

**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*

**PLEASE POST**

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**AMITY REGIONAL BOARD OF EDUCATION**

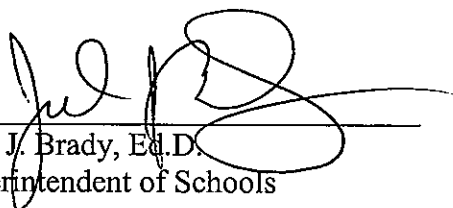
***March 12, 2012***

A regular meeting of the Amity Regional Board of Education will be held on Monday, March 12, 2012, at 6:30 p.m., in the cafeteria at Amity Regional High School.

**AGENDA**

1. Call to Order
2. Pledge of Allegiance
3. Recognition of 2012 Superintendent's Award Winners
4. Robotics Demonstration
5. Presentation of Social Robotics Research Program
6. Presentation and Discussion of Enrollment Projection Report
7. Presentation of the CAFE Award of Excellence for Educational Communications
8. Approval of Minutes
  - a. Regular BOE Meeting, February 13, 2012 (Enclosure)
9. Student Report
10. Public Comment
11. Announcements from the Board and Administration
12. Correspondence
  - a. Amity Middle School, Bethany, Among Top-Performing Schools in the Governor's 2011 Summer Reading Challenge (Enclosure)
  - b. Letters Regarding Naming of the High School Auditorium (Enclosures)
13. Superintendent's Report
  - a. Personnel Report (Enclosure)

14. Chairman's Report
- a. Committee Reports
    - 1. ACES
    - 2. CABE
    - 3. Curriculum
    - 4. Facilities
    - 5. Finance
      - a. Discussion and Possible Action on Re-Designation of Funds from Capital & Nonrecurring Expenditures Account for Specified Capital Projects
      - b. To Consider and Act Upon Resolutions Making Recommendations with Respect to Appropriations and Borrowing Authorizations for Various Improvements to the District's School Facilities, Including Restoration of the Existing Gravel-Surfaced Built-Up Roofs at Amity Regional High School, Replacement of the Air Handler Units in the Boys' and Girls' Locker Rooms at Amity Regional High School, and Repaving of the Side Parking Lot at the Amity Regional Middle School Orange Campus; and Calling a District Meeting to Hold a Public Hearing Thereon
      - c. Discussion and Possible Action on Contracts over \$35,000
      - d. Discussion and Possible Action on Establishment of Self-Insurance Fund and Transfer of Funds into the Self-Insurance Fund
      - e. Discussion and Possible Action on Proposed Fund Balance Policy
      - f. Discussion on Monthly Financial Statements
      - g. Director of Finance and Administration Approved Transfers Under \$3,000
    - 6. Policy
    - 7. Personnel
15. Items for the Next Agenda
16. Adjournment

  
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.

## MINUTES

**AMITY BOARD MEMBERS PRESENT:** Julie Altman, William Blake, Christopher Browe, Patricia Cardozo, Sue Cohen, Diane Crocco, Steven DeMaio, Rita Gedansky, John A. Grasso, Jr., James Horwitz, Thomas Hurley, Tracey Lane Russo, James Stirling

**AMITY BOARD MEMBER ABSENT:** None

**Staff Members Present:** John Brady, Charles Britton, Kathleen Fuller Cutler, Richard Dellinger, Deb DeMeo, Kevin Keller, Jack Levine, Marianne Lippard, Terry Lumas, Rocco Palmieri, Jim Saisa

**Also Present:** Thomas Falcigno, James Leahy; other members of the Public

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A regular meeting of the Amity Regional Board of Education was held on Monday, February 13, 2012, at 6:30 p.m. in the cafeteria of Amity High School.

1. **Call to Order:** William Blake called the meeting to order at 6:34 p.m.
2. **Pledge of Allegiance** was recited by those present.
3. **Approval of Minutes**
  - a. Regular Board of Education Meeting, January 9, 2012  
*Motion to approve the minutes as presented* (Mr. Hurley, 2d Mr. Horwitz).  
*Discussion:* Mr. Horwitz offered a correction.  
*Vote in favor of approving the minutes as amended:* Christopher Browe, Patricia Cardozo, Sue Cohen, Diane Crocco, Steven DeMaio, Rita Gedansky, John A. Grasso, Jr., James Horwitz, Thomas Hurley, Tracey Lane Russo, James Stirling  
*Vote opposed:* none  
*Abstain:* Julie Altman  

***Motion passed.***
  - b. Special Board of Education Meeting, January 25, 2012  
*Motion to approve the minutes as presented* (Ms. Cardozo, 2d Mr. Stirling).  
*Vote in favor:* Julie Altman, Christopher Browe, Patricia Cardozo, Sue Cohen, Steven DeMaio, Rita Gedansky, James Horwitz, Thomas Hurley, Tracey Lane Russo, James Stirling  
*Vote opposed:* none  
*Abstain:* Diane Crocco, John A. Grasso, Jr.  

***Motion passed.***

**4. Recognition of Student, Zizi Yu, INTEL Science Competition Semifinalist**

Dr. Brady announced that Amity High School student Zizi Yu was named as a finalist in the INTEL Science Competition. It is the second year that an Amity student managed to make it as a finalist in the prestigious competition. There are 40 finalists. A certificate was given to Zizi for her achievement.

Zizi thanked everyone for their support. The project was about food allergies. She decided to study food allergies because she was curious about the factors that lead to these allergies. She looked into whether or not early exposure to an allergen was beneficial. She believes that early exposure will be found to be beneficial.

Mr. Blake wished Zizi luck on behalf of the board.

Dr. Dellinger introduced two principals visiting from China. They visited both middle schools. There are 18 principals from China visiting Connecticut.

**5. Superintendent Search – Leadership Profile**

Dr. Jacobi, who is assisting with the search for the new superintendent, gave an update. She thanked all of those people who participated in focus groups and responded to on-line surveys. There is already an extremely strong foundation at Amity. One hundred people took part in 12 different focus groups. Copies of the survey can still be obtained both on-line and there are also paper copies available. She enjoyed meeting everyone, especially the students, who she found to be very articulate and thoughtful. The students proposed solutions to problems.

According to data gathered thus far, the strengths in the District include: faculty, motivated students, accommodating support staff, diversity of curriculum, opportunities for internships and independent study and an array of afterschool activities. Challenges facing Amity include: budget/finances and differing standards in the three towns. Qualities used to describe the leadership that they would like to see continue at Amity include: progressive, focus on youngsters, personal accessibility and participatory management style, and someone who is thoughtful, resilient and creative.

Dr. Jacobi said that although it is early in the process, she has had a number of people contact her about the position. A written report will be available on-line.

Mr. Blake said that it is good to know that the process is underway and the search is moving forward.

**6. Discussion and Possible Action to Switch from Fully Insured to Self-Funded Medical, Dental and Vision Benefits**

Charlie Rose of Marsh & McLennan gave an overview of the plan. Amity is paying approximately \$5 million in premiums. The District submitted claims over the last several years amounting to approximately \$3.5 million. There is a

large differential between what was paid in claims compared with the cost of insurance. Amity can save \$1.1 million this year. A portion of the savings will be used to set up reserves to protect against what claims could be in the future. There is insurance that stops the claim at \$150,000.

Dr. Brady said that there have been numerous meetings and, looking at the numbers, his original budget proposal can be reduced by \$520,000.

Mr. Rose said that they have taken the most conservative position. There will be no benefit plan changes.

Deb DeMeo, representing the teachers, is present at tonight's meeting.

Ms. Russo questioned what happens if \$1.1 million isn't saved. She noted that in Mr. Rose's model there is a range, including the least amount of money saved. If we try this and it doesn't work, can Amity go back, or is there a penalty.

Mr. Rose said the reserve would be built up as needed. There is no penalty.

*Motion to move from fully insured to self-funded medical, dental and vision benefits* (Mr. Stirling, 2d Mr. Grasso).

*Vote in favor:* Julie Altman, Christopher Browe, Patricia Cardozo, Sue Cohen, Diane Crocco, Steven DeMaio, Rita Gedansky, John A. Grasso, Jr., James Horwitz, Tracey Lane Russo, James Stirling

*Vote opposed:* none.

*Abstain:* Mr. Hurley

***Motion passed.***

**7. Discussion and Possible Action on 2012-2013 School Calendar**

*Motion to move consideration of the 2012-2013 school calendar on agenda* (Mr. Hurley, 2d Ms. Gedansky).

*Vote in favor unanimous.*

***Motion passed.***

Dr. Brady said that Board has a copy of the draft calendar. The consensus is to have school on Election Day, Veterans' Day and another holiday. There will be four snow days. The veterans seem supportive and the schools will enhance the recognition for Veterans' Day.

*Motion to approve the school calendar* (Ms. Cohen, Ms. Gedansky).

*Discussion:* Mr. Hurley said that students usually help out on Election Day and it would be nice to have some assurance that there would be no penalty for their participation. Mr. Blake said that the polls are open for a number of hours, so students should still be able to participate before or after school.

*Vote in favor unanimous.*

***Motion passed.***

**8. Student Report**

Thomas Falcigno said students at the High School are getting ready for the CAPT test. The Mr. Spartan contest will take place this Thursday. The Amity Math Team recently earned an award and will be invited to participate in a state competition. The Amity High School Student Government recently collected clothes for battered women.

*Motion to move Public Comment forward on the agenda (Mr. Hurley, 2d Mr. Grasso).*

*Vote in favor unanimous.*

*Motion passed.*

**9. Public Comment**

David Guzowski of Orange said that he is concerned about drug activity at the High School and is trying to better understand how canine patrols are initiated. Mr. Blake said that the Superintendent makes that determination. Mr. Guzowski said that he is very happy with the Amity school system, and was pleased to hear that the dogs were brought through the school. There are some students that are going to do drugs no matter what we do and there are students who may never try drugs. Canines are a significant way to show students that they cannot bring drugs to this school. He believes it might make sense to bring in canines during a lockdown so as not to disrupt the flow of activities throughout the day. He and other parents are happy that the dogs were brought in. There are a few people that are not happy. Another concern is that many freshmen are waiting to go into the bathroom. There has to be a way to get a smoke detector into the bathroom that can't be tampered with.

James Leahy, vice chairman of the Orange Board of Finance, said that there are concerns about the Amity budget. Student enrollment is declining, but the share in Orange goes up even when the number of students stays the same. There will be an increase of \$200 per household for Amity. The Orange Board of Finance voted unanimously not to support this budget.

Matthew Giglietti of Woodbridge, a member of the Amity Finance Committee, said that he supports the proposed .92 percent budget increase. He described Amity as the crown jewel of the three towns. If Dr. Brady cut \$400,000 from this budget, Orange would still have a \$500,000 increase. He understands the dilemma in Orange. Expenses have gone up in the Woodbridge budget as well. To get to a 0% increase, \$1.4 million would have to be cut, which would dismantle the educational system. He described Dr. Brady as a phenomenal superintendent. He trusts Dr. Brady and fully supports this budget and hopes that the Board will also.

**10. Discussion and Possible Actions Regarding the Superintendent's Proposed 2012-2013 Budget**

Mr. Blake asked Mr. Stirling what action the Amity Finance Committee took earlier tonight. Mr. Stirling said that the Committee approved the Superintendent's proposed .92 % increase by a vote of 4 to 2.

Mr. Blake went over the figures. The \$43,809,643 budget involves a .92 percent increase over the current budget.

Dr. Brady noted that this would be a preliminary vote.

Mr. Hurley said that he would like to consider bonding for the bleachers.

Mr. DeMaio said that he would like the Board to discuss a few topics. There has been a decrease in enrollment and the staffing may need to be reduced through layoffs or not hiring. A new superintendent will be hired. He would like to vote on the Capital Non-Recurring, possibly bonding for some needed work. He would like to delay voting on the budget for two weeks or perhaps until the March meeting.

*Motion to delay voting on the budget until the March meeting (Mr. DeMaio, 2d Mr. Hurley).*

*Discussion:*

Ms. Cardozo said that this is a preliminary vote. She questioned why it would be postponed.

Mr. Hurley said that there are issues that some board members would like to work through. If staff reductions are needed, he would like to have some clarification on what that would mean. He would like to have an idea of the impact. More information will be available in March. The administration doesn't have enough information yet and more information is needed. Some expenses should be bonded and taken off the plate.

Mr. Blake said that the administration has said that the time isn't right for staff reductions. The Board hasn't charged Dr. Brady with looking at that issue.

Mr. Hurley said that he would like to delay the vote. The budget is not ready as proposed. All the numbers must be examined. It's premature to say the budget is good as is. More time is needed to make a reasonable decision.

Ms. Russo said that she shares the concerns raised. An e-mail was received late Friday afternoon. She said that she isn't ready to vote.

Mr. Stirling said that he appreciates the concerns raised, but noted that this vote is preliminary and there should be a better sense of where the Board stands. The Amity budget looks pretty good.

Ms. Altman asked what effect a delay would have on the budget calendar.

Dr. Brady said that the vote has already been delayed by a month. He has not had direction from the Board.

Mr. Browe said that the process is moving and changing at all times and questioned the significance of a preliminary vote. Amity should be bonding for more than the roof.

*Motion to lay on the table the motion by Mr. DeMaio's motion to delay voting* (Mr. Stirling, 2d Ms. Cardozo).

*Vote in favor:* Julie Altman, Patricia Cardozo, Sue Cohen, Diane Crocco, Steven DeMaio, Rita Gedansky, John A. Grasso, Jr., Tracey Lane Russo, James Stirling

*Vote opposed:* Christopher Browe, James Horwitz, Thomas Hurley

***Motion passed.***

*Motion to add bleachers to the Capital Plan for the High School roof project* (Mr. Hurley, no second)

*Motion to open discussion for bonding for more than just the roof* (Mr. DeMaio, no second).

*Motion to include bleachers in the Capital plan* (Mr. Hurley, no second).

*Discussion:* Ms. Cohen said the \$75,000 for the bleachers is not in next year's budget. Dr. Brady said that the bleachers do not affect the .92% increase.

Mr. Hurley withdrew his motion.

Ms. Russo said that she would like to make a motion to identify any issues in the budget that could qualify for bonding.

Dr. Brady said that a Facilities Committee meeting took place. To revisit this issue, it should be addressed by the Facilities Committee.

Mr. Hurley said that he would like Dr. Brady to conduct a study to determine the effect of getting rid of some staff. He would like to know the effects of any staff reductions.

Dr. Brady said that he presented his assessment on November 14<sup>th</sup>. He hopes to present a planning document for the future in March. There will be no additional staff reductions planned based on the information he has so far.

*Motion to direct the Superintendent to conduct a study the results of reducing staff by one, two, three or four faculty positions* (Mr. Hurley, 2d Mr. DeMaio)

*Discussion:*

Mr. Blake said that a case hasn't been made for reducing staff. The issue could be addressed by the Curriculum Committee for feedback.

Mr. Hurley said that the vote should be moved to March so this could be done.

Mr. Horwitz said that Dr. Brady is asking for some direction. If the vote on the budget is approved the process can move forward and if it is defeated, then it would send a signal to Dr. Brady to look for additional cuts. The vote should go forward.

Mr. Stirling said that in the past an early retirement incentive resulted in a net loss of five positions. He looks to Dr. Brady to provide leadership. He would like to vote on the budget.

*Vote in favor:* Christopher Browe, Steven DeMaio, Thomas Hurley

*Vote opposed:* Julie Altman, Patricia Cardozo, Sue Cohen, Diane Crocco, Rita Gedansky, John A. Grasso, Jr., James Horwitz, James Stirling

*Abstain:* Tracey Lane Russo

***Motion failed.***

*Motion to take off the table the motion to postpone the vote* (Ms. Altman, 2d Ms. Gedansky).

*Vote in favor:* Julie Altman, Patricia Cardozo, Sue Cohen, Rita Gedansky, Diane Crocco, James Horwitz, James Stirling

*Vote opposed:* Christopher Browe, Steven DeMaio, John A. Grasso, Jr., Thomas Hurley, Tracey Lane Russo

***Motion passed.***

*Motion to approve the Superintendent's Proposed Budget* (Ms. Altman, 2d James Stirling)

*Vote in favor:* Julie Altman, Patricia Cardozo, Sue Cohen, Diane Crocco, Rita Gedansky, James Horwitz, James Stirling

*Vote opposed:* Christopher Browe, Steven DeMaio, John A. Grasso, Jr., Thomas Hurley, Tracey Lane Russo

***Motion passed.***

#### **11. Announcements from the Board and Administration**

There have been problems with smoking in the bathrooms at the High School. Dr. Brady said that he would like to get stealth smoke detectors.

