

**EAST WINDSOR PUBLIC SCHOOLS**  
**Finance Sub-Committee Special Meeting – February 12, 2025**  
**Room A5, Broad Brook Elementary School**  
**14 Rye Street, Broad Brook, CT**

R. Galloway called the meeting to order at 5:35 p.m.

Attendance: H. Spencer, D. Menard, N. Farmer, F. Neill, Dr. P. Tudryn, R. Galloway

Also in Attendance: K. Carey-Trull, D. Rouillard

Approval of Minutes 1.9.25:

- Minutes from the January 9, 2025 meeting were approved.

FY25 Financial Update:

- The January financial report was reviewed.
- R. Galloway highlighted the following FY25 Financials: Continuing to update budget projections and track spending to keep everyone informed.

Substitute Services Contract Update:

- District received a renewal contract from Kelly Services with a rate increase of 48 percent.
- Effective March 10, 2025. Kelly's rates increased by up to 48% for some positions, prompting the move. ESS provides broader coverage (including custodians, specialized Special Education staff, and nurses), lower overall costs, and improved administrative support. Per district policy 3323, which allows waiving formal bids in the district's best interest, this change ensures more cost-effective and comprehensive substitute staffing.
- Request was made for a list of service contracts along with length of time and expiration dates. A list will be provided after the budget season.

Proposed Budget Transfers re: Special Education:

- Discussion ensued regarding the changes within special education that resulted in the need for transfers.
- Consensus on the subcommittee members was to forward the transfers presented to the full board for approval.
- Subcommittee members determined that in the future that transfer requests can be placed on the full board meetings following the finance subcommittee meetings.

Budget Workshop Schedule Discussion:

- Subcommittee members agreed that last year's schedule with assigned cost centers worked well. Recommendation was made to follow the same schedule with cost centers

for the FY26 budget workshops. Discussion at the regular board meeting will take place to identify three workshop dates.

Miscellaneous:

- None

Meeting adjourned at 6:25 p.m.

Respectfully submitted,  
Ryan Galloway  
Sub-Committee Member/Director of Finance