

# **AMITY REGIONAL SCHOOL DISTRICT NO. 5**

*Bethany Orange Woodbridge*  
*25 Newton Road, Woodbridge Connecticut 06525*  
*(203) 397-4811*

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*Dr. John J. Brady*  
*Superintendent of Schools*

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## **AMITY REGIONAL BOARD OF EDUCATION**

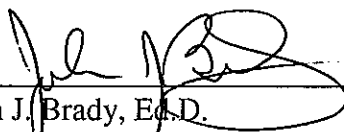
*December 12, 2011*

A regular meeting of the Amity Regional Board of Education will be held on Monday, December 12, 2011, at 6:30 p.m., in the Presentation Room at the District Offices.

### **Agenda**

1. Call to Order
2. Pledge of Allegiance
3. Election of Officers Including Vice Treasurer (Enclosure)
4. Swearing In of New Board Members
5. Approval of Minutes
  - a. Regular BOE Meeting, November 14, 2011 (Enclosure)
  - b. BOE Retreat, November 16, 2011 (Enclosure)
6. Recognition of Vi Gibbons, Connecticut Assistant Principal of the Year
7. Discussion and Possible Action to Appoint Board of Education as Superintendent Search Committee
8. Discussion and Possible Action to Enter into Contract for Superintendent Search Services
9. Discussion of District Meeting vs. Referendum for 2012-2013 Budget Vote (Enclosure)
10. Principal's Reports
11. Student Report
12. Public Comment
13. Announcements from the Board and Administration
  - a. Amity Students Take First Place in Sikorsky STEM Challenge (Enclosure)
14. Correspondence
  - a. Letter from State Dept. of Education Regarding School Closures and the School Calendar (Enclosure)
  - b. Letter From Carol Steiner, Ph.D. (Enclosure)

15. Superintendent's Report
  - a. Personnel Report (Enclosure)
  - b. Information on Next Ed – Transforming Connecticut's Education System (Handout)
16. Chairman's Report
  - a. Committee Reports
    1. ACES
    2. CAFE
    3. Curriculum
      - a. Discussion and Possible Action on New Texts and New Course Proposals
    4. Facilities
    5. Finance
      - a. Presentation and Discussion of General 2012-2013 Budget Issues
      - b. Discussion and Possible Action on Parking Fee Proposal
      - c. Discussion of Monthly Financial Statements
      - d. Director of Finance and Administration Approved Transfers Under \$3,000
      - e. Discussion and Possible Action on Budget Transfers
      - f. Discussion and Possible Action on New Funding Requests
    6. Policy
    7. Personnel
17. Update on Negotiations – Executive Session
18. Items for the Next Agenda
19. Adjournment

  
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John J. Brady, Ed.D.  
Superintendent of Schools

JJB/kfw

pc: Town Clerks: Bethany  
Orange  
Woodbridge

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If you require accommodations to participate because of a disability, please contact the office of the Superintendent of Schools in advance at 397-4811.

## Bylaws of the Board

### Treasurer

The Treasurer , elected by the Board of Education in accordance with C.G.S. 10-46 shall:

1. Give bond to the Board in an amount determined by the members of the Board, the cost of which shall be borne by the school district.
2. Pay out and/or authorize the payment of monies of the regional school district as may be directed by the Board.
3. Perform such other duties as may be authorized by the Board.
4. For each school year commencing July 1, the Treasurer shall be bonded for the faithful performance of his/her duties, said bond to be written by an insurance company licensed to do business in the State of Connecticut and in an amount to be determined by the Board. The Board shall indemnify and hold the Treasurer harmless against any liability imposed as a result of his or her actions as Treasurer, except for his/her own willful misconduct, and shall also indemnify and hold the Treasurer harmless as provided by Section 10-235 of the Connecticut General Statutes.

Legal Reference: Connecticut General Statutes

10-46 Regional Board of Education [subsection (d)]

10-56 Corporate powers. Bond issues.

## Bylaws of the Board

### Deputy Treasurer

The Deputy Treasurer elected by the Board of Education in accordance with C.G.S. 10-46 shall:

1. Give bond to the Board in an amount determined by the members of the Board, the cost of which shall be borne by the school district.
2. Pay out and/or authorize the payment of monies of the regional school district as may be directed by the Board and in the absence of the Treasurer.
3. Perform such other duties as may be authorized by the Board or Treasurer.
4. For each school year commencing July 1, the Deputy Treasurer shall be bonded for the faithful performance of his/her duties, said bond to be written by an insurance company licensed to do business in the State of Connecticut and in an amount to be determined by the Board. The Board shall indemnify and hold the Deputy Treasurer harmless against any liability as a result of his/her actions as Treasurer, except for his/her own willful misconduct, and shall also indemnify and hold the Deputy Treasurer harmless as provided by Section 10-235 of the Connecticut General Statutes.

The Deputy Treasurer will execute the role of Treasurer:

1. If the Treasurer is out of state.
2. If the Treasurer is incapacitated or otherwise unable to perform the duties of Treasurer.
3. As directed by the Treasurer.

The Deputy Treasurer serves under the Treasurer and will perform the assigned duties of the Treasurer under the direction of the Treasurer.

Legal Reference:                      Connecticut General Statutes  
    10-46 Regional Board of Education [subsection (d)]  
    10-56 Corporate powers. Bond issues.  
    Bylaw

**Amity Regional School District No. 5**  
**Woodbridge, Connecticut**

Typed: 8-10-2011

**APPROVED:**

## MINUTES

**AMITY BOARD MEMBERS PRESENT:** William Blake, Patricia Cardozo, Sue Cohen, Diane Crocco, Philip Grande, James Horwitz, Thomas Hurley, Angela McNabola, James Stirling

**AMITY BOARD MEMBER ABSENT:** Joseph Abbatiello, Julie Altman, Steven DeMaio, Rita Gedansky

**Staff Members Present:** John Brady, Charles Britton, Kathleen Fuller-Cutler, Richard Dellinger, Jack Levine, Marianne Lippard, Mary Raiola, James Saisa, Sheila Wycinowski

Also Present: Thomas Falcigno, other members of the Public

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A regular meeting of the Amity Regional Board of Education was held on Monday, November 14, 2011, at 6:30 p.m., in the Presentation Room at the District Offices.

1. **Call to order:** William Blake called the meeting to order at 6:32 p.m.

2. **Pledge of Allegiance was recited by those present.**

3. **Recognition of CAPSS Award Recipients**

Dr. Brady said that each November he has the pleasure of recognizing 10 outstanding young people for their accomplishments. Kathleen Fuller-Cutler, Richard Dellinger and Charles Britton talked about each student receiving a certificate.

From Amity Middle School in Orange, Ms. Fuller-Cutler introduced recipients Julia Wilde and Matthew Schmidt. Dr. Dellinger of Amity Middle School in Bethany presented certificates to Gabrielle Miller and Nicholas Beckwith. He described Gabrielle and Nicholas as outstanding eighth graders. Dr. Britton, principal at Amity High School, presented certificates to Hannah Cho, Anapriva Nagarathnam, Katrina Camerato, Alex DeAngelo, Simon Moore, and Jason Rothberg.

Mr. Blake congratulated all the award recipients and the parents. He said that it makes the Board proud to see them achieve.

4. **Recognition of Board Members Leaving the Amity Board**

Mr. Blake said that he wanted to formally say goodbye to Board members Joseph Abbatiello, Philip Grande and Angela McNabola, whose terms are soon coming to an end. Mr. Abbatiello has been devoted to the work of the Board for a number of years. He noted that Ms. McNabola and Mr. Grande have made significant positive contributions.

**5. Approval of Minutes**

a. Regular BOE Meeting, October 17, 2011

Motion to approve the minutes as presented (Mr. Hurley, 2d Mr. Stirling).

Discussion: none

Vote in favor unanimous.

*Motion passed.*

b. Special BOE Meeting, November 3, 2011

Motion to approve the minutes as presented (Mr. Hurley, 2d Ms. Cohen).

Discussion: none

Vote in favor: Patricia Cardozo, Sue Cohen, Diane Crocco, Philip Grande, James Horwitz, Thomas Hurley, James Stirling

Vote opposed: none

Abstain: Angela McNabola

*Motion passed.*

**6. Discussion and Possible Action on 2012 Board of Education Meeting Calendar**

Regular meetings of the Amity Regional School District No. 5 Board of Education take place on the second Monday of every month, unless noted on the calendar. October 15, 2012 and November 19, 2012 are listed as exceptions. Meetings are held at 25 Newton Road, Woodbridge, and begin at 6:30 p.m.

Motion to approve the 2012 Board of Education Meeting Calendar as presented (Mr. Hurley, Mr. Stirling).

*Vote in favor unanimous.*

*Motion passed.*

**7. Information on 2011 Facilities Report**

Jim Saisa said that he was very pleased with the results of the lighting project at the High School. Three months of data show a considerable savings for electricity due to the new lighting, averaging at about 25 percent. The Field House water heater is also working out well. The center core science project is nearing completion. The security cameras are helping the building principals as the High School to perform investigations into problem behavior. Mr. Saisa also reported that the custodians did a fantastic job getting the schools ready over the summer. Planned roof restoration work will be further examined in the near future.

*Discussion:*

Mr. Stirling questioned what other big repairs would be needed going forward besides the roof.

Mr. Saisa said that parking lot repaving will be needed, along with a new air handling unit. High-efficiency motors have already been installed in the air handling unit and the unit has been kept running. Another anticipated expense will involve the phone system, which will cost approximately \$100,000 to replace. The software will no longer support the current system.

**a. Information on Possible Project at Bethany**

Dr. Brady said that there is a proposal to install solar panels at Amity Middle School in Bethany. The panels would be installed on all areas that have exposure to the sun. The panels won't be visible from the street. The administration views the project favorably, as it is environmentally responsible and would save money. A new Facilities Committee isn't seated yet, so that is why the proposal is being presented to the full Board. If the proposal is agreed upon, Ross Solar Group would do the permit work. The schools would need to ensure that there is still access to the air handling units.

Mr. Saisa said that the solar panels will not be visible from the road and the company would maintain the equipment.

**8. Discussion and Possible Action to Authorize the Administration to pursue Solar Project at Bethany and Enter into an Agreement with Ross Solar Group if Conditions Favorable to Amity are Negotiated**

Mr. Blake said that as he understood the deal, rent would not be paid, but Amity would benefit from reduced electrical rates.

Mr. Hurley questioned how heavy snow removal would be handled. He expressed concern about damage to the roof of the building. A plan would be needed for dealing with this problem.

Mr. Saisa said that negotiations would be needed on how to handle snow removal.

Mr. Blake questioned the experience that Ross Solar Group has had with other schools and municipalities.

Mr. Saisa said that the company has always had the proper paperwork and has been good to work with thus far.

Mr. Grande asked what the remaining useful life is for the roof and what happens when that time is up. He questioned whether they would remove the panels at that point.

Mr. Saisa said that there are 15 years left. The agreement could address what happens when the roof needs replacement. The panels sit on the roof; they aren't bolted on.

Mr. Stirling asked Mr. Saisa to tell the Board what the benefits of the deal would be.

Mr. Saisa said power would cost about one-third less, a savings of \$9,600 a year.

Mr. Horwitz questioned whether any other solar vendors were questioned.

Mr. Saisa said that vendors had not been approached. The company was referred to Amity.

Mr. Grande questioned the cost of the system. Mr. Saisa said that the cost isn't known, but the system is considered high quality.

Dr. Brady said that the project must be complete by December 1, 2011 and it would not be possible to go through the process of an RFP.

Ms. Cohen said that the Board would like more information before making a decision. She asked whether the Facilities Committee could meet.

Mr. Grande said it won't be possible to get the group together. The deal doesn't represent an urgent situation.

Mr. Saisa said that if the project is completed by December 1<sup>st</sup>, the project is less costly because the company can pursue federal money.

Mr. Horwitz questioned if other vendors who could qualify for grant funds could be contacted.

Mr. Hurley said that if the project makes sense for Amity Middle School in Bethany, then it might make sense to consider it for the other two schools.

Mr. Blake said that the Board has been looking for ways to be more energy efficient, but the project sounds like a big commitment for what does not appear to be a compelling amount of money.

Dr. Brady said that with so many questions, it would make sense to hold off on the project for now so that the questions raised by the Board can be answered. No action was taken.

## **9. Principal's Report**

Orange Campus: Kathleen Fuller-Cutler said that in October, the school had the iPad rollout for the pilot program. Dr. Brady was the keynote speaker that day. Since then, the kids have been doing a lot of work with the technology. In social studies, the students used the iPad to help with a collage. It seems to be more difficult to use the technology with math, but the pilot is off to a great start. On October 19<sup>th</sup>, students participated in Government Day. The PTSA provided a luncheon for students. Seventh graders have participated in some bullying discussions. Student Council recently raised money with a Yankee Candle fundraiser. Student Council also sponsored a Halloween dance attended by 220 students. The courtyard became a haunted courtyard. The October snowfall caused students to miss a day of school and have two late start times. For Veterans' Day, two veterans visited and shared their experiences. The students came away with a clear understanding of how important our freedoms are. An army sergeant also visited the school

to speak to students. He had a wonderful way of interacting with students. The first marking period has ended.

Bethany Campus: Dr. Dellinger said that there were two special activities in October: Career Day and the iPad rollout. Career Day is a day when members of the community and parents come in to speak to students. A great variety of professions were represented. The iPad rollout was exciting and there will be more to report about the new technology at the December Board of Education meeting. The October snow storm caused school to close for four days. Once power was restored, nearly all the staff members were in attendance and it was very productive time. Students attended a full week of classes the following week, making up one day on Election Day and one on Veterans' Day. The school held a wonderful celebration for Veteran's Day. Veterans visited throughout the day. Although students attended school on Veterans' Day, the school made a point of recognizing Veterans. The marking period closed and conferences are planned to take place over the next few weeks. The school has a sister school in China and have been using Skype to communicate. Parents have expressed interest in having their children travel to China for a 10 day trip. The principal from the sister school will visit this winter.

*Discussion:*

Mr. Hurley asked how what effects the snow storm had, since it occurred at the end of the marking period. He also questioned if extra insurance would be needed for he China trip.

Dr. Dellinger said that a slight extension was needed for processing grades. Some of the work missed during the first marking period will be added during the second marking period.

Dr. Brady said that the students are covered for the trip.

High School: Dr. Britton said that he wanted to recognize Athletic Director Paul Mengold for his achievement. Mr. Mengold will be receiving a National Federation Citation for contributions to interscholastic athletics. Parent- Teacher conferences will take place on November 16. The first marking period is over and grades will be posted on iParent. About 125 parents have requested paper copies of report cards. Dr. Britton said that he would like to highlight two successful programs. Peer tutors are running Homework Help on Tuesdays. Amity students finished in first place in the Sikorsky Stem Challenge. There are 50 new members of the National Honor Society. He praised the quality of this year's senior class. The High School's National Art Honor Society was recently recognized. The celebration rededicating the sports facility will take place at the Thanksgiving game.

**10. Student Report**

Thomas Falcigno said that the Homecoming Dance will be held Friday, November 18<sup>th</sup> from 7 p.m. – 10 p.m. Tickets are \$10. The American Red Cross collected 84 pints of blood during the recent blood drive. The Theater Department will be selling all types of items at an Estate sale on Saturday, November 19<sup>th</sup> at the High School. Spirit Week will begin Monday with Black and

Gold Day and other themes will take place on different days. Amity took JSA best speaker at a recent event and a number of students won gavels for their participation. The Girls' Soccer team lost to Cheshire, but had a good year.

James Stirling asked what topics are discussed at JSA.

Thomas said that there were questions about FEMA and the euro, among others.

**11. Public Comment**

Laurence P. Czajkowski said that he had the honor of being part of Dr. Dellinger's presentations in recognition of Veterans' Day. He found the presentation by one of the guests to be extraordinary. Everyone at the High School should have participated. While he was impressed by the Bethany and Orange programs, but disappointed with the lack of opportunity to interact with veterans at the High School. Veterans' Day activities should not stop at the middle schools. He had reached out to Dr. Brady's staff to have the veterans speak. A leadership award was given to one of the students recommended by the Board. His post is waiting for a thank you. It's time to start Veterans' Day recognition. The time for corrective action is now. Veterans' Day is every day for veterans. He doesn't think many of the students knew why they were off Friday because it wasn't mentioned at school. Post 127 would like wide participation for future awards. It's time for the Board to fight for the veterans.

Mr. Blake thanked Mr. Czajkowski for coming and for this service as well.

**12. Announcements from the Board and Administration**

Dr. Brady reminded the Board about the Board of Education Retreat on Wednesday, November 16<sup>th</sup> at 5:30 p.m. in the Presentation Room. New members have been invited. The retreat will cover the roles of Board members. There will also be a non-posted Executive Session meeting.

**13. Report on November 8<sup>th</sup> Professional Development Day – Sheila Wycinowski**

Ms. Wycinowski said that Tuesday, November 8<sup>th</sup> was a very productive day. The PTSA hosted a wonderful luncheon. Twenty-five workshops took place that morning and the same number of workshops were held that afternoon. Mandatory refresher training took place. Two of our teachers are in-house trainers. One great workshop was entitled Risk to Resilience, which is aimed to assist students in navigating the waters from high school to college. Ten technology workshops were offered, including applications training. Intermediate and advanced Smartboard training also was offered. Teachers of English and social studies are working on their five-year plans. There have been many curriculum projects. Science and math teachers are looking at ways to use Study Island. A joint meeting was held with English, reading and social studies teachers, where there was discussion concerning how to work on reading strategies and techniques. Health-related workshops have been offered. Teachers have also worked on common formative assessments.

