

Tolland Board of Education
Finance and Facilities Committee Minutes
October 20, 2021

Members present: Dr. Walter Willett, Christine Griffin, Renie Besaw, Jacob Marie
Members present via Zoom: Dana Philbin (until 6:25)

Meeting called to order at 5:37 pm

Review of 6/30/21 follow up questions for budget to actual numbers. Ms. Besaw asked that going forward when there are overages in certain line items, Dr. Willett and his staff list a narrative as well as some specific dollar amounts for these overages. Dr. Willett to follow up on what line items chromebooks and laptops are being expensed to and what the difference is between lines 616 and 731. Dr. Willett to provide an analysis of all the chromebooks and laptops purchased during the 20/21 school year and the funding sources for the November meeting.

Review of the 9/30/21 year-end budget to actual. Dr. Willett explained that the salary line item was overbudget due to grant positions, associate educator positions and summer teaching positions. The teaching positions should be reimbursed through grants, and associate educators through grants where possible and the CRF if approved. When this occurs the line item will level out. Long term substitutes are overbudget as we are using more of these positions to cover teachers' absences. The school resource officer position is underbudget as we have not filled the second position yet. Ms. Griffin asked for further clarification on the large encumbrance in line 325, Other Prof Educ Services which was causing a large overage already. Also requested was an explanation for the difference between lines 690 and 692, both names Misc. Supplies. Ms. Griffin asked if we still needed to request \$55,631 from the ERF when the Superintendent's Proposed Budget line 731 was reduced in FY22 or if we were able to absorb this somewhere else in the budget. Dr. Willett will review where we landed with that.

The Covid Relief fund joint meeting still has not been scheduled. Committee agreed to revisit this for the November meeting as we still would like a summary ready to present to the Town Council on needs for this fund. Dr. Willett discussed the biggest need right now would be for additional Associate Educators for students who need to be quarantined.

Meeting was adjourned at 6:34 pm

Respectfully submitted,
Christine Griffin