



## **Budget & Finance Subcommittee Special Meeting**

Monday, November 7, 2022 5:30 PM

Board Meeting Room  
Administrative Offices  
137 B Glenwood Road  
Clinton, CT 06413

*Purpose of the Budget & Finance Subcommittee: Reviews all components of the operating budget including health insurance, provides oversight of the non-certified pension and investments. Within the timeframe established, provides guidance, input, and decision-making related to the development of the district budget.*

Attendance Taken at 5:29 PM.

Jason Adler: Present  
Erica Gelven: Present  
Michael Hornyak: Present  
Alan Samet: Present  
Jack Scherban: Present  
Catherine Staunton: Present

### **1. Opening Exercises**

#### **A. Roll call**

Also present were Superintendent O'Donnell, Assistant Superintendent Famiglietti, and Business Manager Dickey.

#### **B. Pledge of Allegiance**

All participants stood and recited the Pledge of Allegiance.

### **2. Review of Budget Calendar & Timeline**

M. O'Donnell shared a copy of the Board of Education budget timeline for the 2023-24 school year. Administrators and directors are currently preparing the initial budget requests.

### **3. Discussion re: Town Budget Guidance**

J. Sherban recounted a recent Town Council budget workshop meeting and discussion occurred on BOE annual operating budgets and remaining balances and the uncertainty and variability when forecasting costs a year in advance for the upcoming school year.

### **4. Review of Budget Assumptions & Drivers**

C. Dickey and M. O'Donnell shared a prepared summary of the budget assumptions and drivers. The subcommittee also discussed the various methods and incentives to contain costs and address staff reductions.

## **5.General Discussion**

M. O'Donnell shared information regarding the consideration of a potential transportation contract extension at the end of this current contract. She also shared that the district's printing and copying contract is up for renewal and that Director of Technology F. Rossi is reviewing the possibility of adjusting printing/copying services and therefore reducing the number of printers in the district. M. O'Donnell also shared that staffing ratios will possibly be adjusted in the district's nursing contract for next year. J. Sherban shared information from a news article regarding a regional school district's budgeting process. M. O'Donnell read a reply from the district's auditor clarifying the article and why it only pertains to regional school districts.

## **6.Adjournment**

The meeting adjourned at 6:52 pm.

Respectfully submitted by M. Famiglietti