**14. Correspondence**

There was no correspondence to discuss.

**15. Superintendent's Report**

- a. Personnel Report – Dr. Brady noted that an assistant Boys Swimming coach was hired. This did not appear on the report.
- b. Special Education Burden of Proof – Dr. Brady said that change is being requested of the legislature. In Connecticut, the Board must prove that they are doing the right thing. In all other states, the person bringing action has the burden of proof. CABE and others are representing the boards.

**16. Chairman's Report**

- a. Committee Reports
  1. ACES – There was no report.
  2. CABE- The convention is this Friday. Mr. Stirling said that there will be workshops on creating efficiencies, trends in education and other topics.
  3. Curriculum – There will be a meeting is on Thursday, November 17<sup>th</sup> at 5:30 p.m.
  4. Facilities – There has been no meeting.
  5. Finance

- a. Discussion and Possible Action on One-Year Extension of Contract with CCR Audit Firm

Dr. Brady said that the administration is recommending extending the contract with the audit firm CCR. The fee will be the same, \$34,500. CCR has performed the audit for the past three years. The bid specifications provided for two optional years at the Board's sole discretion. Rob Howard, Partner of CCR, has proposed the same price if the Board chooses to extend the contract. Mr. Levine said that the work can be put out to bid at this point. If satisfied with the services, the Board can continue with CCR until June 2012 for the quoted price.

*Move the Superintendent of Schools be authorized to sign a letter of engagement with CCR of Glastonbury to perform the audit for the year ending June 30, 2012, at the quoted price of \$34,500 (Mr. Stirling, 2d Ms. Cardozo).*

*Vote in favor unanimous.*

***Motion passed.***

- b. Discussion and Possible Action on Contract over \$35,000

Both UI and CL&P have monies available to be spent by the end of the year on incentives for energy conservation projects. Power Point Energy is a State Contract vendor and vendor who recently did the lighting retrofit at Amity High School. The savings for the lighting project at the High School are exceeding expectations. Mr. Saisa asked Power Point Energy to do an energy audit on both middle schools to determine whether or not a lighting retrofit would make sense at those buildings. Mike Stein, a UI engineer, worked to identify incentives. Both projects would have positive budget impacts. End of the year monies are available, however, to take advantage of these incentives, the projects must be substantially completed by 12/31/11.

The Orange project will entail upgrading all interior and exterior fixtures to higher efficiency technology. The project cost is \$190,335. The incentive from UI will be approximately \$50,000, bringing the net cost to \$140,335. This cost would be paid off via a 0% interest loan over a four-year period. Annual financing would be an estimated \$35,084. Annual energy savings are estimated at \$41,498. This would make the project cash positive in the first year of approximately \$6,400.

The Bethany project would also entail upgrading all interior and exterior fixtures to high efficiency technology. The project cost is \$187,575. Although actual incentive amounts weren't yet available from CL&P, a conservative estimate on the incentives expected is \$39,820, bringing the net cost to \$147,755. This cost will be paid off via a 0% interest loan over a four-year period. Annual financing will be an estimated \$36,939. Annual energy savings are estimated at \$35,838. These numbers indicate a cash negative situation of approximately \$1,100 the first year, however John Carbone of Power Point Energy stated that they took a very conservative approach in their calculations and is 100% sure the project will come in neutral or cash positive during the loan period.

Mr. Saisa noted that the budget comparisons only deal with energy costs. Since everything is new and under warranty, there is an estimated maintenance savings of over \$6,000 per school for lamps, ballasts, emergency ballasts, and associated labor.

The lighting work at the High School was recently completed. Mr. Saisa would like to extend the project to both middle schools. All interior and exterior lighting would be retrofitted. The energy savings are significant. A thorough analysis was performed. The District would break even during years one through four, after that there would be a financial benefit.

*Discussion:*

Mr. Blake asked whether the savings at the High School have been in line with the projections.

Mr. Saisa said that the savings have been better than the projections.

Mr. Blake said that this project has more financial incentive than the solar project.

Mr. Hurley said that he has reservations about the proposal.

*Motion to act on the contract (Ms. Cohen, 2d James Horwitz).*

Mr. Hurley said that when the contract was awarded for the High School, there were problems. He said that he would like to go with a competitive bid by at least three

bidders. He said that the project does not need to be pushed forward. The funds are available every year for these types of projects. Numbers were being moved around last time.

Mr. Blake questioned why this issue wasn't raised before.

Mr. Hurley said that he recused himself. For a project of this cost it does not make sense to use a sole source.

Mr. Levine said that during the last bid process every vendor that met the criteria would go to the Request for Proposal. When the numbers came back, they were evaluated.

Mr. Hurley said that for a project of this size, he would like more vendors. There was a problem.

Dr. Brady said that the administration isn't aware of anything done incorrectly, the law was completely followed.

Mr. Levine said that he is very concerned about following the bid process properly. One of the bidders was lower, but there were things missing in the bid. Everything was done properly. All information was provided so that vendors could see it.

Mr. Blake reminded the Board of the motion that was made.

Mr. Stirling questioned how long the bid process would take.

Mr. Levine said that if the motion is rejected, it would take a month and a half.

Mr. Grande asked if the process used before would be duplicated.

Mr. Levine said that he takes pride in doing this the right way and the process was reviewed by an attorney.

Mr. Blake said it is not uncommon to have bidders who feel they weren't treated fairly.

Mr. Hurley said that he does not feel the selection was perfect the last time. This is a \$370,000 sole source award based on a prior award that had problems.

Mr. Blake said that he has problems with Mr. Hurley claiming to have information that other members aren't privy to.

Mr. Hurley said that there was a mistake in how the second run was handled. . The numbers presented were not accurate. There was a fundamental flaw with how the bidding was done.

Mr. Saisa said that one company had problems, but the proper submittals were in. The company was called in the best interest of the District. With the adjustments, the price was lower.

*Vote in favor:* Patricia Cardozo, Sue Cohen, Diane Crocco, Philip Grande, James Horwitz, Angela McNabola, James Stirling

*Vote opposed:* Thomas Hurley

*Abstain:* none

***Motion passed.***

c. Discussion of Monthly Financial Statements

Mr. Levine noted that the monthly financial statements show a reduction of \$100,000 in transportation costs and an additional \$20,000 in legal costs. Line item 20 on page 3 shows net \$80,000. He noted that special education costs are always changing, so the number represents an estimate. Tropical Storm Irene caused over \$7,000 in damage.

There is a \$1,000 deductible for damage from a lightning strike at Amity Middle School in Bethany. The lightning strike occurred on July 31, 2011. Multiple vendors were needed to repair extensive damage to the Building Management and Life Safety systems. The approximate cost is \$44,500. Vendors have been paid out of the Bethany Middle School repair account. Currently, a transfer of \$13,000 is needed to pay the remaining invoices. Reimbursement will be sought through insurance. There is a \$1,000 deductible. When the insurance funds are received, the account will be credited and the budget transfer will be reversed. It is unclear what the reimbursement will be from the insurance company.

*Motion to make the following budget transfer of \$13,000 to pay vendors for work related to the damage caused by the lightning strike at Bethany Middle School. The budget transfer will be reversed upon receipt of the insurance funds (Mr. Stirling, 2d Ms. McNabola):*

ACCOUNT NUMBER	ACCOUNT NAME	FROM	TO
03-14-2600-5420	Repairs, Maintenance and Cleaning	\$13,000	
01-14-2600-5420	Repairs, Maintenance and Cleaning		\$13,000

*Vote in favor unanimous.*

***Motion passed.***

d. Director of Finance and Administration Approved Transfers Under \$3,000

e. Discussion and Possible Action on Budget Transfers

f. Status Report on Financial Audit

Dr. Brady said that the Financial Audit will be available by the January meeting, possibly as early as the December meeting.

6. Policy

a. Second Reading – Anti-Bullying Policy

*Motion to approve Student Hazing and Safe School Planning* (Mr. Hurley, 2d Ms. Cohen).

*Vote in favor unanimous.*

*Motion passed.*

*Motion to approve Safe School Climate Plan* (Mr. Hurley, 2d Ms. Cohen).

*Discussion:* Mr. Stirling said that this will be an ongoing discussion. There will be opportunities to modify this in the future. Mr. Hurley said that administrative corrections can be made. Dr. Brady said that the state provided an insert and mandated that it be in every student handbook. It is not nearly as wordy.

*Vote in favor unanimous.*

*Motion passed.*

7. Personnel

Mr. Blake said that collective bargaining has begun with teachers. It will be necessary to appoint an interim Treasurer.

*Motion to appoint James Horwitz as interim Treasurer* (Mr. Stirling, 2d Ms. McNabola).

*Vote in favor unanimous.*

*Motion passed.*

**17. Items for the Next Agenda**

The Board was reminded that a meeting will take place on Wednesday, November 16 to go over school board members' roles and responsibilities and there would also be an informal discussion about the superintendent search.

**18. Adjournment**

*Motion to adjourn at 9:07 p.m. (Ms. Cardozo, 2d Mr. Hurley).*

*Vote in favor unanimous.*

*Motion passed. Meeting adjourned.*

Respectfully submitted,

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Rita Gedansky, secretary  
Marianne Lippard, recording clerk

Attachments/References:

- Minutes:** Regular Board Meeting, 10/17/11  
Finance Committee, 10/17/11  
Board of Education Special Meeting, 11/3/11  
Policy Committee, 10/13/11
- Memos:** John J. Brady to Members of the Board of Education (11/14/11) re...Personnel Report  
Jack B. Levine to John J. Brady (11/7/11) re...Proposed One-Year Extension of Contract  
with CCR Audit Firm  
Jack B. Levine to John J. Brady (11/7/11) re...Budget Transfers of \$3,000 or More for  
Fiscal Year 2011-2012
- Misc:** Recommendation to Award Bethany and Orange Middle Schools Lighting Retrofit  
Regular Board of Education Meetings 2012
- Reports:** Amity Regional School District No. 5, Audit Status Report, June 30, 2011.  
Amity Regional School District No. 5, Budget Transfers 2011-2012  
Amity Regional School District No. 5, Year-to-Date Budget Report, printed 11/7/11  
Amity Regional School District No. 5, Revenues and Expenditures for FY 2011-2012,  
printed 11/7/11  
Amity Regional School District No. 5, Audit Status Report June 30, 2011

**MINUTES**

**AMITY BOARD MEMBERS PRESENT:**

William Blake, Sue Cohen, Patricia Cardozo, Diane Crocco, Steven DeMaio, James Horwitz, Thomas Hurley, James Stirling

**BOARD MEMBERS ABSENT:**

Joseph Abbatiello, Julie Altman, Rita Gedansky, Philip Grande, Angela McNabola

Also Present: Chris Browe, John Grasso, Marianne Lippard, Robert J. Rader

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A Board of Education retreat was held in the Presentation Room of District Offices at 5:30 p.m. on Wednesday, November 16, 2011.

1. **Call to Order:** Mr. Blake called the meeting to order at 5:44 p.m. He welcomed Robert J. Rader, Executive Director of the Connecticut Association of Boards of Education (CABE), and the newly elected members of the Board.

2. **Discussion Regarding Board Members Roles and Responsibilities**

Mr. Blake said that Mr. Rader was invited to provide a more detailed understanding of the roles and responsibilities of the Board and some insight into how one can approach the duties to achieve the most desirable outcome from the experience.

Mr. Rader distributed packets for participants and provided additional materials to those new to the Board. He noted that some of the retreat participants had seen the literature many times before. The information covers many of the rules and responsibilities of school boards. Packets also provide descriptions of policy update services, legislative priorities, as well as information about CABE. Mr. Rader noted that the information that he would be sharing is normally introduced during a two to three hour workshop, however, he was shortening the presentation to go over the material more quickly than usual.

He directed the groups' attention to the school governance mission statement, noting that this was a joint project of CABE and the Connecticut Association of Public School Superintendents (CAPSS). Also covered within the packet are the Board of Education responsibilities and those of the superintendent. He noted that CABE does not have policing power. There is a correlation between well run Boards of Education and high achievement in a District. The packet also clearly shows what Boards of Education and their superintendents do together.

Mr. Rader noted that three members of the Amity Board of Education would be attending the upcoming convention. The event offers an opportunity for people to meet face-to-face, rather than communicate by phone or e-mail.

Contained in the packet also were some media tips. Mr. Rader said that if talking to the press, the tips are helpful. Mr. Rader said that they show how to effectively communicate.

*Discussion:*

Ms. Cohen said that it has been the policy of the Board that only the superintendent speaks to the press. She asked Mr. Hurley if that is still the case. Mr. Hurley said that it is.

Mr. Rader said the idea of having the superintendent talk to the press is generally good policy. Sometimes, if one person on the Board is in charge of a project, then that person would be designated to speak to the press. His advice was to be prepared.

In the area of publicity, Mr. Rader said that CAFE offers a Board Recognition Award. He noted that the District is probably already doing 95 percent of what is needed to be eligible for an award. If paperwork is filled out for this opportunity, it would be a nice public relations piece for the District.

Success Strategies were also discussed. Mr. Rader noted that this includes how to properly evaluate a superintendent. There is an assessment piece that boards are asked to do. It is important to speak to the superintendent with one voice. Some boards have everyone going to the superintendent independently and this is not good. Boards are encouraged to have the board chair screen what is happening.

Mr. Rader said that there is a Code of Ethics that should be followed, noting that ethics is everyone's business. It is a good idea to go over this information as a group, so all are coming from the same place. He added that board members are role models for students, staff and the community.

One of the most important roles of the board is to hire and evaluate a superintendent. The superintendent is the only school employee who works for the board. All other employees work for the superintendent, so the superintendent is the CEO of the organization and is responsible for making sure the board policies are implemented. There is no reason not to disagree with the superintendent, but there are ways to be more civil and fair. One formal evaluation of a superintendent a year is appropriate. An informal evaluation also should be completed. The evaluations can discuss goals and how they are being met. The role of the board also can be addressed, and the superintendent can talk about how the board is doing and if there is more that could be done. Any pieces of paper from these meetings can be obtained through the Freedom of Information

Act, so that is an important consideration if the content of the meeting is to be kept confidential.

*Discussion:*

Mr. Blake said that pieces of paper are not used during evaluations.

Mr. Rader noted that it is important not to put something out that might not be appropriate.

He added that policies are how a board operates. Board members have no more authority than any citizen when they are away from the table. The public sometimes perceives board members differently. Some people will approach board members in order to complain about everything from the food in the cafeteria to teachers, etc. Every board has a chain of command. It's not a good idea to become someone's advocate. If something winds its way through the chain of command, it's essential to remain unbiased. A board member can tell the superintendent about complaints. Others in the District, even those not complaining, see board members differently as well. Going before the board is considered a big deal to some people.

Another issue of concern is adding teachers to a superintendent search committee. Teachers must struggle to be honest because many see board members as their bosses. He reminded everyone in the group that if they go to a building, they are just like everyone else. No board member should go in and evaluate teachers or go into the building unannounced to check to see if the roof is leaking.

Mr. Rader said that policies dictate how schools operate.

*Discussion:*

Mr. Blake said that the Policy Committee has been updating policies, some of which hadn't been changed since 1987.

Mr. Rader said that the board also comes up with a budget. Some boards must have other boards approve their budget and the public can petition for a referendum if they aren't happy.

Mr. Rader said that the agenda for each meeting is developed by the superintendent with help from the school board chair. The agendas are set to some extent by what happens each month. He noted that some districts use a method where instead of doing individual motions, the motions are bundled together. This is particularly effective in towns where meetings drag on.

*Discussion:*

Ms. Cohen said that the Board is usually very efficient.

Mr. Rader noted that public participation is misunderstood by many people. It is actually not mandatory and there are methods for handling it. Mr. Rader clarified that the meetings are held in public, but aren't public.

Mr. DeMaio said that he feels public comment is important.

Mr. Blake said that he does find it difficult to limit people who are addressing the Board during Public Comment.

Ms. Cohen noted that if people are angry, the Public Comment portion of the meeting can get out of hand.

Mr. Hurley said comments can be limited to three minutes.

Mr. Blake said that the idea of limiting comments for brevity is easier said than done. He questioned whether it is legal to limit the amount of time that people can speak.

Mr. Rader said that there are times when remarks are derogatory. Having members of the public speak for a limited amount of time seems reasonable. It's not appropriate for a member of the public to come in and make negative comments about a member of the staff.

Mr. Rader stressed that the role of a board members is that no matter what town they are from, as elected officials, board members represent all the students.

Mr. Blake said that members of the Board might consider themselves as representing a town. Some of the town leaders don't see board members as representing all students, but rather, the students from the town that they are from.

Mr. Rader said it simplifies the job if board members realize that they represent everyone and also put aside the party affiliations. Caucusing among party members is discouraged. The board should not be political. He cautioned about being one-issue candidates and recommended the book *Leading Leaders*. He suggested talking to people on the board and finding out what matters to them. A board can come together on various issues if people are clear about what interests them.

*Discussion:*

Mr. Hurley said that he has a separate e-mail account for Board business. If personal, business and Board business are all conducted on an e-mail account, the personal information can be obtained through Freedom of Information. It might make sense for the Board to consider a separate e-mail account for everyone.