#### **12. Correspondence**

Mr. Blake read a letter from staff members Peter Downhour and Robert Kennedy. They would like to name the auditorium in honor of Dr. Brady. Mr. Blake said that he strongly supports the idea. The topic was added to the agenda for the next Facilities Committee meeting.

Ms. Russo questioned a hazing incident involving members of a sports team at the High School. Mr. Blake said that the incident was handled by the administration.

**13. Superintendent's Report**

- a. Personnel Report – There were no questions.
- b. ESEA Waiver Flexibility – Dr. Brady said that about 12 states have been granted a waiver. The state is pursuing a waiver. We have the second lowest student to administrator ratio.
- c. CABE's Day on the Hill – Mr. Stirling said that the event costs \$10.00 for CABE members. He encouraged attendance.
- d. PEAC Agreement – There was no discussion.

**14. Chairman's Report**

a. Committee Reports

- 1. ACES
- 2. CABE
- 3. Curriculum
- 4. Facilities
- 5. Finance

a. Discussion and Possible Action on Healthy Food Certification Statement for July 1, 2012 through June 30, 2013

*Discussion:* Mr. Blake noted that Amity opted out of this program because it costs more money and involves more paperwork.

*Motion to authorize the Director of Finance and Administration to sign Form ED-099 indicating that Amity Regional District No. 5 will not certify that all food items offered for sale to students in the schools under our jurisdiction, and not exempted from the Connecticut Nutrition Standards published by the Connecticut State Department of Education, will not meet said standards during the period of July 1, 2012 through June 30, 2013 (Mr. Browe, 2d Mr. Hurley).*

*Discussion:* Ms. Altman questioned what is offered in the machines in the High School cafeteria. Dr. Brady said that chips are available for purchase after school.

*Vote in favor unanimous.*

*Motion passed.*

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

*Discussion:* Mr. Levine said that extending the lease with Tyler Technologies involves a slight increase in price. He believes it is in the District's interest to continue the lease. Mr. Hurley said that he believes the audit report shows that what Amity is doing is working. *Move the Superintendent of Schools be authorized to sign a three-year extension of the current lease with Tyler Technologies for the MUNIS Financial Accounting Systems for a total cost of \$181,470, or \$60,490 per year. The annual maintenance fee for Tyler Content Manager shall be \$3,086 for the first year and may not increase more than 5% per annum for the annual terms commencing in 2013 and 2014. The Amity Board of Education waives the bid requirement* (Mr. Stirling, 2d Mr. Hurley).

*Vote in favor unanimous.*

***Motion passed.***

c. Discussion and Possible Action on Amity High School Roof Restoration Project

*Motion to have the Superintendent request the District's Bond Counsel to prepare documents in connection with an appropriation, and the issuance of bonds and notes to finance such appropriation, for costs related to the restoration of a portion of the roof of Amity High School* (Ms. Cardozo, 2d Ms. Gedansky).

*Discussion:* Mr. Hurley said that this is the bonding that has been discussed. Items may be added. Mr. Blake suggested putting this on the agenda for the next Facilities Committee meeting. Dr. Brady said that this authorizes the administration to get started with the bond. Mr. Stirling asked if a delay would create problems. Mr. DeMaio questioned if the exact amount was needed today. Dr. Brady said no. Mr. Stirling asked if the Facilities Committee met in two weeks whether there would be enough time. Mr. Blake said that the Board would be telling bond counsel to prepare a referendum. Mr. Hurley and Ms. Russo questioned whether additions could be made. Mr. Blake said that the wording needs to be specific. Mr. Stirling said that the Amity Finance Committee voted in favor of this motion, but the Committee didn't have the benefit of this discussion. He would vote against this in the hopes that a Facilities Committee meeting could take place soon. Mr. Levine said that if the motion passed tonight, the project would be put out to bid to gather quotes. The cost is just an estimate at this point. The bond needs to be put in place so that this work can be done this summer. Mr. Hurley questioned whether a vote was needed to get a quote. Ms. Altman said that this isn't free money, the money that is bonded needs to be paid. Mr. DeMaio said that if you are going to bond, you should do it one time and incorporate

needed items. Mr. Blake said that the Facilities Committee can consider this.

*Vote in favor: Julie Altman, Patricia Cardozo*

*Vote opposed: Christopher Browe, Sue Cohen, Diane Crocco, Steven DeMaio, Rita Gedansky, John Grasso, James Horwitz, Thomas Hurley, Tracey Lane Russo, James Stirling*

***Motion failed.***

- d. Discussion and Possible Action on Establishment of Special Revenue Fund for Turf Field

*Motion to authorize the Director of Finance and Administration to open a new bank account for a fund to be called "Amity Regional School District No. 5 – Special Projects." This fund shall be used to hold funds for the purpose of construction and installation of a turf athletic field at Amity Regional High School. Funds for the turf athletic field shall not be comingled with funds for any other purpose (Ms. Cohen, 2d Mr. Browe).*

*Vote in favor unanimous.*

***Motion passed.***

- e. Discussion of Monthly Financial Statements – There was no discussion.
- f. Director of Finance and Administration Approved Transfers Under \$3,000 – There was no discussion.
- g. Discussion and Possible Action on Budget Transfers

*Motion to make the following budget transfer of \$10,000 to pay legal expenditures (Ms. Gedansky, 2d Mr. Grasso):*

| Account Number  | Account Name                     | From     | To       |
|-----------------|----------------------------------|----------|----------|
| 05-14-2510-5521 | General Liability Insurance      | \$10,000 |          |
| 05-14-2310-5330 | Other Professional & Tech. Svcs. |          | \$10,000 |

*Vote in favor unanimous.*

***Motion passed.***

*Motion to make the following budget transfer to pay Aruba Network, Inc. of Sunnyvale, California, \$32,000 for a M6000 wireless controller and 10 wireless access points (Ms. Cohen, 2d Mr. Grasso).*

*Discussion:* This is an immediate need. Teachers are losing connectivity. Mr. Hurley noted that the District may be able to get a better price.

| Account Number  | Account Name            | From     | To       |
|-----------------|-------------------------|----------|----------|
| 05-14-2350-5690 | Other Supplies          | \$24,674 |          |
| 05-14-2350-5730 | Equipment – New         | \$7,326  |          |
| 05-14-2350-5731 | Equipment – Replacement |          | \$32,000 |

*Vote in favor unanimous.*

*Motion passed.*

h. Discussion and Possible Action on New Funding Requests

*Motion to make the following budget transfer of \$11,750 to pay for an infrared analysis to identify any trapped moisture, core tests for tensile strength, and asbestos testing on a portion of the Amity High School roof (Mr. Browe, 2d Mr. Hurley):*

*Discussion:* Mr. Hurley noted that this test is very important. The only way problems can be seen is with this test.

| Account Number  | Account Name                     | From     | To       |
|-----------------|----------------------------------|----------|----------|
| 05-15-0000-5850 | Contingency Account              | \$11,750 |          |
| 05-14-2310-5330 | Other Professional & Tech. Svcs. |          | \$11,750 |

*Vote in favor unanimous.*

*Motion passed.*

6. Policy – There was no discussion.
7. Personnel – There was no discussion.

**15. Items for the Next Agenda**

Mr. Hurley would like to discuss tuition students.

**16. Adjourn**

*Motion to adjourn the meeting at 9:06 p.m. (Ms. Russo, 2d Ms. Cardozo).*

*Motion passed; meeting adjourned.*

Respectfully submitted,

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Rita Gedansky, secretary  
Marianne Lippard, recording clerk

**Attachments/References:**

- Memos:** John J. Brady to the Amity Board of Education and Amity Finance Committee (2/10/12) re: Potential Revisions to Superintendent's Proposed 2012-2013 Budget  
Jack B. Levine to John J. Brady (1/27/12) re: New Funding Requests for Fiscal Year 2011-2012  
Jack B. Levine to John J. Brady (2/1/12) re: Healthy Food Certification Statement for July 1, 2012 through June 30, 2013  
Jack B. Levine to John J. Brady (2/8/12) re: Establishment of Special Revenue Fund for Turf Field  
John J. Brady to the Amity Board of Education and Amity Finance Committee (2/8/12) re: Amity High School Roof Restoration or Replacement  
Jack B. Levine to John J. Brady (2/9/12) re: Award of Contracts over \$35,000
- Reports:** Amity Regional School District No. 5 Year-To-Date Budget Report 2/6/12  
Amity Regional School District No. 5 Executive Summary – Fourth Quarter 2011  
Amity Regional School District No. 5 – Budget Transfers 2011-2012  
Amity Regional School District No. 5 Revenues and Expenditures for FY 2011-2012
- Minutes:** Amity Regional School District No. 5 Finance Committee 1/23/12  
Amity Regional School District No. 5 Board of Education 1/25/12  
Amity Regional School District No. 5 Board of Education 1/9/12  
Amity Regional School District No. 5 Finance Committee 1/9/12



STATE OF CONNECTICUT  
STATE BOARD OF EDUCATION



February 10, 2012

Dr. John J. Brady  
Superintendent of Schools  
Regional School District #5  
25 Newton Road  
Woodbridge, CT 06525

Dear Dr. Brady:

I am pleased to notify you that Amity Middle School is among the top-performing schools in the Governor's 2011 Summer Reading Challenge.

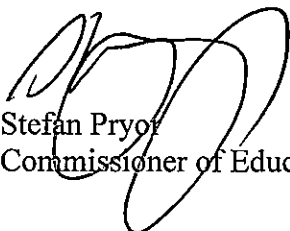
Governor Dannel P. Malloy will conduct an awards ceremony at the Connecticut State Library, 231 Capitol Avenue, Hartford, CT, on **Friday, May 11, 2012, at 10:00 a.m.**

At this time, Governor Malloy and I will recognize students of the top-performing schools. I would like to invite you and a small group of representatives (no more than **five** please) to take part in the ceremony. Metered street parking is available in close proximity to the library. Please enter the library using the Capitol Avenue entrance and proceed to Memorial Hall. Doors will open at 9:00 a.m.

To RSVP, contact Amy Radikas at 860-713-6762 or [amy.radikas@ct.gov](mailto:amy.radikas@ct.gov).

Please extend my congratulations to the students and staff at Amity Middle School for their outstanding performance in the 2011 Governor's Summer Reading Challenge.

Sincerely,

  
Stefan Pryor  
Commissioner of Education

SP: ar

cc: Dr. Richard Dellinger, Principal, Amity Middle School  
Amy Radikas, Education Consultant, Bureau of Teaching and Learning

**RECEIVED**

FEB 27 2012

AMITY REGION #5  
OFFICE OF SUPT.



© Town of Bethany

**TOWN OF BETHANY**  
Office of the First Selectman  
Town Hall – 40 Peck Road  
Bethany, Connecticut 06524-3378  
(203) 393-2100 ext. 100

February 29, 2012

William Blake, Chair  
Amity Regional District #5 Board of Education  
25 Newton Road  
Woodbridge, CT 06525

Re: Amity High School Auditorium

Dear Mr. <sup>Rill</sup>Blake:

I am writing to inform you that at the February 27, 2012 regular meeting of the Bethany Board of Selectmen, the Board voted unanimously to honor retiring Amity Superintendent Dr. John J. Brady and approve the recommendation by Robert Kennedy that the Amity High School Auditorium be named "The John J. Brady Center for the Performing Arts".

The Board recognized that Dr. Brady came to Amity at a critical time and has done an outstanding job in rebuilding Amity's reputation and in restoring the confidence of the BOW communities in the Amity District. Always strong in Academics and Athletics, the Arts have flourished under Dr. Brady's leadership. Mr. Kennedy should be commended for proposing this most fitting tribute to Dr. Brady.

Sincerely,

  
Derrylyn Gorski  
First Selectman

cc: Bethany Board of Selectmen  
First Selectman James Zeoli, Orange  
First Selectman Edward Maum Sheehy, Woodbridge

**William Blake**

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**From:** Cheri [cherchar@optonline.net]  
**Sent:** Thursday, March 01, 2012 11:30 AM  
**To:** patcardozo@snet.net; john.grasso@reg5.k12.ct.us; stevedemaio@yahoo.com  
**Cc:** William Blake  
**Subject:** Remembering Dr. Brady

To the members of the Facilities Committee:

As a member of this community, a parent of a theater student, and an Amity Alumna myself, I implore you to revisit the idea of naming our auditorium after our superintendent, Dr. John Brady. The acts of support Dr. Brady has given to the theater department are unmeasurable. When I attended Amity High School in the early 1980's, there was barely a theater department at all never mind a decent venue to perform in. Dr. Brady has built up the arts at Amity and certainly his works are putting Amity High School on the map, not only in Connecticut but all over the country. Students who have benefited from his achievement's and support have gone on to college with a strong foundation to fulfill their dreams. Without Dr. Brady and what he has done to improve our arts department' the deep foundation these children left with to make their journey easier and more fulfilled, would never have been possible.

What does it mean to name something after some one? It means to honor. It means someone has gone above and beyond to support. It means, in our case, someone who believed in our arts kids enough to devote so much thought and time AND support to make things happen to give our kids the best he could. For so long the arts have been left behind but because of Dr. Brady the arts now stand strong at Amity High School. They win awards for Amity High School. They give people outside of our district yet another reason to want to move here to a well rounded school that has something strong for EVERYONE. All this because of a man who believed in these kids and the future of the arts program at Amity. That is someone who should be honored. That is someone who should be remembered for years to come, by students and others, as the man who gave birth, if you will, to the Amity High School Theater/Arts Department as it stands today.

It is a great loss that we are losing Dr. Brady and can only hope his successor will elect to continue supporting the arts at Amity High school. Please allow this honor to be bestowed upon Dr. Brady. It is a well deserved honor that we at Amity think should be granted.

Thank you for your time and consideration.

Cheri Charney

## William Blake

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**From:** Furst, Jonathan [Jonathan.Furst@reg5.k12.ct.us]  
**Sent:** Monday, March 05, 2012 1:21 PM  
**Cc:** William Blake  
**Subject:** Naming of the Auditorium

Dear Mr. Cardozo, Mr. Grasso and Mr. DeMaio,

I am writing to you in support of naming the auditorium in honor of our retiring superintendent, Dr. John Brady.

As a Woodbridge resident and Chair of the Arts and Media Department at Amity, I have witnessed first hand the extraordinary transformation that Arts at Amity has undergone under Dr. Brady's leadership.

When I first proposed expanding the Arts program here at the high school to include a comprehensive video program, Dr. Brady was one of the first supporters of my proposal. At the time, there was only one video class and that was devoted to broadcasting a live news show. Video is everywhere today. When you read the newspapers and periodicals online - there are video stories that supplement many of the articles you read. In the workplace, almost every major corporation today has a division devoted to creating in-house videos for instructional, research and sales purposes.

Dr. Brady had the vision to see the potential in developing a video program here at Amity. Today there are 18 one semester video classes and 3 full-year full video classes offered at the high school. Our students regularly gain admittance to New York University's Film School as well as the School of Visual Arts. Nationally, a team of three students won recognition at the Connecticut Scholastics Competition for the top student video in the state. At Carnegie Hall, a month later, they were awarded the prestigious Gold Key Award as the top video selected in a national competition.

Dr. Brady's impact on the Arts at Amity goes beyond video and extends to every single one of the classes in our department.

The drama department at Amity has probably undergone the most exciting and innovative changes since Dr. Brady became our superintendent. Under the leadership of Rob Kennedy our productions continually reach heights that truly set us apart from high schools across the state. Dr. Brady has been involved in this process at every step of the way. He did far more than just give a green light to build a drama program and hire a dedicated drama teacher - he also became an integral part of the growth of theater at the high school. As superintendent he didn't just attend the public performances - as on many occasions I saw him in the back of the auditorium watching the progress of rehearsals.

Dr. Brady's vision and passion for the arts has helped all of us re-define the entire program Arts here at Amity.

As Chair of Arts and Media, I have met many times with Dr. Brady to go over issues concerning the department as well as ideas and plans for the future. The artistic and financial insights that he brought to our conversations have been instrumental in helping me create an exciting vision for the future of Arts at Amity - while at the same time maintaining the highest academic and artistic standards in all our classes. As he leaves the district, I am going to miss his leadership as well as his counsel.

I encourage you to support naming the auditorium in honor of Dr. John Brady.

