

**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**

**PLEASE POST**

**AMITY REGIONAL BOARD OF EDUCATION**

***October 15, 2012***

A regular meeting of the Amity Regional Board of Education will be held on Monday, October 15, 2012, at 6:30 p.m., in the Media Center at \*Amity Middle School, Bethany Campus.

**\* Please note change of location**

**Agenda**

1. Call to Order
2. Pledge of Allegiance
3. Approval of Minutes
  - a. Regular BOE Meeting, September 10, 2012 (Enclosure)
4. Recognition of National Merit Scholar Program Semi-Finalists and Commended Students
5. Report on Adult and Continuing Education
6. Public Comment
7. Student Report
8. Announcements from the Board and Administration
9. Correspondence
  - a. Letter Regarding Results of Fire Marshall Inspection (Enclosure)
10. Superintendent's Report
  - a. Dr. Dellinger - Conference, Portland Oregon
  - b. Personnel Report (Enclosure)
  - c. Update on Long-Range Planning Study
11. Chairman's Report
  - a. Committee Reports
    1. ACES
    2. CABA

3. Curriculum

- a. Information on Atlas Curriculum Mapping Project
- b. Discussion and Possible Action on New Course Proposals (Enclosure)
  1. Honors Ceramics and Pottery
  2. Advanced Ceramics and Pottery
  3. Reading Self and Society
  4. Marine Biology and Oceanography
  5. Physics for Engineering
  6. Information on Elimination of Landscaping and Set Design in Favor of Advanced Woodworking
  7. Information on Digital Photography
  8. Information on Creativity Study
  9. Information on AMSB Blue Team Reorganization
  10. Information on PLAN Test Administration

4. Facilities

5. Finance

- a. Discussion and Possible Action on Revised 2013-2014 Budget Calendar
- b. Information on October 1, 2012 Enrollment Report
- c. Discussion of Monthly Financial Statements
- d. Director of Finance and Administration Approved Transfers Under \$3,000
- e. Discussion and Possible Action on Budget Transfers
- f. Update on Financial Operations
  1. Update on Proposed Extend and Blend Electricity Supply Contract


6. Policy

7. Personnel

12. Items for the Next Agenda

13. Tour of the Building

14. Adjournment

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

JJB/kfw

pc: Town Clerks: Bethany  
Orange  
Woodbridge

**PLEASE POST**

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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:** John A. Grasso, Jr.

**Staff Members Present:** John Brady, Charles Britton, Kathleen Fuller Cutler, Warren Gohsler, Kevin Keller, Jack Levine, Marianne Lippard, Marie McPadden, Mary Raiola, Jim Saisa

**Also Present:** Thomas Falcigno, Sheila McCreven, Tom Handler, Sandra Wallen, Brad Marcus, other members of the Public

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A meeting of the Amity Regional Board of Education was held on Monday, September 10, 2012 at 6:30 p.m. in the Presentation Room at the District Offices.

1. **Call to Order:** William Blake called the meeting to order at 6:31 p.m.
2. **Pledge of Allegiance** was recited by those present.

*Motion to move Student Report, Item #8 on the agenda, to #3 (Mr. Stirling, 2d Mr. Horwitz).*

*Vote in favor unanimous.*

*Motion passed.*

3. **Student Report**

Thomas Falcigno reported that the High School's Link Crew welcomed more than 350 students. The Link Crew is a group of volunteers that work to provide a welcoming experience for freshmen. Thomas noted that plans are being made to recognize Veterans' Day and to highlight Election Day. On September 20<sup>th</sup>, students will be able to learn about clubs that are open to students. Thomas said that a PBS documentary talked about Amity's theater department.

Thomas said that he has been gathering student opinions on the use of drug dogs at the High School. His research suggests strong support for changes to the policy that the Board has been considering. The students don't believe this will violate their constitutional rights. He added that students did express concern that people with allergies to dogs should be respected. Thomas noted that he more than 300 students were polled. The votes were divided, with 51 percent in support of the policy change and 49 percent against it.

Mr. Horwitz asked if the students polled were alerted to the large number of false positives.

Thomas said that he believed that information was shared with students. He did not feel that the students would be influenced. He said that he would be happy to provide the statistics that he gathered.

Ms. Russo said that it sounds as though students feel strongly about not wanting drugs in the school.

Mr. Blake asked whether Thomas whether he could see having kids patted down every day.

Thomas said that he believes the revision being proposed is as far as the policy should go. This is about student safety. He is basing his opinion on what he heard from students.

Mr. Stirling congratulated Thomas on an exceptional presentation on this topic.