Mr. DeMaio said that it makes sense to have separate e-mail.

Mr. Rader said that many boards, in fact, have separate e-mail accounts.

Mr. Rader said that a board member's job is to let the superintendent know if something happens in the District that the superintendent should know about. If a board member attacks a decision of the board, it undermines the board. Board members aren't expected to be experts on things; the superintendent is. At the same time, board members should know enough to ask questions.

*Discussion:*

Mr. DeMaio said that Amity has four superintendents: one for Amity and one each for the three towns in the District. He would like to see one superintendent oversee the region and maybe have three assistant superintendents.

Mr. Rader said that there are ways to accomplish what Mr. DeMaio suggested.

Mr. Blake said that in the towns, 70 to 80 percent of the budget goes toward education. The towns feel a loss of control over Amity. In some ways, Mr. DeMaio's proposal makes sense.

Mr. Rader said that Region 1 has one superintendent.

Mr. Blake said that there are some obvious objections to a plan to have one superintendent oversee the entire District.

Mr. Rader said that if there is interest in exploring this idea, a meeting could be arranged for regional school districts.

Mr. Rader said that the last topic to address would be contacts. He suggested board members be advocates and get to know legislators. Show them where the money given to the District goes. It's also good to network with other boards. Most boards have three or four goals they would like to accomplish. One obvious goal this year would be to find a new superintendent. Also, remember to look for opportunities for good public relations and it can come through CABA. If a sudden issue does arise, guidance can be offered about how to work with the press. CABA is always available to help.

**3. Adjourn**

*Motion to adjourn the meeting at 6:55 p.m. (Ms. Cohen, 2<sup>nd</sup> Mr. DeMaio).*

*Motion passed; meeting adjourned.*

Respectfully submitted,  
Marianne Lippard, recording clerk

**AMITY REGIONAL SCHOOL DISTRICT NO. 5**

**Bethany Orange Woodbridge**  
**25 Newton Road, Woodbridge, Connecticut 06525**



*John J. Brady, Ed.D.*  
*Superintendent of Schools*

*john.brady@reg5.k12.ct.us*  
*Phone: (203) 392-2106*

November 30, 2011

To: Members of the Amity finance Committee and Members of the Board of Education

From: John J. Brady, Superintendent

Over the past three years, voter participation in the Amity budget referendum has been declining from a high of 1,612 in 2009 to a low of 1,412 in 2011. One selectman has requested that the Amity referendum be conducted from 12:00 noon to 8:00 p.m. due to low turnout and costs associated with having polling places open beginning at 6:00 am. I am concerned about this proposal since it may negatively impact parents who would normally vote early on their way to work.

An alternative that I would like the Board to consider would be to conduct a District Meeting for the budget vote. Regional districts are allowed to conduct a District Meeting for this purpose. The way a District meeting works would include a presentation of the budget to the voters gathered at Amity, a question and answer period with public comment and then an up or down vote on the budget. A district meeting would save each town money since they would not have to open and staff polling places and pay for ballots.

If the Board wishes to conduct a District Meeting it would be held on the first Monday in May which is May 7<sup>th</sup> this year. Before a final decision is made on this matter, it would be important to solicit input from the three First Selectmen.

If the Board is interested in pursuing the District meeting option, I would be happy to convene a meeting of the Selectmen.

**Recommendation: Authorize the Superintendent to convene a meeting of the AFC and First selectmen to consider conducting a District Meeting for the 2012-2013 Amity budget vote.**



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[Kathleen.Schurman@patch.com](mailto:Kathleen.Schurman@patch.com)

04:16:57:29

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## Amity Students Take First in Sikorsky Challenge

Amity was one of five student teams to design an engine mount for historic aircraft.

By [Melissa Nicefaro](#) [Email the author](#) 5:30am

[Email](#)[Print](#)[Comment](#)

Related Topics: [Amity High School](#) and [sikorsky](#)

F4U

A team of Amity students took first place in the first round of the Sikorsky STEM (Science, Technology, Engineering, Math Career Center) Challenge, sponsored by Sikorsky Innovations and supported by Connecticut Corsair and Connecticut Innovations. The event took place Oct. 28 at Chester Airport in Chester, Conn.

"Guided by our mentor team and industry partners, the students will be challenged to think and innovate with purpose," says Bill Harris, Sikorsky Innovations STEM program manager. They will derive requirements, conduct trades to meet those requirements, develop and refine a solution, and defend their work through a series of gates in a competitive setting."

The Sikorsky STEM Challenge kickoff brought together approximately 50 Connecticut high school science, technology, engineering and mathematics (STEM) students and teachers, as well as 17 industry partners. At the event, students were challenged to help restore an engine mount for the historic, official state aircraft of Connecticut, the F4U-4 Corsair, a single-engine, World War II-era fighter/fighter-bomber.

Student teams will work to restore the engine mount using original drawings and specifications along with state-of-the-art design and analysis tools.

Harris adds, "This journey represents the real world of engineering today. It's exciting and never gets old. We anticipate that this experience will encourage students to continue their STEM education and pursue a career at Sikorsky or other Connecticut high technology companies."

The challenge culminates with presentations by the competing teams to a panel of judges from industry and academia. The winning solution, to be named in May 2012, will be provided to Connecticut companies for manufacture and integration into the aircraft.

The event is designed to support STEM education and workforce development by creating an opportunity for students to apply their classroom learning and innovative thinking to real-life technical challenges faced by engineers.

Through the Sikorsky STEM Challenge, Sikorsky and the other participating businesses are encouraging students to pursue engineering careers in Connecticut and helping to ready them for careers in STEM fields.

At the event, students enjoyed operating a Cessna 172 airplane flight simulator and were able to view many of the airplane parts of the F4U-4 Corsair, which were present in the airplane hangar.

"This is a story of grassroots workforce development at its best," says Deb Santy, director, Connecticut SBIR Office, Connecticut Innovations. "It's the story of a large business – and several related smaller businesses – working with high school students to inspire and prepare them for careers in engineering. Needing fresh, new talent, all of these businesses have an incentive to cultivate and attract Connecticut's brightest and most creative young minds to future local career opportunities."

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STATE OF CONNECTICUT  
STATE DEPARTMENT OF EDUCATION



SERIES: 2011-2012  
CIRCULAR LETTER: C-6

TO: Superintendents of Schools

FROM: Stefan Pryor, Commissioner of Education

DATE: November 15, 2011

SUBJECT: School Closures and the School Calendar

The State Department of Education is aware of the highly disruptive conditions created by October's snowstorm. The Department issued a circular letter on January 31, 2011 on school closures and the school calendar which provides a brief overview of the legal considerations regarding the school calendar and modification to it. <http://www.sde.ct.gov/sde/lib/sde/pdf/circ/circ10-11/c9.pdf>

With the winter season approaching, the Department remains cautious about prematurely considering changes in the 180 day requirement. Districts are expected, as in years past, to make all efforts at the local level to meet the mandated minimum number of school days by June 30. These efforts may include conducting school on permissible holidays and previously scheduled vacation days. Only once all such efforts have been exhausted would the Department expect local school districts to seek waivers, if viewed necessary, of the 180 day requirement.

Therefore, the Department will conduct a careful review and analysis of any waiver requests on a case by case basis once a district has concluded and asserted that 180 days of school is not possible under its circumstances. It is our hope we will not have to go down this road as we are ever mindful of the negative impact of lost time upon our students.

If you have any questions, please contact the Division of Legal and Governmental Affairs at 860-713-6520.

Thank you.

832 Rail Fence Road  
Orange, CT 06477  
November 18, 2011

Mr. William Blake  
Amity Board of Education  
25 Newton Road  
Woodbridge, CT 06525

Dear Mr. Blake and Members of the Amity Board of Education:

I was very disappointed by the Amity Board of Education's decision not to move the start time for our Middle Schools and High School. I'm sure that this does not reflect the preferences of the students and families in the district, and I am also certain that if we put our heads together some accommodation can still be made.

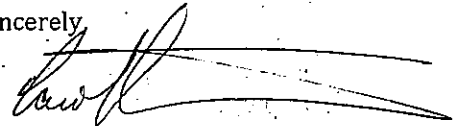
The first week of this school year I attended Back to School Nights at both the High School and the Orange Middle School. Just about every parent I met came up to thank me for my efforts in this cause and to wish me success. I heard stories, particularly from parents who live near the beginning of their school bus routes, of how parents have just given up on the buses and drive their children to school every day just so they can get that extra half hour of sleep. One teacher in the Middle School told parents that the teachers all love the new rotating schedule of classes because, "since they're all asleep during 1<sup>st</sup> period anyway, at least this way they're not always missing the same subject." My son had a teacher in the High School a few years ago who would bring in doughnuts and coffee to her 1<sup>st</sup> period class just to wake the kids up – effective, probably, but absolutely flying in the face of all our attempts to educate our kids about healthy eating and avoiding chemical stimulants!

So what can we do? Dr. Brady ruled out the possibility of moving the Amity start time a full hour later, since that would have the elementary school day end too late. Would a move of ½ hour be feasible? Start the Amity School day at 7:55 AM and the elementary schools at 8:25 AM. This has the virtue that no child in any of the three BOWA towns will ever have to leave or arrive home in the dark (the latest sunrise in our part of Connecticut is at 7:18 AM, in mid-January; the earliest sunset is at 4:23 PM, in mid-December). Currently Amity morning bus runs start at 6:45 AM. From a practical standpoint, this means that for most of October, all of December and January, and part of February, our kids can't even read or study on the bus in the morning. If they could, they might even be able to get to bed a little earlier on school nights. So a ½ hour move could actually translate to an extra full hour of sleep! I'd say that's a big improvement!

Please remember that my sole purpose here is to do right by our children. Study after study shows that sleep deprivation is bad for adolescents' health. These findings should not be dismissed or ignored.

I look forward to working with you on making this change.

Sincerely,



Carol A. Steiner, Ph.D.

**AMITY REGIONAL SCHOOL DISTRICT NO. 5**  
**Bethany Orange Woodbridge**  
**25 Newton Road, Woodbridge, Connecticut 06525**



*John J. Brady, Ed.D.*  
*Superintendent of Schools*

*john.brady@reg5.k12.ct.us*  
*phone: (203) 392-2106*  
*Fax: (203) 397-4864*

**December 14, 2011**

**To: Members of the Board of Education**  
**From: John J. Brady, Superintendent of Schools**  
**Re: Personnel Report**

**New Hire(s):**

**Amity Reg. High School – Woodbridge**  
Lindsey Castano - Paraprofessional

**Amity Reg. Middle Schools – Orange – None**

**Amity Reg. Middle School – Bethany – None**

**Coaches:**

**Amity Reg. High School – Woodbridge – None**

**Amity Reg. Middle Schools – Bethany / Orange - None**

**Resignation(s):** None

**Retirement(s):**

Carolyn Stanley – Computer Teacher – Amity Reg. Middle School – Bethany Campus

JJB/pfc

1. Title: Stats in Your World

Author or Editor: Bock, Mariano

Publisher: Pearson/Addison Wesley

Copyright Date-New Text: 2012

Copyright Date-Old Text:

List Price: \$115.97 with 1 year access to mathxl

This book is recommended for use in grades: 9-12 (post Algebra II)

Subject Area: Mathematics

2. Rationale:

- A. Why is a new textbook needed? Include an explanation of how text relates to overall curriculum model.

A book is needed for the non-AP statistics course. The book is written exclusively for this purpose.

- B. Identify at least two other textbooks which were investigated. List publishers and copyrights.

Understanding Basic Statistics, 5e, Holt, McDougall, 2010

Elementary Statistics, 7e, McGraw Hill, 2010

- C. Why were the above listed textbooks unsatisfactory?

The books were more traditional than the selected book. The books listed above aren't easy to read and comprehend. They are not suitable for the non-AP student.

- D. Why was this particular textbook chosen?

The book is written in a non-traditional manner. Each chapter unfolds with a story that revolves around the topics of the chapter. Students will be able to read and comprehend this text while seeing the connection between classroom learning and its real world application. The book is loaded with applications.

TEXTBOOK APPROVAL GUIDELINE, continued

- E. Are supplementary materials needed to accompany this textbook for this course?

Yes. MathXL, an online reference and homework system is available for this book.

F. How many of these texts are needed and what will the total cost be?

Since MathXL comes with the textbook access online, we plan to purchase enough books to leave in the classrooms where the course is being taught. 56 copies @ \$115.97 plus shipping is about \$7,500.

G. Is there an on-line version of the text? What are the costs of the online version and are costs separate from the textbook costs or package?

The text can be purchased with 1 year of online access at 115.97. After that each year will cost \$15 per student for online access.

H. If the textbooks are a replacement, for what?

N/A

3. Recommended by: Frank Barretto Date: 10/12/11

Building Administrator Approval: [Signature] Date: 11/30/11

Director of Curriculum & Staff Development Approval: [Signature] Date: 10/15/11

Superintendent of Schools/District Steering Committee Approval: [Signature] Date: 10/27/11

Board of Education Curriculum Committee Approval: [Signature] Date: 11/17/11

Board of Education Approval: \_\_\_\_\_ Date: \_\_\_\_\_

Amity Regional School District No. 5  
Bethany-Orange-Woodbridge

PART ONE  
Department Review

#### TEXT REVIEW

Title: Stats in Your World

Amity Regional School District No. 5  
Woodbridge, Connecticut

TEXTBOOK APPROVAL GUIDELINE

1. Title: The Namesake
- Author or Editor: Jhumpa Lahiri
- Publisher: Mariner Books/Houghton Mifflin
- Copyright Date: 2003
- Latest Revision Date: N/A
- List Price: 14.95 (available from Follett @ 12.71) \_\_\_\_\_
- This book is recommended for use in grades: 11
- Subject Area: Advanced Placement English Literature/English III

2. Rationale:

- A. Why is a new textbook needed? Include an explanation of how text relates to overall curriculum model.

The AP curriculum is badly in need of updating to include more contemporary, ethnically diverse texts. Reflecting the AP Literature test, which increasingly includes both fiction and prose with a modern, global focus, *The Namesake* does both. This Pulitzer Prize winning novel traces the experience of an Indian immigrant family in New England, allowing for discussions of cultural stereotyping and identity. It is a story with which many of our students, no matter what their personal ethnic background, can relate.

The novel is frequently included as a book choice on the "free response" question on the AP Lit test and appears on the reading lists of many Advanced Placement courses around the country.

- B. Identify at least two other textbooks which were investigated. List publishers and copyrights.

No other books were investigated.

- C. Why were the above listed textbooks unsatisfactory?

N/A

D. Why was this particular textbook chosen?

This text was chosen for its contemporary appeal as well as its literary merit. Not only AP students, but Level one and possibly two students could easily read and discuss this novel. The book has many literary connections (e.g., the main character is named for a character in a Nikolai Gogol short story) and also makes masterful use of *literary motif*, exploring the theme of cultural, social, and personal identity.

E. Are supplementary materials needed to accompany this textbook for this course?

None is needed, but there is a movie version of the book, released in 2006. We are able to rent it from the library, to use as a supplement. It is likely and recommended that a teacher pair the Gogol short story "The Overcoat" with this text.

F. How many of these texts are needed and what will the total cost be?


We have already purchased 50 books to pilot this year (\$635.50). If AP numbers remain fairly consistent, we will need an additional 40 books x 12.71 (508.40)

G. If the textbooks are a replacement, for what?

This title is not a replacement, but seeks to update the AP curriculum to include modern, diverse texts by an Indian-American woman.

3. Recommended by: Julie Chevan, Department Chair Date: 18/1/2011

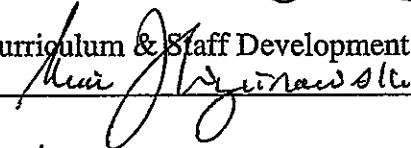
Principal  
Approval:



Date:

9/16/11

Director of Curriculum & Staff Development  
Approval:



Date:

10/22/11

Board of Education  
Approval:

Date:

Approved by Steering  
approved by Curriculum C.

10/27/11

11/17/11

Amity Regional School District No. 5  
Woodbridge, Connecticut

TEXTBOOK APPROVAL GUIDELINE

1. Title: *Punto y Aparte Spanish in Review, Moving Toward Fluency (Expanded Edition)*  
Author or Editor: Sharon Foerster and Anne Lambright  
Publisher: McGraw Hill  
Copyright Date-New Text: 2011  
Copyright Date-Old Text: 1995 (*Interacciones*)  
List Price: \$91.00  
This book is recommended for use in grades: 12, college  
Subject Area: Spanish

2. Rationale:

- A. Why is a new textbook needed? Include an explanation of how text relates to overall curriculum model.

*Punto y Aparte* is aimed at fluency. The vocabulary in the text is varied and is aimed at conversational Spanish, which will help students discuss a variety of topics that build on past learning and expand it. The book's grammar is also based on fluency, aiding students to perfect the structures they have learned in previous years. It also contains level-appropriate readings, listening comprehension, videos, and assessments.

- B. Identify at least two other textbooks which were investigated. List publishers and copyrights.

- *¡Avancemos!* (Holt McDougal, 2010)
- *Horizontes: Grammar and Conversation* (John Wiley & Sons, 2004)
- *Vistas: Introducción a la lengua española* (Vista Higher Learning, 2001)

- C. Why were the above listed textbooks unsatisfactory?