Sincerely

Jonathan Furst  
Arts and Media, Chair  
Amity High School

## William Blake

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**From:** marijane725@aol.com  
**Sent:** Monday, March 05, 2012 4:37 PM  
**To:** William Blake  
**Subject:** Fwd: Naming the High School Auditorium

-----Original Message-----

From: marijane725 <marijane725@aol.com>  
To: wtb <wtb@quidproquo.co>  
Sent: Mon, Mar 5, 2012 4:33 pm  
Subject: Naming the High School Auditorium

Dear Mr Blake,

It has been brought to my attention that the Amity Creative Theatre has proposed naming the High School Auditorium after Dr. John J Brady.

In light of the influence he had on this Auditorium, and his strong support of the Arts at Amity High, I can not think of a more appropriate name.

As a parent of three children who have and are attending Amity High, I experienced the painful, and expensive budget votes, as well as life

without the Auditorium. I have great respect for Dr. Brady's leadership during that trying year.

My son was greatly influenced by the Academics as well as the Arts at Amity. He was awarded the Creative Writer from the English department,

as well as a lead role in the production of Grease, which was held in the new Auditorium to sell out attendance at all shows!

I witnessed this production bring together a diverse group of students who probably would not have met in their "social networks" prior to

this production. Not only were these children experiencing a lesson in the Arts, but a greater life lesson in diversity. I urge you to vote yes to this proposal.

Sincerely,  
Mary J Abriola

My daughter benefitted greatly from the excellent programs offered by Amity and performed in the new auditorium, and my son is up and coming and looking forward to the great music and drama program offered at Amity. Dr. Brady's leadership was critical in getting Amity back up to the top of our ERG. I believe a dedication like this would be a great way to honor him. –Susan Larkin

"The Amity Creative Theater would like to propose that the name of the Amity High School Auditorium be named; "The John J. Brady Center for the Performing Arts". It was Dr. Brady who was a driving force for the creation of the auditorium that has become a beacon of excellence for Amity High School students and the greater community. Under Dr. Brady's leadership our school district has grown to new heights. During his seven-year tenure, Dr. Brady brought stability to a district that was in flux. He was able to turn the financial turmoil the district was facing around. As a result, there has been an increase in the learning of our students and the level of excellence of our entire district. Dr. Brady has often spoken about the three "A's" of Amity: Academics, Arts and Athletics. He truly believes in those three "A's" and, during his tenure, helped to create some of the highest achieving student scholars, athletes and artists in the state. As our superintendent he has helped to build a school system that is truly one of the best in the country.

It was Dr. Brady's vision to build an auditorium to serve as a place for the Amity student actors, singers and musicians to show off their talents. Since the creation of the auditorium, many exciting events have become part of the Amity Community. The Amity Theater Department is now one of the best in the state, winning many state, regional and national awards. The spring musical has sold out almost every show in the last 3 years thanks to the magnificent support of the Amity Community. The fall plays are incorporated into the curriculum through our advisory program and the show is attended by every Amity student grades 8-12. Our on-stage marching band concert "Music in Motion" is the envy of music programs across the state. Our annual "Pops Concert" has experienced a renaissance in the new space, becoming one of the best student attended events of the year. The auditorium hosts countless events throughout the school year, including the science symposium, honor society inductions, educational speakers, award ceremonies and guest lectures. The auditorium has become one of the most important places for learning in our school.

We can think of no more deserving person to name the auditorium space after. It is clear that Dr. Brady's service to Amity, commitment and many accomplishments should be recognized by this honor. With this dedication, his presence will be felt for many years to come."

Susan Larkin  
 Manager, Office of Education  
 Yale School of Medicine  
 367 Cedar Street  
 Edw. S. Harkness D. #304  
 New Haven, CT 06510  
 (203) 737-1984  
 FAX: 203-737-4199  
[susan.larkin@yale.edu](mailto:susan.larkin@yale.edu)

## William Blake

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**From:** Ellen Papciak-Rose [inthestudio@mac.com]  
**Sent:** Monday, March 05, 2012 7:45 AM  
**To:** William Blake  
**Cc:** patcardozo@snet.net; John.grasso@reg5.k12.ct.us; steven.demaio@reg5.k12.ct.us; Rita.Gedansky@reg5.k12.ct.us; James.Stirling@reg5.k12.ct.us; Robert Kennedy  
**Subject:** Yes! - John J. Brady Center for the Performing Arts

Dear Mr. Blake and the Facilities Committee,

I am in support of naming the Amity High School auditorium after Dr. Brady.

"Why?", you ask:

Originally I am from Connecticut, but lived overseas, in South Africa, for 20 years. In 2010 it was time to go home, to CT. But where? My daughter was deeply involved in theatre and music at her Johannesburg girls' school. When I started asking close friends and family in CT about public schools with amazing academics AND the arts/theatre/music, I was told - "AMITY". So we moved to Bethany in Jan. 2010 and it has been only an incredibly phenomenal educational and theatrical/musical experience for my daughter - Maya Rose, who is now a sophomore at Amity High. This is all because of Dr. Brady. He should be honoured.

Thank-you for your time to read this, all my best, Ellen

ELLEN PAPCIAK-ROSE  
art . design . illustration  
web: <http://www.ellenpapciakrose.com>  
cell: +1 203.901.0996  
205 Valley Rd, Bethany, Ct 06524

## William Blake

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**From:** Sharon Linet [linetfour@optonline.net]  
**Sent:** Monday, March 05, 2012 5:10 AM  
**To:** William Blake  
**Cc:** 'Kennedy, Robert'  
**Subject:** Amity High School Auditorium

Dear Mr. Blake

I am aware that you have received a letter from Robert Kennedy in the matter of dedicating the high school auditorium to Dr. John Brady.

We moved to Orange in 2001. My oldest son is graduating from Amity High School this year. My youngest son is a freshman. Dr. Brady assumed the leadership of the school system during my kids' attendance. I have seen first hand, Dr. Brady's dedication and commitment to our children and our community. He is retiring. We owe this man a debt of gratitude for what he has done for all of us.

As a voting member of the Orange community and as a parent of two high school students, I respectfully request you vote to dedicate the Amity High School Auditorium to Dr. Brady. There isn't another person who deserves that honor.

Your consideration is anticipated and appreciated.

Sharon Linet

## William Blake

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**From:** lisa small [lsmall8961@yahoo.com]  
**Sent:** Sunday, March 04, 2012 9:24 PM  
**To:** William Blake; patcardozo@snet.net; John.grasso@reg5.k12.ct.us; steven.demaio@reg5.k12.ct.us; Rita.Gedansky@reg5.k12.ct.us; James.Stirling@reg5.k12.ct.us  
**Subject:** Dr. John Brady Auditorium Dedication

Dear Members:

I write to you today as a parent of a recent graduate of Amity high school who is in support of dedicating the auditorium in honor of Dr. John Brady. Dr. Brady has been such a positive mentor and influence to both students and faculty.

It is important to give acknowledgement and recognition to Dr. Brady and the achievements he has made for our high school in academics, the arts, and athletics. Our high school has reached its high standards of excellence because of the vision and perseverance of Dr. Brady over the past seven years. He has created a strong supportive, collaborative community for both students and teachers. This community has allowed our students and teachers to excel.

The Amity Theater Department is a great example of this. It has brought the BOW community together, looking forward to the fall play and spring musicals for the past five years. It has inspired students in an area which had not been available to them, the results has been a group of extremely talented, and professional students. Theater is only one example of Dr. Brady's numerous achievements. The large amount of AP and honor classes available to students has resulted with Amity having many academic student scholars, another vision of Dr. Brady. The final result has been, many of Amity's graduates getting into highly competitive colleges and universities.

Through Dr. Brady's leadership Amity has become a well rounded high achieving high school. Dedicating the auditorium to Dr. Brady will be an inspiration to both students and faculty alike.

Thank you in advance for your consideration.

Sincerely,

Lisa Small

## William Blake

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**From:** Polisson, Jill [Jill.Polisson@reg5.k12.ct.us]  
**Sent:** Sunday, March 04, 2012 6:59 PM  
**To:** William Blake  
**Subject:** Dedication of the Auditorium

Dear Mr. Blake,

I am writing in support of the proposal to dedicate the high school auditorium to Dr. John Brady following his retirement this June. I agree with Robert Kennedy, drama teacher, that Dr. Brady has been extremely supportive of the Arts programs at Amity High School and has shown a tremendous interest in the Band, Choral and Strings programs and their development. He has encouraged new course offerings in the Music Department, Art and Drama departments. He encouraged me personally to offer a Symphony Orchestra class which combined strings and wind, brass and percussion players so that the strings students could experience the excitement of playing in a full orchestra ( such as the ones at the All State Music Festival, and Southern Regional Music Festival) here at Amity High School. Dr. Brady has welcomed new ideas from the Arts faculty and has encouraged and inspired us to share our passion for the Arts with our talented students. He has made it possible for me to bring in guest conductors from the University of CT to work with the strings, wind and brass students. This event led to a collaboration with the UConn. Chamber Orchestra and the Amity Symphony Orchestra this past November.

Dr. Brady has done so much for the Arts at Amity High School these past seven years that he is more than deserving of this high honor. I support the decision to dedicate the auditorium in his honor.

Sincerely,  
Jill Polisson,  
Strings Teacher, Amity High School

## William Blake

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**From:** Ilene Kramer [ilene.kramer@gmail.com]  
**Sent:** Thursday, March 01, 2012 11:01 AM  
**To:** patcardozo@snet.net; john.grasso@reg5.k12.ct.us; steven.demaio@yahoo.com  
**Cc:** William Blake  
**Subject:** Re: Naming Amity High School auditorium in honor of Dr. John Brady

I neglected to mention that I am an Orange resident.  
Thank you.

On Thu, Mar 1, 2012 at 10:13 AM, Ilene Kramer <[ilene.kramer@gmail.com](mailto:ilene.kramer@gmail.com)> wrote:  
Dear members,

I write to you today in support of naming the Amity High School auditorium in honor of Dr. John Brady.

Most often when we name something in honor of an individual it is usually to honor their memory and all their good deeds.

How fortunate we are that Dr. Brady is alive, and what an honor it would be to celebrate all the good he has done at Amity High School!

I was first impressed with Dr. Brady when he entered our school system and immediately had to address a major fiscal issue. Without missing a beat he came into Amity and brought the Academics, Athletics and Arts all together and created diversity. Our academic reputation was beginning to waiver, and he brought us back on track. Athletics at Amity has always been a proud accomplishment, but it is the Arts that brought it all home. Dr. Brady hired dedicated Drama and Strings Teachers, established an AP Arts program for the Visual Arts, and before the public eyes diversity ensued. ALL Amity students had this creative outlet that enriched their lives. I speak from the heart as our daughter has had amazing teachers, participated in sports all four years, and performed in our Amity's plays and musicals.

Thanks to Dr. Brady and all his support, our Theater department has been revitalized to include his approval of the Amity High School Auditorium. He also approved some controversial performances like "The Laramie Project" and "Rent" and in the last five years, Amity Theater Department has won many awards for excellence. Our musicals have become a "community event". Just ask your neighbors and friends if they have attended any of our musicals. Every year we have "sold out" performances to equal 3500 patrons.

I think it is important to mention, that the Theater program is "self funded". The school budget has only allocated \$320 annually. The only financial commitment on the part of the Amity educational budget has been to support the teachers and the "arts" curriculum. Dr. Brady, and you the board, have supported the "arts" curriculum, and for that we are grateful. One could not happen without the other. The community has spoken by financially supporting our theater department through advertising in our Amitybill Ad book, as well as through ticket sales. It is fair to say that the community has been a recipient of Dr. Brady's vision, and supports it.

My husband and I have been fortunate to be actively involved in both Athletics and the Arts at Amity. We have watched the Theater department open up opportunities for our athletes to act and sing in our

productions and students who might not be "involved" have a fun, safe, environment to be part of a diverse group of students who are accepting and encouraging of one another. All because Dr. Brady brought his vision to our great BOW community.

Please honor him, as he has honored our communities with his leadership, vision, and passion. He has not just enriched our children's lives, he has enriched ours too!

Thank you so much for your consideration.

With appreciation,

Ilene & Richard Kramer (parents of Alli (Alexandra) Kramer

## William Blake

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**From:** Robert, Marie [marie.robert@yale.edu]  
**Sent:** Wednesday, February 29, 2012 5:29 PM  
**To:** William Blake; john.grasso@reg5.k12.ct.us  
**Subject:** Dr. Brady-Auditorium

Dear Board of Education Members,

My husband and I would like to lend our voice to those in the community who approve of the movement to name the Amity High School auditorium after Dr. Brady.

Words are insufficient to describe the difference Dr. Brady's actions have made on the daily environment at Amity, in large part because of his commitment to completing the auditorium. This multipurpose space has allowed the student body to gather for innumerable events. While athletics have always been strong in our district, the arts were not until Dr. Brady breathed life into the music, visual arts and theatre program. It is hard to remember that our award winning theatre department was almost non-existent just a few years ago.

The blossoming of the arts at Amity has nurtured diversity of all types, and has provided a safe place for students to be themselves and to create. There is no question that the lives of all students are touched and improved by the existence of these thriving art departments.

We believe that all those in the community who are aware of what we owe to Dr. Brady (in just the arts alone, not to mention his many other contributions) support naming of the auditorium in his honor.

Sincerely,

Marie Robert, M.D. and Earl Glusac, M.D.

Students: Katie and Tina Glusac (theatre, photography and film participants)

**William Blake**

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**From:** Derrylyn Gorski [dgorski@bethany-ct.com]  
**Sent:** Wednesday, February 29, 2012 4:25 PM  
**To:** William Blake  
**Subject:** RE: Amity Regional School District - Request for Feedback on Possible Naming

Bill,

The Bethany BOS voted to support the naming of the Auditorium as proposed at our February 27<sup>th</sup> meeting.  
 Derry

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**From:** William Blake [mailto:wbt@quidproquo.com]  
**Sent:** Tuesday, February 07, 2012 17:51  
**To:** Derrylyn Gorski; emsheehy@ci.woodbridge.ct.us; Derrylyn Gorski; jzeoli@orange-ct.gov  
**Subject:** Amity Regional School District - Request for Feedback on Possible Naming

Hello Derry, Ed and Jim:

As you know, we recently were saddened to learn that our outstanding leader, John Brady, will be leaving us at the end of the school year. Those of us who still bear the scars from the efforts to rebuild the district after the 2001 financial fiasco know what a wonderful job John has done in restoring Amity to the quality and reputation it had long enjoyed. I recently received a lovely letter from Rob Kennedy, our theater director. He asks the Board of Ed to consider naming the Amity auditorium after Dr. Brady. I can't think of a more fitting recognition of Dr. Brady's work, and what he has meant to the District. I have attached the letter below. .

From Robert Kennedy.

The Amity Creative Theater would like to propose that the name of the Amity High School Auditorium be named; "**The John J. Brady Center for the Performing Arts**". It was Dr. Brady who was a driving force for the creation of the auditorium that has become a beacon of excellence for Amity High School students and the greater community. Under Dr. Brady's leadership our school district has grown to new heights. During his seven-year tenure, Dr. Brady brought stability to a district that was in flux. He was able to turn the financial turmoil the district was facing around. As a result, there has been an increase in the learning of our students and the level of excellence of our entire district. Dr. Brady has often spoken about the three "A's" of Amity: Academics, Arts and Athletics. He truly believes in those three "A's" and, during his tenure, helped to create some of the highest achieving student scholars, athletes and artists in the state. As our superintendent he has helped to build a school system that is truly one of the best in the country.

It was Dr. Brady's vision to build an auditorium to serve as a place for the Amity student actors, singers and musicians to show off their talents. Since the creation of the auditorium, many exciting events have become part of the Amity Community. The Amity Theater Department is now one of the best in the state, winning many state, regional and national awards. The spring musical has sold out almost every show in the last 3 years thanks to the magnificent support of the Amity Community. The fall plays are incorporated into the curriculum through our advisory program and the show is attended by every Amity student grades 8-12. Our on-stage marching band concert "Music in Motion" is the envy of music programs across the state. Our annual "Pops Concert" has experienced a renaissance in the new space, becoming one of the best student attended events of the year. The auditorium hosts

countless events throughout the school year, including the science symposium, honor society inductions, educational speakers, award ceremonies and guest lectures. The auditorium has become one of the most important places for learning in our school.

We can think of no more deserving person to name the auditorium space after. It is clear that Dr. Brady's service to Amity, commitment and many accomplishments should be recognized by this honor. With this dedication, his presence will be felt for many years to come.

Robert Kennedy  
Advisor ACT

I would like to hear your thoughts on whether you think naming the Auditorium for Dr. Brady is a good idea. Before I bring the proposal to my Board, I'd like to know there is community support for doing so. The other administrators have enthusiastically supported this idea, and I expect the teachers to as well. I'd appreciate any feedback you may have.

