

**Coventry Board of Education**  
Coventry, Connecticut

**Fiscal Committee Meeting**  
Approved Minutes of Thursday, April 12, 2018  
Administration Building Conference Room

Committee Members Present:

Mary Kortmann, Fiscal Chair  
William Oros  
Peter Larson (arrived 6:21 p.m.)  
Jennifer Beausoleil, Board Chair (arrived 6:13 p.m.)

Also Present:

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

**I. Call to Order**

M. Kortmann called the meeting to order at 6:10 p.m.

**II. VOTE: Approve Minutes of March 12, 2018**

**MOTION: Approve minutes of March 12, 2018**

**By: W. Oros**

**Seconded: M. Kortmann**

**Result: Motion passes unanimously**

**III. Financial Reports for March 2018**

**III.A. Management Report**

**III.B. Encumbrance Reports**

Mr. Carroll said the unemployment compensation line has a surplus. He added that we have met the heating oil commitment.

J. Beausoleil arrived 6:13 p.m.

The Committee discussed what oil is left in the tanks and the logistics of tank replacement at CGS and GHR.

P. Larson arrived 6:21 p.m.

Mr. Carroll talked about the legal and advertising accounts, he added that everything looks good.

The Committee talked about the insurance account and that the lump sum is fixed for the year.

Mr. Carroll added that the certified salaries account is right on track district-wide.

J. Beausoleil said she would like to see \$215,000 moved to the CIP recovery row. M. Kortmann agreed and added it can always be changed, if needed. The Committee agreed.

Dr. Petrone mentioned the entry ways. The Committee agreed money should be marked to address the facility security upgrade.

**III.C. Special Education Tuition/Excess Cost**

M. Kortmann said this information has remained steady since December, which is unusual.

### **III.D. Food Service**

Mr. Carroll noted Food Service turned a profit this month.

### **III.E. Capital and Special Funds**

The Committee reviewed the reports.

### **III.F. Preschool Fund**

Mr. Carroll said the preschool looks okay. He said numbers we see are actual.

M. Kortmann wanted to be sure that maintenance at the preschool is being tracked as being paid for out of the preschool fund. Dr. Petrone said we have that information.

It was agreed, the 2018-19 preschool budget would be provided to the Fiscal Committee at the May meeting.

### **IV. Coventry Academy Enhancements**

Dr. Petrone noted the quotes that have come in for the Coventry Academy enhancements. He said one quote has come in higher than expected.

The Committee reviewed the details of the work that needs to be done.

It was decided that the doors could be approved and half of the HVAC system, at this time.

### **V. Review Revisions to Policy 3323/3300**

Mr. Carroll reviewed the new legislation regarding certain purchases and that consultation with the municipality is sometimes necessary.

J. Beausoleil asked that the actual law be brought back for comparison purposes.

### **VI. Review Billing Sports/Nike Agreement with CHS**

Dr. Petrone explained the agreement. The Committee discussed the various aspects. Dr. Petrone said Pat Cox, the Athletic Director, would be present at the Board meeting to answer specific questions.

### **VII. Town Council Request for Information**

Mr. Carroll said this was added for information.

The Committee talked about the request for information flow from the Council to the Board.

### **VIII. Adjournment**

**MOTION: To Adjourn the Fiscal Meeting at 7:16 p.m.**

**By: W. Oros**

**Seconded: M. Kortmann**

**Result: Motion passes unanimously**

---

Respectfully submitted,

---

Kimberlee Arey Delorme  
Board Clerk

Approved: May 10, 2018