Strumello) to adjourn

AFFIRMATIVE: Ms. Harmeling, Ms. Nesteriak, Mr. Strumello
MOTION PASSES 3-0
The meeting adjourned at 7:27 pm

Submitted by:
Lee-Ann Dauerty
Board Clerk

YouTube Link:
https://youtu.be/MIr1_dmTUtU