

LITCHFIELD BOARD OF EDUCATION
REGULAR MINUTES
February 24, 2022

Finance Committee

- I. Call to Order The Finance Committee meeting held at the Litchfield Intermediate School art room and via teleconference was called to order at 5:45 p.m. by Mr. Clock.

Members present: Mr. Clock Chair, and Mr. Shuhi. Also present: Mr. Leone, Superintendent, Mr. Terzian, BOE Chair, Ms. Della Volpe, Assistant Superintendent, Mr. Robillard, Accounting Manager, and Mr. Sattazahn, Chief Operating Officer.

- II. Approval of Minutes

a. Review the minutes of the regular meeting of January 27, 2022

Mr. Terzian made a motion to approve the minutes of the regular meeting of January 27, 2022. Mr. Shuhi seconded the motion. The motion passes unanimously.

- III. Communications

None

- IV. Public Participation

None

- V. Old Business

None

- VI. New Business

a. 2021-2022 Budget Update

Mr. Leone presented the February Finance Report commenting on no changes to revenue. On the expense side, Mr. Leone reviewed the budget transfers that the Board approved at their recent meeting. Mr. Leone closed by stating Contingency is currently above \$100k.

b. Food Services Agreement

Mr. Leone reviewed the Food Services Agreement with Region 6 and EdAdvance as the new food services administrator for Litchfield Public Schools. Mr. Leone highlighted a stipulation in this agreement that both districts will contribute \$20k to be utilized for the procurement of fresh fruits, vegetables, meat, and milk products from the local farms in the surrounding area for student meals. Mr. Leone went on to say, in addition to providing fresh food products, this is a way to reinvest and give back to our communities and taxpayers. Mr. Clock inquired about the status of the current staff working in the school cafeterias. Mr. Leone said they would be offered employment with EdAdvance should they choose to accept. With the support of the committee, Mr. Leone stated this agreement would be brought forward to the Board of Education as an Action Item at the March meeting.

c. Budget Workshop #2 Presentation

Mr. Leone presented the 2022-2023 Budget Workshop #2 presentation bringing forward for the second consecutive year a flat assessment for the town of Litchfield. The presentation outlined the budget process timeline, provided a financial snapshot

of where the district is today, and highlighted some key areas in the budget such as Benefits, Tuition, and Transportation. Mr. Leone was pleased to share that for the second consecutive year the district was able to renew health insurance costs at zero or less than zero percent increase. The district will continue to monitor Special Education tuition placements, was able to eliminate one elementary/intermediate school bus, and will continue to work towards regional transportation. Mr. Leone will begin in-person Town Tours beginning the last week of February/first week of March. The Litchfield Town Tour is scheduled for March 1st at Litchfield Center School beginning at 6:00 p.m. Mr. Leone closed by sharing the Superintendent's recommended 2022-2023 Budget would be presented to the full Board of Education on March 10, 2022.

The Budget Workshop #2 presentation can be viewed on the District website.

VII. Future Agenda Items

None

VIII. Adjournment There being no further business to come before this committee, **Mr. Terzian made a motion to adjourn. Mr. Shuhi seconded the motion. The motion passed unanimously.** The meeting adjourned at 6:33 p.m.

Respectfully submitted,
Christine Escobar
Secretary, pro-tem