**4. Approval of Minutes**

a. Special BOE Meeting, August 20, 2012

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

*Vote in favor:* Patricia Cardozo, Diane Crocco, Steven DeMaio, Rita Gedansky, John A. Grasso, Jr., James Horwitz, Thomas Hurley, James Stirling

*Vote opposed:* none.

*Abstain:* Julie Altman, Christopher Browe, Sue Cohen, Tracey Lane Russo

***Motion passed.***

**5. Demonstration of Amity's New Web Site**

Warren Gohsler gave a short presentation on the updated school website. The website allows Amity's Central Office to easily post Board minutes and notices. Mr. Gohsler noted that the setup of the old website was more difficult to navigate, however, people got used to the way it was arranged. People knew where to locate information and developed a comfort level with what was there. The new setup makes it easier to find information. Minutes from the last year are available. Counseling has its own website and it is now being updated. Users can choose the calendars that they want to see. College visitations are listed. Staff can have websites. The website is searchable.

Mr. Hurley questioned whether Board policies will be easier to search. Mr. Gohsler said that they will be.

Ms. Cohen asked if the mission statement is on the website. Mr. Gohsler said that he did not see the statement, but it is easy to add new information as the need arises.

**6. Public Comment**

Sheila McCreven of Woodbridge said that she has spoken before the Board previously and would like to address the policy that involves the use of dogs to search school property. She said that she agrees drug use is a serious issue among students, but is concerned that students aren't seeing that their constitutional rights are in jeopardy with changes to the policy. A civics class could discuss this issue. She noted that drug use is a big problem and research shows that early cigarette, alcohol and marijuana use increases the likelihood of other drug use. Every child with a pack of cigarettes is at risk and if there is anything that can be done to curb drug use, it should be done. She stressed that a broad approach should be used to combat drugs, rather than just law enforcement.

Sandra Wallen of Woodbridge said that she isn't aware of any student government meeting taking place since she presented information to the Board at a previous meeting. She addressed the high number of false alerts with drug dogs; one Chicago study showed up to 75 percent. She said that it is certain that students will be falsely accused. She noted that she looked for data showing that this approach would decrease drug use and could not find any.

Tom Handler of Woodbridge said that he spoke before the Board in June. While he feels that everyone is opposed to drug use in school, there is a high rate of false positives with drug dogs. A friend of his daughter had the experience of a dog pointing his nose at her locker and the girl was traumatized by that. If the searches aren't producing the desired results, he questioned why students be put through further trauma. Mr. Handler also addressed the design of the website. He suggested that the site wasn't designed with people who are unaware. Once he understood the logic, he could navigate the site. The order and logic are hard to understand.

Brad Marcus of Orange said that he is in favor of bringing the drug dogs into the school to serve as a deterrent. He asked some of his daughter's friends for their thoughts and none had a problem with the idea. Mr. Marcus also commented on the website, noting that he hopes that parents and students were invited to try out the site. The logic used by people who are in the know might differ from the users. He designs websites to be accessible to anyone. The website is only as good as the information it contains.

Tasia Kimball introduced herself as the newly elected Amity Education Association President. If anyone has any concerns, she asked them to e-mail her and she will respond within 24 hours.

Ms. Altman asked if the Amity Education Association has an opinion on the use of drug dogs. Ms. Kimball said no.

**7. Second Reading of Revision to Policy 5145.122(a) Use of Dogs to Search School Property**

**a. Discussion and Possible Action on Policy 5145.122(a)**

*Motion to approve revision to Policy 5145.122(a)* (Mr. Hurley, 2d Mr. DeMaio).

Discussion:

Mr. DeMaio said that he learned that students have told school security officers that they carry drugs on them when the drug dogs are present. The proposed revision to the policy states that individual(s) shall not be subject to a search by dogs "except as permitted by law." The revision is aimed to protect students. It is up to the administration whether to use the dogs and when to use the dogs. He does not want to be responsible for a student overdosing. Amity needs to keep drugs out.

Ms. Cohen said that she appreciates the problem, but has concerns. Her feeling is that the schools are there to educate students and help them to become healthy adults. Counselors are best equipped to help. She would prefer an approach that is centered on helping people, rather than using dogs.

Ms. Russo said that the revision is only there to clarify the policy. A student would only be searched by an administrative official. She is proud of the students for speaking out against drugs. The revision to the policy is common sense. The language does nothing but state that nothing can be done outside the bounds of the law.

