

East Granby Board of Education
Policy Sub-Committee Minutes for
Monday, December 4, 2023

Board Members Present:

Lynn Landolina
Robert Loomis
Ricky Bortz
Amanda Cormier
Lisa Griffin

Others Present:

Melissa Bavaro-Grande, Superintendent

I. Call to Order and Pledge of Allegiance

The policy subcommittee meeting was called to order at 5:18 p.m. The Pledge of Allegiance was recited.

II. Student Activities Fund Update and Review of DRAFT Accounting Manual

- Student Activities Funds consolidating into one account in Munis
- Explore MOU with town for building/field usage fees. Investigate surrounding towns for fee schedules
- Introduced initial draft of accounting manual to be reviewed for implementation after review/edit by accounting/business manager
- Determine how to allocate funds. Projects to directly benefit students.

III. Review / Crosswalk of Shipman & Goodwin and EGPS Policies

Reviewed and edited Shipman & Goodman policy in preparation for implementation.

IV. Purchase Card

Add to accounting policy to streamline expense/reimbursement process. Explore district credit card for certain expenses.

V. Discuss Numbering Format – This item was tabled.

VI. Adjournment

The meeting was adjourned 7:49 p.m.

Respectfully submitted,

Ricky Bortz
Board Secretary