

Tolland Board of Education
Finance and Facilities Committee Minutes
September 15, 2021

Members present: Dr. Walter Willett, Christine Griffin, Renie Besaw, Jacob Marie
Members present via Zoom: Dana Philbin

Meeting called to order at 5:34 pm

Review of 6/30/21 year end budget to actual numbers. Dr. Willett went through the larger variances. These included: salaries were underbudget due to not filling all open positions; Other Professional Education Services were overbudget due to special education evaluations and contracted services; Other Tech Services were overbudget due to moving expenses for Birch Grove; Student Transportation Services were underbudget due to buses not running daily, no late buses and tech schools were closed for a longer amount of time; Tuition Education Agency was underbudget due to paying less for services due to the pandemic; Textbooks and Workbooks were overbudget due to purchasing items for next year. The committee asked for further clarification in the following line items: Professional Education Services, Repair and Maintenance Services, Instructional Supplies, Computer Supplies, Misc. Supplies and Non-Instructional Equipment – New.

The committee asked Dr. Willett to provide an analysis of all the chromebooks and laptops purchased during the 20/21 school year and the funding sources.

Review of the 8/31/21 year end budget to actual. Dr. Willett explained that the salary line item was overbudget due to grant positions, associate educator positions and summer teaching positions, all of which will be reimbursed and the line item will level out.

Review of capital budget considerations. The committee was comfortable with all the new items, except for the 1:1 technology as this doesn't fit the town's definition of a capital expense. Dr. Willett will reach out to Ashley Lundgren, BOE chair, to add this item to the next regular board meeting's agenda as it is due to the town on October 7, 2021.

Discussion on the COVID Relief Fund. Dr. Willett, Ms. Besaw and Ms. Griffin were at the Town Council meeting when this was discussed. The Council had several questions regarding the FY21 CRF expenses and Dr. Willett will answer them when he receives them. For the upcoming joint meeting (date to still be determined), committee suggested we have an analysis prepared to present to the Council, including what the ESSER II/III funds will be used for, explanations for why we had a balance of approximately \$800,000 and the uncertainties of the 21/22 school year and why it is important to continue this fund.

For the 21/22 school year, Dr. Willett expects food services to self-fund as in previous years. Even with the USDA requiring no cost lunches to students, snack and drinks will be available this year for purchase. The committee asked for an update on the status in a few months.

Meeting was adjourned at 7:09 pm

Respectfully submitted,
Christine Griffin