- *¡Avancemos!* (Holt McDougal, 2010) lacks adequate cultural material, appropriate readings, and useful vocabulary. Vocabulary themes were either based on a college context, job search, or were repetitive from past years (sports, vacations, etc.).
- *Horizontes: Grammar and Conversation* (John Wiley & Sons, 2004) has very little reading material, and a supplementary text would be required to give students adequate reading comprehension practice.
- *Vistas: Introducción a la lengua española* (Vista Higher Learning, 2001) has vocabulary that is too repetitive. Rather than learning to talk about new themes, students would not be learning new material.

- D. Why was this particular textbook chosen?

This intermediate level college text was chosen because of the wide range of themes that students would be able to discuss based on the vocabulary offered in the book. In addition, it approaches grammar in a way that constantly reinforces topics that students have touched upon in the past, but will be able to improve with this book. Grammar points are not taught as discrete points. Rather, multiple structures are highlighted for a variety of purposes (description, comparison, narration in the past, reactions and recommendations, talking about likes, making hypotheses, and talking about the future). Each chapter is culturally based, and includes information on the geography, literature, art, and music of each region, as well as highlighting its history and its contemporary issues.

TEXTBOOK APPROVAL GUIDELINE, continued

E. Are supplementary materials needed to accompany this textbook for this course?

- Activity manuals
- Testing program (for teachers)
- Audio program (for teachers)
- Video program (for teachers)

F. How many of these texts are needed and what will the total cost be?

Approximately 80 texts are needed for 2012-13 at a cost of \$7200.

G. Is there an on-line version of the text? What are the costs of the online version and are costs separate from the textbook costs or package?

There is an online version of the text. The cost is \$62.50 per student per year in addition to the cost of the textbook.

H. If the textbooks are a replacement, for what?

*Punto y Aparte* is a replacement for *Interacciones* and *Galería de Arte y Vida*

3. Recommended by: *Janet M. Miranda* Date: 10-18-11

Building Administrator

Approval: *[Signature]*

Date: 10/19/11

Director of Curriculum & Staff Development

Approval: *[Signature]*

Date: 10/19/11

Superintendent of Schools/District Steering Committee

Approval: *[Signature]*

Date: 11/27/11

Board of Education Curriculum Committee

Approval: *[Signature]*

Date: 11/17/11

Board of Education

Approval: \_\_\_\_\_

Date: \_\_\_\_\_

# PROPOSAL FOR NEW COURSE / UNIT OR COURSE MODIFICATION

<b>To: Director of Curriculum and Staff Development</b> <b>Amity Regional School District No. 5</b>	<b>From:</b> _____, Principal <b>School:</b> <u>OTIS</u>
--	---

**Proposed Title of New Course/Unit or Course Modification:**

Shakespeare – Honors Level

**Brief Description and Objectives of the Course/Unit or Course Modification:**

The objective of this course modification is to provide seniors the opportunity to earn Honors level credit while engaging in an in-depth study of Shakespeare's plays.

**Department:** English

**Grade Level:** 12

**Elective or Required?** E

**Length of Course:** 1 semester

## RATIONALE

**Why does Amity need this course/unit? What educational need(s) will it serve? How does this course/unit fit in with the school's mission and academic expectations?**

This is an existing course which has been part of the English Department curriculum for many years. Our hope is to increase enrollment by offering the option of contracting for Honors Level credit in addition to the Level One credit option currently offered.

While juniors at Amity study either *Macbeth* or *Hamlet* (AP Level students read both plays), this course gives students with a strong interest in the work of William Shakespeare the opportunity to study, in depth, representative works of History, Comedy, and Tragedy.

This change would be in accordance with the school's stated mission and academic expectations in that it would encourage and allow a broader range of students access to this course and would, through differentiation, "support the student's individual needs" and "provide an atmosphere which supports the arts" and literature at a range of academic levels.

Will this course/unit replace an existing course/unit? \_\_\_No\_ Which one?

Why should this course/unit be replaced? N/A

## PROPOSAL FOR NEW COURSE/UNIT OR COURSE MODIFICATION

### STUDENT LEARNING OBJECTIVES

As a result of this course/unit or course modification, each student should be able to:  
(Identify major content)

The modifications to this course will allow students who would like to contract for Honors credit to engage in an Independent Study of an additional play of their choice and to complete an additional writing assignment each quarter, exploring literary aspects of the plays studied. Honors students will also read a number of essays by literary critics on a wide range of topics related to the plays studied. Students may also choose to study the work of one another playwright contemporary with Shakespeare (e.g., Ben Jonson). Through this modification all students in the course should be able to examine the plays from a dramatic, literary, and historical perspective, enriching their understanding of the scope of Shakespeare's writings, the span of his career, and his enduring influence as a playwright and poet.

### Resources Required

### Staffing Implications

#### Supplies/Equipment

No additional equipment needed

#### Personnel Requirements:

No additional personnel requirements

#### Texts:

All of Shakespeare's plays are in the public domain and are available for free download for iPad, Nook or Kindle. Additionally, we have copies of a wide range of Shakespeare texts in the bookroom or library which can be made available to students who contract for Honors Credit.

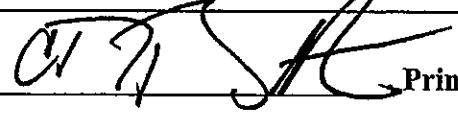
#### Comments:

Approved: \_\_\_\_\_ X \_\_\_\_\_

Disapproved: \_\_\_\_\_

*Shirley J. Johnson & Li 10/28/11*  
*Heering Committee 10/27/11*  
*Curriculum Committee 11/17/11*

# PROPOSAL FOR NEW COURSE / UNIT OR COURSE MODIFICATION

<b>To: Director of Curriculum and Staff Development</b>  <b>Amity Regional School District No. 5</b>	<b>From:</b>  <b>Principal</b>  <b>School:</b> <u>Amity Senior High School</u>
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**Proposed Title of New Course/Unit or Course Modification:** Latin 4-H AP Vergil

**Brief Description and Objectives of the Course/Unit or Course Modification:**

The objective of the course is to showcase student development by preparing students to take the AP Latin exam and help them earn college AP recognition and credit. The aims of the course are in general conformity with college Latin studies in the fourth through sixth semesters where the basic objective is progress in reading, translating, understanding, analyzing, and interpreting Latin. Students are expected to be able to translate accurately from Latin into English the poetry they are reading and to demonstrate a grasp of grammatical structures, vocabulary, and stylistic analysis. In addition, the course includes the study of the cultural, social, and political context of the literature on the syllabus.

**Department:** World Languages

**Grade Level:** 12

**Elective or Required?** Elective

**Length of Course:** Year

## RATIONALE

**Why does Amity need this course/unit? What educational need(s) will it serve? How does this course/unit fit in with the school's mission and academic expectations?**

AP Latin will meet a growing need for our upper-level Latin students for further challenge and skill development. At present, our Latin III and Latin IV students are enrolled in the same courses due to low enrollment. This is a proficient way to deal with the students, but is not optimal. Now, with the growing enrollment in Latin, separating the different years is necessary. Also dividing Latin III/IV will differentiate Latin III learners from those at the fourth year of study thereby allowing for faster and more differentiated instruction to help all the students learn better in a more advantageous environment. This course will also align our Latin curriculum with other World Languages and offer students an opportunity to develop their critical thinking skills and creativity.

**Will this course/unit replace an existing course/unit?** No

## PROPOSAL FOR NEW COURSE/UNIT OR COURSE MODIFICATION

### STUDENT LEARNING OBJECTIVES

As a result of this course/unit or course modification, each student should be able to:  
(Identify major content)

- gain an appreciation of the *Aeneid* as a great epic and an appreciation of Vergil's artistry.
- learn critical analysis.
- complete the entire required reading list (as delineated in the *AP Latin Course Description*).
- be as well prepared as possible for the AP Latin Exam.
- understand the epic genre as seen in the *Aeneid*.
- know the background of the story itself, characters, events, and effects of the Trojan War.
- know the historical framework surrounding the writing of the *Aeneid*, Rome in the first century BC and its impact on Vergil, and the coming of Augustus and the "Golden Age".
- recognize Vergil's artistry by becoming familiar with the major figures of speech and dactylic hexameter.
- understand the content of the *Aeneid* and be able to critically analyze the poem as a work of art.
- know basic Latin grammar and be familiar with poetic exceptions and special uses.
- develop the ability to read selected passages of literature at sight.
- comprehend the vast reach and influence of the *Aeneid* on the Western Canon

### Resources Required

### Staffing Implications

#### Supplies/Equipment

#### Personnel Requirements:

At this time there is not a need for another section.

#### Texts:

#### Comments:

No texts have yet been published for this new course; however, they should be available in early spring. Leading publishers are projecting a cost of about \$80 for texts and \$20 for workbook for a total of about \$100 per student.

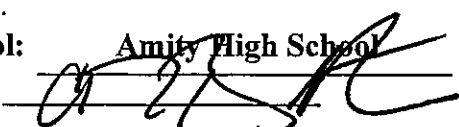
Approved:       X      

Disapproved:                     

Date:                     

*Shirley J. Wyndeswille* 10/20/11  
*Steering Committee* 10/27/11  
*Curriculum Committee* 11/17/11

# PROPOSAL FOR NEW COURSE / UNIT OR COURSE MODIFICATION

<b>To: Director of Curriculum and Staff Development</b> <b>Amity Regional School District No. 5</b>	<b>From:</b> _____, Principal <b>School:</b> <u>Amity High School</u> 
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**Submitted by: Philip Dolan**

**Proposed Title of New Course/Unit or Course Modification: Studio Recording**

**Brief Description and Objectives of the Course/Unit or Course Modification:**

Studio recording will include recording musicians in studio, live performances and incorporate a radio station.

Students will use advanced recording, production and audio mastering techniques that are common in a professional studio. Students will develop an online radio station.

**Department:** Music

**Grade Level:** 9-12

**Elective or Required?** Elective  
possible \_\_\_\_\_

**Length of Course:** Half Year 1 section each half if

## RATIONALE

**Why does Amity need this course/unit?** The Amity music department has all the resources for having a recording class. All of the equipment is currently being used for recording. A course in the use of this equipment will allow students who wish to pursue a career in the music industry the opportunity to explore studio recording.

**What educational need(s) will it serve?** Currently there are many students who use our equipment on their own time. Often time's students are turned away because the studio is occupied. In the music department alone there are many students who could record an entire album of music if they had the time. This course will allow students to have that time.

**How does this course/unit fit in with the school's mission and academic expectations?** This course fits perfectly with our mission statement. Students in this class are thinking critically by creating and recording their ideas and producing them just as a professional in the music industry would.

Will this course/unit replace an existing course/unit? \_\_\_\_\_ Which one?

Why should this course/unit be replaced?

Yes

## PROPOSAL FOR NEW COURSE/UNIT OR COURSE MODIFICATION

### STUDENT LEARNING OBJECTIVES

As a result of this course/unit or course modification, each student should be able to:  
(Identify major content)

Students will be able to record, mix, master and produce a song, album and live performance. Create an online radio station run by students. Each student will be able to use industry standard equipment. Upon finishing the course students will have experienced a wide variety of recording techniques that will prepare them for a career in music and radio if they so desire.

### Resources Required

### Staffing Implications

#### Supplies/Equipment

None. Already have.

#### Personnel Requirements:

One teacher.

#### Texts:

Software manuals and online forums.

#### Comments:

Approved: \_\_\_\_\_ X \_\_\_\_\_

Disapproved: \_\_\_\_\_

Date: \_\_\_\_\_

*Ann Zygarowski* Oct. 25, 2011  
*Curriculum Committee* Oct 27, 2011  
*Staffing Committee* Nov. 17, 2011

# PROPOSAL FOR NEW COURSE / UNIT OR COURSE MODIFICATION

<b>To: Director of Curriculum and Staff Development</b>  <b>Amity Regional School District No. 5</b>	<b>From:</b> <i>Charles Brown</i> , Principal  <b>School:</b> <i>ARSA</i>
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**Proposed Title of New Course/Unit or Course Modification:** Digital Art

**Brief Description and Objectives of the Course/Unit or Course Modification:**

This course would utilize digital media as the primary source for creating artwork.  
**Objectives include:** \_\_\_\_\_

1. Students will become proficient with using digital media to create artwork.
2. Students will understand the role of digital media in our contemporary culture.
3. Students will understand and be able to use digital media as a visual communication that is internationally recognized.
4. Students will be prepared to evaluate further studies in digital media at the college and professional level.

**Department:** Media & Fine Arts  
**12**\_\_\_\_\_

**Grade Level:** 10 -

**Elective or Required?** E \_\_\_\_\_  
**year**\_\_\_\_\_

**Length of Course:** \_\_\_\_full

## RATIONALE

**Why does Amity need this course/unit? What educational need(s) will it serve? How does this course/unit fit in with the school's mission and academic expectations?**

Digital media is now the premiere media of international art. In order for our students to remain proficient with contemporary media usage, they should be offered an education in its use both practically and aesthetically. In an era in which visual culture is a dominant theme, student understanding of the role of digital art in that culture is extremely important.

This course will teach students how to use the media proficiently and its role as a communication tool.

This course aligns directly with Amity's mission to have all students "present information and ideas fluently and confidently before an audience." And "demonstrate technological proficiency aligned with district competencies."

"Digital technology has revolutionized the way we produce and experience art today. Not only have traditional forms of art such as printing, painting, photography, and sculpture been transformed by digital techniques and media, but entirely new forms such as net art, software art, digital installation, and virtual reality have emerged as recognized artistic practices, collected by major museums, institutions, and private collectors the world over." - **Christiane Paul** Adjunct Curator of New Media Arts at the Whitney Museum of American Art.

Will this course/unit replace an existing course/unit? no Which one?

Why should this course/unit be replaced?

#### PROPOSAL FOR NEW COURSE/UNIT OR COURSE MODIFICATION

##### STUDENT LEARNING OBJECTIVES

As a result of this course/unit or course modification, each student should be able to:  
(Identify major content)

Understand and utilize digital hardware involved in digital art including digital cameras, scanners, computers, and drawing tablets.

Understand and utilize digital software involved in creating digital art including Adobe PhotoShop and Illustrator.

Be able to design and create artworks that demonstrate proficiency in design and creative composition.

Be able to distinguish between commercial and non-commercial aspects of digital art.

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#### Resources Required

#### Staffing Implications

##### Supplies/Equipment

Computers  
Drawing Tablets  
Digital Cameras  
Digital Scanners

Revised: 9/20/10

##### Personnel Requirements:

*no new staff*

**Texts:**

Currently looking into Possible Online Texts

**Comments:**

Approved:   x  


Disapproved:           

Date:                   

*Hein J Wyznawski: Oct 25, 2011*  
*Steering Committee Oct. 27, 2011*  
*Curriculum Committee Nov. 17, 2011*



# PROPOSAL FOR NEW COURSE / UNIT OR COURSE MODIFICATION

<b>To: Director of Curriculum and Staff Development</b>  <b>Amity Regional School District No. 5</b>	<b>From: Dr. Charles Britton, Principal</b>  <b>School: Amity High School</b> 
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**Proposed Title of New Course/Unit or Course Modification:**

**Introduction to Conducting**

**Brief Description and Objectives of the Course/Unit or Course Modification:**

This course is an introductory course to Conducting and will teach the basic patterns when conducting simple and compound meters. The students will learn how to conduct 2/4, 3/4, 4/4, 2/2 and 6/8 time signatures. The students will work with visiting guest conductors and also have the opportunity to conduct the Amity Symphony Orchestra or a Small Ensemble at a major winter and spring concert in a classical or popular work. The students will explore classical and popular musical works.

**Department:** Music

**Grade Level:** 9-12

**Elective or Required?**

**Elective**

**Length of course:** Half Year

## RATIONALE

**Why does Amity need this course/unit? What educational need(s) will it serve? How does this course/unit fit in with the school's mission and academic expectations?**

Amity needs this course because no such course exists in the Music Department Curriculum at Amity High School. Amity's mission is to provide students with the opportunity to become lifelong learners in both academics and the arts. As a result of this course students will have the opportunity to learn basic conducting skills, leadership skills, and musicianship skills. This course will be open to all Amity students who have an interest in music but they are not required to play an instrument. Basic note reading skills will be strongly recommended for this course.

**Will this course/unit replace an existing course/unit? No Which one?**

**Why should this course/unit be replaced?**

**PROPOSAL FOR NEW COURSE/UNIT OR COURSE MODIFICATION**

## STUDENT LEARNING OBJECTIVES

As a result of this course/unit or course modification, each student should be able to:  
(Identify major content)

1. Become a lifelong learner of the art of music and appreciate music as a means of personal expression.
2. Develop the basic skills to conduct a large or small ensemble.
3. Collaborate with other musicians to achieve a common musical goal.
4. Develop leadership skills.
5. Develop performance skills.
6. Learn about music history and the compositions of the great masters from all musical eras from the Baroque to the popular music of today.

## Resources Required

## Staffing Implications

### Supplies/Equipment

Conducting Batons  
Scores and parts for two symphonic works  
or popular works to be performed  
at a Winter or Spring concert

### Personnel Requirements:

None

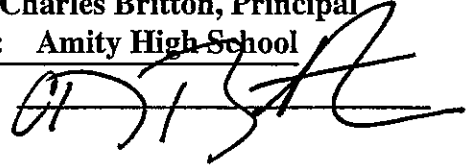
### Texts:

Strings or Full Orchestral Arrangements of Classical Works  
Arrangements of Popular Music including a score and parts

Comments: The cost to run this course would be minimal.