Thank you for your continued support of Amity and educational excellence.

William T. Blake, Jr., Esq.  
Harlow, Adams & Friedman, P.C.  
300 Bic Drive  
Milford, CT 06461  
Tel. 203-878-0661  
Fax 203-878-9568  
e-mail: [wtb@harlowadamsfriedman.com](mailto:wtb@harlowadamsfriedman.com)

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## William Blake

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**From:** Mahinda Yapa [myapa@yahoo.com]  
**Sent:** Wednesday, February 29, 2012 9:45 AM  
**To:** William Blake; patcardozo@snet.net; John.grasso@reg5.k12.ct.us; stevedemaio@yahoo.com  
**Subject:** Naming Amity High School Auditorium for Dr. John Brady

Dear Committee members,

We are parents of two Amity high school students who live in Orange. Our son has been heavily involved in Amity band and currently a leader (drum major, president of the guitar club, Jazz band) in the Music department. He is also acting in the current production of "Legally Blond". Our daughter who graduated from Amity recently was also an active member of the Amity arts.

I strongly believe that Dr. Brady has done so much to develop the arts in Amity and to bring the auditorium to the current level. Without his leadership, we may not have a functional auditorium even today.

Therefore, the least thing we can do to honor him is to name the auditorium for him. We know that there is a proposal and we like to let you know that Amity parents are 100% behind that proposal.

Thank you,

Mahinda & Kumudinie Yapa  
802 Rail Fence Road  
Orange, CT 06477

## William Blake

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**From:** Smolinski, ELizabeth [ELizabeth.Smolinski@reg5.k12.ct.us]  
**Sent:** Tuesday, February 28, 2012 11:02 AM  
**To:** patcardozo@snet.net; Grasso, John; DeMaio, Steven  
**Cc:** William Blake  
**Subject:** In support of the auditorium's naming

Dear members of the Facilities Committee: As a resident of Woodbridge and a teacher at Amity High School, I would like to express my support of the idea to name the high school auditorium after Dr. Brady, who has shown a deep commitment to the arts in our district. His efforts have greatly supported the three A's of Amity- academics, athletics, and ARTS. As a member of the fine arts and media department, I can attest to the fact that Brady has been nothing but supportive and enthusiastic about our programs. Brady has helped to enhance the lives of students and the community through the arts, and particularly the programs and events that take place in the Auditorium. It is my hope that the auditorium can be named after him. It is a very fitting title. Thank you very much.

-Elizabeth Smolinski  
Amity High School  
Fine Arts and Media Department

## William Blake

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**From:** Deb R. McNulty [drm1@dennisuniform.com]  
**Sent:** Tuesday, March 06, 2012 4:48 PM  
**To:** patcardoza@snet.net; William Blake; john.grasso@reg5.k12.ct.us; steven.demaio@reg5.k12.ct.us  
**Subject:** Dr. Brady

Hello All,

I hope you have been barraged with emails from members of the community about naming the Amity Theater after Dr. Brady! Here's my opinion. I live in Bethany, grew up in Orange, own 2 pieces of commercial property and a business in Orange. I have paid my fair share of taxes over the years and I couldn't be more supportive of honoring Dr. Brady by naming the theater after him. In just 6-7 years as superintendent, he has truly turned the high school around. His contribution goes way beyond the theater program. Under his leadership, Amity has become fiscally sound, academically renowned and well rounded with opportunities for students of a variety of talents and interests in which to excel. It is unfortunate for all of us that he is retiring. He has been remarkable as an administrator and a mentor working closely with our students on a variety of extracurricular programs (i.e. Model U.N.). Wouldn't it be nice if we took this opportunity to show some compassion and honor Dr. Brady while his wife is here to enjoy it with him? We have been so lucky to have him – let's just do it!

Debbie McNulty

Deb McNulty  
Dennis Uniform Manufacturing Co.  
Northeast District Manager  
PO Box 867  
Orange, CT 06477  
W: 203.795.5457  
C: 203.641.6778  
F: 203.795.5471

## William Blake

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**From:** bjs-aia@juno.com  
**Sent:** Wednesday, March 07, 2012 12:06 AM  
**To:** William Blake; patcardozo@snet.net; John.grasso@reg5.k12.ct.us; Steven.demaio@reg5.k12.ct.us; Rita.Gedansky@reg5.k12.ct.us; James.Stirling@reg5.k12.ct.us  
**Cc:** Robert.Kennedy@reg5.k12.ct.us; adam\_spiewak@yahoo.com; spiewak@gmail.com  
**Subject:** Naming of the Amity HS Auditorium

Members of the Committee,

Please note that as a parent of two Amity HS graduates and an enthusiastic fan of the wonderful and unique Amity Theater Department, I support the Amity Creative Theaters' proposal to name our high school auditorium the "John J. Brady Center for the Performing Arts".

I understand that your Facilities Committee will be voting on the issue on Wednesday 3/7/12 at 5:30 pm. I urge you to consider the proposal and to vote in favor of naming the auditorium in honor of Dr. Brady. As Rob Kennedy has put it so well, "We have had no greater friend to our theater department than Dr. Brady." Please support our own Amity Creative Theaters' proposal and so honor Dr. Brady.

Thank you.

Bruce Spiewak  
945 Red Fox Road  
Orange, CT 06477  
203-795-1033(h) 203-641-5267(C)

March 5, 2012

To members of the Amity BOE Facilities Committee:

As a parent of two Amity High School students involved in the Theater Department, I am writing to show my support for the naming of the High School auditorium in honor of Dr. John Brady. It has been under Dr. Brady's tenure that the theater department has grown from a displaced group who could not practice in their own school due to sub-standard environmental conditions to a self-sustaining community-wide respected theater department.

It is Dr. Brady who has consistently promoted, not only Amity's treasured Academics and Athletics, but the Arts education as well. Besides overseeing the completion of the state-of-the-art auditorium, which replaced the old, moldy facility, Dr. Brady was instrumental in hiring Robert Kennedy as drama teacher and who has successfully brought the Amity theater department to its award-winning status in Connecticut. We now have an AP Arts program in the visual arts department and a dedicated strings teacher for the music department. Anyone who visits our beautiful auditorium, is present at any of the many musical and theatrical performances, or views the many arts displays witnesses the efforts of Dr. Brady.

Please vote to name the Amity High School Auditorium in honor of Dr. John Brady. It is important to all of us – especially our children and future students of Amity High School. And, it should be important to you, as well.

Sincerely,

Nancy Anschutz

*(Mother of Alexandra, class of 2012 and Nicole, class of 2015)*

25 Pine Brook Crossing  
Bethany, CT 06524  
203-393-3040

**William Blake**

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**From:** Jeanette Glicksman [jglicksman535@yahoo.com]  
**Sent:** Tuesday, March 06, 2012 8:27 AM  
**To:** William Blake; patcardozo@snet.net; John.grasso@reg5.k12.ct.us; steven.demaio@reg5.k12.ct.us; Rita.Gedansky@reg5.k12.ct.us; James.Stirling@reg5.k12.ct.us  
**Subject:** Facility committee

Dear Facilities Committee Members,

Please add another parent's support for naming the AHS auditorium for Superintendent Brady. Dr. Brady's leadership has brought us an incredible arts program at Amity in an incredible space. We should honor his contribution with this legacy.

Thank you for your consideration.

Best,

Jeanette Glicksman

Woodbridge Parent

**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*

**March 12, 2012**

**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 – None**

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

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

**Coaches:**

**Amity Reg. High School – Woodbridge**

JiMin (Jason) Moon – Asst. Varsity Football - Woodbridge

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

**Resignation(s):**

Coach – Michael Blaskey – Asst. Varsity Football – Woodbridge

Coach – Edward (Teddy) Czepiga – Asst. Varsity Football – Woodbridge

Coach – Shaun DeRosa – Asst. Varsity Girls' Lacrosse - Woodbridge

**Retirement(s):**

Kathryn Malinconico – Amity Regional Middle School – Orange Campus (Secretary)

JJB/pfc



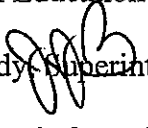
## **AMITY REGIONAL SCHOOL DISTRICT NO. 5**

**BETHANY \* ORANGE \* WOODBRIDGE**

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

*25 Newton Road  
Woodbridge, CT 06525  
john.brady@reg5.k12.ct.us  
Phone: (203) 392-2106  
Fax: (203) 397-4864*

To: Amity Board of Education and Amity Finance Committee Members

From: Dr. John J. Brady  Superintendent of Schools

Re: Re-designate Funds from the Capital & Nonrecurring Expenditures Account for Specified Capital Projects

Date: February 28, 2012

In January, I recommended paying for some facilities and technology items by the Board re-appropriating funds in the Reserve Fund for Capital and Nonrecurring Expenditures, which were designated for the Amity High School roof restoration project. These items have been removed for the Board of Education 2012-2013 Budget; however, all of these items are highly needed and should not be deferred.

The Facilities Committee met on January 25<sup>th</sup> and the three committee members unanimously agreed all of the facilities projects are important and should be done. The Facilities Committee met again on February 16<sup>th</sup> and unanimously supported re-appropriating funds in the Reserve Fund for Capital and Nonrecurring Expenditures to pay for these items.

Motions with a 'plus or minus' amount will need to be bid. Prices for computers and servers are from the CREC/PEPPM Agreement.

### **Natural gas conversion at high school**

*We have an opportunity to convert our kitchen equipment and HVAC equipment from propane and fuel oil to natural gas. The estimated cost of conversion will be paid back in energy savings after the first year. This project would require that the Town of Woodbridge and Woodbridge Elementary School also commit to do this. Woodbridge's approval appears on-track. The long-term potential energy savings would be significant.*

***Motion #1 - Move that funds currently designated for the Amity High School roof restoration project be re-designated for natural gas conversion at the high school for \$120,000, plus or minus.***

**Re-sod crown of football field at high school**

*The football field went through a very wet season and the crown of the field has been destroyed. Re-sodding the crown of the football field is necessary to restore a safe playing surface for next year.*

***Motion #2 - Move that funds currently designated for the Amity High School roof restoration project be re-designated to re-sod the crown of football field at the high school for \$15,000.***

**Asphalt sealing and repairs and sidewalk repairs at high school**

*There are several areas of deteriorating concrete and asphalt that must be repaired to ensure people have safe surfaces to traverse.*

***Motion #3 - Move that funds currently designated for the Amity High School roof restoration project be re-designated for asphalt sealing and repairs and sidewalk repairs at the high school for \$27,000, plus or minus.***

**New visitor bleachers for Stadium Field**

*The visitor bleachers at the football stadium did not meet present code and need to be replaced with bleachers that provide a safe, code-compliant venue for our spectators. The old visitor bleachers have been removed.*

***Motion #4 - Move that funds currently designated for the Amity High School roof restoration project be re-designated for new visitor bleachers for the Stadium Field for \$76,000, plus or minus.***

**Replacement of 105 computers**

*These computer systems are out of warranty and the cost to repair or upgrade these systems is generally more than half of the cost to replace them. The obsolete computers have become slow and non-responsive and in some cases do not support the requirements for our updated software. This will include the replacement of two computer labs, one at each middle school.*

***Motion #5 - Move that funds currently designated for the Amity High School roof restoration project be re-designated for the replacement of 105 computers for \$81,501.00.***

Re-designate Funds from the Capital & Nonrecurring Expenditures Account  
for Specified Capital Projects  
February 28, 2012  
Page 3

**Replacement of 3 servers**

*These servers have reached their end-of-life and the hard drives are at or near capacity.*

***Motion #6 - Move that funds currently designated for the Amity High School roof restoration project be re-designated for the replacement of 3 servers for \$27,113.20.***

In summary, the Reserve Fund for Capital and Nonrecurring Expenditures has \$357,793.63 designated to the Amity High School roof restoration project. If all of the above motions are passed as presented, the remaining balance designated for the Amity High School roof restoration project would be \$11,179.43, plus or minus.

**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: Resolutions for Appropriations and Borrowing Authorizations

Date: March 8, 2012

On February 16, 2012, the Facilities Committee voted unanimously to add the air handling unit and repaving in Orange to the roof restoration bonding package. The Board will need to set a date for a District Meeting at which time the Public is provided with information but no vote is taken. In setting the date for the District Meeting, the meeting notice must be posted at the Member Towns and the District, and published in a newspaper, at least five (5) days before the District Meeting (including the day of publication/posting, intervening weekend days and holidays, but excluding the day of the meeting).

The enclosed resolution has been prepared by Douglas W. Gillette of Day Pitney LLP, who is our Bond Counsel. The resolution will need to include the place and date of the District Meeting (e.g., ...authorized to cause a district meeting to be called for the purpose of conducting a public hearing in the Cafeteria of Amity Regional High School on Monday, April 9<sup>th</sup>, 2012 at 4:30 P.M...).

A Board meeting will then need to take place for the purpose of passing the appropriate resolutions and establishing the referendum date.

Enclosures

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

Resolutions for Appropriations and Borrowing Authorizations

March 5, 2012

Page 2

RESOLVED, That the officers of the Board of Education and the Superintendent are authorized to cause a district meeting to be called for the purpose of conducting a public hearing in the \_\_\_\_\_ of \_\_\_\_\_ on \_\_\_\_\_ day, \_\_\_\_\_, 2012 at \_\_\_\_\_ P.M. with respect to the following recommendations of the Board:

1. That \$1,748,000 be appropriated for costs related to the design, construction and implementation of various improvements to the District's school facilities, including (a) restoration of the existing gravel-surfaced, built-up roofs at Amity Regional High School, including repairs as necessary, upgrading of the wall, unit and perimeter flashings, and any related work (estimated cost of \$1,400,000), (b) replacement of the air handler units in the boys' and girls' locker room at Amity Regional High School, and any related work (estimated cost of \$176,000), and (c) repaving of the side parking lot at the Amity Regional Middle School Orange Campus, which also serves as the school's outdoor physical education classroom, and any related work (estimated cost of \$97,000); and costs of the financing thereof (estimated at \$75,000). The appropriation may be spent for design, demolition, installation and construction costs, equipment, materials, testing costs, disposal costs, architects' fees, engineering fees, legal fees, net interest on borrowings, other financing costs, and other expenses related to the project. The District Board of Education shall be authorized to determine the scope and particulars of the project, and may reduce or modify the scope of the project as desirable, and the entire appropriation may be spent on the project as so reduced or modified.

2. That \$1,748,000 bonds and temporary notes of the District be authorized to finance the appropriation.

3. That the Chairman of the District Board of Education and the District Treasurer, or such officer or body delegated by the Board, be authorized to require the District and its member towns to comply with applicable federal income tax requirements for tax-exempt bonds.

4. That the Chairman of the District Board of Education and the District Treasurer, or such officer or body delegated by the Board, be authorized to make representations and enter into written agreements for the benefit of holders of the bonds or notes to provide secondary market disclosure information.

5. That the aforesaid bond, note and temporary note authorization shall be submitted to referendum vote by the electors and citizens qualified to vote in the towns of the District.

