

LITCHFIELD BOARD OF EDUCATION
SPECIAL MEETING MINUTES
September 2, 2021

Finance Committee

- I. Call to Order The special Finance meeting, held in the Litchfield Intermediate School auditorium and via teleconference was called to order at 6:00 p.m. by Mr. Clock.

Members present: Mr. Clock, Chair, and Mr. Terzian, Board of Education Chair. Also present: Mr. Leone, Superintendent, Mr. Sattazahn, Chief Operating Officer, and Mr. Robillard, Accounting Manager.

- II. Approval of Minutes

- a. Review the minutes of the special meeting of July 8, 2021
Tabled

- III. Communications

None

- IV. Public Participation

None

- V. Old Business

None

- VI. New Business

- a. 2020-2021 End of Year Summary

The 2020-2021 unaudited budget ends the fiscal year at \$19,744,390 revenue with expenses to match. Contingency sits at \$228,690 of which approximately \$114k will go to the capital fund in November/December post final audit.

- b. 2021-2022 Budget Update

Mr. Leone reviewed the 2021-2022 budget. On the revenue side, reduced outside tuition \$109k due to no viable candidates came forward with the Limited Tuition Agreement with Winchester Board of Education, and the addition of ESSER II and partial addition of ESSERIII funds. On the expense side, Mr. Leone reviewed costs associated with the addition of a .5 Social Worker, after school coverage, enrichment curriculum for learning loss, math intervention, and SmartBoard expenses to name a few.

- c. 2021-2022 Budget Transfer

Mr. Leone reviewed the 2021-2022 Budget Transfer information when providing the 2021-2022 Budget Update.

- d. Insurance -2022-2023

Mr. Leone opened by commenting on rising costs of heating oil, fuel for transportation, and capital repairs noting his concern and uncertainty of maintaining a zero budget increase in the upcoming 2022-2023 school budget. In an effort to maintain or mitigate insurance premium costs, Mr. Leone is proposing to increase the

size of the insurance pool, providing the district with leverage when negotiating premium rates for the 2022-2023 fiscal year. With the support of committee members, Mr. Leone will begin research and discussions with municipalities and/or districts in support of this plan.

VII. Future Agenda Items
None

VIII. Adjournment There being no further business to come before this committee, the meeting adjourned at 6:12 p.m.

Respectfully submitted,
Christine Escobar
Secretary, pro-tem