

**Coventry Board of Education**  
Coventry, Connecticut

**Fiscal Committee Meeting**  
Approved Minutes of May 13, 2021  
Electronic

Committee Members Present:

William Oros, Fiscal Chair  
Mary Kortmann  
Michael Sobol  
Jennifer Beausoleil, BOE Chair

Administrators Present:

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

**I. Call to Order**

W. Oros called the meeting to order at 6:00 p.m.

**II. VOTE: Approve Fiscal Minutes of April 8, 2021**

**MOTION: Approve Fiscal Minutes of April 8, 2021**

**By: M. Sobol**

**Seconded: M. Kortmann**

**Result: Motion passes unanimously**

**III. Information: Project Graduation Request**

Dr. Petrone explained the request from this group, which is worried about fully funding the senior activities. Dr. Petrone said funds could be found.

M. Kortmann said it should be clear this is a one-time funding, due to savings from activities that could not be held due to the pandemic.

M. Sobol and J. Beausoleil agreed.

**IV. Information: Network Expense - Legal Fees**

Dr. Petrone explained the expenses that have been realized due to the recent network event. He said the legal fees are approximately \$6,000. He added this does not include the software work that was done.

Dr. Petrone continued and talked about the quote received for the protective software needed. The Committee discussed the contract, including the length and what kind of service is provided.

**V. Information: Donation to Food Services**

Dr. Petrone explained that the donation was from a Coventry alumni.

The Committee commented on the generosity of the gift. Dr. Petrone said legally it can be put into a separate "student activity" account. M. Kortmann suggested putting it aside for the students. The Committee agreed to keep it separate and it should not be used to pay for the freezer.

## **VI. Information: Grants**

### **A. Multi-Media Interoperable Communications Systems (MM SSGP)**

### **B. Round 5 of the School Security Competitive Grant Program (R5 SSGP)**

Mr. Carroll explained the release of these grants. He said the grant is split into two components. Dr. Petrone explained that they are in the process of completing the application. The Committee talked various areas or items that could be addressed with the funds.

### **C. Open Choice Grant**

Dr. Petrone talked about the \$1,500 received from this grant. He said the funds will be used to support incoming students, to get them acclimated.

## **VII. Information: CSDE Revenue Estimates**

Mr. Carroll noted these are the final numbers for the excess cost grant and we are at 80.3%.

J. Beausoleil confirmed that Food Service made a profit and we are receiving more funds back from the state. She said this is very unusual.

M. Sobol asked for the dollar difference. Mr. Carroll said with new rate of 80.3%, it is approximately an additional \$40,000.

## **VIII. Financial Reports for April 30, 2021**

### **A. Management Report**

### **B. Encumbrance Reports**

The Committee reviewed the Management Report. M. Kortmann said there are still giant things that need to happen before the end of the year.

Mr. Carroll reviewed the legal line item.

M. Sobol asked if the excess cost grant adjustment is reflected. Mr. Carroll said yes.

Mr. Carroll continued and reviewed adjustments made to unemployment, non-certified temp salaries, student transportation, and advertising.

He said the bottom line is at -\$15,000. M. Kortmann said transfers should be made at the next meeting, to level the negative lines.

The Committee discussed the third page of the report, which tracks the COVID-19 expenses. Mr. Oros said \$653,000 has been spent due to COVID-19. J. Beausoleil said this page gives us an overview of how the COVID-19 expenses have affected the different areas of the budget.

The Committee discussed the ESSER II and ARP-ESSER III funds. Dr. Petrone said a plan will be developed by the administration and will be presented to the Board. Dr. Petrone said the ARP-ESSER III funds can be spent on anything; the government is being very loose.

### **C. Food Service**

#### **1. USDA Pandemic Relief**

Mr. Carroll noted the profit and loss statement; the equipment for \$24,714 is to replace the failing walk-in refrigeration unit at the high school.

The Committee turned the conversation back to the donation.

M. Sobol said he would like to understand more about the intent of the donation. Dr. Petrone said the intent was non-specific. M. Sobol said this should be used for something other than major capital items. J. Beausoleil said, hearing that the federal program will continue, she said she can see why the Food Service account should be used for the new freezer. The Committee agreed.

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

There was discussion about summer use of the buildings by the public. Dr. Petrone, said at this time, the public will not be using the buildings. He said that is something that could be looked at in the fall. The Committee agreed.

### **F. Preschool Fund**

Dr. Petrone said they are looking at staffing for 2021-22 and if any adjustments can be made. M. Kortmann asked about enrollment. Dr. Petrone said it is trending in the right way.

### **IX. Adjournment**

**MOTION: To Adjourn the Fiscal Meeting at 6:53 p.m.**

**By: M. Kortmann**

**Seconded: M. Sobol**

**Result: Motion passes unanimously**

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Respectfully submitted,

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Kimberlee Arey Delorme  
Board Clerk

Approved: June 24, 2021