



**MINUTES  
FINANCE COMMITTEE  
AVON BOARD OF EDUCATION**

**Avon Board of Education  
34 Simsbury, Avon, Connecticut 06001  
Meeting Room One  
Tuesday, May 14, 2019 - 6:00 p.m.**

**Attendance**

**Members Present:** Jay Spivak, Chair; David Cavanaugh, Bogdan Oprica, Laura Young

**Member(s) Absent:** none

**Administration Present:** Dr. Bridget Heston Carnemolla, Superintendent; Heather Michaud, Director of Fiscal Affairs

**Others Present:** Shirley Moy, Board Recording Secretary

I. Call to order

*The meeting was called to order by Jay Spivak, Finance Committee Chair, at 6:00 pm.*

II. Approval of April 4, 2019 Minutes

*Laura Young moved, David Cavanaugh seconded, to approve the minutes of the April 4, 2019 Finance Committee meeting.*

*The motion passed 4-0-0.*

III. Financial Report April 30, 2019

Ms. Michaud reported that the month of April saw a drastic change of 4.22% reduction to the unencumbered balances due to the journal entry for January through April for the employer health insurance contribution and stop lose fees; as well as the final purchase orders for the year are entered especially for General Supplies and Utilities.

IV. Transfers

A review and discussion was had regarding the Budget Transfers that were presented:

2019-074 – Reallocating funds to pay for guest author for grades 2-4 at PGS - \$172.00

2019-075 – Additional funds needed to restock school supplies at AHS – \$4,900.00

2019-076 – Funds needed to purchase equipment for Music Dept. at AHS - \$2,800.00

2019-077 – Funds needed to fund negative balance in ASARP transportation and instructional supplies at AHS - \$1,446.00

2019-78 – To purchase conference room furniture at AMS - \$1,100.00

2019-79 – To zero out negative balances in General Supplies/Instruction & Instructional Supplies/Language Arts at AMS - \$31.08

2019-80 – To fund additional activity tables and printing services at RBS - \$5,725.85

2019-81 – To fund previously approved AP readers needed due to increased enrollment at AHS - \$279.00

2019-82 – To purchase Home Run fence package at AHS - \$1,464.00

- 2019-83 – To fund additional cost of ropes course at AMS - \$88.00
- 2019-84 – Reallocation of funds to cover negative budget lines in Instructional Supplies/STEP Prog; Instructional Supplies/Guidance; Instructional Supplies/Speech & Hearing at PGS - \$60.17
- 2019-85 – Reallocation of funds to cover unanticipated expenses for technology supplies at PGS - \$746.06.
- 2019-086 – Salary transfer district wide - \$248,967.91
- 2019-087 – Special Education & regular education tuition funding including FY 2018-2019 estimated SPED Escrow Account - \$212,006.17
- 2019-088 – To fund various textbooks for Latin, Geometry, ELA novels and Science books due to enrollment increases and replacement cycle - \$37,470.28
- 2019-089 – Reallocation of funds from various utility related budgets based on usage and plowing services contracted this past winter season - \$156,700.28
- 2019-090 – To fund Administrative Fees account which covers stop loss and CIGNA admin fees. Also funding for employee life insurance - \$330,047.00
- 2019-091 – To fund Indoor/Outdoor bleacher repairs at AHS & AMS; sidewalk paving at AMS; deep cleaning of classroom at AMS; RBS PS system; maintenance of new AHS Field Hockey field and IT contracted services - \$149,458.16
- 2019-092 – To fund presentation system at TBS; RBS lockers; AHS clock replacements; stage curtains at AMS/TBS/PGS/RBS; art tables at PGS/RBS, science lab tables/stools at TBS and district wide instructional supplies - \$172,816.43

***Jay Spivak moved, David Cavanaugh seconded, to approve and move to the full Board budget transfers as presented.***

***Motion passed 4-0-0***

V. New Business

a. Use of Facilities Fund – Gymnasium Floor Refinishing Cycle

Ms. Michaud reminded the Committee that an annual expenditure was created to refinish the gymnasium floors as the Use of Facilities funds generated came mostly from building rentals for the use of the school gyms. An assessment was done on all the gym floors. AHS' new gym was refinished last year, TBS and RBS are next.