**AMITY - REGIONAL SCHOOL DISTRICT #5****VARIOUS CAPITAL PROJECTS**

\$1,748,000

ESTIMATED DEBT SERVICE (JULY ISSUANCE)

**Debt Service Schedule**

Part 1 of 2

| Date         | Principal             | Coupon   | Interest            | Total P+I             | Fiscal Total |
|--------------|-----------------------|----------|---------------------|-----------------------|--------------|
| 07/15/2012   | -                     | -        | -                   | -                     | -            |
| 07/15/2013   | 173,000.00            | 2.000%   | 34,960.00           | 207,960.00            | -            |
| 01/15/2014   | -                     | -        | 15,750.00           | 15,750.00             | -            |
| 06/30/2014   | -                     | -        | -                   | -                     | 223,710.00   |
| 07/15/2014   | 175,000.00            | 2.000%   | 15,750.00           | 190,750.00            | -            |
| 01/15/2015   | -                     | -        | 14,000.00           | 14,000.00             | -            |
| 06/30/2015   | -                     | -        | -                   | -                     | 204,750.00   |
| 07/15/2015   | 175,000.00            | 2.000%   | 14,000.00           | 189,000.00            | -            |
| 01/15/2016   | -                     | -        | 12,250.00           | 12,250.00             | -            |
| 06/30/2016   | -                     | -        | -                   | -                     | 201,250.00   |
| 07/15/2016   | 175,000.00            | 2.000%   | 12,250.00           | 187,250.00            | -            |
| 01/15/2017   | -                     | -        | 10,500.00           | 10,500.00             | -            |
| 06/30/2017   | -                     | -        | -                   | -                     | 197,750.00   |
| 07/15/2017   | 175,000.00            | 2.000%   | 10,500.00           | 185,500.00            | -            |
| 01/15/2018   | -                     | -        | 8,750.00            | 8,750.00              | -            |
| 06/30/2018   | -                     | -        | -                   | -                     | 194,250.00   |
| 07/15/2018   | 175,000.00            | 2.000%   | 8,750.00            | 183,750.00            | -            |
| 01/15/2019   | -                     | -        | 7,000.00            | 7,000.00              | -            |
| 06/30/2019   | -                     | -        | -                   | -                     | 190,750.00   |
| 07/15/2019   | 175,000.00            | 2.000%   | 7,000.00            | 182,000.00            | -            |
| 01/15/2020   | -                     | -        | 5,250.00            | 5,250.00              | -            |
| 06/30/2020   | -                     | -        | -                   | -                     | 187,250.00   |
| 07/15/2020   | 175,000.00            | 2.000%   | 5,250.00            | 180,250.00            | -            |
| 01/15/2021   | -                     | -        | 3,500.00            | 3,500.00              | -            |
| 06/30/2021   | -                     | -        | -                   | -                     | 183,750.00   |
| 07/15/2021   | 175,000.00            | 2.000%   | 3,500.00            | 178,500.00            | -            |
| 01/15/2022   | -                     | -        | 1,750.00            | 1,750.00              | -            |
| 06/30/2022   | -                     | -        | -                   | -                     | 180,250.00   |
| 07/15/2022   | 175,000.00            | 2.000%   | 1,750.00            | 176,750.00            | -            |
| 06/30/2023   | -                     | -        | -                   | -                     | 176,750.00   |
| <b>Total</b> | <b>\$1,748,000.00</b> | <b>-</b> | <b>\$192,460.00</b> | <b>\$1,940,460.00</b> | <b>-</b>     |

## AMITY - REGIONAL SCHOOL DISTRICT #5

### VARIOUS CAPITAL PROJECTS

\$1,748,000

ESTIMATED DEBT SERVICE (JULY ISSUANCE)

## Debt Service Schedule

Part 2 of 2

### Yield Statistics

|                                   |             |
|-----------------------------------|-------------|
| Bond Year Dollars                 | \$9,623.00  |
| Average Life                      | 5.505 Years |
| Average Coupon                    | 2.00000000% |
| Net Interest Cost (NIC)           | 2.00000000% |
| True Interest Cost (TIC)          | 1.99808555% |
| Bond Yield for Arbitrage Purposes | 1.99808555% |
| All Inclusive Cost (AIC)          | 1.99808555% |
| <b>IRS Form 8038</b>              |             |
| Net Interest Cost                 | 2.00000000% |
| Weighted Average Maturity         | 5.505 Years |

# **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](mailto: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: Award of Contracts over \$35,000

Date: March 8, 2012

I recommend the following contracts over \$35,000 be awarded by the Amity Board of Education in accordance with the Board's Policy on purchasing procedures:

**Roofing Services Provider:**

Mr. Jim Saisa, Director of Facilities, and I recommend the Board award the contract for the roofing service provider to Tremco Incorporated of Deep River, Connecticut. Attached is the background information including reasons for our choice.

I would recommend the following motion:

***Move that the Superintendent of Schools be authorized to sign a contract with Tremco Incorporated to be the school district's roofing services provider for the Amity High School roof restoration project. Tremco Incorporated will be responsible for the planning, design, oversight of construction, and warrantee of the roof restoration project.***

**New Visitor Bleachers for Stadium Field:**

The visitor side bleachers at the football stadium at Amity High School were unsafe and out of code compliance. The old bleachers have been removed from service. A bid was held to provide new bleachers for the visitor side of the football field. Three companies turned in bids for the job. For 309 seats, the prices ranged from \$73,380 to \$81,114. For 435 seats, the prices ranged from \$87,150 to \$102,240. E&D Specialty Stands Inc. was the low bidder on both projects. Mr. Jim Saisa, Director of Facilities, and I recommend the Board award the contract to E&D Specialty Stands, Inc. of North Collins, New York for 309 seats at the bid price of \$73,380.

I would recommend the following motion:

***Move that the Superintendent of Schools be authorized to sign a contract with E&D Specialty Stands, Inc. to purchase bleachers with 309 seats at the bid price of \$73,380.***

Enclosure

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

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



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

*Sheila F. Wycinowski*  
*Director of Curriculum*  
*& Staff Development*

*Mary B. Raiola*  
*Director of Pupil Services*

*Cathy Austin*  
*Coordinator*  
*of Pupil Services*

*Jack B. Levine*  
*Director of Finance*  
*& Administration*

*Jim Saisa*  
*Director of Facilities*

## **AMITY HIGH SCHOOL ROOF RESTORATION RECOMMENDATION**

The gravel surfaced built up roofs at Amity High School are twenty years old and in need of attention. Because the roofs are in fair condition, showing only minor blistering and flashing deficiencies that have been properly and efficiently repaired and maintained, the condition of these roofs afford the opportunity for a restoration of the roof system as opposed to full replacement.

A Request for Proposal (RFP) was issued to find a Roofing Services Provider and the bids were opened on March 2, 2012. The RFP requested respondents to document how they would accomplish the project, cooperative purchasing agreements they may be a part of that would benefit Amity, and any discount structures that would make the project more cost effective. Three companies submitted packages and two of those companies submitted comprehensive proposals. Interviews were set up with the Garland Company Inc. and with Tremco to further investigate the best provider for Amity. Mr. Jack Levine and Mr. Jim Saisa interviewed both companies on March 5, 2012. The interview questions further delved into how each company would manage the project as well as how their particular purchasing agreement affiliation(s) would positively impact the total cost of the product.

While both companies had a good program to offer, Mr. Levine and Mr. Saisa agreed that Tremco offers the best total package for Amity. Tremco offers full-time construction supervision with a technical representative well-versed in roofs while Garland only would place a representative on-site for 1.5 hours per day. Full-time supervision with Garland would cost an additional \$700 per day. Tremco offered a better over-all price reduction strategy on materials; Amity will receive a 13.3% discount off of the already bid national purchasing agreement and will also get free delivery to the site. The estimate of overall cost of a roof restoration with Tremco is \$6 - \$7 per square foot, where with Garland the estimate is \$7 - \$9 per square foot.

After extensive investigation into the best firm to hire to complete the roof restoration at Amity High School, we recommend that Tremco be awarded the contract to plan, design, bid, oversee construction, and warrantee our roof restoration project.

# **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: Establishment of Self Insurance Fund and  
Transfer of Funds into the Self Insurance Fund

Date: March 1, 2012

## **Self Insurance Fund:**

The preliminary Board of Education's 2012-2013 Budget includes switching from a fully insured to a self funded insurance program. A separate Self-Insurance Fund should be established for this purpose.

***Motion that the Amity Board of Education establishes the "Amity Self-Insurance Fund" to maintain and distribute funds for the sole purpose of a self insurance program. All expenditures from this bank account to be authorized by the Superintendent of Schools and Director of Finance and Administration.***

## **Funding of Self-Insurance Fund:**

A well-run self-insurance fund will have adequate reserves available to pay all claims not covered by stop-loss insurance or aggregate insurance and administrative fees.

***Motion that the Amity Board of Education directs the Superintendent of Schools to move the monies received by the District from the Early Retiree reinsurance program into the Amity Self-Insurance Fund. This will include \$64,034, which is committed to the early retiree reinsurance program on the financial statements as of June 30, 2011. The District has applied for additional funds from this Federal program; however, it is uncertain at this time what funds, if any, will be received as the total Federal appropriation is limited to \$5 billion.***

**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](mailto: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: Proposed Fund Balance Policy

Date: December 1, 2012

In compliance with GASB No. 54, attached is a draft Fund Balance Policy, which I have reviewed with our auditors. A Fund Balance Policy needs to be adopted by the Amity Board of Education.

In the opinion of Mr. Rob Howard, Partner in-charge of Amity's audit, the Board does not need to formally adopt existing special revenue funds unless it wishes to do so. Mr. Howard stated in an e-mail on February 29<sup>th</sup>, "Based on past practice, the fact that the Board of Education has always accepted them as special revenue funds, and based on the nature of activities in the funds, we were comfortable accepting them as special revenue funds."

I would like to present the proposed Fund Balance Policy to the Amity Finance Committee at their next meeting and ask for their comments. The draft Fund Balance Policy can then be brought to the Policy Committee.

Enclosure

## AMITY REGIONAL SCHOOL DISTRICT NO. 5 FUND BALANCE POLICY

This Fund Balance Policy establishes the procedures for reporting fund balance in governmental fund financial statements, including the General Fund financial statements. Certain commitments and assignments of fund balance will help ensure that there will be adequate financial resources to protect the District against unforeseen circumstances and events such as revenue shortfalls and unanticipated expenditures. The policy also authorizes and directs the Director of Finance and Administration to prepare financial reports which accurately categorize fund balance as per Governmental Accounting Standards Board (GASB) Statement No. 54, Fund Balance Reporting and Governmental Fund Type Definitions.

Per GASB No. 54, fund balance consists of five categories: Nonspendable, Restricted, Committed, Assigned, and Unassigned:

- ☐ **Nonspendable fund balance** consists of funds that cannot be spent due to their form (e.g., inventories and prepaids) or funds that legally or contractually must be maintained intact.
- ☐ **Restricted fund balance** consists of funds that are mandated for a specific purpose by external parties, constitutional provisions or enabling legislation.
- ☐ **Committed fund balance** consists of funds that are set aside for a specific purpose by the district's highest level of decision making authority (the Board of Education). Formal action must be taken prior to the end of the fiscal year. The same formal action must be taken to remove or change the limitations placed on the funds.
- ☐ **Assigned fund balance** consists of funds that are set aside with the intent to be used for a specific purpose. The Director of Finance and Administration has the authority to assign fund balance, as discussed more fully below. Assigned funds cannot cause a deficit in unassigned fund balance.
- ☐ **Unassigned fund balance** consists of excess funds that have not been classified in the previous four categories. All funds in this category are considered spendable resources. The General Fund should be the only fund that reports a positive unassigned fund balance amount. In other governmental funds, if expenditures incurred for specific purposes exceeded the amounts restricted, committed, or assigned to those purposes, it may be necessary to report a negative unassigned fund balance in the applicable fund. This category also provides the resources necessary to meet unexpected expenditures and revenue shortfalls.

### **Nonspendable and Restricted Funds**

Nonspendable funds are those funds that cannot be spent because they are either:

- 1) Not in spendable form (e.g., inventories and prepaids)
- 2) Legally or contractually required to be maintained intact

It is the responsibility of the Director of Finance and Administration to report all Nonspendable funds appropriately in the District's financial statements.

Restricted funds are those funds that have constraints placed on their use either:

- 1) Externally by creditors, grantors, contributors, or laws or regulations or other governments
- 2) By law through constitutional provisions or enabling legislation.

It is the responsibility of the Director of Finance and Administration to report all Restricted funds appropriately in the District's financial statements.

### **Classifying Fund Balance Amounts**

When both restricted and unrestricted funds are available for expenditure, restricted funds should be spent first unless legal requirements disallow it.

When committed, assigned and unassigned funds are available for expenditure, committed funds should be spent first, assigned funds second, and unassigned funds last; unless the Board of Education has provided otherwise in its commitment or assignment actions.

### **Authority to Commit Funds**

The District's Board of Education has the authority to set aside funds for a specific purpose and to commit revenue sources in special revenue funds. Any funds or revenues set aside as Committed require the passage of a resolution by a simple majority vote. The passage of a resolution must take place prior to June 30th of the applicable fiscal year. If the actual amount of the commitment is not available by June 30th, the resolution must state the process or formula necessary to calculate the actual amount as soon as information is available.

### **Authority to Assign Funds**

Upon passage of the Fund Balance Policy, authority is given to the Director of Finance and Administration to assign funds for specific purposes. Any funds set aside as Assigned fund balance must be reported to the Board of Education at their next regular meeting. The Board of Education has the authority to remove or change the assignment of the funds with a simple majority vote.

## **Unassigned Fund Balance**

Unassigned fund balance is the residual amount of fund balance in the General Fund. It represents the resources available for future appropriation. An appropriate level of Unassigned fund balance should be maintained in the General Fund in order to cover unexpected expenditures and revenue shortfalls.

The District is not authorized to maintain an unassigned fund balance and shall return the residual amount of fund balance in the General Fund, upon being audited, to the member towns in proportion to the allocation percentage used in the budget for the same fiscal year. The authorization to return funds to the member towns shall require the passage of a resolution by a simple majority vote of the District's Board of Education.