Mr. Horwitz said that he is opposed to having drugs in the school, but there is a much larger issue at stake. The idea of bringing in drug dogs to sniff children is disturbing. This is a big step and there is no science to support it. The evidence is contrary to the dogs doing any good. There is no data to show that this will solve the drug problem. There is only one parent here tonight to support this. The error rates can be 8 out of 10. There is an added problem of bias if the dog handler believes that a child has drugs. Dogs sniff for certain chemicals. A dog may light on snap dragons, petunias and perfumes. Vinegar, food additives, soap and aspirin could attract a dog. There is no evidence that this is an effective strategy. There is no need to make up policies that aren't based on science.

Ms. Russo said that she questions why dogs have been let in previously, if what Mr. Horwitz is saying is true.

Mr. Hurley said that he takes exception with Mr. Horwitz's comments. Law enforcement officials rely on these dogs. He questioned the presence of these dogs in airports and other public places. The Connecticut State Police will not tell you what the dogs alert on. Law enforcement agencies don't believe in

the studies Mr. Horwitz referred to. He doesn't buy the argument that children will be accused of drug possession just because they held a petunia. The dogs would not be entering classrooms. A student would be taken out of class if there is suspicion. The way the policy is written would not change this. The revision to the policy only states that it could be used. Dr. Brady has ensured that his staff knows the law. This is a small change.

Dr. Brady said that he would like to clear up any possible confusion and stressed that there are no strip searches at Amity.

Ms. Altman said that what has been presented is authority-based knowledge and not evidence-based knowledge. As a parent and social worker, there is concern about substance abuse at Amity. She is not convinced that these few words added to the policy will make a difference. She never thought of these searches as an effective deterrent.

Mr. Stirling said that he doesn't like dogs in the schools. It's the opposite of what we want to do by building an environment of trust. The District would not be randomly performing searches. This will probably not be used much. The addition of these words enhances the policy.

Ms. Cohen said these few words are a significant change from the original policy.

Mr. Browe said that dogs are used at airports and for other uses besides locating drugs. As with any tool, there are false positives and false negatives. Breathalyzers are used even though their accuracy has been called into question. He has spoken to a lot of people who are in favor of this change.

Mr. Blake said that, as chairman, he usually does not vote. He will be voting tonight. Everyone on the Board is committed to the safety and wellbeing of the kids. When a person gives up a civil right, they aren't getting it back. There is now the assumption that Amity has a huge problem, but he sees no need for this type of policy.

Mr. DeMaio said that he was alarmed to hear from law enforcement that some kids are so brazen that they talk openly about where to hide drugs to avoid detection.

*Vote in favor:* Christopher Browe, Diane Crocco, Steven DeMaio, Thomas Hurley, Tracey Lane Russo, James Stirling

*Vote opposed:* Julie Altman, William Blake, Patricia Cardozo, Sue Cohen, Rita Gedansky, James Horwitz

*Abstain:* none.

***Motion failed.***

Mr. Browe asked Mr. Blake to explain when he votes. Mr. Blake said that Mr. Browe could discuss this with him after the meeting.

**8. Principal's Reports – Opening of School**

High School – Dr. Britton said that a number of new employees were welcomed. One recent hire was Mr. Waterman, who will serve as the director of the Career Center. The High School has an outstanding group of educators. A welcoming event for parents will take place this week. Another event is planned for the parents of seniors at Amity. He thanked Mr. Saisa and the IT departments for their great work.

Orange Middle School – Ms. Fuller Cutler welcomed everyone back, noting that Orange had a great opening. There are 187 boys and 184 girls at the Middle School. She thanked the Facilities Director and the IT employees. There are three new staff members who are new to Orange, but not to the District. With the initiative to have students “Bring Your Own Device” to school, 85 percent of students plan to bring in their handheld computer devices. There are iPads in classrooms for those without their own device. The first fire drill went well and the first PTO meeting of the year is scheduled for this week. Back to School Night is also planned to take place this week. The back parking lot looks great.

Ms. Russo questioned what happens when students have to use iPads in school, but don't have the opportunity to bring the devices home.

Ms. Fuller Cutler said that more than 85 percent of students have the connectivity at home.

Ms. Russo asked if there is any way as a community this can be helped.

Dr. Brady said that Bring Your Own Device is new. We can't make the assumption that when children don't have this technology, it is for economic reasons.

Bethany Middle School – Assistant Principal Thayer Doyle said that Dr. Dellinger could not be here tonight. There are 350 students in the school, with exactly 179 boys and 179 girls enrolled. The facilities crew did a fantastic job. The gym floor is in great shape. Back to School Night will take place this Thursday. Sports tryouts have begun. With the iPad rollout, 30 students will be taking the devices home.

Ms. Altman questioned why gender is being emphasized. She is aware of gender neutral students and sensitivity about gender should be stressed.

