

**ENFIELD BOARD OF EDUCATION
FINANCE & BUDGET COMMITTEE
August 11, 2025**

Minutes:

1. Call to Order

The Finance & Budget Committee Meeting was called to order at 5:00 pm by Philip Kober.

2. Roll Call

Members Present: Philip Kober, Jean Acree, Dr. Gerald Calnen

Members Absent: None

Also Present: Charlotte Riley & Dean Gousse (Alternate); Steven Moccio, Superintendent; Lorena Cisneros, Business Manager.

Audiences: None

3. Discussion Items

A. Report of Business Manager

Mrs. Cisneros distributed the finance package to the Board members, highlighting the June grant reports. She clarified the due dates for the FY2024 grants and explained how the Open Choice Magnet funds will be managed.

B. FY2025 Budget Status

Mrs. Cisneros reported that the Certificate of Expenditures for June FY2025 was not included in the finance package because the transfer of funds (budget revision) must first be approved, followed by the payment of all invoices (if any). This transfer is for the 2% allocation to the new account Non-Lapsing Funds in MUNIS and the check to be sent to the Town of Enfield to reduce the MOU balance.

C. Accounts and Payroll

No specific payroll changes were reported. Financial transactions related to the FY2025 closeout are pending approval of the transfers described above.

D. Review Line-Item Transfers (FY25 Closeout)

Mrs. Cisneros presented the Line-Item Transfer Funds letter, which outlines transfers from 100 - salary, 500 - other purchased services, and 600 - supplies to the 900 – Other Use of Funds account to cover the 2% transfer to the Non-Lapsing Funds. This transfer requires Board approval to proceed with the budget amendment transfer.

E. Status of FY2026 Budget (Summary/Grants)

Mrs. Cisneros presented the Certificate of Expenditures for July FY2026 along with a summary of the July grants. She also informed the Board that she was recently made aware the district had received Open Choice Bonus funds in May. She is currently seeking clarification from other districts as to whether these funds can be carried over to the fiscal year 2026 or must be spent in FY2025.

4. Adjournment

Dr Calnen moved, second by Mrs. Acree, to adjourn the August 11, 2025, Finance & Budget Committee meeting. By unanimous vote, the motion passed. The meeting stood adjourned at 5:15 PM.

Respectfully Submitted,

Lorena Cisneros
Business Manager