



**CITY OF BRISTOL
BOARD OF FINANCE AGENDA REQUEST FORM**

To: Board of Finance Commissioners

From: Board of Education
(Requesting Department)

Date: September 16, 2021
(Submission Date)

For the September 28, 2021 Board of Finance Meeting Agenda
(Date of Meeting)

This request is for:
(Please check the type of request and list in whole dollar amounts)

Additional Appropriation \$ 1,480,550

Transfer from Contingency \$ _____

Transfer(s) \$ 3,860,990

Grant \$ _____

Carry-over(s) \$ _____

Additional Appropriation \$ 2,380,440

Approval:

This request was approved by the Board of Education
(governing Board of your department)
at its meeting held on September 15, 2021.
(date)

(Department Head's signature)

All requests to appear on the Board of Finance meeting agenda for consideration must be submitted to Jodi McGrane in the Comptroller's Office by 10:00 a.m. Monday of the preceding week of the meeting. Board of Finance Meetings are held on the fourth Tuesday of each month at 5:30 p.m. in the Council Chambers.

Board of Finance Agenda Request Form

Reason for request:

Request to invest a portion of the surplus funds from the 2020-21 Operating Budget back into the Bristol Public Schools.

Additional Appropriation(s) and/or Appropriation(s) complete the following:

Account	Account Name	Amount
3015000 490001 21C16	Transfer In General Fund – Culinary Program	\$970,000
3015000 570400 21C16	Culinary Program	\$970,000
3015000 490001 21C17	Transfer In General Fund – Cyber Security Programming	\$191,000
3015000 570900 21C17	Cyber Security Programming	\$191,000
3015000 49000121C18	Transfer In General Fund – MT View Adaptive Playground	\$125,000
3015190 570300 21C18	MT View Adaptive Playground	\$125,000
3015000 490001 21C19	Transfer In General Fund – Edgewood PreK Playground	\$85,000
3015130 570300 21C19	Edgewood PreK Playground	\$85,000
3015000 490001 21C20	Transfer In General Fund – High School Digital Storage	\$100,000
3015000 570900 21C20	High School Digital Storage	\$100,000
3015000 490001 19C02	Transfer In General Fund – Southside HVAC	\$9,550
3015000 570300 19C02	Southside HVAC	\$9,550

Account	Account Name	Amount
1015110-490001	Transfer In General Fund	\$2,380,440
1015110-556009	District Placed Tuition – Spec Ed	\$2,380,440

Transfer(s) complete the following:

From: A4002510-590001 Surplus Transfers	To: 0018108-591300 Operating Transfers Out – Capital Projects	Amount: \$1,480,550
From: A4002510-590001 Surplus Transfers	To: 0018108-591100 Operating Transfers Out – 2% Set Aside	Amount: \$2,380,440



BRISTOL BOARD OF EDUCATION
P.O. Box 450 • 129 Church Street
BRISTOL, CT 06011-0450
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September 16, 2021

John Smith, Chairman
Bristol Board of Finance
111 North Main Street
Bristol, CT 06010

Dear Mr. Smith:

In accordance with CT General Assembly P.A. Sec. 10-248a (https://www.cga.ct.gov/current/pub/chap_171.htm#sec_10-248a), the Bristol Board of Education voted at its meeting held on September 15, 2021 to request a transfer of funds from its general fund surplus to a separate Sinking Fund account in order to re-invest into the Bristol Public Schools. Below is the motion that was approved:

Motion: Move that the Board of Education make a formal request to the City Comptroller's Office to transfer one million four hundred seventy-one thousand dollars (\$1,471,000) from the BOE General Fund Surplus to a separate Sinking Fund account to re-invest back into the Bristol Public Schools. Such investments will include the addition of a Culinary Program (\$970,000) and a Cyber Security Program (\$191,000) at BCHS and BEHS; an Adaptive Playground at MTV (\$125,000); a preschool playground at Edgewood School (\$85,000); Digital Storage for student records at the high schools (\$100,000); and settle the balance of the HVAC project at SSS (\$9,550). This action will result in a FY21 surplus balance of three million three-hundred thirty-six thousand four-hundred and sixty-two dollars and 55 cents (\$3,326,912.55).

In addition, the Board of Education requests that 2% of the Board of Education General Fund (\$2,381,799) be set-aside in a separate fund, in order to mitigate any FY22 deficit due to expenses associated with the Covid-19 pandemic, and/or any special education shortfall, or be rolled forward to the BoE FY23 Budget. The remaining surplus amount of \$945,113.55 is to be returned to the City. Below is the motion that was approved:

Motion: Move that the Board of Education make a formal request to the City Comptroller's Office to set aside 2% of the Board of Education General Fund (\$2,381,799) in a separate fund, in order to mitigate any FY22 deficit due to expenses associated with the Covid-19 pandemic, and/or any special education shortfall, or to be rolled forward to the BoE 2022-23 Budget. The remaining surplus amount of \$945,113.55 is to be returned to the City.

Sincerely,

Catherine M. Carbone, Ed.D.
Superintendent of Schools