

**Coventry Board of Education**  
Coventry, Connecticut

**Fiscal Committee Meeting**  
Approved Minutes of Thursday, June 9, 2022  
Administration Building Conference Room

Committee Members Present:

Mary Kortmann, Fiscal Committee Chair  
Peter DePaola  
Emma Eaton  
Jennifer Beausoleil, BOE Chair

Administrators Present:

Dr. David J. Petrone, Superintendent of Schools  
Robert Carroll, Director of Finance and Operations

Audience: Beth Pratt, Director of Food Services; Eugene Marchand, Board Member;  
Courtney Rossignol, Board Member.

**I. Call to Order**

M. Kortmann called the meeting to order at 6:02 p.m.

**II. VOTE: Approve Fiscal Minutes of May 12, 2022**

**MOTION: To approve Fiscal Minutes of May 12, 2022**

**By: E. Eaton**

**Seconded: P. DePaola**

Discussion: P. DePaola asked that the last sentence of the EV Charging Station Programs discussion on the bottom of page 1 read: "Mr. Carroll verified that the proposal is in the works to add one station at each school site and this is just an FYI item right now."

**Result: Motion to approve the minutes with noted change passes unanimously**

**III. Discussion: Food Services Program (Surplus and Meal Prices)**

Ms. Pratt was present to speak about the balance in the Food Service account and her proposal on how to spend it down as required.

The Committee talked about the various avenues that are up for approval.

Dr. Petrone suggested that all equipment be inventoried and reviewed by maintenance.

J. Beausoleil said she was not a fan of the free breakfast, but in support of supplementing those who already get reduced meals.

M. Kortmann agreed with inventorying the equipment and noted there is time to make decisions.

B. Pratt asked if the expanded hours of the food service assistant could be approved at this point. The Committee agreed.

E. Eaton suggested staff vending machines for the K-5 schools and sustainable trays for breakfast.

There was consensus for Ms. Pratt to do the top half (spending by 6/30/22) and include the increase to the assistant's hours.

#### **IV. Information: School Security - Multimedia Grant**

Mr. Carroll said this is just an FYI. Dr. Petrone said that the Town will provide the matching amount, which is less than \$150,000.

#### **V. Information: IEP Direct**

Dr. Petrone said the IEP Direct cost is approximately \$5,000, which is absorbable.

#### **VI. Information: Auditors**

Mr. Carroll noted the auditing firm will remain the same.

#### **VII. Discussion: Athletic Insurance Renewal**

Mr. Carroll reviewed the annual cost of the Athletic Insurance, which costs \$11,000. Dr. Petrone said this insurance is in place for a student who is injured and their insurance would not cover the cost of the medical needs in their entirety. M. Kortmann asked if we have to have this coverage. Dr. Petrone said no.

P. DePaola asked if the cost could be negotiated. Mr. Carroll said, not really, but the cost has come down significantly.

J. Beausoleil said it is worth taking a chance and not having it. M. Kortmann, P. DePaola, and E. Eaton agreed.

#### **VIII. Information: E-Rate Program**

Mr. Carroll said we are still on hold.

#### **IX. Information: Freedom of Information Requests**

Dr. Petrone said this item, as an inquiry and its associated costs, are on the agenda for the Committee's information.

#### **X. Information: EV Charging Station Program**

Mr. Carroll said the stations are extremely more expensive than they were when purchased the first time around. Dr. Petrone said it is not worth the cost.

#### **XI. Information: Phone Issues (5/20) Impact**

Dr. Petrone reviewed the impact of the telephone issue and Mr. Carroll noted the cost was \$7,200.

**XII. Information: HVAC Grant Opportunity**

Mr. Carroll said the HVAC category has been added as a school construction grant opportunity. Dr. Petrone said we are in a good place to apply for this.

**XIII. Information: State Revenue, Updated**

Mr. Carroll explained the state calculations and noted our per pupil expenditure went up for 2020-21.

**MOTION: To recess the meeting at 6:56 p.m. for it to continue after tonight's Board meeting**

**By: E. Eaton**

**Seconded: P. DePaola**

**Result: Motion passes unanimously**

The meeting reconvened at 10:01 p.m.

**XIV. Discussion: Unexpended FY22 Funds**

Dr. Petrone said it is in priority order by site.

The Committee discussed the list provided by the administration. M. Kortmann reviewed the original CIP list.

The Committee discussed how to address the end of the year unexpended funds as they relate to the 2% account (reserve fund).

The Committee agreed to discuss this again at next week's meeting. Dr. Petrone said he would refine the list before that meeting.

The remaining items were tabled to next week's meeting.

**XVI. Adjournment**

**MOTION: To adjourn the Fiscal Meeting at 10:38 p.m.**

**By: E. Eaton**

**Seconded: P. DePaola**

**Result: Motion carries unanimously**

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Respectfully submitted,

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Kimberlee Arey Delorme  
Board Clerk

Approved: June 16, 2022