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

| LINE | CATEGORY  | COLUMN 1<br>2010-2011<br>ACTUAL | COLUMN 2<br>2011-2012<br>BUDGET | COLUMN 3<br>JAN '12<br>FORECAST | COLUMN 4<br>CHANGE<br>INCR./(DECR.) | COLUMN 5<br>FEB '12<br>FORECAST | COLUMN 6<br>VARIANCE<br>OVER/(UNDER) | COL 7<br>FAV<br>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                         | 204,327                         | 4,748                               | 209,075                         | 12,678                               | FAV                 |
| 3    | OTHER STATE GRANTS                              | 653,539                         | 552,122                         | 599,009                         | (1,298)                             | 597,711                         | 45,589                               | FAV                 |
| 4    | MISCELLANEOUS INCOME                            | 1,182,495                       | 982,148                         | 1,016,828                       | 769                                 | 1,017,597                       | 35,449                               | 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>43,498,118</b>               | <b>4,219</b>                        | <b>43,502,337</b>               | <b>93,716</b>                        | <b>FAV</b>          |
| 7    | SALARIES  | 21,952,932                      | 22,831,870                      | 22,810,196                      | (31,599)                            | 22,778,597                      | (53,273)                             | FAV                 |
| 8    | BENEFITS  | 5,039,066                       | 5,371,399                       | 5,452,592                       | (716)                               | 5,451,876                       | 80,477                               | UNF                 |
| 9    | PURCHASED SERVICES                              | 5,444,161                       | 6,050,445                       | 5,743,225                       | 1,320                               | 5,744,545                       | (305,900)                            | 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                       | 3,027,718                       | 7,420                               | 3,035,138                       | (123,057)                            | FAV                 |
| 12   | EQUIPMENT                                       | 257,996                         | 108,196                         | 152,627                         | 8,632                               | 161,259                         | 53,063                               | UNF                 |
| 13   | IMPROVEMENTS / CONTINGENCY                      | 29,249                          | 207,000                         | 120,850                         | 0                                   | 120,850                         | (86,150)                             | 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>42,988,724</b>               | <b>(14,943)</b>                     | <b>42,973,781</b>               | <b>(434,840)</b>                     | <b>FAV</b>          |
| 18   | <b>SUBTOTAL</b>                                 | <b>701,094</b>                  | <b>0</b>                        | <b>509,394</b>                  | <b>19,162</b>                       | <b>528,556</b>                  | <b>528,556</b>                       | <b>FAV</b>          |
| 19   | PLUS: CANCELLATION OF PRIOR YEAR'S ENCUMBRANCES | 37,940                          |                                 |                                 |                                     |                                 |                                      |                     |
| 20   | DESIGNATED FOR SUBSEQUENT YEAR'S BUDGET:        |                                 |                                 |                                 |                                     |                                 |                                      |                     |
| 21   | LESS: ASSIGNED TO NEXT YEAR'S BUDGET            | (675,000)                       |                                 | (300,000)                       | 0                                   | (300,000)                       | (300,000)                            | UNF                 |
| 22   | LESS: COMMITTED TO ERRP                         | (64,034)                        |                                 |                                 |                                     |                                 |                                      |                     |
| 23   | <b>NET BALANCE / (DEFICIT)</b>                  | <b>0</b>                        | <b>0</b>                        | <b>209,394</b>                  | <b>19,162</b>                       | <b>228,556</b>                  | <b>228,556</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<br>2010-2011<br>ACTUAL | COLUMN 2<br>2011-2012<br>BUDGET | COLUMN 3<br>JAN '12<br>FORECAST | COLUMN 4<br>CHANGE<br>INCR./(DECR.) | COLUMN 5<br>FEB '12<br>FORECAST | COLUMN 6<br>VARIANCE<br>OVER/(UNDER) | COL 7<br>FAV<br>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                           | 3,240                           | 103                                 | 3,343                           | 213                                  | FAV                 |
| 6    | PARKING INCOME                    | 30,435                          | 31,745                          | 30,435                          | (1,209)                             | 29,226                          | (2,519)                              | UNF                 |
| 7    | INVESTMENT INCOME                 | 2,509                           | 7,500                           | 1,000                           | (500)                               | 500                             | (7,000)                              | UNF                 |
| 8    | ATHLETICS                         | 22,054                          | 20,000                          | 20,000                          | 2,370                               | 22,370                          | 2,370                                | FAV                 |
| 9    | TUITION REVENUE                   | 72,747                          | 62,072                          | 79,152                          | 0                                   | 79,152                          | 17,080                               | FAV                 |
| 10   | TRANSPORTATION INCOME             | 121,375                         | 71,950                          | 70,500                          | 3,984                               | 74,484                          | 2,534                                | FAV                 |
| 11   | TRANSPORTATION BOWA AGREEMENT     | 0                               | 0                               | 0                               | 0                                   | 0                               | 0                                    | FAV                 |
| 12   | OTHER REVENUE                     | 252,290                         | 196,397                         | 204,327                         | 4,748                               | 209,075                         | 12,678                               | FAV                 |
| 13   | BESB GRANT                        | 0                               | 0                               | 0                               | 0                                   | 0                               | 0                                    | FAV                 |
| 14   | SPECIAL EDUCATION GRANTS          | 653,539                         | 552,122                         | 599,009                         | (1,298)                             | 597,711                         | 45,589                               | FAV                 |
| 15   | OTHER STATE GRANTS                | 653,539                         | 552,122                         | 599,009                         | (1,298)                             | 597,711                         | 45,589                               | FAV                 |
| 16   | RENTAL INCOME                     | 34,690                          | 29,000                          | 25,407                          | 696                                 | 26,103                          | (2,897)                              | UNF                 |
| 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                          | 54,421                          | 73                                  | 54,494                          | 38,346                               | FAV                 |
| 22   | TRANSFER IN                       | 0                               | 0                               | 0                               | 0                                   | 0                               | 0                                    | FAV                 |
| 23   | MISCELLANEOUS INCOME              | 1,182,495                       | 982,148                         | 1,016,828                       | 769                                 | 1,017,597                       | 35,449                               | 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                      | 43,498,118                      | 4,219                               | 43,502,337                      | 93,716                               | 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<br>2010-2011<br>ACTUAL | COLUMN 2<br>2011-2012<br>BUDGET | COLUMN 3<br>JAN '12<br>FORECAST | COLUMN 4<br>CHANGE<br>INCR./(DECR.) | COLUMN 5<br>FEB '12<br>FORECAST | COLUMN 6<br>VARIANCE<br>OVER/(UNDER) | COL 7<br>FAV<br>UNF |
|------|--|---------------------------------|---------------------------------|---------------------------------|-------------------------------------|---------------------------------|--------------------------------------|---------------------|
| 1    | 5111-CERTIFIED SALARIES                  | 18,621,650                      | 19,352,371                      | 19,290,431                      | (33,689)                            | 19,256,742                      | (95,629)                             | FAV                 |
| 2    | 5112-CLASSIFIED SALARIES                 | 3,331,282                       | 3,479,499                       | 3,519,765                       | 2,090                               | 3,521,855                       | 42,356                               | UNF                 |
| 3    | <b>SALARIES</b>                          | <b>21,952,932</b>               | <b>22,831,870</b>               | <b>22,810,196</b>               | <b>(31,599)</b>                     | <b>22,778,597</b>               | <b>(53,273)</b>                      | <b>FAV</b>          |
| 4    | 5200-MEDICARE - ER                       | 283,691                         | 280,907                         | 294,788                         | (408)                               | 294,380                         | 13,473                               | UNF                 |
| 5    | 5210-FICA - ER                           | 214,362                         | 223,673                         | 222,747                         | (308)                               | 222,439                         | (1,234)                              | FAV                 |
| 6    | 5220-WORKERS' COMPENSATION               | 112,508                         | 127,340                         | 119,070                         | 0                                   | 119,070                         | (8,270)                              | FAV                 |
| 7    | 5231-BLUE CROSS DENTAL                   | 257,059                         | 229,450                         | 257,358                         | 0                                   | 257,358                         | 27,908                               | UNF                 |
| 8    | 5251-MEDICAL INSURANCE                   | 2,881,555                       | 3,199,158                       | 3,219,600                       | 0                                   | 3,219,600                       | 20,442                               | UNF                 |
| 9    | 5860-OPEB TRUST                          | 373,757                         | 376,753                         | 376,753                         | 0                                   | 376,753                         | 0                                    | FAV                 |
| 10   | 5260-LIFE INSURANCE                      | 42,150                          | 43,838                          | 45,246                          | 0                                   | 45,246                          | 1,408                                | UNF                 |
| 11   | 5275-DISABILITY INSURANCE                | 9,773                           | 10,103                          | 9,349                           | 0                                   | 9,349                           | (754)                                | 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                          | 39,504                          | 0                                   | 39,504                          | 27,504                               | UNF                 |
| 17   | <b>BENEFITS</b>                          | <b>5,039,066</b>                | <b>5,371,399</b>                | <b>5,452,592</b>                | <b>(716)</b>                        | <b>5,451,876</b>                | <b>80,477</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                          | 60,958                          | 0                                   | 60,958                          | 500                                  | UNF                 |
| 20   | 5330-OTHER PROFESSIONAL & TECHNICAL SRVC | 890,141                         | 916,434                         | 984,933                         | 0                                   | 984,933                         | 68,499                               | 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                       | 2,180,003                       | (2,305)                             | 2,177,698                       | (114,006)                            | 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                          | 72,526                          | 0                                   | 72,526                          | (1,500)                              | FAV                 |
| 25   | 5560-TUITION EXPENSE                     | 2,185,134                       | 2,380,616                       | 2,135,042                       | 3,625                               | 2,138,667                       | (241,949)                            | 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>5,743,225</b>                | <b>1,320</b>                        | <b>5,744,545</b>                | <b>(305,900)</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<br>2010-2011<br>ACTUAL | COLUMN 2<br>2011-2012<br>BUDGET | COLUMN 3<br>JAN '12<br>FORECAST | COLUMN 4<br>CHANGE<br>INCR./(DECR.) | COLUMN 5<br>FEB '12<br>FORECAST | COLUMN 6<br>VARIANCE<br>OVER/(UNDER) | COL 7 |
|------|--|---------------------------------|---------------------------------|---------------------------------|-------------------------------------|---------------------------------|--------------------------------------|-------|
| 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                         | 834,387                         | 7,420                               | 841,807                         | (80,776)                             | 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                         | 332,393                         | 0                                   | 332,393                         | (5,500)                              | 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                         | 330,636                         | 0                                   | 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                         | 434,670                         | 0                                   | 434,670                         | (37,423)                             | FAV   |
| 40   | SUPPLIES (INCLUDING UTILITIES)         | 3,187,994                       | 3,158,195                       | 3,027,718                       | 7,420                               | 3,035,138                       | (123,057)                            | FAV   |
| 41   | 5730-EQUIPMENT - NEW                   | 87,590                          | 42,423                          | 42,204                          | 8,482                               | 50,686                          | 8,263                                | UNF   |
| 42   | 5731-EQUIPMENT - REPLACEMENT           | 170,406                         | 65,773                          | 110,423                         | 150                                 | 110,573                         | 44,800                               | UNF   |
| 43   | EQUIPMENT                              | 257,996                         | 108,196                         | 152,627                         | 8,632                               | 161,259                         | 53,063                               | 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                               | (86,150)                        | 0                                   | (86,150)                        | (86,150)                             | FAV   |
| 47   | 5855-CAPITAL RESERVE                   | 0                               | 0                               | 0                               | 0                                   | 0                               | 0                                    | FAV   |
| 48   | IMPROVEMENTS / CONTINGENCY             | 29,249                          | 207,000                         | 120,850                         | 0                                   | 120,850                         | (86,150)                             | 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                      | 42,988,724                      | (14,943)                            | 42,973,781                      | (434,840)                            | 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**

**FEBRUARY 2012**

**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. There is **\$64,034** committed to 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 ***\$528,556 FAV under budget (previously \$509,394 FAV under budget)***, which appears on page 1, column 6, line 18. The proposed 2012-2013 budget assigns \$300,000 of the projected net balance from this fiscal year to lower Member Town Allocations, which appears on page 1, column 6, line 21. ***Projected Net Balance is \$228,556 FAV (previously \$209,394 under budget, which appears on page 1, column 6, line 23.***

## **REVENUES BY CATEGORY**

The projected yearend balance of revenues is \$93,716 *FAV over budget* (previously 89,497 *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 is based on year-to-date receipts plus a projection of revenues for the remainder of the school year.*

### **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**

| <b><u>Month</u></b> | <b><u>Rate</u></b> |
|---------------------|--------------------|
| June                | 0.21%              |
| July                | 0.18%              |
| August              | 0.17%              |
| September           | 0.18%              |
| October             | 0.32%              |
| November            | 0.16%              |
| December            | 0.16%              |
| January             | 0.11%              |
| <i>February</i>     | <i>0.11%</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 \$500 (*previously \$1,000*). The budget is \$7,500.

### **LINE 8 on Page 2: ATHLETICS:**

*The forecast is based on actual revenue collected to-date.*

### **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 14 on page 2: SPECIAL EDUCATION GRANTS:**

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

**LINE 16 on Page 2: RENTAL INCOME:**

*The forecast is based on a historical analysis and year-to-date receipts.*

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

The forecast includes an incentive award of \$25,725 FAV from Connecticut Energy Efficiency Fund (CEEF) 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 is included in the forecast.*

## **EXPENDITURES BY CATEGORY**

The projected yearend balance of expenditures is *\$434,840 FAV under budget (previously \$419,897 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. An additional \$7,000 FAV in savings is projected based on a long-term leave-of-absence. The forecast includes \$7,000 UNF to pay two bench subs \$70 per day each for 50 days to allow us to maintain the tutoring which we are using as part of RTI programming and CAPT prep remediation efforts. The forecast includes \$11,000 FAV of savings due to several unpaid leaves of absence. *Projected coverage expenses are \$38,000 FAV lower than previously forecasted. Homebound expenditures are expected to be \$5,000 UNF over budget. 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. Projected substitute and overtime costs are estimated to be higher by \$26,000 UNF as a result of three custodians out on long-term absences and overtime for the technology staff to implement a server upgrade. *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.

### **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 was approved 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 \$30,000 UNF (previously \$20,000 UNF) over budget due to the upcoming negotiations in the spring with the secretaries, paraprofessionals, custodians and nurses unions. The forecast includes \$15,000 UNF (previously \$20,000 UNF) for consulting services to assist the Board of Education in the selection of a new Superintendent of Schools. In addition, a final payment to Day Pitney LLP of \$6,014 UNF was made for professional services rendered in connection with the IRS audit of \$20,000,000 General Obligation Bonds and \$8,190,000 Bond Anticipation Notes. The IRS has notified us of a "No-Change Determination" after completing their examination of our bonds. A budget transfer of \$11,750 UNF from the Contingency Account was made to pay for an infrared analysis to identify any trapped moisture, core tests for tensile strength, and asbestos testing on a portion of the Amity High School roof.

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

The forecast projects special education transportation to be \$114,006 FAV under budget (previously \$111,701 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 24 on Page 3: 5550-COMMUNICATIONS: TELEPHONE, POSTAGE:**

The forecast includes a budget transfer of \$1,500 FAV from this account to certified salaries to pay two bench subs \$70 per day each for 50 days to allow us to maintain the tutoring which we are using as part of RTI programming and CAPT prep remediation efforts.

**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.

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

Public (ACES) and private out-of-district placements are projected at \$234,342 FAV under budget (previously \$237,967 FAV under budget).

|              | FY07-08<br>ACTUAL | FY08-09<br>ACTUAL | FY09-10<br>ACTUAL | FY10-11<br>ACTUAL | FY11-12<br>BUDGET | FY11-12<br>ENROLLED |
|--------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| Public SPED  | 8.25              | 9                 | 7                 | 6                 | 7                 | 6                   |
| Private SPED | 18                | 21                | 20.5              | 21                | 22                | 26                  |
| Totals       | 26.25             | 30                | 27.5              | 27                | 29                | 32                  |

Note: 0.5 is a part-time student.

The forecast includes 25 students at ACES Educational Center for the Arts. The projected tuition is \$59,400 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 \$52,000 FAV under budget (previously \$52,000 FAV under budget).

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

Propane usage is estimated at 7,000 gallons at \$2.92 per gallon (previously \$2.96 per gallon). The budget is 11,000 gallons at \$3.00 per gallon. (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 \$12,560 FAV (previously \$12,280 FAV).

*Sewer expenses are projected to be \$25,700, or \$7,700 UNF over budget.*

**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 paid \$44,955.55 (total cost of \$45,955.55 less \$1,000 deductible), which was 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.

*The budget for snow removal and sanding is \$47,000. Total expenses have been \$16,950 as of March 1, 2012. We plan to use whatever funds may be available to do some needed repair projects.*

**LINE 33 on Page 4: 5611-INSTRUCTIONAL SUPPLIES:**

The forecast includes a budget transfer of \$5,500 FAV from this account to certified salaries to pay two bench subs \$70 per day each for 50 days to allow us to maintain the tutoring which we are using as part of RTI programming and CAPT prep remediation efforts.

**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 number of degree days to-date is 3,312 with a normal of 3,870. The actual number of degree days is about 14 percent lower than normal. With the warmer weather and the potential of converting to natural gas at Amity High School, we are projecting a POTENTIAL surplus of 20,000 to 30,000 gallons of unused heating oil. We are committed to purchase these gallons; however, we are discussing what it will cost to 'store' these gallons for next fiscal year.*

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

The Microsoft licensing fee is \$12,749 FAV under budget. *The District has problems with its wireless infrastructure.* We purchased a M6000 wireless controller and 8 high density access points for \$32,000. To pay for this, we have found savings of \$24,674 FAV in the Technology Department budget. A budget transfer request has been made to move these funds to the Equipment – Replacement account.

**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. The District has problems with its wireless infrastructure. We purchased a M6000 wireless controller and 8 high density access points for \$32,000. To pay for this, we have found savings of \$7,326 FAV in the Technology Department budget. A budget transfer request has been made to move these funds to the Equipment – Replacement account.

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

The forecast includes the purchase of a replacement server for \$12,650 UNF. The District has problems with its wireless infrastructure. We purchased a M6000 wireless controller and 8 high density access points for \$32,000 UNF. A budget transfer request has been made to pay for these items.

**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. The Contingency Account has a balance of \$75,600. *The balance is \$63,850.*

**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: \$15,000 UNF** – (The budget transfer request of \$20,000 was changed by the Amity Board of Education to \$15,000.) A budget transfer was made 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 was made based on the actual enrollment of 25 students at ACES Educational Center for the Arts and the actual tuition of \$3,776 per student.

**February: \$11,750 UNF** – An infrared analysis is needed to identify any trapped moisture, core test for tensile strength, and asbestos testing on a portion of the Amity High School roof.

