

**Coventry Board of Education  
Coventry, CT  
Approved Minutes  
Meeting of Thursday, June 25, 2009**

Members Present: Cheryl Trudon, Fiscal Committee Chair  
Mary Kortmann, Fiscal Committee Member

Also Present: Dr. Donna Bernard, Superintendent of Schools  
Sherry Holmes, Fiscal Services Director

Absent: Michael Whitham, Fiscal Committee Member

The meeting was called to order at 6:40 pm by C. Trudon.

**I. Approve Fiscal Minutes from May 28, 2009**

Cheri Trudon asked for the following changes:

Page 1, III., paragraph 4 & 5 should read: “Cheri” not “Cherri”.

Mary Kortmann asked for the following changes:

Page 1, III., paragraph 4, 2<sup>nd</sup> sentence should read: Mary Kortmann asked if the methodology used from planning our budget could be used to calculate excess costs for special education.

Page 1, III., paragraph 5 should read: Cheri Trudon noted the February amount received for excess cost payment was \$627, 039. She said the budget for 2008-09 LEA is \$545, 539.99.

Page 2, paragraph 1, sentence 2, should read: She said she is working on clarifications of regulations with the Connecticut State Department of Education.

Page 2, IV. B., paragraph 5 should be removed.

Page 2, IV. B., paragraph 6, should read: Cheri Trudon said it is worth noting that \$38,000 in fees incurred by the Board of Education resulted in the authorization to maintain a one half a million dollar grant called Project Opening Doors.

Motion: To approve the Fiscal Minutes of May 28, 2009 with noted changes.

By: M. Kortmann   Seconded: C. Trudon

Motion Passes.

**II. Encumbrance Report for May 2009**

Sherry Holmes read the Expenditure Reports for Regular Budget and Grants-May, 2009.

**III. Excess Cost Calculation for May 2009**

Sherry Holmes said the Excess Cost payments received for both February and May are listed on the spreadsheet. She said the total received for Excess Cost Grant so far this fiscal year is \$880,363. She said she has updated the spreadsheet to include all adjustments submitted to the State. She said we received a substantially higher payment for that time of the year. She said the

Pupil Services Department got the information in, in a timely manner. She said we should have received \$898,359.99. She said there are 22 students on the Excess Cost Calculations spreadsheet. She said out of the 22 students, 7 of them are DCF placed.

Mary Kortmann asked about DCF placed students. There was a discussion of the examples of the situations of DCF placed students.

Mary Kortmann asked about carryovers on the Expenditure Grant Report. Sherry Holmes said there are some two year grants which can be carried over to the next year. S. Holmes said the Investing and Personal Finance Grant has been spent except for a small amount of money, which will go back to the State. She said \$75.00 allotted for a substitute teacher was not spent for the day of the field trip. She said \$54.64 was not spent because of a cancelled workshop. Sherry Holmes said that all but \$27 has been spent on the Primary Mental Health-7112 grant.

There was a discussion about last minute changes in expenditures. One example given by Dr. Bernard was a savings of \$3100 on Graduation Day. S. Holmes said we saved on the expense of tents and overtime because of moving Graduation indoors.

#### **IV. Budget Items**

##### **A. Updated May Projection with Budget Transfers**

Sherry Holmes explained the Report Balances including the Budget Transfers Report. She said budget transfers were added. She said the Excess Cost Grant was updated to reflect the amounts we have received to date. She said the Excess Cost Grant was brought down to \$22,671.73. She said if the money is left over, we should be able to include Emergency Response Systems as per Town collaborations as well as Warehouse Supplies.

Mary Kortmann asked about both Windham and Hartford tuitions, in reference to the Excess Cost Grant. Sherry Holmes said we have billed them, but they refuse to pay.

##### **B. Budget Transfers**

Sherry Holmes explained the budget transfers. She said she took the accounts in a deficit situation against the accounts in a positive situation.

The Legal and Audit Services account was discussed.

Sherry Holmes pointed out that \$25,166.37 was taken from Special Education account 561 and transferred to account 560, covering Special Education. She said \$1222 from account 113-Extra Curricular Salaries was transferred to account 114-Athletic Salaries.

Cheri Trudon asked Sherry Holmes if she calculated the differences between tuitions received vs. the projections. S. Holmes said Thompson projected tuition was \$12,014.28, and she reduced it to \$4,780.71; Windham tuition was projected at \$1,740.08; Hartford tuition was projected at \$10,516; New Haven projected tuition was \$7,645.13 and we received \$1,756.83; Medicaid went from \$10,000 to \$2,062.50.

Dr. Bernard said she would follow up with Judith Richards to find out what she is using for her data on her projections for her revenue source.

Sherry Holmes said she would have one more set of Budget Transfers to close out the fiscal year, which might come in August, 2009.

Cheri Trudon said the Fiscal Committee consensus, should there be money leftover, is to use it for Warehouse Supplies and the Emergency Response Systems. C. Trudon asked how the money should be allocated. Dr. Bernard said the Reverse 911 would cost \$5000. C. Trudon said an estimate might be to spend \$8000 on Warehouse Supplies and \$15,000 on Emergency Response Systems.

## **V. Adjournment**

The meeting adjourned at 7:17 pm.

Respectfully submitted,

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Michelle M. Bates, BOE Clerk

August 27, 2009  
Approved