

**ENFIELD BOARD OF EDUCATION
FINANCE & BUDGET COMMITTEE
September 8, 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, and Dr. Gerald Calnen

Members Absent: None

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

Audiences: Cheryl Gustafson, Intern and Mark Hedrick, Intern

3. Guests – Nutrition Services Report

Mrs. Edwards presented her fourth-quarter report covering April, May, and June 2025. She provided a year-to-date comparison of FY2024 and FY2025. Mrs. Edwards noted that sales decreased in FY2025 compared to FY2024, primarily because the State of Connecticut provided funding when school meals were free (FY2024). Now that families must once again pay for breakfast and lunch, sales have been impacted. She also highlighted supply chain issues that contributed to changes in expenses. A year-to-date count report was distributed, covering the period from August 29, 2024, through June 30, 2025. Mrs. Edwards further explained the Eligibility Statistics by School Report dated June 30, 2025 and September 8, 2025.

4. Discussion Items

A. Report of Business Manager

1) FY2025 & FY2026 Budget Status

Mrs. Cisneros distributed the finance package to the Board members and presented the final FY2025 financial report. She explained differences between the Original Appropriation column and the Revised Appropriation column, noting the 2% transfer to the non-lapsing fund. A MUNIS report as of September 8, 2025, was provided for FY2026 report, Mrs. Cisneros clarified that salary encumbrances were not yet reflected in MUNIS due to ongoing hiring and the reclassification of employee accounts to align with the budget.

2) Accounts and Payroll

The committee discussed and accepted the certification of accounts for June 2025 (FY2025) for presentation to the Board of Education for approval.

The committee also discussed and accepted the certification of accounts for August 2025 (FY2026) for presentation to the Board of Education for approval.

3) Talented and Gifted Update

The committee reviewed the current August statements for the TAG investment account.

4) District and Student Activity Accounts

Mrs. Cisneros presented the July 2025 balances for both the District Activity and Student Activity accounts.

5) Gifts, Grants, and Bequests

Mrs. Cisneros informed that the Woman's Club of Enfield has generously donated \$600 for the second year in a row to the Grade 3-5 elementary schools. From the August Grant Report, Mrs. Cisneros informed the committee that the FY2024 Open Choice Magnet Grant will be transferred to the District Activity account.

5. Items from the Table

None.

6. Adjournment

Dr. Calnen moved, second by Mrs. Acree, to adjourn the September 8, 2025, Finance & Budget Committee meeting. By unanimous vote, the motion passed. The meeting stood adjourned at 5:29 PM. The next regular Finance & Budget Committee meeting will be held on Monday, October 6, 2025 at 5:00pm.

Respectfully Submitted,

Lorena Cisneros
Business Manager