**9. Facilities Report of Summer Projects**

Mr. Saisa thanked everyone for their kind words. Members of the Board received copies of the 2012 Facilities Report. The new bleachers are excellent and roof



restoration at the High School is about 80 percent complete. The custodians did a terrific job. Corridor walls were repainted. He noted that page three of the report shows cost savings initiatives. The department would like to explore every concern. If someone notices a wet ceiling tile, he wants to know about it.

Mr. Hurley questioned with the connection of the gas lines whether the District could save on propane as well. Mr. Saisa said that he will be looking at that.

Dr. Brady said that Mr. Saisa's report will be submitted to CABE. He has previously been a runner up for an award.

**10. Announcements of the Board and Administration**

Dr. Brady said that he had no announcements to make at this time.

**11. Correspondence**

Dr. Brady said that this topic would be addressed under Item 12D

**12. Superintendent's Report**

a. Personnel Report

There was no discussion.

b. Impact of Sequestration on Amity

Dr. Brady noted that the administration was under the impression that the cuts would affect this school year. Mr. Hurley said that when preparing the budget, the Board thought that this would be available.

c. Efforts to Prepare Students for CMT/CAPT

Reading proficiency on the CAPT is a requirement for graduation. If a student doesn't pass, there is continued remedial support in reading. Dr. Brady noted that this involves a very small number of students (in the past four or five). Students are assessed on a regular basis. If a student struggles with writing as seniors, they can get support. We will only be seeing the CMT and CAPT for two more years. New evaluations will be given to students in 7<sup>th</sup>, 8<sup>th</sup> and 11<sup>th</sup> grades. The evaluations will be based on the Common Core Standards. Ms. McPadden will be working on transition plans for reading.

d. Information on Long Range Planning Study

Dr. Brady said that the city of Milford had a similar study done to determine the same type of information. He expects the study to be significant and controversial. The Board will require unbiased opinions. The administration is currently in the process of determining which firms do this type of study. Ms. Russo questioned whether Dr. Brady anticipates any staffing changes.

Dr. Brady said that enrollment staffing changes are expected in 2015-2016 based on the current data. He doesn't anticipate significant staffing changes.

Mr. Stirling said that it appears to be proactive to seek out the Request for Proposal. The District isn't committing to a specific vendor at this stage.

Dr. Brady noted that NESDEC is prepared to do an enrollment study.

**13. Chairman's Report**

a. Committee Reports

1. ACES – Ms. Cohen said that the schedule will resume on Thursday.
2. CABE – Mr. Stirling reported that two Amity Board of Education members will be recognized.
3. Curriculum – There has been no meeting.
4. Facilities – There has been no meeting.
5. Finance

a. Discussion of Proposed 2012-2013 Budget Calendar

The Board reviewed the budget calendar. Dr. Brady noted that he is proposing that a public hearing take place on April 1, 2013. The Amity Finance Committee will then discuss and make possible changes to the final 2013-2014 budget. The Amity Board of Education can also discuss and make possible changes to the final 2013-2014 budget the same day. This will afford time for extra work on the budget and final action on the budget on April 8, 2013. The Annual Public Budget Meeting will take place on May 7, 2013.

b. Discussion and Possible Action on Proposal to Extend and Blend Electricity Supply Contract

*Move the Superintendent of Schools be authorized to "extend and blend" the District's electricity supply contract at a price of about \$0.0831 per kilowatt hour with an extension of the contract to December 31, 2016. The Superintendent is authorized to determine if the market price is in the best interest of the District. The Board waives the Board's Purchasing Policy on bidding as this is with the same vendor and will benefit the District (Mr. Stirling, 2d Mr. Browe).*

*Vote in favor unanimous.*

*Motion passed.*

c. Discussion of Monthly Financial Statements

There were no questions on the statements.

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

There was no discussion.

e. Discussion and Possible Action on Budget Transfers

The Board agreed to vote on the two budget transfers together.

*Move to make the following budget transfer of \$11,300 to pay for special education transportation:*

<u>ACCOUNT NUMBER</u>	<u>ACCOUNT NAME</u>	<u>FROM</u>	<u>TO</u>
04-12-6130-5510	Pupil Transportation	\$11,300	
04-12-6110-5510	Pupil Transportation		\$11,300

*Move to make the following budget transfer of \$4,258 to pay for the dues of the Connecticut Association of Schools and the Southern Connecticut Conference (Ms. Cohen, 2d Ms. Crocco):*

<u>ACCOUNT NUMBER</u>	<u>ACCOUNT NAME</u>	<u>FROM</u>	<u>TO</u>
03-14-2219-5611	Instructional Supplies	\$4,258	
03-13-2400-5810	Dues and Fees		\$4,258

