

**Coventry Board of Education**  
Coventry, Connecticut

**Fiscal Committee Meeting**  
Approved Minutes of January 14, 2021  
Remote/Electronic

Committee Members Present:

William Oros, Chair (arrived 6:22 p.m.)  
Mary Kortmann  
Jennifer Beausoleil, Board Chair

Committee Members Absent:

Barbara Pare'

Administrators Present:

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

**I. Call to Order**

J. Beausoleil called the meeting to order at 6:19 p.m.

**II. VOTE: Approve Fiscal Minutes of December 10, 2020**

**MOTION: Approve Fiscal Minutes of December 10, 2020**

**By: M. Kortmann                      Seconded: J. Beausoleil**  
**Result: Motion passes unanimously**

**III. Update: Joint Fiscal/Town Finance Meeting of January 11, 2021**

W. Oros joined the meeting at 6:22 p.m.

W. Oros noted there were no concerns with the audit.

W. Oros said the Town Finance Committee noted the good job the schools are doing especially during COVID.

W. Oros noted an update was provided about the Microgrid. J. Beausoleil reviewed further details regarding items required in writing and dates/deadlines.

W. Oros thanked everyone for their contribution to the discussion.

W. Oros said the last item discussed was the FY22 budget.

**IV. Grant Update - Coronavirus Relief Funds - Municipal**

Mr. Carroll said that more money was released; the town received additional funds. He said the town gave the schools half, which was \$47,000. He said it was applied to our COVID-19 expenses.

## **V. Transportation Contract**

Mr. Carroll said he is speaking with M&J management regarding obtaining additional information so we can move forward with payment.

M. Kortmann said the Committee would like to see proof that they paid the employees and if so, we can proceed with what we agreed to pay them.

M. Kortmann asked if we paid the 49.5% for the three days where there was no school and the drivers were not paid by M&J. Dr. Petrone said no, not yet.

J. Beausoleil suggested a letter be written and signed by the union president, which would note what days that the employees have been paid. The Committee discussed this would be a reasonable option.

## **VI. Minimum Budget Requirement (MBR)**

W. Oros noted we made the MBR. Mr. Carroll said yes, and that this is a new format, which has been published now.

## **VII. Education Financial System (EFS)**

W. Oros asked if there were any questions. There were none at this time. It was said that the item would be brought back in February.

## **VIII. Net Current Expenditures per Pupil (NCEP)**

The Committee discussed that Coventry has fallen in the ranking in the state and the DRG.

## **IX. Financial Reports for December 31, 2020**

### **A. Management Report**

### **B. Encumbrance Reports**

There were no questions. M. Kortmann said it looks like everything is flowing along.

### **C. Food Service**

Mr. Carroll said, typically, the reports run about a month behind. He said of right now, the program is making money. He said, the concern is, if we go to remote, the population she is feeding would be significantly less. Mr. Carroll added that layoffs could be possible.

M. Kortmann said if we end up positive, we should take care of some of the CIP items.

M. Kortmann said we need to be cautious of laying off staff and is it worth it.

### **D. Special Education Tuition/Excess Cost**

Mr. Carroll said we are doing okay in this account. He said we are at the projected \$50,000 bottom line, which is where we were a month ago.

He added that transportation is stable and we have been able to share services with other towns.

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

Mr. Carroll said there has been no activity other than a large tuition receipt [\$17,000].

M. Kortmann said the non-special education portion of tuition is low. Mr. Carroll said he is working with PSSS to sort out those recording details.

### **F. Preschool Fund**

Mr. Carroll said the Preschool Fund is steady. He said enrollment is at 80%.

### **X. Adjournment**

**MOTION: To adjourn the Fiscal Meeting at 7:01 p.m.**

**By: M. Kortmann**

**Seconded: W. Oros**

**Result: Motion passes unanimously**

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Respectfully submitted,

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Kimberlee Arey Delorme  
Board Clerk

Approved: February 11, 2021