

Seymour Board of Education



FINANCE COMMITTEE MINUTES

September 10, 2018
Seymour Middle School
7:00 pm

BOARD MEMBERS IN ATTENDANCE:

Christopher Champagne
Kristen Harmeling
Jay Hatfield
Jennifer Magri

BOARD MEMBERS ABSENT:

OTHERS IN ATTENDANCE:

Michael Wilson, Superintendent of Schools
Vonda Tencza, Associate Superintendent
Rick Belden, Assistant Superintendent - Finance & Operations
Lee-Ann Dauerty, Board Clerk

I. CALL TO ORDER

Mr. Hatfield called the meeting to order with the Pledge of Allegiance at 7:40 p.m.

II. PUBLIC COMMENT

None

III. DISCUSSION AND POSSIBLE ACTION

A. Information and Recommended Action

1. Year End Report ending 06/30/18

Mr. Belden said we ended the 2017-18 fiscal year with an unaudited surplus of \$310,565 which exceeds the \$309,000 surplus commitment provided to the Town in the November/December 2017 time frame. Mr. Belden reviewed some of the line items on this report. He also reviewed some of the potential encumbrances indicating the money would be spent where it makes the biggest impact on the students such as Math Expressions Workbooks at Chatfield-LoPresti and Bungay School, Guided Reading Materials at Chatfield-LoPresti and Bungay School. He indicated several repair and maintenance items were addressed in the summer from the 2018-19 budget such as replacement of the stage curtain at the high school, classroom flooring at Bungay School, replacement of air conditioning units at Bungay School, OCR Door replacements at the high school, Science wing flooring at the high school, parking lot striping, and the recoating of gym floors at the high school, middle school and Chatfield-LoPresti. He said uniform replacements for the Football team has been deferred to later in 2018-19 but the High School Dance Team uniforms have been replaced. Mr. Hatfield asked if the committee could get a little more detail at the next meeting on the guided reading materials such as what we were able to purchase and what benefit we will receive. Ms. Harmeling commented that this was not what we expected to be available.

MOTION: (Mr. Champagne/sec., Ms. Harmeling) recommend to the full Board the approval of the Year End Report ending June 30, 2018 as presented

SO VOTED

AFFIRMATIVE: Mr. Champagne, Ms. Harmeling, Mr. Hatfield

2. Financial Management Summary ending 08/31/18

Mr. Belden reported that the business office has completed initial internal controls field work for the outside auditors relating to the annual audit. They will be coming back in October to complete field work for the regular audit. All required statutory reports for the State of Connecticut DOE were completed and filed by the required September 4, 2018 due date. The outside auditors will be coming back on September 20 to perform the required EFS and SEECG audit testing. Mr. Belden explained that at this time of the year, there is not much salary activity on the report and we are waiting for billing for tuition and transportation.

MOTION: (Mr. Champagne/sec., Ms. Harmeling) recommend to the full Board the approval of the Financial Management Summary ending August 31, 2018 as presented

SO VOTED

AFFIRMATIVE: Mr. Champagne, Ms. Harmeling, Mr. Hatfield

B. Reports

1. Chairman's Report
None
2. Superintendent's Report
None

IV. PUBLIC COMMENT

None

V. ADJOURNMENT

MOTION: (Ms. Harmeling/sec., Mr. Champagne) to adjourn

SO VOTED

AFFIRMATIVE: Mr. Champagne, Ms. Harmeling, Mr. Hatfield

The meeting adjourned at 7:54 pm.

Submitted by:
Lee-Ann Dauerty
Board Clerk