

**BROOKFIELD BOARD OF EDUCATION**  
**FINANCE COMMITTEE – Regular Meeting**  
**MINUTES – January 8<sup>th</sup>, 2024**

**Call to Order:** Meeting called to order at 5:33 pm by Mrs. Fernandes

**Roll Call:** Rosa Fernandes, Wendy Youngblood, and Robert Fischetto were present. Also, present were Director of Business & Operations, Kasey Diotte, Accounting Supervisor, Joan Reynolds, Superintendent of Schools, Dr. John Barile, Eileen Koch, Board of Finance, and Marcia Marien, Finance Director/Controller – Town of Brookfield (until 6:00 pm)

**Public Comment:** None

**Board of Education Financial Reports:**

The committee reviewed and discussed all expenditures over \$1,000.

The committee then reviewed and discussed the December 2023 financial report. Mrs. Diotte reported an estimated budget shortfall of approximately \$430,049 due mostly to special education and substitute costs. This reflects a worsening over the months prior. There may be an additional 2 students with special needs being evaluated for potential outplacement and 1 student currently outplaced that may be returning to in-district education services.

Mrs. Fernandes requested an updated special education outplacement tuition report as well as an updated “emerging issues” document. Mrs. Diotte will provide these to the committee ASAP and likely prior to the next Board of Finance meeting on 1/10/24.

**Old Business:** Mrs. Diotte reviewed answers to the questions submitted on the shared “budget questions” document about the proposed 2024-2025 BOE Operational Budget.

*R. Fernandes moved and R. Fischetto seconded to recommend the Superintendent’s proposed 2024-2025 budget as presented to the full Board for approval.*

**Miscellaneous Discussion:** None

**Adjournment:** 6:45 pm