

**Lebanon Board of Education  
Finance Subcommittee Meeting  
Lyman Memorial High School Library  
January 10, 2023 – 6:45 PM**

**Minutes**

**PRESENT:** Brian Green, Nicole McGillicuddy, Dawn Whitcher, Bruce Calef, Sarah Haynes (BOE Chair)

**ALSO PRESENT:** Superintendent Andrew Gonzalez, Valerie Belles (Business Manager), Jacques Dulac (Director of Information Technology)

**I. Call to Order:** Brian Green called the meeting to order at 6:55 PM.

**II. Update on FY24 Capital Budget Requests:**

1. Facilities capital list was updated extensively:
  - a. The Subcommittee Chair has asked if we could update the list so that it is more inclusive of the actual projects that need completed within the District.
  - b. Many items had fallen from the list over the last few years.
  - c. The capital amount for facilities rose to \$1.3M for year 1.
  - d. The subcommittee will re-prioritize the list before the next Subcommittee meeting.
2. Technology
  - a. No real changes to this capital request.
  - b. Mr. Dulac updated some of the language.
  - c. We have a need to add more money to next year in order to get “caught up” with technology/infrastructure that there hasn’t been enough funding for in the past few years.
  - d. Example: The new Drone Technology course only has (6) computers that are able to support the drone software, while we have about (12) students in that course.
    - i. From the subcommittee’s perspective, we need to make sure that if we are adding courses, or for our current course offering(s), we have to technology to support each course.
    - ii. Further, it is incredibly frustrating to staff, teachers, students, and administrators when technology doesn’t work or work properly.
3. Athletics
  - a. The athletics capital request numbers didn’t change.
  - b. It was noted that the projected cost for the concession/bleacher upgrades and building quote was likely not correct.
  - c. There was only one bid on the locker room(s) at LMS. That bid was approximately \$12,000 higher than anticipated. Mr. Gonzalez stated that they are now placing the RFP on the Connecticut Open Source website and are hoping for more bids.
4. Mr. Gonzalez brought the subcommittee through the overall initial budget assessment for FY24.

**III. Update on FY24 Operating Budget**

The initial assessment is that the district would need to request an approximate 3.7%+ increase for FY24. With inflation at 7.5%+, it is hitting all line items much harder than in previous years.

- i. Mr. Gonzalez stated that while the percentage may change, especially based upon special education costs, the 3.7% represents the very bottom. All of the cuts have been made, including (likely) a teaching position.
- ii. Five educators have indicated that they would accept the early out offer. The window for staff to apply is Friday 13 JAN 2023.

- iii. Nicole spoke about not wanting to cut a teaching position, and that it would be nice to put forward a proposal that perhaps doesn't represent the very bottom.
  - 1. Discussion was held that if the board/subcommittee would like to see a couple of things added, that they suggest that, and we'll bring it to the full board.
  - 2. Mr. Gonzalez stated that he knew going into this next budget cycle that it would be tough, especially with the economic climate, but feels that so long as the 3.7% is approved, that the district will be in good shape.
- iv. All fuel prices were locked in for the FY24 budget year, so that number should be a solid projection.

**IV. Update on FY23 Budget**

- a. Thus far we are on track budget wise.
- b. Rubbish removal prices have gone up considerably and that line item will be well over budgeted.
  - i. Ms. Belles spoke that Willimantic Waste in the past had just used the same numbers (\$) from year-to-year.
  - ii. The new owners however, updated pricing for this year, and next year's projection is 6% above where we'll end this year.

**V. Discussion of Long-Term Planning Study**

- a. Brian brought forward a proposal to have a long-term planning study done. It was brought to him to bring to the BOE.
  - i. There are several positive outcomes to this long-term study:
    - 1. It will help to put into perspective the student population over the next few years.
    - 2. It will help to prioritize the many high dollar capital improvements that are needed within the District.
    - 3. Brian felt that it will help to align the Board of Selectmen, the Board of Finance, and the Board of Education into a single focus.
    - 4. As there are so many high dollar capital items, it would help the Board of Finance understand this Board's priorities and need for additional capital dollars.
    - 5. The dollars would have to come from outside of this Board's budget, as there isn't room to absorb up to \$100,000 for a study. Especially after the record inflation and its effect on many budget items.
    - 6. Each of the subcommittee member affirmed this issue should come to the full Board of Education.

**VI. Adjournment**

Brian Green adjourned this meeting at 7:31pm. The next meeting will be held on 7 FEB 2023 at 6pm in the LMS Library. This subcommittee will keep to meeting the first Tuesday of each month at this time.

**Respectfully Submitted by,**

Brian Green, Finance Subcommittee Chair