Approved: X *Shirley J. Fitzgerald* Oct. 25, 2011  
Disapproved: Staring *Shirley J. Fitzgerald* October 27, 2011  
Date: Curriculum Committee *Shirley J. Fitzgerald* Nov. 17, 2011

# PROPOSAL FOR NEW COURSE / UNIT OR COURSE MODIFICATION

<b>To: Director of Curriculum and Staff Development</b>  <b>Amity Regional School District No. 5</b>	<b>From: Charles Britton, Principal</b> <b>School: Amity High School</b> 
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**Proposed Title of New Course/Unit or Course Modification: Chamber Music-Small Ensembles**

**Brief Description and Objectives of the Course/Unit or Course Modification:**  
This course provides all intermediate and advanced instrumental students the opportunity to perform in small ensembles such as strings and wind trio, quartets, quintets etc. The vast array of chamber music can be studied and the music department can schedule recitals in a small theater setting at Amity and in the community. Strings and wind students will have the opportunity to blend together and collaborate with each other in this genre of music that has never been explored before at Amity High School. This course will fulfill the need for Chamber Music and Small Ensemble practice and performance at Amity High School.

**Department: Music**

**Grade Level: 9-12**

**Elective or Required? Elective**

**Length of Course Full Year**

## RATIONALE

**Why does Amity need this course/unit? What educational need(s) will it serve? How does this course/unit fit in with the school's mission and academic expectations?**

Amity needs this course because no such program exists in the music department curriculum at the high school. As a result of this course, students will have the opportunity to explore a new repertoire that does not exist in the current program of studies at Amity High School. The Chamber Music experience helps the students to become more proficient on their instrument and develop as musicians. Through collaboration with each other the students will improve their skills both technically and musically. The students can learn and improve from rehearsing and performing their prominent solo passages in trios, and quartets which are included in the large chamber music repertoire. The students will have the opportunity to perform in a more intimate setting and they will also have more opportunities to perform in school recitals and recitals in the community. This course will expand the present scope of the music department at Amity High School.

**Will this course/unit replace an existing course/unit? No Which one?**

**Why should this course/unit be replaced?**

## PROPOSAL FOR NEW COURSE/UNIT OR COURSE MODIFICATION

### STUDENT LEARNING OBJECTIVES

As a result of this course/unit or course modification, each student should be able to:  
(Identify major content)

One main objective of the course is to afford students the opportunity to collaborate in small ensembles and work together toward a common musical goal.

When students work in smaller groups they can improve their musical skills through the art of collaboration.

When students work in small groups they can perform works with more challenging solo passages and therefore improve their technical skills on their instrument.

When students work in small groups they can perform works from the vast Chamber Music literature that they have not learned in the past.

### Resources Required

#### Supplies/Equipment

None required-we presently have school owned  
String instruments at Amity High School

### Staffing Implications

#### Personnel Requirements:

None

Comments: The cost to purchase new sheet music for this Chamber Music course would be minimal.

#### Texts:

Mozart Flute Trios

Mozart Clarinet Trios

Mozart Piano Quartets

Beethoven Piano Trios

Mozart Piano trios

Haydn and Beethoven String Quartets

Beethoven String Quartets

Shubert Quintet ( The Trout)

Mendelssohn Octet for Strings

Dvorak Piano Quintet

And various other Chamber Music written for horn, clarinet, flute and strings

Approved:       X      

Disapproved:                     


Date:                     

*Mike Vigneri* Oct. 25, 2011

*Steering Committee* October 27, 2011

*Curriculum Committee* November 17, 2011

# PROPOSAL FOR NEW COURSE / UNIT OR COURSE MODIFICATION

<b>To: Director of Curriculum and Staff Development</b>  <b>Amity Regional School District No. 5</b>	<b>From: Dr. Charles Britton</b> Principal  <b>School: Amity High School</b>
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**Proposed Title of New Course/Unit or Course Modification: Music Technology-Composition**

**Brief Description and Objectives of the Course/Unit or Course Modification:**  
This course continues where the existing Electronic Music leaves off. There will be more advanced piano keyboard skills music theory and compositional techniques will be explored with an emphasis on student compositions. In this class students will also learn fundamentals of the elements of music, musical form, and musical style. The students will review learning how to sequence music (entering one musical part at a time) into the computer and then changing the sounds to different instruments such as the flute, clarinet, or drums. The students will also be encouraged to join an ensemble and to create music through the use of hand held electronic devices as well as string, brass, wind and percussion instruments.

**Department:** Music **Grade Level:** 9-12

**Elective or Required?** Elective **Length of course:** Half Year

## RATIONALE

**Why does Amity need this course/unit? What educational need(s) will it serve? How does this course/unit fit in with the school's mission and academic expectations?**

Amity needs this course because we presently offer only one Electronic Music course. Other high schools offer a series of 3 electronic music courses in including Introduction to Electronic Music ( which we presently offer), Electronic Music I ( which includes the use of computers and Music Composition) Electronic Music II which incorporates more advanced music theory and compositional techniques, and Electronic Music 3 which incorporates Audio Engineering and Music Composition. Amity needs an additional Electronic Music course because the course we presently teach is an introductory course and we need to build on the basic skills that are taught in the course we presently offer. Teaching music with the use of keyboards and computers is the newest trend in contemporary music pedagogy as students are engaged in a hands on experience by creating their own music.

The course will serve the educational needs of all students interested in music whether they are interested in using music technology as a means of personal expression, or if they are pursuing a career in Music Technology. The course fits in with the school's mission and academic expectations as it encourages students to create multimedia

productions, and to collaborate with music peers and experts on the Internet as a resource. Amity's mission is to use advanced technology for increased learning and to reach benchmarks through the use of music technology.

Will this course/unit replace an existing course/unit? No Which one?

Why should this course/unit be replaced?

## PROPOSAL FOR NEW COURSE/UNIT OR COURSE MODIFICATION

### STUDENT LEARNING OBJECTIVES

As a result of this course/unit or course modification, each student should be able to:  
(Identify major content)

1. Become a lifelong adopter of music technology as a means of personal expression
2. Develop the ability to create multimedia productions.
3. Collaborate with others and experts on the Internet as a resource.
4. Create, manipulate and graphically represent music with a computer based music device.
5. To collaborate in the performance of technology based music in solo or ensemble.
6. To capture and sequence music with a MIDI controller.
7. To understand how a music technology device captures, stores and manipulates sound and performance.

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### Resources Required

### Staffing Implications

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#### Supplies/Equipment

MIDI disks,  
MIDI keyboard  
Sibelius music program  
Piano keyboards  
Computers

#### Personnel Requirements:

None

#### Texts:

Alfred Basic Piano Library

Comments : This course should attract a wide group of students who wish to compose their own original music with the use of MIDI

keyboards, the Sibelius software program to learn to compose and print musical notes and to improve their own keyboard skills, and knowledge of music theory and ear training.

Approved:   X  

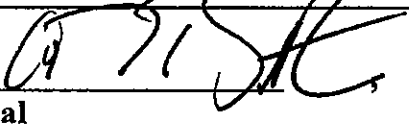
Disapproved:           

Date:                   

*Jim Wynders* Oct. 25, 2011  
Steering Committee  
Curriculum Committee November 7, 2011



# PROPOSAL FOR NEW COURSE / UNIT OR COURSE MODIFICATION

<b>To: Director of Curriculum and Staff Development</b>  <b>Amity Regional School District No. 5</b>	<b>From:</b>  <b>Principal</b>  <b>School:</b> <u>AMS</u>
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**Proposed Title of New Course/Unit or Course Modification:**

Broadcast Journalism: Producing and Presenting the News

**Brief Description and Objectives of the Course/Unit or Course Modification:**

This course will fully explore concepts of television production for broadcast. Designed to be a hands-on experience, aspects include: field production, studio production, and journalism. Students write and produce newscasts, using newsroom producing software, the associated press wire services and CNN feeds. The students anchor the news, weather, and sports in a monthly newscast from the TV studio.

Students will apply techniques to comprehensively cover various events using digital media resources. Events covered will vary from athletic competitions, to theatrical presentations, to studio broadcasts. Students will explore and undertake the specific roles of the many different studio production jobs.

Media literacy and understanding will be developed through critical examinations of the news media as a form of communication.

**Department:** Fine Arts/Media

**Grade Level:** 10, 11, 12

**Elective or Required?** Elective **Length of Course:** Half-Year

## RATIONALE

**Why does Amity need this course/unit? What educational need(s) will it serve? How does this course/unit fit in with the school's mission and academic expectations?**

Granting students the opportunity to repeat the course for credit (like Concert Band, Concert Choir, etc.) will afford students the opportunity to continually pursue new and various approaches to media content.

The ability to take the course repeatedly will foster development of productivity and responsibility. As students prove capability and intellectual prowess in the field of production, additional involvement and responsibility will also be granted.

**Will this course/unit replace an existing course/unit? Yes Which one? The**  
Current half-year non-recurring Broadcast Journalism course

**Why should this course/unit be replaced?**

The current non-recurring course limits the production possibilities for students.

## PROPOSAL FOR NEW COURSE/UNIT OR COURSE MODIFICATION

### STUDENT LEARNING OBJECTIVES

As a result of this course/unit or course modification, each student should be able to: (Identify major content)

Students will:

- Develop an understanding of media communications and its many facets.
- Work collaboratively as a team to produce various news programs.
- Enhance field/studio production techniques through immersion within the medium.
- Build a solid understanding of news writing for broadcast.
- Embrace responsibilities of various aspects of news production.

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#### Resources Required

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#### Staffing Implications

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##### Supplies/Equipment

##### Requirements:

Requires TV Studio (room 145)

##### Texts:

Excerpts from:

Journalism Today  
News Reporting and Writing  
Visual Journalism

##### Personnel

Single certified teacher *1 new staff*

##### Comments:

Approved:       X      

Disapproved:                     

Date:                     

*OK J. Wyman* *October 25, 2011*  
*Steering Committee* *October 27, 2011*  
*Curriculum Committee* *Nov. 17, 2011*

**AMITY REGIONAL SCHOOL DISTRICT NO. 5**  
**Bethany Orange Woodbridge**  
**25 Newton Road, Woodbridge Connecticut 06525**



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**Jack B. Levine**  
**Director of Finance and Administration**  
**jack.levine@reg5.k12.ct.us**

**Phone (203) 397-4813**  
**Fax (203) 397-4864**

To: Dr. John J. Brady, Superintendent of Schools

From: Jack B. Levine, Director of Finance and Administration

Re: Revision to Student Parking Policy; Fee Structure

Date: December 2, 2011

Enclosed is a memorandum from Dr. Charles Britton and Student Representative Thomas Falcigno regarding a proposed revision to student parking fees. The proposal makes a great deal of sense and will probably result in an increase in parking fees.

For the past two fiscal years, parking income has been below budget (\$6,765 in 2010-2011; \$3,080 in 2009-2010). This proposal should help us make our revenue target.

I would propose the following motions:

**For Amity Finance Committee:**

Motion to recommend to the Amity Board of Education that the fee structure for student parking be changed so students are charged \$100 at the start of the academic year; \$75 at the beginning of the second marking period; \$50 at the beginning of the third marking period; and \$25 at the beginning of the fourth marking period. Fees will not be refunded to students for non-use of parking. Parking stickers issued to one student may not be transferred to a different student.

**For Amity Board of Education:**

Motion that the fee structure for student parking be changed so students are charged \$100 at the start of the academic year; \$75 at the beginning of the second marking period; \$50 at the beginning of the third marking period; and \$25 at the beginning of the fourth marking period. Fees will not be refunded to students for non-use of parking. Parking stickers issued to one student may not be transferred to a different student.

Enclosure

To: Amity Board of Education and Dr. John Brady

From: Thomas A. Falcigno, Dr. Charles Britton

Date: Monday, November 14, 2011

Re: Revision to Student Parking Policy; Fee Structure

Under the current parking policy at Amity High School, a student may have the privilege to park a vehicle at the school provided the student pays a fee of \$100.00 per academic year. This fee is a standing fee regardless of the juncture of the school year at which the parking application is made.

By illustration, a student who obtains a driver's license or a vehicle in September can pay the \$100.00 fee at the beginning of the academic year and have parking privileges throughout the entire school year. However, a student who obtains a driver's license or a vehicle in March must pay the same \$100.00 fee for a much shorter period of time.

My understanding from many students is that they will not pay the full fee for only a portion of the school year, as it simply does not make economic sense. In fact, the later in the academic calendar, the less likely the student will seek a parking pass. As such, the current policy fails to consider the loss of revenue from those students who obtain a license or a vehicle later in the year.

As I proposed at the October Board of Education meeting, I believe that the current Student Parking Policy be revised. The parking fee should be charged on a marking period basis rather than solely on a full academic year basis. Therefore, the fee of \$25.00 can be payable at the beginning of each marking period.

This revised fee structure offers the flexibility for students to pay \$25.00 at any point during the academic year (i.e., at the beginning of the second, third and fourth marking periods), and also allows for students to pay for the full \$100.00 fee up front at the beginning of the academic year. By presenting this option to the students, I believe this will ultimately increase parking revenue for the school.

Thank you for your attention to this matter.

Respectfully,



Thomas A. Falcigno

Student Representative to the Amity Board of Education



Dr. Charles Britton

Principal of Amity High School

**AMITY REGIONAL SCHOOL DISTRICT NO. 5  
REVENUES AND EXPENDITURES  
FOR FY 2011-2012**

LINE	CATEGORY	COLUMN 1 2010-2011 ACTUAL	COLUMN 2 2011-2012 BUDGET	COLUMN 3 OCT '11 FORECAST	COLUMN 4 CHANGE INCR./DECR.)	COLUMN 5 NOV '11 FORECAST	COLUMN 6 VARIANCE OVER/(UNDER)	COL 7 FAV UNF
1	MEMBER TOWN ALLOCATIONS	40,645,362	41,199,830	41,199,830	0	41,199,830	0	FAV
2	OTHER REVENUE	252,290	196,397	211,064	0	211,064	14,667	FAV
3	OTHER STATE GRANTS	653,539	552,122	552,122	0	552,122	0	FAV
4	MISCELLANEOUS INCOME	1,182,495	982,148	1,009,525	10,100	1,019,625	37,477	FAV
5	BUILDING RENOVATION GRANTS	488,111	478,124	478,124	0	478,124	0	FAV
6	<b>TOTAL REVENUES</b>	<b>43,221,797</b>	<b>43,408,621</b>	<b>43,450,665</b>	<b>10,100</b>	<b>43,460,765</b>	<b>52,144</b>	<b>FAV</b>
7	SALARIES	21,952,932	22,831,870	22,803,232	6,669	22,809,901	(21,969)	FAV
8	BENEFITS	5,039,066	5,371,399	5,404,101	31,060	5,435,161	63,762	UNF
9	PURCHASED SERVICES	5,444,161	6,050,445	5,750,839	97,635	5,848,474	(201,971)	FAV
10	DEBT SERVICE	5,789,534	5,562,444	5,562,444	0	5,562,444	0	FAV
11	SUPPLIES (INCLUDING UTILITIES)	3,187,994	3,158,195	3,126,512	(59,840)	3,066,672	(91,523)	FAV
12	EQUIPMENT	257,996	108,196	120,846	7,107	127,953	19,757	UNF
13	IMPROVEMENTS / CONTINGENCY	29,249	207,000	207,000	(79,825)	127,175	(79,825)	FAV
14	DUES AND FEES	90,903	119,072	119,072	0	119,072	0	FAV
15	TRANSFER ACCOUNT	728,868	0	0	0	0	0	FAV
16	ESTIMATED UNSPENT BUDGETS	0	0	0	0	0	0	FAV
17	<b>TOTAL EXPENDITURES</b>	<b>42,520,703</b>	<b>43,408,621</b>	<b>43,094,046</b>	<b>2,806</b>	<b>43,096,852</b>	<b>(311,769)</b>	<b>FAV</b>
18	<b>SUBTOTAL</b>	<b>701,094</b>	<b>0</b>	<b>356,619</b>	<b>7,294</b>	<b>363,913</b>	<b>363,913</b>	<b>FAV</b>
19	PLUS: CANCELLATION OF PRIOR YEAR'S ENCUMBRANCES	37,940						
20	<u>DESIGNATED FOR SUBSEQUENT YEAR'S BUDGET:</u>							
21	LESS: OPERATING EXPENSES	(675,000)						
22	LESS: ASSIGNED TO 2011-2012 BUDGET	(64,034)						
23	<b>NET BALANCE / (DEFICIT)</b>	<b>0</b>	<b>0</b>	<b>356,619</b>	<b>7,294</b>	<b>363,913</b>	<b>363,913</b>	<b>FAV</b>

Column 7: FAV= Favorable Variance  
Revenues: At or OVER budget  
Expenditures: At or UNDER budget