## 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  |
| 2011-DEC | 3   | 01-03142600-5420 REPAIRS,MAINTENANCE      | 13,000.00   | REVERSE NOV TSF        |
| 2011-DEC | 3   | 01-01142600-5420 REPAIRS,MAINTENANCE      | (13,000.00) | REVERSE NOV TSF        |
| 2011-DEC | 68  | 01-05142310-5810 DUES&FEES                | 45.00       | BOE CONF MEMBERS       |
| 2011-DEC | 68  | 01-05142310-5690 OTHER SUPPLIES           | (45.00)     | BOE CONF MEMBERS       |
| 2011-DEC | 81  | 01-05142350-5330 OTHER PROFESSIONAL       | (500.00)    | IPAD BACKUP            |
| 2011-DEC | 81  | 01-05142350-5730 EQUIPMENT-NEW            | 500.00      | IPAD BACKUP            |
| 2011-DEC | 82  | 01-05142350-5330 OTHER PROFESSIONAL       | (2,000.00)  | AMAZON FIRE TRIAL      |
| 2011-DEC | 82  | 01-05142350-5690 OTHER SUPPLIES           | 2,000.00    | AMAZON FIRE TRIAL      |
| 2011-DEC | 103 | 01-05152512-5290 UNEMPLOYMENT COMP        | 17,504.00   | INCR UNEMPLOY COST     |
| 2011-DEC | 103 | 01-03142600-5410 UTILITIES,EXCLUDING HEAT | (17,504.00) | INCR UNEMPLOY COST     |
| 2011-DEC | 103 | 01-05142310-5330 OTHER PROFESSIONAL       | 15,000.00   | SUPERINTEND SEARCH     |
| 2011-DEC | 103 | 01-05150000-5850 CONTINGENCY              | (15,000.00) | SUPERINTEND SEARCH     |
| 2011-DEC | 103 | 01-05150000-5860 OPEB TRUST               | 4,218.00    | ECA DECREASE           |
| 2011-DEC | 103 | 01-04126117-5560 TUITION EXPENSE          | (4,218.00)  | ECA DECREASE           |
| 2012-JAN | 7   | 01-05142350-5730 EQUIPMENT-NEW            | 1,000.00    | IPAD PURCHASE          |
| 2012-JAN | 7   | 01-05142510-5690 OTHER SUPPLIES           | (1,000.00)  | IPAD PURCHASE          |
| 2012-JAN | 36  | 01-03142600-5613 MAINTENANCE/CUSTODIA     | (726.00)    | GENERATOR FUEL         |
| 2012-JAN | 36  | 01-03142600-5620 OIL USED FOR HEATING     | 726.00      | GENERATOR FUEL         |
| 2012-JAN | 59  | 01-05151026-5111 CERTIFIED SALARIES       | 7,000.00    | CAPT BENCH SUBS        |
| 2012-JAN | 59  | 01-03111001-5611 INSTRUCTIONAL SUPPL      | (500.00)    | CAPT BENCH SUBS        |
| 2012-JAN | 59  | 01-03111008-5611 INSTRUCTIONAL SUPP       | (300.00)    | CAPT BENCH SUBS        |
| 2012-JAN | 59  | 01-03111009-5611 INSTRUCTIONAL SUPP       | (900.00)    | CAPT BENCH SUBS        |
| 2012-JAN | 59  | 01-03111010-5611 INSTRUCTIONAL SUPP       | (400.00)    | CAPT BENCH SUBS        |
| 2012-JAN | 59  | 01-03111013-5611 INSTRUCTIONAL SUPP       | (900.00)    | CAPT BENCH SUBS        |
| 2012-JAN | 59  | 01-03111014-5611 INSTRUCTIONAL SUPP       | (150.00)    | CAPT BENCH SUBS        |
| 2012-JAN | 59  | 01-03132120-5611 INSTRUCTIONAL SUPP       | (1,000.00)  | CAPT BENCH SUBS        |
| 2012-JAN | 59  | 01-03142219-5611 INSTRUCTIONAL SUPP       | (1,000.00)  | CAPT BENCH SUBS        |
| 2012-JAN | 59  | 01-03132220-5611 INSTRUCTIONAL SUPP       | (350.00)    | CAPT BENCH SUBS        |
| 2012-JAN | 59  | 01-03132400-5550 COMMUNICATIONS           | (1,500.00)  | CAPT BENCH SUBS        |
| 2012-JAN | 59  | 01-05142310-5330 OTHER PROFESSIONAL       | 6,014.00    | IRS AUDIT              |
| 2012-JAN | 59  | 01-05142510-5521 GENERAL LIAB INSUR       | (6,014.00)  | IRS AUDIT              |
| 2012-JAN | 61  | 01-02111008-5611 INSTRUCTIONAL SUPP       | (500.00)    | IPAD PURCHASE          |
| 2012-JAN | 61  | 01-05142350-5730 EQUIPMENT-NEW            | 500.00      | IPAD PURCHASE          |
| 2012-JAN | 82  | 01-03111001-5420 REPAIRS,MAINTENANCE      | 1,000.00    | KILN REPAIR            |
| 2012-JAN | 82  | 01-05142320-5580 STAFF TRAVEL             | (1,000.00)  | KILN REPAIR            |
| 2012-JAN | 123 | 01-01132130-5690 OTHER SUPPLIES           | (438.00)    | IPAD AND CASE          |
| 2012-JAN | 123 | 01-05142350-5730 EQUIPMENT-NEW            | 438.00      | IPAD AND CASE          |
| 2012-JAN | 123 | 01-01111011-5611 INSTRUCTIONAL SUPP       | (416.00)    | IPAD AND CASE          |
| 2012-JAN | 123 | 01-05142350-5730 EQUIPMENT-NEW            | 416.00      | IPAD AND CASE          |
| 2012-JAN | 123 | 01-01132400-5590 OTHER PURCHASED SVC      | (196.00)    | IPAD AND CASE          |
| 2012-JAN | 123 | 01-05142350-5730 EQUIPMENT-NEW            | 196.00      | IPAD AND CASE          |
| 2012-JAN | 151 | 01-01132220-5690 OTHER SUPPLIES           | (47.00)     | BOOK COVERS            |
| 2012-JAN | 151 | 01-01132220-5611 INSTRUCTIONAL SUPP       | 47.00       | INSTRUCTIONAL SUPP     |

|          |     |   |             |                      |
|----------|-----|---|-------------|----------------------|
| 2012-JAN | 207 | 01-01111010-5330 OTHER PROFESSIONAL       | (1,273.00)  | REPAIR STAGE CURTAIN |
| 2012-JAN | 207 | 01-01111010-5420 REPAIRS,MAINTENANCE      | 1,273.00    | REPAIR STAGE CURTAIN |
| 2012-JAN | 207 | 01-01111010-5440 RENTALS-LAND,BLDG,       | (809.00)    | REPAIR STAGE CURTAIN |
| 2012-JAN | 207 | 01-01111010-5420 REPAIRS,MAINTENANCE      | 809.00      | REPAIR STAGE CURTAIN |
| 2012-JAN | 225 | 01-05142510-5330 OTHER PROFESSIONAL       | 606.00      | COPIER CHARGE        |
| 2012-JAN | 225 | 01-05142510-5521 GENERAL LIAB INSUR       | (606.00)    | COPIER CHARGE        |
| 2012-JAN | 264 | 01-01142600-5730 EQUIPMENT - NEW          | (915.00)    | STRADDLER PURCH      |
| 2012-JAN | 264 | 01-03142600-5730 EQUIPMENT - NEW          | 915.00      | STRADDLER PURCH      |
| 2012-JAN | 264 | 01-03142600-5420 REPAIRS,MAINTENANCE      | (1,400.00)  | STRADDLER PURCH      |
| 2012-JAN | 264 | 01-03142600-5730 EQUIPMENT - NEW          | 1,400.00    | STRADDLER PURCH      |
| 2012-FEB | 10  | 01-01111016-5642 LIBRARY BOOKS            | (18.00)     | ADDITIONAL READING   |
| 2012-FEB | 10  | 01-01111016-5611 INSTRUCTIONAL SUPP       | 18.00       | ADDITIONAL READING   |
| 2012-FEB | 10  | 01-01111016-5690 OTHER SUPPLIES           | (25.00)     | ADDITIONAL READING   |
| 2012-FEB | 10  | 01-01111016-5611 INSTRUCTIONAL SUPP       | 25.00       | ADDITIONAL READING   |
| 2012-FEB | 11  | 01-01132400-5590 OTHER PURCHASED SVC      | (152.00)    | REPAIR IPAD          |
| 2012-FEB | 11  | 01-01132400-5420 REPAIRS, MAINTENANCE     | 152.00      | REPAIR IPAD          |
| 2012-FEB | 21  | 01-03113202-5440 RENTALS,LAND,BLDG        | 1,446.00    | INCREASED COST       |
| 2012-FEB | 21  | 01-05142510-5521 GENERAL LIAB INSUR       | (1,446.00)  | INCREASED COST       |
| 2012-FEB | 119 | 01-01111010-5611 INSTRUCTIONAL SUPP       | (700.00)    | REPAIR STAGE CURTAIN |
| 2012-FEB | 119 | 01-01111010-5420 REPAIRS,MAINTENANCE      | 700.00      | REPAIR STAGE CURTAIN |
| 2012-FEB | 178 | 01-03113202-5690 OTHER SUPPLIES           | (540.00)    | IPAD AND CASE        |
| 2012-FEB | 178 | 01-05142350-5730 EQUIPMENT-NEW            | 540.00      | IPAD AND CASE        |
| 2012-FEB | 180 | 01-05142310-5330 OTHER PROFESSIONAL       | 10,000.00   | LEGAL SERVICES       |
| 2012-FEB | 180 | 01-05142510-5521 GENERAL LIAB INSUR       | (10,000.00) | LEGAL SERVICES       |
| 2012-FEB | 181 | 01-05142350-5731 EQUIPMENT - REPLACE      | 32,000.00   | WIRELESS ACCESS      |
| 2012-FEB | 181 | 01-05142350-5690 OTHER SUPPLIES           | (24,674.00) | WIRELESS ACCESS      |
| 2012-FEB | 181 | 01-05142350-5730 EQUIPMENT - NEW          | (7,326.00)  | WIRELESS ACCESS      |
| 2012-FEB | 182 | 01-03142600-5410 UTILITIES,EXCLUDING HEAT | (1,543.00)  | APPLE CONFERNCE      |
| 2012-FEB | 182 | 01-03142600-5410 UTILITIES,EXCLUDING HEAT | (1,446.00)  | COPIER CHARGE        |
| 2012-FEB | 182 | 01-05142510-5521 GENERAL LIAB INSUR       | 2,989.00    | CONF/COPIER          |
| 2012-FEB | 184 | 01-05142310-5330 OTHER PROFESSIONAL       | 11,750.00   | INFRARED ANALYSIS    |
| 2012-FEB | 184 | 01-0515000-5850 CONTINGENCY               | (11,750.00) | INFRARED ANALYSIS    |
| 2012-FEB | 185 | 01-05142510-5521 GENERAL LIAB INSUR       | 1,211.00    | ADDITIONAL CHARGES   |
| 2012-FEB | 185 | 01-03142600-5410 UTILITIES,EXCLUDING HEAT | (1,211.00)  | ADDITIONAL CHARGES   |
| 2012-FEB | 214 | 01-02113202-5440 RENTALS,LAND,BLDG        | 300.00      | TRAILIER RENTAL      |
| 2012-FEB | 214 | 01-03142600-5410 UTILITIES,EXCLUDING HEAT | (300.00)    | TRAILIER RENTAL      |
| 2012-FEB | 238 | 01-03132400-5550 COMMUNICATIONS           | (2,498.00)  | SMOKE DETECTORS      |
| 2012-FEB | 238 | 01-03132400-5730 EQUIPMENT-NEW            | 2,498.00    | SMOKE DETECTORS      |
| 2012-FEB | 238 | 01-03111009-5641 TEXTBOOKS                | (494.00)    | SMOKE DETECTORS      |
| 2012-FEB | 238 | 01-03132400-5730 EQUIPMENT-NEW            | 494.00      | SMOKE DETECTORS      |

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

|                   |         |
|-------------------|---------|
| Finance Committee | 2/13/12 |
|-------------------|---------|

|                      |         |
|----------------------|---------|
| Facilities Committee | 2/16/12 |
|----------------------|---------|

**MINUTES**

**COMMITTEE MEMBERS PRESENT:** Janet Brunwin, Matthew Giglietti, John Grasso, Jr., James Horwitz, Joseph Nuzzo (4:44 p.m.), James Stirling

**Also Present:** William Blake, John Brady, Charles Britton, Diane Crocco, Steven DeMaio, Thomas Falcigno, Rita Gedansky, Thomas Hurley, James Leahy, Jack Levine, Marianne Lippard, Terry Lumas, Deb Mitchell, Charlie Rose

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A meeting of the Finance Committee of the Amity Regional Board of Education was held on Monday, February 13, 2012, at 4:30 p.m. in the cafeteria at Amity High School.

1. **Call to Order:** James Stirling called the meeting to order at 4:32 p.m.
2. **Pledge of Allegiance** was recited by those present.
3. **Discussion and Possible Action on Minutes**
  - A. Finance Committee Meeting – January 9, 2012  
*Motion to approve the minutes as presented* (Mr. Grasso, 2d Mr. Giglietti).  
*Discussion:* Ms. Brunwin noted a typographical error on page 3.  
*Vote in favor unanimous.* *Motion passed.*
  - B. Finance Committee Meeting – January 23, 2012  
*Motion to approve the minutes as presented* (Mr. Giglietti, Mr. Horwitz).  
*Vote in favor unanimous.* *Motion passed.*
4. **Public Comment**

Steven DeMaio, a member of the Board of Education, said that he would like to delay a vote on the budget by the full Board. More consideration is needed, as there is the potential to bond for projects.

James Leahy, vice chairman of the Orange Board of Finance, said that it is obvious how the town feels. Last year, the Orange budget was increased for Amity. He compared the situation to having three children and giving all the money to one. The school population is 5 ½ percent less than it was two years ago. Too much money is being spent and things aren't adding up. The Orange Finance Committee voted against the Amity budget.
5. **Discussion and Possible Action to Switch from Fully Insured to Self-Funded Medical, Dental and Vision Benefits**

Dr. Brady said that Charlie Rose and Deb Mitchell of Marsh & McLennan came to discuss a switch to self-funded medical, dental and vision benefits.

Mr. Rose said that he performed an evaluation of the economic impact of a change from fully insured to self-funded insurance by looking at what Amity has paid out in premiums versus the number of claims submitted. Last year, the return was 70 percent for Amity. Out of \$5 million paid out by the District, \$3.5 million was paid in claims, a \$1.5 million differential. Each year, the District is also seeing a rate increase.

He and Ms. Mitchell recommend going to a partially self-funded plan. Anthem bases the increases on other groups with more claims and is making money off of Amity. In the first year, there will be significant savings and there will be a few months without many claims, which is not representative of the savings expected every year.

Mr. Rose noted that boards of education in many municipalities self-fund. A 1.9 percent increase would be expected from Anthem. Each year, there are increases. The change will lessen the cost and maintain it for the future.

Mr. Stirling distributed an exhibit to the Committee.

Mr. Rose pointed out that the numbers used by Anthem are ultra conservative. The self-insurance fee is based on different plan designs. A predictable model of claim activity was determined based on an analysis of the District over the last three years. The largest claimant was \$98,000. Going back five years, Mr. Rose said, there is not a lot of high claim activity. He did not notice any high prescription numbers.

Mr. Horwitz questioned the stop loss. As he understood it, the stop loss kicks in at \$150,000. He asked if the employee benefits are the same.

Mr. Rose said that the benefits are the same. The District submitted claims of \$3.5 million, but Anthem is using a higher number for their calculation. Anthem would like Amity to remain fully insured. Amity is good for their overall pool.

Mr. Stirling said that there is a fixed cost for Anthem's network. A fee is charged by Anthem to use that network.

Mr. Horwitz questioned if the plan should be fortified.

Mr. Rose said that some money will need to go to the next year in order to protect against a shortfall in years two and beyond. The reserve should not be overfunded. There will be true savings of \$500,000.

Mr. Horwitz said that the savings sounds too good to be true. He asked what the downside would be.

Mr. Rose said that the District would be taking on a liability. If there were higher claims, it would come out of Amity's pocket.

Mr. Stirling asked if there would be more record keeping.

Mr. Rose said that there would be more work being done internally. Mr. Levine's department would need to look at how this would be handled.

Mr. Horwitz said that in a bad claims year, there could be more out of pocket. He questioned whether Mr. Levine would need another employee. He asked whether confidentiality could be maintained. He questioned if the switch was made in July, how much money would be funded.

Mr. Rose said that there would be more out of pocket compared with a normal year. A new employee may be needed. Confidentially would be maintained.

Mr. Levine said that he asked many questions and feels confident that this change would be fine. His only problem with it is if proper funding is not maintained. Money needs to be kept in reserves.

Mr. Rose said that he tried to be conservative with the numbers. He wants it to be like a fully insured program.

*Motion to recommend a move to self-funded medical, dental and vision benefits (Ms. Brunwin, 2d Mr. Giglietti).*

*Vote in favor unanimous.*

*Motion passed.*

**6. Discussion and Possible Actions Regarding the Superintendent's Proposed 2012-2013 Budget**

A memo from Dr. Brady recommends taking \$344,000 out of the Capital Non-Recurring Account and using the money for specific pressing needs facing the District. The share in Orange is increasing due to a shift in enrollment. Items having a large impact on the budget include special education increases, insurance, and facilities items. A number of new special education students from Orange are moving into the Amity schools. Dr. Brady noted that the budget increase originally proposed has been reduced to .92 percent.

Mr. Giglietti said that if the budget came in with a zero percent increase, the increase for Orange's share would still be \$500,000.

Dr. Brady went over the anticipated enrollment figures for next year. Fewer students are expected, but the difference is small. The District is expected to lose 64 students, which is not significant enough to justify reducing staff, Dr. Brady said.

The Board of Education vote on the Superintendent's Proposed Budget is a preliminary vote. Dr. Brady noted that he made two proposals to reduce the budget.

