

Coventry Board of Education
Coventry, Connecticut

Fiscal Committee Meeting
Unapproved Minutes of Thursday, February 12, 2026
Administration Building Conference Room

Committee Members Present:

Mary Kortmann, Chair
Emma Eaton

Committee Members Absent:

Courtney Rossignol

Also Present:

Jennifer Beausoleil, Board Chair and Ex-Officio

Administrators Present:

Dr. David J. Petrone, Superintendent of Schools
Charmaine Bradshaw-Hill, Director of Finance and Operations

I. Call to Order

M. Kortmann called the meeting to order at 6:03 p.m.

II. VOTE: Approve Fiscal Minutes of January 8, 2026

MOTION: To approve the Fiscal Minutes of January 8, 2026

By: E. Eaton

Seconded: M. Kortmann

Result: Motion carries unanimously

III. Information: HEEC Tuition Update – Dr. Hasty

A. Possible VOTE: HEEC Tuition Rates for 2026-2027

Dr. Hasty reviewed a comparison of tuition rates with other districts. She noted that aligning the part-day and full-day tuition rates would create greater consistency and cohesion. The proposed yearly rates discussed were \$3,037 for part-day and \$5,710 for full-day. It was suggested that tuition rates should not be increased until the account balance drops below \$1 million. Concerns were raised regarding the impact of the increase on families. Dr. Hasty explained that, even with proposed rates, the cost averages approximately \$6 per hour, which remains below surrounding districts. E. Eaton expressed discomfort with implementing the increase in the first year. It was also noted that maintaining a high reserve balance can make rate increases difficult to justify. J. Beausoleil suggested instead considering a per-day rate of \$16 for half-day and \$32 for full-day.

MOTION: To change the daily tuition rate to \$16.00 for half-day and \$32 for Full-day
By: E. Eaton **Seconded: M. Kortmann**
Result: Motion passes unanimously

B. Information: Fees for Late Tuition Payments

Dr. Hasty proposed to allow the district to charge a late fee if tuition is not paid by the last day of the month. Currently, and remaining unchanged, if tuition is not paid by the last day of the month, the child is not permitted to attend beginning the first day of the following month.

The committee discussed ways to improve the payment process to make it easier for parents, including the possibility of implementing an auto-pay option.

C. Bradshaw-Hill reviewed how the town's current payment system functions. Dr. Petrone inquired whether the district could purchase a software system specifically for preschool tuition payments. The option of utilizing the school lunch account system was also discussed. Dr. Petrone will research potential solutions for consideration in the 26-27 school year. M. Kortmann suggested reviewing the Parks and Recreation model, noting that they do not use the Tax Collector's system for summer camp but instead use weekly sign-up and billing. It was suggested that using PowerSchool would be a preferable option; however, if that is not feasible, the district could explore using the Parks and Recreation software rather than the Tax Collector's system.

There was consensus among the committee to implement a late fee for tuition payments. Dr. Hasty will provide ample notice to parents prior to the change taking effect.

IV. Information: Financial Reports for January 2026

IV.A. Management Report

C. Bradshaw-Hill stated that the district remains under a spending freeze. Dr. Petrone shared that he plans to lift the freeze next month, as a large tuition payment is expected. He also provided an update on several tuition-related matters he is currently working on.

C. Bradshaw-Hill noted that excess cost reimbursement funds have not yet been received, and that the state is targeting February 28 for payment distribution.

There was discussion regarding the current status of gas and oil bills and whether it may be too early to determine any concerns. It was noted that the full projected amount has already been encumbered in the budget. A January statement has not yet been received in order to determine the lasting effects on utilities budget. There is some concern regarding natural gas costs, as there is no cap in place.

IV.B. Encumbrance Reports

There were no questions.

IV.C. Capital and Special Funds

C. Bradshaw-Hill reported that reconciliation reports were received at the end of January and are currently being reviewed. She also provided an overview of the Town's auditing process. CIP Technology expenses have been booked and will be reflected in next month's financial report.

IV.D. Special Education Tuition/Excess Cost

It was noted that there are no significant outstanding or upcoming large expenditures at this time.

IV.E. Preschool Fund

There were no questions.

IV.F. Food Service

The account has not yet been reconciled; however, the P&L has been submitted.

Dr. Petrone stated that he is exploring the possibility of providing a summer meal program, which could generate additional revenue for the district.

V. Information: CNH/CHS Boiler

The approximate cost for the boiler is \$4500. There was a discussion regarding potential sources of funds to cover the expense should the general fund not be able to absorb the costs.

VI. Information: Open Choice Enhancement

Dr. Petrone expressed a desire to expand the Open Choice program through Grade 5, noting that families often want one child to attend CGS while requesting a sibling attend a higher grade. The program has been running smoothly to date.

There was consensus among the group to allow the expansion of the program through Grade 5.

VII. Information: In-Kind Services

There were no questions

VIII. Information: Building Committee Update

C. Bradshaw-Hill provided an update on the roof project, noting that the Town Attorney signed the documents this week. Since the change order for the rails is not included in the current package, the submission will not be sent tonight, as no additions are allowed once the final submission is made. C. Bradshaw-Hill will double-check with the Town Finance Director to see if they would prefer we wait to see if the change orders are approved by the State in order to include the rails in this final submission.

IX. Adjournment

MOTION: To adjourn the Fiscal Meeting at 6:58 p.m.

By: E. Eaton

Seconded: M. Kortmann

Result: Motion carries unanimously

Respectfully submitted:

Tricia Dean
Board Clerk

Approved: _____