**AMITY REGIONAL SCHOOL DISTRICT NO. 5  
REVENUES AND EXPENDITURES  
FOR FY 2011-2012**

LINE	CATEGORY	COLUMN 1 2010-2011 ACTUAL	COLUMN 2 2011-2012 BUDGET	COLUMN 3 OCT '11 FORECAST	COLUMN 4 CHANGE INCR./DECR.)	COLUMN 5 NOV '11 FORECAST	COLUMN 6 VARIANCE OVER/(UNDER)	COL 7 FAV UNF
1	BETHANY ALLOCATION	8,607,468	8,439,785	8,439,785	0	8,439,785	0	FAV
2	ORANGE ALLOCATION	19,302,889	19,944,426	19,944,426	0	19,944,426	0	FAV
3	WOODBIDGE ALLOCATION	12,735,005	12,815,619	12,815,619	0	12,815,619	0	FAV
4	MEMBER TOWN ALLOCATIONS	40,645,362	41,199,830	41,199,830	0	41,199,830	0	FAV
5	ADULT EDUCATION	3,170	3,130	3,307	0	3,307	177	FAV
6	PARKING INCOME	30,435	31,745	30,435	0	30,435	(1,310)	UNF
7	INVESTMENT INCOME	2,509	7,500	2,500	0	2,500	(5,000)	UNF
8	ATHLETICS	22,054	20,000	20,000	0	20,000	0	FAV
9	TUITION REVENUE	72,747	62,072	79,152	0	79,152	17,080	FAV
10	TRANSPORTATION INCOME	121,375	71,950	75,670	0	75,670	3,720	FAV
11	TRANSPORTATION BOWA AGREEMENT	0	0	0	0	0	0	FAV
12	OTHER REVENUE	252,290	196,397	211,064	0	211,064	14,667	FAV
13	BESB GRANT	0	0	0	0	0	0	FAV
14	SPECIAL EDUCATION GRANTS	653,539	552,122	552,122	0	552,122	0	FAV
15	OTHER STATE GRANTS	653,539	552,122	552,122	0	552,122	0	FAV
16	RENTAL INCOME	34,690	29,000	29,000	0	29,000	0	FAV
17	CAPITAL RESERVE	0	0	0	0	0	0	FAV
18	CONSTRUCTION SINKING DEBT FUND	255,000	262,000	262,000	0	262,000	0	FAV
19	DESIGNATED FROM PRIOR YEAR	800,000	675,000	675,000	0	675,000	0	FAV
20	EARLY RETIREE REINSURANCE PROGRAM	64,034	0	0	0	0	0	FAV
21	OTHER REVENUE	28,771	16,148	43,525	10,100	53,625	37,477	FAV
22	TRANSFER IN	0	0	0	0	0	0	FAV
23	MISCELLANEOUS INCOME	1,182,495	982,148	1,009,525	10,100	1,019,625	37,477	FAV
24	BUILDING RENOVATION GRANTS	488,111	478,124	478,124	0	478,124	0	FAV
25	TOTAL REVENUES	43,221,797	43,408,621	43,450,665	10,100	43,460,765	52,144	FAV

Column 7: FAV= Favorable Variance  
Revenues: At or OVER budget  
Expenditures: At or UNDER budget

AMITY REGIONAL SCHOOL DISTRICT NO. 5  
REVENUES AND EXPENDITURES  
FOR FY 2011-2012

LINE	CATEGORY	COLUMN 1 2010-2011 ACTUAL	COLUMN 2 2011-2012 BUDGET	COLUMN 3 OCT '11 FORECAST	COLUMN 4 CHANGE INCR./DECR.)	COLUMN 5 NOV '11 FORECAST	COLUMN 6 VARIANCE OVER/(UNDER)	COL 7 FAV UNF
1	5111-CERTIFIED SALARIES	18,621,650	19,352,371	19,308,404	1,842	19,310,246	(42,125)	FAV
2	5112-CLASSIFIED SALARIES	3,331,282	3,479,499	3,494,828	4,827	3,499,655	20,156	UNF
3	<b>SALARIES</b>	<b>21,952,932</b>	<b>22,831,870</b>	<b>22,803,232</b>	<b>6,669</b>	<b>22,809,901</b>	<b>(21,969)</b>	<b>FAV</b>
4	5200-MEDICARE - ER	283,691	280,907	294,698	86	294,784	13,877	UNF
5	5210-FICA - ER	214,362	223,673	222,679	65	222,744	(929)	FAV
6	5220-WORKERS' COMPENSATION	112,508	127,340	122,440	(3,370)	119,070	(8,270)	FAV
7	5231-BLUE CROSS DENTAL	257,059	229,450	255,837	0	255,837	26,387	UNF
8	5251-MEDICAL INSURANCE	2,881,555	3,199,158	3,196,483	6,775	3,203,258	4,100	UNF
9	5860-OPEB TRUST	373,757	376,753	376,753	0	376,753	0	FAV
10	5260-LIFE INSURANCE	42,150	43,838	45,479	0	45,479	1,641	UNF
11	5275-DISABILITY INSURANCE	9,773	10,103	9,555	0	9,555	(548)	FAV
12	5280-PENSION PLAN - CLASSIFIED	525,437	599,032	599,032	0	599,032	0	FAV
13	5282-RETIREMENT SICK LEAVE - CERT	133,554	113,827	113,827	0	113,827	0	FAV
14	5283-RETIREMENT SICK LEAVE - CLASS	12,165	24,093	24,093	0	24,093	0	FAV
15	5284-SEVERANCE PAY - CERTIFIED	162,905	131,225	131,225	0	131,225	0	FAV
16	5290-UNEMPLOYMENT COMPENSATION	30,150	12,000	12,000	27,504	39,504	27,504	UNF
17	<b>BENEFITS</b>	<b>5,039,066</b>	<b>5,371,399</b>	<b>5,404,101</b>	<b>31,060</b>	<b>5,435,161</b>	<b>63,762</b>	<b>UNF</b>
18	5322-INSTRUCTIONAL PROG IMPROVEMENT	7,510	10,683	10,683	0	10,683	0	FAV
19	5327-DATA PROCESSING	64,297	60,458	60,458	500	60,958	500	UNF
20	5330-OTHER PROFESSIONAL & TECHNICAL SRVC	890,141	916,434	942,169	20,000	962,169	45,735	UNF
21	5440-RENTALS - LAND, BLDG, EQUIPMENT	68,932	64,359	64,359	0	64,359	0	FAV
22	5510-PUPIL TRANSPORTATION	1,934,035	2,291,704	2,188,964	22,537	2,211,501	(80,203)	FAV
23	5521-GENERAL LIABILITY INSURANCE	152,144	173,133	155,689	0	155,689	(17,444)	FAV
24	5550-COMMUNICATIONS: TEL, POST, ETC.	79,989	74,026	74,026	0	74,026	0	FAV
25	5560-TUITION EXPENSE	2,185,134	2,380,616	2,175,459	54,598	2,230,057	(150,559)	FAV
26	5590-OTHER PURCHASED SERVICES	61,979	79,032	79,032	0	79,032	0	FAV
27	<b>PURCHASED SERVICES</b>	<b>5,444,161</b>	<b>6,050,445</b>	<b>5,750,839</b>	<b>97,635</b>	<b>5,848,474</b>	<b>(201,971)</b>	<b>FAV</b>

Column 7: FAV= Favorable Variance  
Revenues: At or OVER budget  
Expenditures: At or UNDER budget

**AMITY REGIONAL SCHOOL DISTRICT NO. 5  
REVENUES AND EXPENDITURES  
FOR FY 2011-2012**

LINE	CATEGORY	COLUMN 1 2010-2011 ACTUAL	COLUMN 2 2011-2012 BUDGET	COLUMN 3 OCT '11 FORECAST	COLUMN 4 CHANGE INCR./(DECR.)	COLUMN 5 NOV '11 FORECAST	COLUMN 6 VARIANCE OVER/(UNDER)	COL 7 FAV UNF
28	5830-INTEREST	2,014,534	1,832,444	1,832,444	0	1,832,444	0	FAV
29	5910-REDEMPTION OF PRINCIPAL	3,775,000	3,730,000	3,730,000	0	3,730,000	0	FAV
30	DEBT SERVICE	5,789,534	5,562,444	5,562,444	0	5,562,444	0	FAV
31	5410-UTILITIES, EXCLUDING HEAT	846,082	922,583	903,251	(60,084)	843,167	(79,416)	FAV
32	5420-REPAIRS, MAINTENANCE & CLEANING	832,855	667,994	667,994	0	667,994	0	FAV
33	5611-INSTRUCTIONAL SUPPLIES	356,040	337,893	337,893	0	337,893	0	FAV
34	5613-MAINTENANCE/CUSTODIAL SUPPLIES	170,586	172,207	172,207	0	172,207	0	FAV
35	5620-OIL USED FOR HEATING	231,179	329,994	330,392	244	330,636	642	UNF
36	5627-TRANSPORTATION SUPPLIES	126,466	159,127	159,127	0	159,127	0	FAV
37	5641-TEXTBOOKS	120,543	72,379	72,379	0	72,379	0	FAV
38	5642-LIBRARY BOOKS & PERIODICALS	23,997	23,925	23,925	0	23,925	0	FAV
39	5690-OTHER SUPPLIES	480,246	472,093	459,344	0	459,344	(12,749)	FAV
40	SUPPLIES (INCLUDING UTILITIES)	3,187,994	3,158,195	3,126,512	(59,840)	3,066,672	(91,523)	FAV
41	5730-EQUIPMENT - NEW	87,590	42,423	42,423	7,107	49,530	7,107	UNF
42	5731-EQUIPMENT - REPLACEMENT	170,406	65,773	78,423	0	78,423	12,650	UNF
43	EQUIPMENT	257,996	108,196	120,846	7,107	127,953	19,757	UNF
44	5715-IMPROVEMENTS TO BUILDING	26,049	9,000	9,000	0	9,000	0	FAV
45	5720-IMPROVEMENTS TO SITES	3,200	48,000	48,000	0	48,000	0	FAV
46	5850-CONTINGENCY	0	150,000	150,000	0	150,000	0	FAV
46A	TRSF. FROM CONTINGENCY TO OTHER ACCTS.	0	0	0	(79,825)	(79,825)	(79,825)	FAV
47	5855-CAPITAL RESERVE	0	0	0	0	0	0	FAV
48	IMPROVEMENTS / CONTINGENCY	29,249	207,000	207,000	(79,825)	127,175	(79,825)	FAV
49	5580-STAFF TRAVEL	13,488	19,546	19,546	0	19,546	0	FAV
50	5581-TRAVEL - CONFERENCES	16,036	16,449	16,449	0	16,449	0	FAV
51	5810-DUES & FEES	61,379	83,077	83,077	0	83,077	0	FAV
52	DUES AND FEES	90,903	119,072	119,072	0	119,072	0	FAV
53	5856-TRANSFER ACCOUNT	728,868	0	0	0	0	0	FAV
54	ESTIMATED UNSPENT BUDGETS	0	0	0	0	0	0	FAV
55	TOTAL EXPENDITURES	42,520,703	43,408,621	43,094,046	2,806	43,096,852	(311,769)	FAV

Column 7: FAV= Favorable Variance  
Revenues: At or OVER budget  
Expenditures: At or UNDER budget

**AMITY REGIONAL SCHOOL DISTRICT NO. 5  
REVENUES & EXPENDITURES BY CATEGORY  
FINANCIAL ANALYSIS  
FOR THE FISCAL YEAR 2011-2012**

**NOVEMBER 2011**

**OVERALL**

NOTE: The following documentation standards are provided:

- ✓ New comments are noted in boldface, italic print; and
- ✓ Each reference to a line number is accompanied by the page number of the excel spreadsheet.

**2010-2011 ACTUAL**

Post-closing adjustments reduced expenditures by **\$15,785.22 FAV** due to unspent encumbrances. These additional funds were transferred to Reserve Fund for Capital and Nonrecurring Expenditures and designated for the Amity High School roof restoration project. The Amity Finance Committee and Amity Board of Education had authorized the use of any unused balance for this purpose.

The cancellation of prior year's encumbrances added **\$37,940**, as shown on page 1, column 1, line 19.

The Adopted 2011-2012 Budget designates **\$675,000** of unspent funds on page 1, column 1, line 21, and **\$64,034** from the Early Retiree Reinsurance Program (ERRP) under the Federal Affordable Care Act on page 1, column 1, line 22.

The net balance is **\$0** on page 1, column 1, line 23. No funds will be returned to the Member Towns.

**2011-2012 FORECAST**

The projected net balance of revenues and expenditures for this fiscal year is **\$363,913 FAV under budget (previously \$356,619 FAV under budget)**, which appears on page 1, column 6, line 23.

**REVENUES BY CATEGORY**

The projected yearend balance of revenues is **\$52,144 FAV over budget (previously \$42,044 FAV over budget)**, which appears on page 2, column 6, line 25.

**LINE 5 on Page 2: ADULT EDUCATION:**

The forecast is based on the current State award.

**LINE 6 on Page 2: PARKING INCOME:**

The forecast assumes the same revenue as received in 2010-2011.

**LINE 7 on Page 2: INVESTMENT INCOME:**

The budget assumes an interest rate of 1.00 percent. The average interest rates by month for the State Treasurer's Investment Fund (STIF) are shown below:

**Average Interest Rates by Month**

<u>Month</u>	<u>Rate</u>
June	0.21%
July	0.18%
August	0.17%
September	0.18%
October	0.32%
<i>November</i>	<i>0.16%</i>

Actual interest income earned in 2010-2011 is \$2,508.66. Based on the current low interest rates, the forecast of interest income is \$2,500. The budget is \$7,500.

**LINE 9 on Page 2: TUITION REVENUE:**

Six tuition students are anticipated compared to the budget of four tuition students.

**LINE 10 on Page 2: TRANSPORTATION INCOME:**

The forecast is based on the most current information from the State.

**LINE 21 on Page 2: OTHER REVENUE:**

The forecast includes an incentive award of \$25,725 FAV from Connecticut Energy Efficiency Fund (CEEFF) for installing a solar-based water heating system with a tankless back-up for the Field House. *The forecast includes \$6,000 FAV reimbursement from FEMA related to the January snow storm and \$4,000 FAV from a legal settlement with a company who illegally sold items with the Amity logo. Other miscellaneous revenues received to-date are included in the forecast.*

## **EXPENDITURES BY CATEGORY**

The projected yearend balance of expenditures is **\$311,769 FAV under budget** (previously **\$314,575 FAV under budget**), which appears on page 4, column 6, line 55.

### **LINE 1 on Page 3: 5111-CERTIFIED SALARIES:**

'Turnover savings' from replacing teachers, who retired or resigned, and the savings from hiring lower costing certified substitutes for teachers on a leave-of-absence, were approximately **\$84,000 FAV** over the budgeted savings. This is partially offset by the higher pay to some teachers due to degree changes, which is about **\$38,000 UNF** higher than budgeted. Long-term coverage expense was increased by **\$2,527 UNF** over the previous forecast. *The forecast was updated based on the current staffing.*

### **LINE 2 on Page 3: 5112-CLASSIFIED SALARIES:**

Estimated overtime was increased by **\$3,028 UNF** from the prior forecast. *The forecast was updated based on current staffing.*

### **LINE 4 on Page 3: 5200-MEDICARE – ER:**

*The forecast for this account is based on projected salaries.*

### **LINE 5 on Page 3: 5210-FICA – ER:**

*The forecast for this account is based on projected salaries.*

### **LINE 6 on Page 3: 5220-WORKERS' COMPENSATION:**

Workers' compensation insurance budget was based on information from our carrier in December 2010. Due to the District's excellent accident loss ratio over the past five years, the actual bid from Trident Insurance of \$117,440 was under budget by **\$900 FAV**. The audit premium is budgeted at **\$9,000**. *The audit premium was \$1,630, or under budget by \$7,370 FAV (previously \$4,000 FAV under budget.)*

### **LINE 7 on Page 3: 5231-BLUE CROSS DENTAL:**

The forecast is based on current staffing.

### **LINE 8 on Page 3: 5251-MEDICAL INSURANCE:**

*The forecast is based on current staffing.*

### **LINE 10 on Page 3: 5260-LIFE INSURANCE:**

The forecast for this account is based on the current staffing.

### **LINE 11 on Page 3: 5275-DISABILITY INSURANCE:**

The forecast for this account is based on the current staffing.

