

**Coventry Board of Education
Coventry, CT
Approved Minutes
Fiscal Committee Meeting
Thursday, April 8, 2010**

Members Present: Mary Kortmann, Fiscal Committee Chair
Cheryl Trudon, Fiscal Committee Member
Mark Malcolm, Fiscal Committee Member

Also Present: Dr. Donna Bernard, Superintendent of Schools
Katie Baumgartner, Payroll, Board of Education
Beth Pratt, Food Service

The meeting was called to order at 6:32 pm by M. Kortmann.

I. Budget Items

a. Food Service Profit/Loss Statement

M. Kortmann asked Ms. Pratt to explain the line items for prepaid tickets. She sees the difference in the account as a liability.

C. Trudon stated the total revenue is high.

M. Malcolm stated in October he sees \$3950.00 more used by students than invested by parents.

The committee discussed how the prepaid ticket sales worked and how they were presented as a line item on the Food and Service Budget. They discussed how the line item should be noted and decided to ask other districts how they noted the prepaid ticket sales.

Ms. Pratt will speak with other Food and Service directors and report back on what works for them on accounting for prepaid plans.

M. Kortmann asked how Food Service is doing.

Ms. Pratt answered the lunch counts are up from last year.

M. Malcolm commented the food service is run better. The kids like the options. He stated the fiscal increase is due to the removal of a layer of food service staff.

C. Trudon commented Food Service is doing a good job. She stated sales have gone up and not down in this economy and has receive positive feedback.

M. Malcolm stated an increase in food service profits would help offset funds needed pensions and unemployment.

Ms. Pratt mentioned that insurance is going up next year by 18%.

Dr. Bernard said to use a 15% figure for increased insurance costs next year.

M. Kortmann asked if a healthy athletic lunch could be offered for students who will compete later in the afternoon. "High performance meal" was suggested by M. Malcolm as a title for this lunch. Ms. Pratt answered she will look into it.

V. Updated Projection for March 2010

Dr. Bernard said that she will be meeting with administrators after the school break to determine the status of subs. She is also watching the oil tanks.

M. Kortmann said there was another special education student and asked if the cost for the new student is reflected in the March projection.

The committee discussed line items 120 and 121 included an increase in spending but they believe it is actually the new student. The new student expense should be included in line item 561. Dr. Bernard asked Ms. Baumgartner to look into it and confirm that the expense should be moved.

The committee also discussed the sub line items. Ms. Baumgartner stated she has noticed an increase in the use of subs.

M. Kortmann asked about the expenditure grant report. Can grant money be moved to cover substitutes? Dr. Bernard answered she didn't know. Dr. Bernard asked Ms. Baumgartner to schedule a follow up meeting with Ms. Holmes and Dr. Bernard to discuss.

C. Trudon asked about the school readiness grant. M. Kortmann asked it if could be put on the agenda. Dr. Bernard suggested it be put on May's agenda. Dr. Bernard also wants to add discussion on the student activity fund, transfers, and the oil projection and usage report. M. Kortmann would like details to be available for the oil projection and usage report.

M. Kortmann stated that the fiscal committee receives their packet twice; once with the Fiscal committee packet and again with the BOE packet. She asked if the committee could receive their information just once. The committee discussed the possibility.

C. Trudon suggested this change be made next year. Dr. Bernard told Ms. Baumgartner to put any procedural changes on hold.

VI. Adjournment

MOTION: To Adjourn the Fiscal Meeting

By: M. Kortmann

Seconded: M. Malcolm

Result: The motion passed unanimously at 7:28 p.m.

Respectfully submitted,

Terri Lessard, Subcommittee Clerk