Mr. Horwitz said that he supports the budget that the Superintendent put forth. He is reluctant to use the roof money for other purposes, but sees no choice. It's important to maintain the program.

*Motion to recommend approval of the Superintendent's Proposed 2012-2013 Budget as presented (Mr. Giglietti, 2d Ms. Brunwin).*

*Vote in favor:* Janet Brunwin, Matthew Giglietti, James Horwitz, James Stirling

*Vote opposed:* John Grasso, Joseph Nuzzo *Motion passed.*

**7. Discussion and Possible Action on Healthy Food Certification Statement for July 1, 2012**

Mr. Levine noted that nutritious food is being served, but the District only stands to gain a small amount of money for making this change.

*Motion to recommend to the Amity Board of Education that Amity Regional School District No. 5 will not certify that all food items offered for sale to students in the schools under our jurisdiction, and not exempted from the Connecticut Nutrition Standards published by the Connecticut State Department of Education, will not meet said standards during the period of July 1, 2012 through June 30, 2013 (Mr. Nuzzo, 2d Ms. Brunwin).*

*Vote in favor unanimous.*

*Motion passed.*

**8. Discussion and Possible Action on Award of Contract over \$35,000**

Mr. Levine said the price to continue is about the same. If the Committee agrees, then this contract would remain and the District would not go out to bid.

*Move the Superintendent of Schools be authorized to sign a three-year extension of the current lease with Tyler Technologies for the MUNIS Financial Accounting Systems for a total cost of \$181,470, or \$60,490 per year. The annual maintenance fee for Tyler Content Manager shall be \$3,086 for the first year and may not increase more than 5% per annum for the annual terms commencing in 2013 and 2014. The Amity Board of Education waives the bid requirement (Mr. Giglietti, 2d Mr. Nuzzo).*

*Vote in favor unanimous.*

*Motion passed.*

**9. Discussion and Possible Action on Amity High School Roof Restoration Project**

Mr. Levine said that the High School roof project was recommended by Mr. Saisa and supported by Dr. Brady. An infrared study was recommended and the Facilities Committee supported this unanimously.

*Motion to have the Superintendent request the District's Bond Counsel to prepare documents in connection with an appropriation, and the issuance of bonds and notes to finance such appropriation, for costs related to the restoration of a portion of the roof of Amity High School (Mr. Nuzzo, 2d Ms. Brunwin).*

*Vote in favor unanimous.*

*Motion passed.*

**10. Discussion and Possible Action on Establishment of Special Revenue Fund for Turf Field**

Mr. Levine said that he would like to set up a special reserve fund with a generic name to be used for the turf field. Funds will only be used for the field.

*Motion to authorize the Director of Finance and Administration to open a new bank account for a fund to be called "Amity Regional School District No. 5 – Special Projects." This fund shall be used to hold funds for the purpose of construction and installation of a turf athletic field at Amity Regional High School. Funds for the turf athletic field shall not be comingled with funds for any other purpose (Mr. Giglietti, 2d Mr. Nuzzo).*

*Vote in favor unanimous.*

*Motion passed.*

**11. Discussion of Monthly Financial Statements**

Mr. Levine noted that the forecast for special education transportation and tuition has improved. Mary Raiola, director of Pupil Services, develops the forecast and she is asked to be conservative. Last year, there was some money left over. This reflects the best estimate at this point.

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

There were no questions.

**13. Discussion and Possible Action on Budget Transfers**

Motion to make the following budget transfer of \$10,000 to pay legal expenditures (Mr. Giglietti, 2d Mr. Horwitz):

| Account Number  | Account Name                     | From     | To       |
|-----------------|----------------------------------|----------|----------|
| 05-14-2510-5521 | General Liability Insurance      | \$10,000 |          |
| 05-14-2310-5330 | Other Professional & Tech. Svcs. |          | \$10,000 |

*Vote in favor unanimous.*

*Motion passed.*

*Motion to make the following budget transfer to pay Aruba Network, Inc. of Sunnyvale, California, \$32,000 for a M6000 wireless controller and 10 wireless access points (Mr. Nuzzo, 2d Mr. Grasso):*

| Account Number  | Account Name            | From     | To       |
|-----------------|-------------------------|----------|----------|
| 05-14-2350-5690 | Other Supplies          | \$24,674 |          |
| 05-14-2350-5730 | Equipment – New         | \$7,326  |          |
| 05-14-2350-5731 | Equipment – Replacement |          | \$32,000 |

*Discussion:* There have been problems with connectivity. Teachers are losing connections during lessons. Mr. Levine said that Rocco Palmieri, the District Technology Coordinator, looked at the budget and came up with \$30,000 saved on printers and toners.

*Vote in favor unanimous.*

*Motion passed.*

**14. Discussion and Possible Action on New Funding Requests**

*Motion to make the following budget transfer of \$11,750 to pay for an infrared analysis to identify any trapped moisture, core tests for tensile strength, and asbestos testing on a portion of the Amity High School roof (Mr. Giglietti, 2d Mr. Horwitz):*

| <b>Account Number</b> | <b>Account Name</b>              | <b>From</b> | <b>To</b> |
|-----------------------|----------------------------------|-------------|-----------|
| 05-15-0000-5850       | Contingency Account              | \$11,750    |           |
| 05-14-2310-5330       | Other Professional & Tech. Svcs. |             | \$11,750  |

*Vote in favor unanimous.*

*Motion passed.*

**15. Update on Financial Operations**

- A. Information on Fourth Quarter 2011 Executive Summary Review of Amity Pension Fund, Sick and Severance Account, and OPEB Trust  
The reports were contained in the packet distributed to the Committee.

**16. Adjourn**

*Motion to adjourn the meeting at 5:56 p.m. (Mr. Giglietti, 2d Mr. Horwitz).*

*Motion passed; meeting adjourned.*

Respectfully submitted,  
Marianne Lippard, recording clerk

## MINUTES

**Committee Members Present:** Patricia Cardozo, Steven DeMaio, John A. Grasso, Jr.

**Others Present:** John Brady, Peter Downhour, James Horwitz, Robert Kennedy, Jeff Kwolek, Jack Levine, Marianne Lippard, Paul Mengold, Bert Mozealous, Jim Saisa,

A meeting of the Facilities Committee of the Amity Regional Board of Education was held on Thursday, February 16, 2012 at 9:00 a.m. in the Superintendent's Conference Room.

1. **Call to Order:** Patricia Cardozo called the meeting to order at 9:04 a.m.

2. **Naming of Auditorium**

A letter addressed to the Board of Education by Robert Kennedy, theater arts teacher at the High School, and Peter Downhour, of Amity Creative Theater, asked that the High School auditorium be named in honor of the Superintendent. Dr. Brady is retiring and Mr. Downhour said that he and Mr. Kennedy have been talking for several years about the possibility of naming the auditorium in Dr. Brady's honor. The suggested name for the auditorium would be the John J. Brady Center for the Performing Arts. Mr. Downhour said that Dr. Brady has accomplished so much during his time at Amity. Although Mr. Downhour and Mr. Kennedy read the naming policy, they chose to go to the Board as the first step, rather than involve Dr. Brady.

Ms. Cardozo said that she was impressed by the letter that was read aloud at the Board of Education meeting earlier in the week.

Mr. DeMaio said that the policy indicates that significant community support is needed and this information was only presented to the Board a few days ago. He would like to make sure that every stone is unturned before suggesting that the auditorium be named in honor of Dr. Brady. Another consideration mentioned in the policy is length of service, Mr. DeMaio said. It's not the right time to make a decision regarding the naming of the auditorium. He would like to first reach out to the community.

Ms. Cardozo said that she is completely in favor of the proposal. Dr. Brady has helped to restore the reputation of Amity and the first selectmen in the three towns have been contacted about the idea. This is extremely relevant.

Mr. Horwitz said that he thinks naming the auditorium in honor of Dr. Brady is a wonderful idea and seems appropriate. The one concern he expressed is that, at some point, the District is going to run out of things to name. While there is a naming policy in place, it doesn't mean that everything should be named.

Mr. Kennedy said that the idea actually came from the students. Mr. Downhour noted that a parent group is also in support of the idea. This idea has been discussed for a number of years because Dr. Brady has given so much to the theater program at Amity. Community support will

be tested through the process. It would be years before the idea of naming a facility would be considered again.

Ms. Cardozo said that she could see no reason to hold up the process. She said that the topic could be brought up at the next Board meeting so that there would be plenty of opportunity for community input.

Mr. DeMaio said that this is happening too quickly. More time is needed. The last time facilities were named, there were problems. Time is needed to do research. This idea could be considered in another month or two. He said that he agrees with Mr. Horwitz that the District will run out of things to name. He said that he would like to determine if there is support and go forward from there.

Mr. Downhour said that he doesn't view this as a rush; however, he'd like the naming to take place before the end of the year. He questioned what Mr. DeMaio was suggesting in terms of time.

Mr. DeMaio said that problems came up previously when not enough time went into the process.

Ms. Cardozo said that she would like to vote so that the proposal can be considered at the next Board of Education meeting.

Mr. Grasso said that he is new to the Board and questioned the sense of urgency.

Ms. Cardozo said that there were problems with the naming of the football field and athletic complex, but this is a completely different situation. Dr. Brady moved the District forward and earned the respect of first selectmen in the three towns. The honor of naming the auditorium is a matter of respect. It is not the Board suggesting naming the auditorium in honor of Dr. Brady. The idea is coming from staff. The parent group wants to pay for the signage. Dr. Brady is retiring. She said that she does not foresee the auditorium being renamed. The timing is appropriate.

Dr. Brady noted that the media center has for years been named in honor of a former superintendent.

Ms. Cardozo said that she would like to make a motion to present the naming of the facility after Dr. Brady to the full Board. This will allow the Board to provide input and also will offer the opportunity for community input.

Mr. Grasso said that he is still having a problem understanding the sense of urgency. He agrees that Dr. Brady has an impressive resume. He sees no harm in waiting a month and getting input. He added that it sounds as though the naming can take place in June.

Mr. Horwitz questioned whether waiting a month will allow enough time for what the staff is planning.

Mr. Downhour said that he is not sure that there will be enough time.

Mr. DeMaio said that he would like to do his due diligence.

*Motion to present the naming of the auditorium to the full Board (Ms. Cardozo, 2d Mr. DeMaio).*

*Vote in favor:* Patricia Cardozo

*Vote opposed:* Steven DeMaio, John A. Grasso, Jr.

***Motion failed.***

**3. Naming of Auditorium Seating**

Mr. Kennedy showed the Committee what the plaques for the seats in the auditorium will look like. Money raised from the sale of these plaques will go toward upgrading the facility. There are people ready to write checks for the fundraiser.

*Motion to move forward with the plaques (Mr. Grasso, 2d Mr. DeMaio).*

*Vote in favor unanimous.*

***Motion passed.***

**4. Turf Field Naming**

Mr. Kwolek said that the group raising money for the turf field is not interested in naming the field. He has been speaking to prominent business people. Without showing some type of plaque recognizing donors, there will be little support for the fundraising effort. A brick walkway near the smaller field has been discussed. The committee will meet to discuss donation levels. A bronze plaque near the field house is a possibility being considered.

Mr. Horwitz questioned what is outside the weight room. A similar idea was used for that area.

Mr. Kwolek questioned what a donor would get for a very large investment, say \$250,000.

Ms. Cardozo said that some recognition is in order for such a large investment, but not a scoreboard type advertisement. She would be in favor of plaques that would remain in place for as long as the turf field lasts.

Mr. DeMaio said that plaques would be tasteful. He suggested having levels of donors.

Mr. DeMaio said that he wouldn't favor putting bricks in the ground, as people would be walking on them. A wall of names would be preferable.

Mr. Grasso said that the Committee is in agreement that the turf field is a good idea. He thought a wall of gratitude would be good. He asked if a small patio could be put in.

Mr. Mengold said that it would be necessary to wait to see how many bricks are sold before cutting into the area.

Mr. Saisa noted that bricks won't give the support that asphalt would. Mr. Saisa said that an area needs to be designated where irrigation doesn't run under the asphalt.

Mr. Kwolek said that he talked to Mr. Mengold about a wall. A marketing firm has offered to set up a website to help with the fundraising.

Mr. DeMaio said that the side wall by the field house might be used as an area for plaques. There will be some recognition for donors.

Mr. Kwolek said that a wall near where everyone walks in would be a good place.

Ms. Cardozo said that it might bring in more dollars if people have the ability to donate smaller amounts, such as \$50.00 or \$100.00. Ms. Cardozo said to keep the ideas coming. Bronze plaques are generally acceptable. Ms. Cardozo said that there could be one large plaque showing donors contributing at different levels.

Mr. Kwolek said that another idea is to have people buy bleachers. Donors would be recognized with something inscribed on the bleachers, but the person would not be buying a seat.

Mr. Horwitz suggested the committee consider what they will offer at different donation levels. Mr. Horwitz said that the bricks are a nice idea.

Mr. Mozealous said that those donating \$100 or \$200 also would want recognition of some sort.

Mr. DeMaio said that there should be separation between the donors and the three gentlemen who the field, press box, and athletic complex are named after.

Mr. Kwolek said that he would show the Board what his committee will be sending out.

**5. Capital Non-Recurring Items to be Bonded**

Mr. DeMaio said that he is not usually in favor of bonding, but if the District is already bonding, then other items should be considered. The Committee considered a list of facilities projects.

Mr. Saisa said that he would not recommend paying interest on a \$30,000 item.

Mr. DeMaio questioned when the natural gas conversion would take place and whether the conversion could be bonded.

Mr. Saisa said that the conversion would take place this year. Items could be voted on individually. The bleachers are out to bid right now.

Mr. Levine said that Dr. Brady recommended using money from the Capital Reserve Account.

Mr. DeMaio said that he thought the bleachers were presented in the budget.

Mr. Levine said that the bleachers were in the more expensive budget. There was a switch to self-funded insurance and \$344,000 was taken out. There was no vote. The administration is waiting for direction. The item was tabled. When looking at what to bond, the rates are low; it made sense to fund the roof. Orange has strong feelings about keeping the budget as low as possible. The money we have can be used for high priority items. The proposal was to redesignate \$344,000 intended for the roof.

Ms. Cardozo said that if the bleachers were put in the bond, they would not be here in time for graduation. The bleachers are under \$100,000. She does not recommend that route.

Mr. Grasso questioned whether some of the items on the list are wish list items.

Mr. Saisa said that some of the items are more wish list items, items that would be nice to have.

Mr. Levine said that in an ideal world, the .92 percent increase would pass and bonding could be used to cover everything. There's a question as to what the public will accept. The roof restoration project is absolutely essential and it's important not to jeopardize that project. Every effort was made to bring the budget to a reasonable level.

Mr. Horwitz asked if it is recommended only to bond for the roof. He questioned whether the Board has already approved using the \$344,000.

Dr. Brady said that he does not want to bond for the bleachers. The Board seems in support of redesignating the funds.

Ms. Cardozo said that she compares bonding to a mortgage or car payment. Borrowing for the future can be a problem when the future is unknown and there may be more pressing needs going forward.

*Motion to redesignate \$344,000 (Ms. Cardozo, 2d Mr. DeMaio).*

*Vote in favor unanimous.*

***Motion passed.***

Mr. Grasso asked if there is any harm in presenting the voters with more options.

Mr. Levine said that politics can come into play. If all of the items are put together, some people will not pass any.

Mr. Grasso said that there is concern that the voters will vote down the entire package, including the roof.

Mr. DeMaio said that he believes everything should be put together.

Mr. Grasso asked if the items were written out separately, would there be any harm to putting more before the voters.

Mr. Horwitz said he is concerned about adding items. The Orange voters seem to be in no mood to spend money. Only essential items should be included.

Mr. DeMaio said that the Orange share keeps increasing. His sense is to try to take care of these items now and let the new superintendent have an opportunity to understand the Amity finances.

Ms. Cardozo said that the air handling unit is an important item, along with the roof.

Mr. Levine asked if three questions are being considered. The \$1.4 million is an estimate.

Dr. Brady said that he will talk to Mr. Levine. All the items in Capital Non-Recurring are estimates.

*Motion to add the air handling unit and repaving in Orange to the roof restoration (Ms. Cardozo, 2d Mr. DeMaio).*

*Vote in favor unanimous.*

***Motion passed.***

Dr. Brady said that he will need to consult with bond counsel.

6. Motion to adjourn the meeting at 10:25 a.m. (Ms. Cardozo, 2d Mr. Grasso).

*Motion passed; meeting adjourned.*

Respectfully submitted,

Marianne Lippard, recording clerk