

To: Pat O'Sullivan, Town Clerk
From: Mary Shaw – OBOE
Date: 7/29/20

Finance Subcommittee Meeting

Monday, July 20, 2020

Meeting called to order at 6:34pm by Ms. Riccio

In Attendance: Bill Kraut, Susan Riccio, Jeff Cap, Ken Vitelli, Mary Welander, Vince Scarpetti, Christine Koch, Mike Gray

Absent: none

2. Public Participation: none

3. Expenditures

Business Manager Christine Koch reviewed expenditures items of note:

- 2 pay period month
- Ms. Welander raised question about notation indicating Jaime Hulley Arts program monies being returned; Ms. Koch assured it was due to programs not happening due to COVID, not a cancellation of program. Ms. Riccio noted that teachers are still encouraged to reach out to JHA for special funding for arts related programs
- Ms. Koch also noted the carryover expense of the additional chromebooks.
- Ms. Koch shared that the district will be seeking reimbursement and funding for masks through ESSER (Elementary and Secondary School Emergency Relief) Fund, as well as FEMA (through town Fire Marshall on quarterly basis)
- Graduating 6th grade families received reimbursements of remaining cafeteria funds left in accounts

4. Financials

- District continues to see savings from certain salary, intern, utilities line items, while some costs are higher due to Maintenance and Repair items, special services, cafeteria costs (due to extra weeks of service), and pre-buying of technology items.
- Full picture of the 2019/2020 closeout will be available after expected reimbursements come in

5. Food Service Update

- All cafeterias closed and cleaned for summer
- Planning for fall meal services in progress; anticipating mostly cold meals for classroom delivery

6. MUNIS Update

- In process of complete switch from Phoenix to MUNIS
- Both reports provided

7. 21st Century Update

- Program anticipating estimated loss of \$65K this year; this loss attributed to lack of payments coming in but certain salaries being paid to prepare for upcoming year
- All costs would be covered by 21st Century retained funds and would not impact OBOE budget in any way.
- Survey sent out to families about 21st attendance in Fall 2020; returned results show an estimate of 1000 seats filled/week, as compared to around 1400 seats/week last year (this total is in response from families at all 4 schools, A.M and P.M. programs)
- Budgetary break even anticipated for upcoming school year
- Nurse dedicated to 21st Century program added to serve all schools
- Incremental tuition adjustment of day rate to make rates more consistent; first in over 5 years. Program compared tuition rates of other area programs (YMCA, JCC)
- Ms. Lasto meeting with Town Director of Public Health Dr. Amir Mohammed regarding operational guidelines for program

8. Mr. Kraut requested that Ms. Riccio reach out to Orange Food2Kids for more information

8. Adjourn 6:52pm