***Jay Spivak moved, Bogdan Oprica seconded, to approve and move to the full Board an expenditure from the Use of Facilities enterprise account for the purposes of refinishing the TBS and RBS gymnasium floors totaling an estimated \$34,230.00.***

***Motion passed 4-0-0***

b. Use of Facilities Expenditure Discussion

Dr. Carnemolla explained to the Committee that she had a meeting with Susan Rietano Davey ACORN (Avon Community Recreational Neighborhood, Inc.) president. ACORN has been working with the town and the District to raise funds to provide lighting for the artificial turf at the high school. The Town has already agreed to put in the stanchions. ACORN was asking the Board to consider using some of the funds from the Use of Facilities fund to help with the fundraising efforts as the Town has already done in committing \$70,000. A discussion was had within the Committee about the use of the funds in the account as well as past precedence of the Board aiding past fundraising efforts. Timing and the amount to contribute was also discussed.

***Jay Spivak moved, David Cavanaugh seconded, to approve and move to the full Board a pledge from the Use of Facilities enterprise account for the purposes of donating towards the turf field lighting project totaling \$30,000.***

***Motion passed 4-0-0***

c. Athletic Trainer Services Contract Award

Ms. Michaud explained the last bid for the Athletic Trainer went out four years ago. Avon employs an athletic trainer. Though it is not required via statute, it is a best practice to have athletic trainers present. It is also a requirement of CAIC to have a doctor on the field for varsity football games. After the bid process, and a good past relationship with the provider, the administration is recommending to renew again with Hartford Healthcare Rehabilitation Network. Dr. Carnemolla also explained that in sports that are in a coop, the home team provides the trainers.

***Jay Spivak moved, David Cavanaugh seconded to approve and move to the full Board the four year Athletic Trainer Contract recommended for award to Hartford Healthcare Rehabilitation Network with an estimated total cost of \$106,000.00***

***Motion passed 4-0-0***

d. Student Activities Quarterly Reports

Ms. Michaud stated that in many of the buildings the balances are up for the third quarter as funds for field trips were collected but not yet expended. The high school has been diligent in spending the funds accordingly. Because they are small enterprise accounts they do not need to be zeroed out at the end of the school year, however, funds collected for “Class of....” must be spent on the students of that class.

e. Facility Use Report

Ms. Michaud mentioned that a few new use of facility individuals that brought in additional revenue.

VI. Comments from the Public

Susan Rietano Davey, Avon resident and president of ACORN explained the fundraising efforts for the turf field lighting. It has been determined that the lighting will have a cost of approximately \$400,000 which is more than the group originally anticipated. ACORN would like to launch their fundraising efforts with the backing of financial support from the Town and the Board of Education. The Town has committed \$70,000 to the project. If the District can match the Town’s donation then it will make the fundraising goals more attainable and will be a boost in getting others to donate. A separate account will be set up exclusively for this use and they hope for a 6-12 month fundraising timeline. However, this will be contingent on what the District can donate and when. ACORN will also be looking into some grant funding. ACORN would like to continue their efforts for a press box if the fundraising for lights is successful.

VII. Adjournment

***Jay Spivak moved, Bogdan Oprica seconded, to adjourn at 7:17 pm.  
The motion passed 4-0-0.***

Minutes prepared by Shirley Moy, Recording Secretary

Minutes respectfully submitted by Jay Spivak, Finance Committee Chair  
*Jay Spivak, May 23, 2019*

Minutes respectfully received by Jeffrey S. Fleischman, Board Secretary  
*Jeffrey S. Fleischman, May 23, 2019*