**LINE 16 on Page 3: 5290-UNEMPLOYMENT COMPENSATION:**

*The District received an invoice for \$17,504.00 from the State of Connecticut Department of Labor for the month ending September 30, 2011. A budget transfer of \$17,504 UNF will be needed to pay for this. The forecast assumes an additional \$10,000 UNF will be incurred during the remainder of the fiscal year.*

**LINE 19 on Page 3: DATA PROCESSING:**

*A fee of \$500 UNF was paid to change the signatures for Accounts Payable and Payroll checks due to the change of the Board Treasurer.*

**LINE 20 on Page 3: OTHER PROFESSIONAL & TECHNICAL SERVICES:**

*The Health and Welfare Benefits Consultants were selected from several bidders. Marsh & McLennan Agency was awarded the bid for \$25,000. The 2011-2012 budget for this service is \$40,000, or a favorable variance of \$15,000 FAV. The forecast includes \$20,735 UNF to pay for a Speech and Language Pathologist substitute to cover for a teacher on a leave-of-absence. Legal expenditures are anticipated to be \$20,000 UNF over budget due to the upcoming negotiations in the spring with the secretaries, paraprofessionals, custodians and nurses unions. **The forecast includes \$20,000 UNF for consulting services to assist the Board of Education in the selection of a new Superintendent of Schools.***

**LINE 22 on Page 3: 5510-PUPIL TRANSPORTATION:**

*The forecast projects special education transportation to be \$80,203 FAV under budget (previously \$102,740 FAV under budget).*

**LINE 23 on Page 3: 5521-GENERAL LIABILITY INSURANCE:**

*The budget was based on an estimate provided by our insurance carrier for liability-automobile-property (LAP) insurance in December 2010. The LAP insurance was \$142,060, or \$16,073 FAV under budget. Student Accident Insurance premium was \$10,629, or \$1,371 FAV under budget. The forecast assumes 'LAP reimbursements' will be the same as the budget of \$3,000.*

**LINE 25 on Page 3: 5560-TUITION EXPENSE:**

*These figures are subject to change on a monthly basis.*

*Tuition for the vo-ag schools is projected at \$67,007 FAV under budget (previously \$55,846 FAV under budget).*

	FY07-08 ACTUAL	FY08-09 ACTUAL	FY09-10 ACTUAL	FY10-11 ACTUAL	FY11-12 BUDGET	FY11-12 ENROLLED
Sound	5	9	9	7	7	6
Trumbull	1	1	2	4	4	3
Nonnewaug	2	4	5	5	6	3(4)
Totals	8	14	16	16	17	12(13)

Public (ACES) and private out-of-district placements are projected at ***\$142,952 FAV under budget (previously \$212,929 FAV under budget).***

	FY07-08 ACTUAL	FY08-09 ACTUAL	FY09-10 ACTUAL	FY10-11 ACTUAL	FY11-12 BUDGET	FY11-12 ENROLLED
Public SPED	8.25	9	7	6	7	5
Private SPED	18	21	20.5	21	22	<b><i>25(23)</i></b>
Totals	26.25	30	27.5	27	29	<b><i>30(28)</i></b>

Note: 0.5 is a part-time student.

The forecast includes ***25 students (previously 26 students)*** at ACES Educational Center for the Arts. The projected tuition is ***\$59,400 UNF over budget (previously \$63,618 UNF over budget).***

**LINE 31 on Page 4: 5410-UTILITIES, EXCLUDING HEAT:**

Electricity usage is projected at 4,733,252 kilowatt hours based on a three-year average compared to a budgeted usage of 4,771,558 kilowatt hours. (Last fiscal year's usage was 4,656,641 kilowatt hours.) The forecasted price is \$0.181 per kilowatt hour compared to a budgeted price of \$0.1767 per kilowatt hour. The distribution side was increased by DPUC. (Last fiscal year's price was \$0.177 per kilowatt hour.) ***The Amity High School lighting retrofit project is forecasted to lower the kilowatt hour usage by 20 percent, or a savings (net of loan payment) of approximately \$45,000 FAV under budget (previously \$13,584 UNF over budget.)***

The load shed numbers from participating in the program during last fiscal year is ***\$23,916 FAV.***

Propane usage is estimated at 8,000 gallons at the budgeted price of \$3.00 per gallon. The budget is 11,000 gallons. (Last fiscal year's usage was 8,346 gallons.) We anticipate the new, more efficient Field House hot water system will lower our usage. This will be partially offset by the extra lunch wave at the high school due to the eight-period schedule. The projected savings for this fiscal year is ***\$10,500 FAV (previously \$9,000 FAV).***

**LINE 32 on page 4: 5420-REPAIRS, MAINTENANCE & CLEANING:**

A lightning strike occurred on July 31, 2011 at Bethany Middle School. Multiple vendors were needed to repair extensive damage to the Building Management and Life Safety systems. We have been paying vendors out of the Bethany Middle School repair account. ***The insurance company said it will pay \$44,955.55 (total cost of \$45,955.55 less \$1,000 deductible), which will be credited to the expense account.***

Total expenditures related to Tropical Storm Irene were \$7,182.49. Our insurance agent informed us that only \$1,155 for roof repairs qualifies for insurance coverage. With a \$1,000 deductible, we expect an insurance check for \$155. ***The insurance company paid \$731.00 related to wind damage caused by the storm, which has been credited to the expense account.***

**LINE 35 on Page 4: 5620-OIL USED FOR HEATING:**

Fuel was purchased for the generator at Bethany Middle School during Tropical Storm Irene. The unbudgeted expense was \$398 UNF. *Additional fuel was purchased for the generator at Bethany Middle School during the power outage. The unbudgeted expense was \$244 UNF. The degree days to-date are 654 with a normal of 823.*

**LINE 39 on Page 4: 5690-OTHER SUPPLIES:**

The Microsoft licensing fee is \$12,749 FAV under budget.

**LINE 40 on Page 4: 5730-EQUIPMENT-NEW:**

*Budget transfers under \$3,000 were approved in October to purchase an ADA compliant cafeteria table and some iPads / iPods.*

**LINE 42 on Page 4: 5731-EQUIPMENT-REPLACEMENT:**

The forecast includes the purchase of a replacement server for \$12,650 UNF.

**LINE 46 and LINE 46A on Page 4: 5850-CONTINGENCY:**

The forecast assumes the entire Contingency Account of \$150,000 will be spent by year end.

**July (voted in June): \$67,411 UNF** – Pay the full tuition for 27 students at ACES Educational Center for the Arts. All Superintendents of Schools were informed of the requirement to pay for the full tuition costs, less any applicable grants, for all students enrolled in the inter-district magnet school program. The ACES Governing Board has set the tuition at \$8,746.00. After subtracting the anticipated funding from each student from the CSDE Inter-district Magnet School grant, the remaining balance of tuition to be paid would be approximately \$3,793.00 per student. Boards of Education in Connecticut are required to pay tuition for the three-year average student enrollment, which is 27 students for Amity. We must pay \$102,411. The 2011-2012 Adopted Budget has \$35,000 for ECA tuition payments. Thus, we have a shortfall of \$67,411 is being covered by using the Contingency Account.

**October: \$3,793 FAV** - Actual enrollment is 26 students at ACES Educational Center for the Arts. A budget transfer of \$3,793 from Tuition to Contingency Account was approved.

**December: \$20,000 UNF** – *A budget transfer is requested to pay for consulting services to assist the Board of Education in the selection of a new Superintendent of Schools.*

**December: \$4,218 FAV** – *A budget transfer of \$4,218 from Tuition to Contingency Account is requested based on the actual enrollment of 25 students at ACES Educational Center for the Arts and the actual tuition of \$3,776 per student.*

*The Contingency Account will have a balance of \$70,600, if these two budget transfer requests are approved.*

## Amity Regional School District No. 5 - Budget Transfers 2011-2012

<u>MONTH/YR</u>	<u>JNL#</u>	<u>ACCOUNT NUMBER &amp; DESCRIPTION</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
2011-JUL	15	01-04-12-6117-5560 TUITION EXPENSE	67,411.00	ECA TUITION MAND
2011-JUL	15	01-05-15-0000-5850 CONTINGENCY	(67,411.00)	ECA TUITION MAND
2011-JUL	28	01-03-11-1010-5330 OTHER PROFESSIONAL	1,700.00	ALLSTATE&NE SOUND
2011-JUL	28	01-03-11-1010-5611 INSTRUCTIONAL SUPP	(1,700.00)	ALLSTATE&NE SOUND
2011-AUG	13	01-02-111014-5611 INSTRUCTIONAL SUPP	920.00	ADDITIONAL SUPPLIES NEEDED
2011-AUG	13	01-02-111014-5641 TEXTBOOKS	(920.00)	ADDITIONAL SUPPLIES NEEDED
2011-AUG	16	01-02-142219-5611 INSTRUCTIONAL SUPP	(78.00)	PRICE INCREASE
2011-AUG	16	01-02-111007-5611 INSTRUCTIONAL SUPP	78.00	PRICE INCREASE
2011-AUG	25	01-02-111014-5810 DUES&FEES	(94.00)	PRICE INCREASE
2011-AUG	25	01-02-111014-5611 INSTRUCTIONAL SUPP	94.00	PRICE INCREASE
2011-AUG	39	01-02111001-5611 INSTRUCTIONAL SUPP	(100.00)	SHIPPING CHARGE
2011-AUG	39	01-02-111001-5731 EQUIPMENT-REPLACE	150.00	SHIPPING CHARGE
2011-AUG	39	01-02-142219-5611 INSTRUCTIONAL SUPP	(50.00)	SHIPPING CHARGE
2011-AUG	57	01-03-111006-5611 INSTRUCTIONAL SUPP	(2,907.00)	INC ENROLLMENT
2011-AUG	57	01-03-111006-5641 TEXTBOOKS	2,907.00	INC ENROLLMENT
2011-AUG	161	01-01-132220-5330 OTHER PROFESSIONAL	500.00	AUTHOR VISIT FOR SCHOOL
2011-AUG	161	01-01-132220-5611 INSTRUCTIONAL SUPP	(500.00)	AUTHOR VISIT FOR SCHOOL
2011-AUG	118	01-05-142350-5690 OTHER SUPPLIES	1,423.00	APPS-PAGES,NOTES,KEYNOTE
2011-AUG	118	01-05-142320-5810 DUES &FEES	(1,423.00)	APPS-PAGES,NOTES,KEYNOTE
2011-AUG	136	01-05152512-5220 WORKERS COMPENS	(2,801.00)	CAPSS MEMBERSHIP
2011-AUG	136	01-05142310-5810 DUES&FEES	2,801.00	CAPSS MEMBERSHIP
2011-SEPT	65	01-01132400-5590 OTHER PURCHASED SVC	(116.00)	RETURN OF ITEMS SHIPPED
2011-SEPT	65	01-01132400-5420 REPAIRS, MAINTENANCE	116.00	RETURN OF ITEMS SHIPPED
2011-SEPT	65	01-01132400-5590 OTHER PURCHASED SVC	(315.00)	POSTAGE METER SHORTAGE
2011-SEPT	65	01-01132400-5550 COMMUNICATIONS	315.00	POSTAGE METER SHORTAGE
2011-SEPT	88	01-03111013-5611 INSTRUCTIONAL SUPP	(2,200.00)	ADDITIONAL TEXTS NEEDED
2011-SEPT	88	01-03111013-5641 TEXTBOOKS	2,200.00	ADDITIONAL TEXTS NEEDED
2011-SEPT	89	01-03132220-5611 INSTRUCTIONAL SUPP	(750.00)	PURCHASE WHITEBOARD
2011-SEPT	89	01-0313220-5690 OTHER SUPPLIES	750.00	PURCHASE WHITEBOARD
2011-SEPT	133	01-03111008-5611 INSTRUCTIONAL SUPP	(51.00)	TEXTBOOKS/INC ENROLL
2011-SEPT	133	01-03111008-5641 TEXTBOOKS	51.00	TEXTBOOKS/INC ENROLL
2011-SEPT	159	01-01142600-5620 OIL USED FOR HEATING	398.00	GENERATOR FUEL-HURRICANE
2011-SEPT	159	01-05152512-5220 WORKERS COMPENS	(398.00)	GENERATOR FUEL-HURRICANE
2011-SEPT	210	01-03111013-5611 INSTRUCTIONAL SUPP	(120.00)	INCR COST OF TEXTBOOK
2011-SEPT	210	01-03111013-5641 TEXTBOOKS	120.00	INCR COST OF TEXTBOOK
2011-SEPT	227	01-01111006-5611 INSTRUCTIONAL SUPP	(140.00)	LANGUAGE TEACHER WORKSHOP
2011-SEPT	227	01-01111006-5810 DUES&FEES	140.00	LANGUAGE TEACHER WORKSHOP
2011-SEPT	273	01-01132220-5611 INSTRUCTIONAL SUPP	(100.00)	AUTHOR VISIT
2011-SEPT	273	01-01132220-5330 OTHER PROFESSIONAL	100.00	AUTHOR VISIT
2011-OCT	2	01-01111011-5611 INSTRUCTIONAL SUPP	(155.00)	ATTEND CONFERENCE
2011-OCT	2	01-01132400-5581 TRAVEL-CONFERENCES	155.00	ATTEND CONFERENCE
2011-OCT	16	01-05142510-5521 GENERAL LIAB INSUR	(937.00)	APPLE CONFERENCE
2011-OCT	16	01-04121200-5581 TRAVEL-CONFERENCES	469.00	APPLE CONFERENCE
2011-OCT	16	01-05132212-5581 TRAVEL-CONFERENCES	468.00	APPLE CONFERENCE
2011-OCT	22	01-01111013-5611 INSTRUCTIONAL SUPP	(150.00)	APPLE CONFERENCE
2011-OCT	22	01-01132400-5581 TRAVEL-CONFERENCES	150.00	APPLE CONFERENCE
2011-OCT	26	01-04121200-5611 INSTRUCTIONAL SUPP	(210.00)	CONFERENCE FEE
2011-OCT	26	01-04132190-5581 TRAVEL-CONFERENCES	210.00	CONFERENCE FEE
2011-OCT	54	01-02111005-5611 INSTRUCTIONAL SUPP	(1,732.00)	PURCHASE IPAD/IPODS
2011-OCT	54	01-05142350-5730 EQUIPMENT-NEW	1,732.00	PURCHASE IPAD/IPODS
2011-OCT	56	01-05152512-5220 WORKERS COMPENS	(1,570.00)	CAFÉ TABLE,ADA
2011-OCT	56	01-03132400-5730 EQUIPMENT-NEW	1,570.00	CAFÉ TABLE,ADA
2011-OCT	130	01-04122150-5330 OTHER PROFESSIONAL	20,735.00	LOA FOR SPEECH TEACHER
2011-OCT	130	01-05151026-5111 CERTIFIED SALARIES	(20,735.00)	LOA FOR SPEECH TEACHER
2011-OCT	130	01-05150000-5850 CONTINGENCY	3,793.00	ECA ENROLLMENT
2011-OCT	130	01-04126117-5560 TUITION EXPENSE	(3,793.00)	ECA ENROLLMENT
2011-OCT	160	01-01111010-5440 RENTALS-LAND,BLDG,	(2,805.00)	PURCHASE STEP RISERS
2011-OCT	160	01-01111010-5730 EQUIPMENT - NEW	2,805.00	PURCHASE STEP RISERS
2011-OCT	165	01-01111010-5440 RENTALS-LAND,BLDG,	(421.00)	BUY TEXTBOOKS

2011-OCT	165	01-01111010-5641 TEXTBOOKS	421.00	BUY TEXTBOOKS
2011-OCT	167	01-02142600-5420 REPAIRS,MAINTENANCE	(483.50)	REPLACE BULBS OUTSIDE
2011-OCT	167	01-01142600-5420 REPAIRS,MAINTENANCE	483.50	REPLACE BULBS OUTSIDE
2011-OCT	196	01-02142600-5420 REPAIRS,MAINTENANCE	(550.00)	CONCRETE REPAIR
2011-OCT	196	01-01142600-5420 REPAIRS,MAINTENANCE	550.00	CONCRETE REPAIR
2011-OCT	208	01-02142600-5420 REPAIRS,MAINTENANCE	(1,071.00)	LIGHTNING DAMAGE
2011-OCT	208	01-01142600-5420 REPAIRS,MAINTENANCE	1,071.00	LIGHTNING DAMAGE
2011-NOV	38	01-02142600-5420 REPAIRS,MAINTENANCE	(350.00)	FIRE PUMP PIT FLOODED
2011-NOV	38	01-01142600-5420 REPAIRS,MAINTENANCE	350.00	FIRE PUMP PIT FLOODED
2011-NOV	64	01-02142600-5420 REPAIRS,MAINTENANCE	(310.00)	LIGHTNING DAMAGE
2011-NOV	64	01-01142600-5420 REPAIRS,MAINTENANCE	310.00	LIGHTNING DAMAGE
2011-NOV	106	01-05152512-5220 WORKERS COMPENS	(244.00)	GENERATOR FUEL-BETHANY
2011-NOV	106	01-01142600-5620 OIL USED FOR HEATING	244.00	GENERATOR FUEL-BETHANY
2011-NOV	111	01-03142600-5420 REPAIRS,MAINTENANCE	(13,000.00)	LIGHTNING DAMAGE
2011-NOV	111	01-01142600-5420 REPAIRS,MAINTENANCE	13,000.00	LIGHTNING DAMAGE
2011-NOV	117	01-02111006-5611 INSTRUCTIONAL SUPP	(500.00)	IPAD PURCHASE
2011-NOV	117	01-05142350-5730 EQUIPMENT-NEW	500.00	IPAD PURCHASE
2011-NOV	126	01-05142350-5730 EQUIPMENT-NEW	500.00	IPAD DIRECTOR FINANCE
2011-NOV	126	01-05142350-5330 OTHER PROFESSIONAL	(500.00)	IPAD DIRECTOR FINANCE

# **AMITY REGIONAL SCHOOL DISTRICT NO. 5**

**Bethany Orange Woodbridge**  
**25 Newton Road, Woodbridge Connecticut 06525**



**Jack B. Levine**  
**Director of Finance and Administration**  
**jack.levine@reg5.k12.ct.us**

**Phone (203) 397-4813**  
**Fax (203) 397-4864**

To: Dr. John J. Brady, Superintendent of Schools

From: Jack B. Levine, Director of Finance and Administration

Re: Budget Transfers of \$3,000 or More for Fiscal Year 2011-2012

Date: November 29, 2011

I recommend the Amity Finance Committee and Board of Education approve the following budget transfer(s) of over \$3,000:

**Unemployment Compensation:**

The District received an invoice for \$17,504.00 from the State of Connecticut Department of Labor for the month ending September 30, 2011. A budget transfer of \$17,504 UNF will be needed to pay for this.

