Preston Public Schools
Board of Education
BOE Finance Committee Meeting
October 15, 2026
6:00 PM
Preston Plains Library

1. The meeting was called to order at 6:00 PM by Kelly McNamara, BOE Finance Committee Chair.
   Members Present: Kelly McNamara, Courtney Ennis, and Charles Raymond. Thomas Wright, BOF liaison, was also present.
   Superintendent Dr. Seitsinger and Cynthia Varricchio (Finance Director) were present.

2. Pledge of Allegiance.
3. Public Comment
   None.

4. Approval of Minutes
   a. **MOTION #1:** A motion was made by Courtney Ennis and seconded by Charles Raymond to approve the minutes from the September 10, 2026 meeting at 6:02 PM. Motion carried, all in favor, none opposed, no abstentions.
5. Business
   a. Financial Reports
      i. Mrs. Varricchio presented the June 2026 Preliminary Year-to-Date and August 2026 Year-to-Date Budget Reports. She shared that the auditors were on-site in Preston on October 7, 8, and 9, 2026. She noted that the BOE is still receiving bills for FY 2026 but they are working hard to settle all final bills so that they can close-out FY 2026 for the auditors. With the understanding that all numbers and figures are approximate, pending completion of the audit of the FY 2026 budget, it is projected that $232,918 remains of the FY 2026 budget, which will be placed in the BOE Non-Lapsing fund once that figure is confirmed through the completed audit process. $232,918 continues to represent 1.5% of the total amount budgeted for FY 2026.
         1. A discussion was had regarding the close-out of the FY 2026 BOE budget. Thomas Wright, BOF liaison to the BOE, asked what attributed to the difference in the forecasted amounts remaining in the FY 2026 budget presented on September 10, 2026 ($219,678) and today ($232, 918). Dr. Seitsinger and Mrs. Varricchio attributed the difference to bills coming in under their projected amounts (less than expected). Thomas Wright also asked if Mrs. Varricchio could estimate how much the BOE still owes in outstanding bills that vendors have not yet submitted for FY 2026. She indicated that it is difficult to estimate that sum.

2. A discussion was had regarding the August 2026 Year-to-Date Budget Report. Kelly McNamara asked about the balances in the Salaries and Employee Benefits lines. Dr. Seitsinger and Mrs. Varricchio indicated that the amounts not encumbered represent staff who had resigned and their positions remain vacant.
    a. Thomas Wright inquired whether the BOE had discussed how they will fund the search process to fill the Superintendent vacancy anticipated July 1, 2027. Courtney Ennis indicated that the BOE has interviews scheduled with potential firms/organizations to gather more information about the process and costs.

ii. **MOTION #2:** At 6:15 PM, a motion was made by Kelly McNamara and seconded by Courtney Ennis to move the June 2026 Preliminary Year-to-Date and August 2026 Year-to-Date Budget Reports to the BOE for the meeting scheduled on Monday, October 19, 2026. Motion carried, all in favor, none opposed, no abstentions.

b. Capital Project List
    i. Dr. Seitsinger and Mrs. Varricchio presented revisions to their recommended Capital Improvement list based upon last month's discussion. A discussion ensued. Dr. Seitsinger announced that the PVMS elevator needs to be added to the list. A recommendation from the Resident State Trooper regarding security doors was also added to the list. Kelly McNamara inquired about potential paving projects for the PVMS playground. Paving for the PVMS playground and parking lots were added to the list.
    ii. **MOTION #3:** At 6:48 PM, a motion was made by Kelly McNamara and seconded by Charles Raymond to move the BOE Capital List drafted October 2026, ***as amended***, to the BOE for the meeting scheduled on Monday, October 19, 2026. Motion carried, all in favor, none opposed, no abstentions.
c. BOE Non-Lapsing Fund
    i. Mrs. Varricchio indicated that this topic had been covered in her presentation of the Financial Reports and Capital list.

6. **MOTION #4:**
    a. A motion for adjournment was made by Kelly McNamara and seconded by Courtney Ennis at 6:52 PM. Motion carried, all in favor, none opposed, no abstentions.

The next BOE Finance Committee meeting will be held on November 5, 2026.

Respectfully Submitted,
Kelly McNamara, BOE Finance Committee Chair