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Seymour Board of Education

FINANCE COMMITTEE MINUTES

October 5, 2020

7:00 pm

BOARD MEMBERS IN ATTENDANCE:

Kristen Harmeling
Beth Nesteriak
Ed Strumello

OTHERS IN ATTENDANCE:

Michael Wilson, Superintendent of Schools
Vonda Tencza, Associate Superintendent
Sherry Holmes, Business Manager
Lee-Ann Dauerty, Board Clerk

I. CALL TO ORDER

A. Pledge of Allegiance

Ms. Harmeling called the meeting to order with the Pledge of Allegiance at 7:03 p.m.

II. PUBLIC COMMENT

Please note: If you would like to have a public comment read into the minutes, please email your brief (300 words or less) comment along with your full name and address to dmartin@seymourschools.org by no later than 5:00 pm on Monday, October 5, 2020.

None

III. DISCUSSION AND POSSIBLE ACTION

A. Financial Management Summary

Ms. Holmes said there is not much going on. The audit for the 2019-20 fiscal year is in progress. The business office has been scanning and sending AP invoices to the auditor for testing. Ms. Nesteriak asked if the audit was for just the Board of Education and Ms. Holmes explained that it was for the Town and the Board of Education combined. The second Coronavirus Relief Fund Grant application for the \$1,399,784 has been posted on the State website. She explained that some of the items we are requesting include teachers for distance learning, health aides, bus monitors, additional PPE, and Transportation (if needed) and Technology needs. She said the Expenditure Summary Report will include category subtotals in the October 2020 report and the purchase order has been created for the payroll encumbrances to start October 2, 2020. She said she would conduct a more in depth analysis of the Certified and Non Certified Staff accounts in October. Employee benefits – Things are going well with Anthem. As soon as an invoice amount is determined, she will create an encumbrance for insurance. In Infrastructure Services, adjustments are still being made to various blanket purchase orders to reflect actual services to be performed. We closely monitor the Transportation accounts, as these accounts are highly variable. More information will be available in October. The invoices for Property, Liability and Athletic insurance came in as budgeted and we are seeing a surplus in Liability and Athletic. Ms. Holmes said we are waiting for finalization of student enrollments and initial billing to determine final actual cost versus budgeted in the Tuition accounts. Technology and Office Supplies accounts are temporarily in a deficit. Several items will be transferred to the grant in October, which will rectify this. Only limited purchases will be made for required custodial and instructional equipment. The PO Encumbrance in the Technology Equipment Account will be transferred to the ESSER Grant once it is expensed. This encumbrance represents the document cameras and webcams. We are still waiting for invoices. Ms. Nesteriak asked about the Unemployment Account and Ms. Holmes explained this will be reduced by the State with a credit from the CARES Act. Because of this, we will not have to pay for a few months. Mr. Strumello asked about outplacements and if we try to consolidate transportation with neighboring towns for these students. Ms. Holmes said Ansonia will reach out to us and we work with Oxford. She said we try to coordinate where we can. Ms. Holmes said Mr. Gardner of All Star Transportation tries to coordinate between the Valley towns to help keep numbers down. She will contact Mr. Gardner to get the information on what towns we are coordinating with currently.

MOTION: (Ms. Nesteriak/sec., Mr. Strumello) to recommend to the full Board the approval of the Financial Management Summary ending September 30, 2020

SO VOTED

AFFIRMATIVE: Ms. Harmeling, Ms. Nesteriak, Mr. Strumello

IV. REPORTS

- A. Chairman's Report
None
- B. Superintendent's Report
None

V. PUBLIC COMMENTS

Please note: If you would like to have a public comment read into the minutes, please email your brief (300 words or less) comment along with your full name and address to dmartin@seymourschools.org by no later than 7:15 pm (or as determined by the Finance Committee Chair and announced during the meeting) on Monday, October 5, 2020.

None

VI. ADJOURNMENT

MOTION: (Ms. Nesteriak/sec., Mr. Strumello) to adjourn

SO VOTED

AFFIRMATIVE: Ms. Harmeling, Ms. Nesteriak, Mr. Strumello

The meeting adjourned at 7:22 pm

Submitted by:
Lee-Ann Dauerty
Board Clerk

The Public is invited to participate in a listen only mode using the link below:

YouTube Link

<https://youtu.be/M9-fpb26Tu8>