***#1 – Motion to make the following budget transfer of \$17,504 to pay the State of Connecticut Department of Labor for unemployment compensation expenses:***

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>FROM</b>	<b>TO</b>
03-14-2600-5410	Utilities, Excluding Heat	\$17,504	
05-15-2512-5290	Unemployment Compensation		\$17,504

**AMITY REGIONAL SCHOOL DISTRICT NO. 5**  
**Bethany Orange Woodbridge**  
**25 Newton Road, Woodbridge Connecticut 06525**



**Jack B. Levine**  
**Director of Finance and Administration**  
**jack.levine@reg5.k12.ct.us**

**Phone (203) 397-4813**  
**Fax (203) 397-4864**

To: Dr. John J. Brady, Superintendent of Schools

From: Jack B. Levine, Director of Finance and Administration

Re: New Funding Requests for Fiscal Year 2011-2012

Date: December 1, 2011

I would like to recommend the Amity Finance Committee and Board of Education approve the following new funding request(s):

**Consulting Services to Assist in Selection of Superintendent:**

***A budget transfer is requested to pay for consulting services to assist the Board of Education in the selection of a new Superintendent of Schools.***

***#1 – Motion to make the following budget transfer of \$20,000 to pay for consulting services to assist the Board of Education in the selection of a new Superintendent of Schools:***

ACCOUNT NUMBER	ACCOUNT NAME	FROM	TO
05-15-0000-5850	Contingency Account	\$20,000	
05-14-2310-5330	Other Professional & Tech. Svcs.		\$20,000

**ACES Educational Center for the Arts:**

We originally asked for a budget transfer to pay for 27 students at \$3,793. Actual enrollment is now 25 students and the actual cost is \$3,776 per student. We are requesting a **restoration of a portion of the funds** taken from the Contingency Fund. The total cost is \$94,400 and the budget amount is \$35,000.

***#2 – Motion to make the following budget transfer of \$4,218 from the Tuition account to the Contingency Account:***

ACCOUNT NUMBER	ACCOUNT NAME	FROM	TO
04-12-6117-5560	Tuition	\$4,218	
05-15-0000-5850	Contingency Account		\$4,218

<b><u>CONTINGENCY ACCOUNT RECAP</u></b>		
Budget		\$150,000
July:	Additional ECA Tuition	\$ 67,411
October:	<b>Restore</b> Unused Additional ECA Tuition	+ <u>\$ 3,793</u>
Subtotal		\$ 86,382
December:	<b>Restore</b> Unused Additional ECA Tuition	+ \$ 4,218
December:	<b>Consulting services to assist Board of Education in selection of a new Superintendent of Schools</b>	<u>\$ 20,000</u>
Remaining Balance		<u>\$ 70,600</u>

Attached are the minutes from the following Board of Education  
Sub-Committee meetings:

Finance Committee	11/14/11
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Curriculum Committee	11/17/11
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MINUTES

**COMMITTEE MEMBERS PRESENT:**

Janet Brunwin, Matthew Giglietti, James Horwitz, Joseph Nuzzo, James Stirling

**COMMITTEE MEMBERS ABSENT:** Joseph Abbatiello

**Also Present:** John Brady, Jack Levine, Marianne Lippard, Jim Saisa

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A meeting of the Finance Committee was held in the Presentation Room of District Offices at 5:30 p.m. on Monday, November 14, 2011.

1. **Call to Order:** Mr. Stirling called the meeting to order at 5:32 p.m.
2. **Pledge of Allegiance** was recited by those present.
3. **Discussion and Possible Action on Minutes**
  - a. Finance Committee Meeting – October 17, 2011  
*Motion to approve the minutes* (Mr. Horwitz, 2d Mr. Giglietti).  
*Discussion:* none.  
*Vote in favor:* Matthew Giglietti, James Horwitz, Joseph Nuzzo, James Stirling  
*Vote opposed:* none  
*Abstain:* Janet Brunwin ***Motion passed.***
4. **Public Comment**

No members of the public appeared before the Committee to offer comment.
5. **Discussion and Possible Action on One-Year Extension of Contract with CCR Audit Firm**

The audit firm of CCR has performed the audit for the past three years. Mr. Levine said that CCR had a three-year contract with an option to extend the contract for up to two years. It is possible to go to bid if desired. If the District is satisfied, the agreement can be continued. The price for the current audit is \$34,500. If satisfied with the services, the Committee can continue with CCR until June 2012 for the quoted price.

*Move the Superintendent of Schools be authorized to sign a letter of engagement with CCR of Glastonbury to perform the audit for the year ending June 30, 2012, at the quoted price of \$34,500* (Mr. Giglietti, 2d Ms. Brunwin).  
*Vote in favor unanimous.* ***Motion passed.***
6. **Discussion and Possible Action on Contract Over \$35,000**

A report about the lighting project at the middle schools was distributed to the Committee. The lighting work at the High School was recently completed. Mr. Saisa would like to extend the project to both middle schools. All interior and exterior lighting would be retrofitted. The energy

## MINUTES

savings are significant. A thorough analysis was performed. The District would break even during years one through four, after which there would be a financial benefit.

Both UI and CL&P have monies available to be spent by the end of the year on incentives for energy conservation projects. Power Point Energy is a State Contract vendor and vendor who recently did the lighting retrofit at Amity High School. The savings for the lighting project at the High School are exceeding expectations. Mr. Saisa asked Power Point Energy to do an energy audit on both middle schools to determine whether or not a lighting retrofit would make sense at those buildings. Mike Stein, a UI engineer, worked to identify incentives. Both projects would have positive budget impacts. End of the year monies are available, however, to take advantage of these incentives, the projects must be substantially completed by 12/31/11.

The Orange project will entail upgrading all interior and exterior fixtures to higher efficiency technology. The project cost is \$190,335. The incentive from UI will be approximately \$50,000, bringing the net cost to \$140,335. This cost would be paid off via a 0% interest loan over a four-year period. Annual financing would be an estimated \$35,084. Annual energy savings are estimated at \$41,498. This would make the project cash positive in the first year for approximately \$6,400.

The Bethany project would also entail upgrading all interior and exterior fixtures to high efficiency technology. The project cost is \$187,575. Although actual incentive amounts weren't yet available from CL&P, a conservative estimate on the incentives expected is \$39,820, bringing the net cost to \$147,755. This cost will be paid off via a 0% interest loan over a four-year period. Annual financing will be an estimated \$36,939. Annual energy savings are estimated at \$35,838. These numbers indicate a cash negative situation of approximately \$1,100 the first year, however John Carbone of Power Point Energy stated that they took a very conservative approach in their calculations and is 100% sure the project will come in neutral or cash positive during the loan period.

Mr. Saisa noted that the budget comparisons only deal with energy costs. Since everything is new and under warranty, there is an estimated maintenance savings of over \$6,000 per school for lamps, ballasts, emergency ballasts, and associated labor. He said that he is excited about the numbers.

Mr. Giglietti said that with the High School project complete, there is a track record for this type of project.

Mr. Stirling questioned whether or not there would be enough time to get the project done. Mr. Saisa said that there would be sufficient time.

*Motion to recommend the lighting project at the two middle schools (Ms. Brunwin, 2d Mr. Nuzzo).*

*Vote in favor unanimous.*

*Motion passed.*

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7. Discussion of Monthly Financial Statements

Mr. Levine noted that the monthly financial statements show a reduction of \$100,000 in transportation costs and an additional \$20,000 in legal costs. Line item 20 on page 3 shows net \$80,000. He noted that special education costs are always changing, so the number represents an estimate. In addition, on page 5, line 32, repairs and maintenance show that Tropical Storm Irene caused over \$7,000 in damage. There is a \$1,000 deductible for damage from a lightning strike at Amity Middle School in Bethany. Mr. Saisa had to spend out of the Bethany repairs account.

The Committee members questioned whether there was damage to the facilities due to the October snowstorm and what impact that had on the running of the schools.

Dr. Brady said that the High School and Amity Middle School in Orange were closed for one day. Bethany missed four days, but two days were made up.

8. Director of Finance and Administration Approved Transfers Under \$3,000

9. Discussion and Possible Action on Budget Transfers

A lightning strike occurred on July 31, 2011 at Bethany Middle School. Multiple vendors were needed to repair extensive damage to the Building Management and Life Safety systems. The approximate cost is \$44,500. Vendors have been paid out of the Bethany Middle School repair account. Currently, a transfer of \$13,000 is needed to pay the remaining invoices. Reimbursement will be sought through insurance. There is a \$1,000 deductible. When the insurance funds are received, the account will be credited and the budget transfer will be reversed. It is unclear what the reimbursement will be from the insurance company.

*Motion to make the following budget transfer of \$13,000 to pay vendors for work related to the damage caused by the lightning strike at Bethany Middle School. The budget transfer will be reversed upon receipt of the insurance funds (Mr. Giglietti, 2d Mr. Horwitz):*

ACCOUNT NUMBER	ACCOUNT NAME	FROM	TO
03-14-2600-5420	Repairs, Maintenance and Cleaning	\$13,000	
01-14-2600-5420	Repairs, Maintenance and Cleaning		\$13,000

*Vote in favor unanimous.*

*Motion passed.*

10. Update on Financial Operations

a. Status Report on Financial Audit

Mr. Levine said that he has started to read the financial audit. Business Manager Terry Lumas usually checks the audit separately. There was no management letter.

MINUTES

Mr. Giglietti said that he learned of Dr. Brady's decision to retire after the last Finance Committee meeting. He said that he has worked with Amity for 22 years and enjoyed working with Dr. Brady and considers him to be the best superintendent he has worked with. He thanked Dr. Brady for embracing the Finance Committee. He added that whoever succeeds Dr. Brady will be coming into a much better financial situation. A large number of candidates will be interested in the position.

Dr. Brady credited his great staff. He was not looking for a new job when a search consultant contacted him about the position. It ended up being a good match with lots of opportunities.

Mr. Stirling asked for Dr. Brady's recommendations for the District's future.

Dr. Brady said that the superintendents aren't usually involved in helping to find their replacements. Looking forward, it will be important to maintain the quality of the District with impending declining enrollment in the next few years. Planning ahead will be the key to success in the years ahead.

**11. Adjourn**

*Motion to adjourn the meeting at 5:53 p.m. (Mr. Giglietti, 2d Ms. Brunwin).*

*Approval unanimous.*

*Motion passed; meeting adjourned.*

Respectfully submitted,

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Marianne Lippard, recording clerk

Curriculum Committee Meeting  
Thursday, November 17, 2011, 5:30 p.m.  
District Office Presentation room

*Minutes*

**Members in attendance:** Julie Altman, Diane Crocco, Rita Gedansky, Thomas Hurley, James Horowitz, Mary Raiola, Kathleen Fuller-Cutler, Sheila Wycinowski, Richard Dellinger

Special Guests: Rocco Palmieri, Warren Gohsler, Thayer Doyle

The meeting was called to order at 5:40 p.m. by Chairperson, Julie Altman.

**Approval of Minutes – May 23, 2011**

The first order of business was the approval of minutes. Tom Hurley made a motion to accept the minutes. Rita Gedansky seconded the motion. The motion carried.

*Vote in favor:* 5

*Vote opposed:* 0

*Abstain:* 0

**Motion passed**

**Update on Ipad Initiative**

Ms. Kathleen Fuller-Cutler and Thayer Doyle gave the committee an update on the Ipad initiative. They both described the rollout in their respective schools. Thayer Doyle shared the results of the survey administered at Bethany. Mr. Doyle also described the design of the Pilot in Bethany. Mr. Hurley had questions about how the Pilot will be managed next year. Kathy and Thayer discussed possible scenarios for the continuation of the Ipad Pilot. The committee encouraged the Administration to continue collecting data. Board members asked about student/parent reaction to the Pilot and the administrators noted the response has been positive. Mr. Horowitz noted that students still need to learn the basic skills as they use technology in their daily lives.

**Technology Vision/Initiatives/Training – Budget 2012-2013**

Mr. Rocco Palmieri and Mr. Warren Gohsler presented the committee with an overview of the Technology Budget and the forecast. Mr. Palmieri also presented new equipment and replacement requests outlined in the budget and forecast. Mr. Hurley asked about the long term forecast and expressed his need to see the total budget/forecast and vision prior to the budget cutting process.

Mrs. Wycinowski noted the State is requiring districts to revise their 3 year Technology Plans. The Technology Committee will begin their work in December and will submit the plan first to ACES in March for review. Then the plan will be submitted to the Curriculum Committee BOE in April and the Board of Education in May for approval. The plan then will be submitted to the State Department of Education. Teachers will form a "Think Tank" group and will visit exemplary schools beginning in December and will share their findings with the Technology Committee. The visitations will assist the Technology Committee in preparation of the plan. The Curriculum Committee will hold a meeting in January to continue discussion on the technology plan.

## **New Text Proposals 2012-2013**

Mrs. Wycinowski presented three the new texts:

### **Stats in Your World**

This text is for the new Stat class. The text is rigorous and has real life applications and online access. Mr. Barretta is requesting 56 copies @\$115.97 for a total cost of \$7500.00 (includes shipping).

### **The Namesake**

This text will be used as an additional text in English III AP Grade 11. The book is a favorite AP choice and has been a choice on the AP Exam. The book has been piloted with students and has been well received. Ms. Chevan is proposing 40 books @\$12.71 for a total cost of \$508.40.

### **Punto Y Aparte Spanish in Review, Moving Toward Fluency (Expanded Edition) – Spanish 5**

This text stresses fluency, grammar, and a wide range of themes for discussion. The current text is a 1995 edition and is falling apart. Ms. Miranda is proposing 80 texts @\$ 91.00 for a total cost of \$7200.00. The online version is a yearly cost of \$62.50 per student. Ms. Miranda is proposing the purchase of the textbook at this time.

Tom Hurley made a motion to approve all 3 texts. James Horowitz seconded the motion. The motion carried.

*Vote in favor: 5*

*Vote opposed: 0*

*Abstain: 0*

**Motion passed**

## **New Course Proposals 2012-2013**

### **Shakespeare – Honors Level**

Currently this course is offered only at Level One. Ms. Chevan is proposing students be allowed additionally to contract for Honors level. No new staff is needed and teachers will develop advanced curricular materials/assessments. No new texts are needed.

Tom Hurley made a motion to approve. Diane Crocco seconded the motion. The motion carried.

*Vote in favor: 5*

*Vote opposed: 0*

*Abstain: 0*

**Motion passed**

### **Latin 4-H AP Vergil**

Latin 4 Honors will become AP Vergil. Enrollment has increased in Latin 4. No new staff is needed. No text available at this time. We will use current text. A text is not available do to a change in AP standards. We will need a text and workbooks in the future. Projected total will be \$100.00 per student. Mr. Horowitz asked how much summer work would be required. Mrs. Wycinowski stated all AP courses require summer work.

Tom Hurley made a motion to approve . Rita Gedansky seconded the motion. The motion carried.

*Vote in favor: 5*

*Vote opposed: 0*

*Abstain: 0*

**Motion passed**

**Studio Recording**

This is a half year course requested by students. It is an elective course open to all students. Students will learn how to use advanced recording equipment and will develop an online radio station. The department does not need new equipment and no new staff is required.

**Digital Art**

This is an elective Grade 10 course. Students need to continue to expand their knowledge and skills in creating and evaluating Digital Art. No new staff is needed and supplies are in the technology budget.

**Music Technology – Composition**

This course is the second level of the scope and sequence in Electronic music. Many progressive schools offer all level of electronic music. Students will perform and burn their own CD's. No new equipment is needed at this time and no new staff is needed.

**Chamber Music – Small Ensembles**

This course is a strings elective opened to grades 9-12. This course will allow students to gain skills performing in more challenging pieces of music. It will allow students to gain leadership skills. No new staff is needed. Sheet music will be ordered, costs will be minimal.

**Introduction to Conducting**

Students will learn the basics of conducting. They will be taught by the Amity Strings teacher and guest conductors. This is open to all students Grades 9-12. No new staff is needed and the only supplies that are needed are batons.

Rita Gedansky made a motion to accept all of the music classes. Diane Crocco seconded the motion. The motion carried.

*Vote in favor: 5*

*Vote opposed: 0*

*Abstain: 0*

**Motion passed**

**Broadcast Journalism: Producing and Presenting the News**

This is a semester course offered to students in Grades 10,11,12. Students in Broadcast II Journalism will be in the same class as students in Broadcast Journalism I. Students will have more rigorous project requirements. No new staff needed.

James Horowitz made a motion accept the new course. Diane Crocco seconded the motion. The motion carried.

*Vote in favor: 5*

*Vote opposed: 0*

*Abstain: 0*

**Motion passed**

**Public Comment**

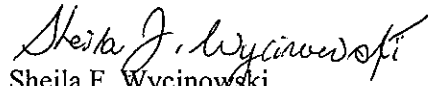
None

There was a discussion about the new courses and ECA. It was noted ECA has appeal to students beyond the identified new course offerings. The committee asked Dr. Britton to discuss at a future meeting, courses that are being eliminated from the course selection booklet.

**Adjourn**

The meeting was adjourned at 7:30 p.m.

Respectfully submitted,



Sheila F. Wycinowski,  
Director of Curriculum & Staff Development

SFW/ckl