*Vote in favor unanimous.*

***Motion passed.***

f. Discussion and Possible Action on New Funding Requests

*Move to make the following budget transfer of \$17,550 to pay Excavation Technologies, Inc. of Cheshire, Connecticut, to remove the oil tank and pump the oil/sludge from the oil tank at Amity High School (Mr. Hurley, 2d Ms. Gedansky):*

<u>ACCOUNT NUMBER</u>	<u>ACCOUNT NAME</u>	<u>FROM</u>	<u>TO</u>
05-15-0000-5850	Contingency Account	\$17,550	
03-14-2600-5720	Improvements to Site		\$17,550

*Vote in favor unanimous.*

***Motion passed.***

6. Policy – There was no meeting.

7. Personnel

a. Executive Session – Negotiations

b. Discussion and Possible Action to Approve the Contracts with Paraprofessionals, Administrative Assistant Employees and Nurses  
*Motion to enter Executive Session at 8:47 p.m. (Ms. Cohen, 2d Ms. Russo).*

*Vote in favor unanimous.*

***Motion passed.***

The Board came out of Executive Session at 9:04 p.m.

*Motion to approve the contracts with paraprofessionals, administrative assistant employees and nurses (Ms. Crocco, 2d Mr. Stirling).*

*Vote in favor unanimous.*

***Motion passed.***

c. Executive Session – Superintendent's Evaluation

*Motion to enter Executive Session at 9:05 p.m. to discuss the Superintendent's Evaluation (Ms. Gedansky, 2d Ms. Cardozo).*

*Vote in favor unanimous.*

***Motion passed.***

The Board came out of Executive Session at 9:20 p.m.

*Motion to authorize the Chair to finalize the Superintendent's  
evaluation (Mr. Hurley, 2d Ms. Gedansky).*  
*Vote in favor unanimous. Motion passed.*

**14. Items for the Next Agenda**

**15. Adjournment**

*Motion to adjourn the meeting at 9:22 p.m. (Ms. Crocco, 2d Ms. Gedansky).*  
*Motion passed; meeting adjourned.*

Respectfully submitted,

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Marianne Lippard, recording clerk  
Rita Gedansky, secretary

**References/Attachments:**

**Minutes:** Board of Education Regular Meeting, 8/20/12  
Amity Finance Committee, 8/20/12

**Reports:** Personnel Report, 9/10/12  
Amity Regional School District #5, Revenues and Expenditures FY 2012-2013  
Amity Regional School District #5, Budget Transfers 2012-2013

**Policies:** 5145.122 (a) and 5145.122(b) Student, Search and Seizure, Use of Dogs to Search School Property  
5145.12, Student, Search and Seizure, Desks and School Lockers

**Memos:** Jack B. Levine to John J. Brady (9/4/12) re: Proposed 2013-2014 Budget Calendar  
Jack B. Levine to John J. Brady (9/4/12) re: Proposal to Extend and Blend Electricity Supply Contract  
Jack B. Levine to John J. Brady (9/4/12) re: Budget Transfers of \$3,000 or More  
Jack B. Levine to John J. Brady (9/5/12) re: New Funding Requests for FY2012-2013

**Misc.** Recommendation to Remove Oil Tank at Amity High School by Facilities Director Jim Saisa



# TOWN OF WOODBRIDGE

OFFICE OF THE FIRE MARSHAL  
389-3445



September 28, 2012

Dr. John Brady  
Superintendent, Amity Board of Education  
25 Newton Road  
Woodbridge, Connecticut 06525

Dear Dr. Brady,

On August 28, 2012 an inspection of 25 Newton Road was conducted by the Office of the Fire Marshal to determine compliance with the Connecticut State Fire Safety Code and the Connecticut State Fire Prevention Code. I am writing you this letter to disclose the results of that inspection in compliance with CGS 29-305(b) and hope you will share its contents with the Board of Education.

There were no major violations found. All fire protection systems were found to be in good working order. I commend your staff for their thoroughness in maintaining safety and order during the many construction projects that were being finished at the beginning of the school year.

The minor violations found were a misuse of an extension cord in the office, storage in an exit backstage in the auditorium, and lockset installed in an incorrect direction in the band room. These issues were addressed with Mr. Kennedy and Mr. Saisa and all corrections were made by last week.

If you have further questions about the code please feel free to contact me at any time.

Sincerely,

A handwritten signature in blue ink that reads "Michael Cavanagh".

Michael Cavanagh  
Fire Marshal  
Town of Woodbridge

Cc: Jim Saisa

**RECEIVED**

OCT - 1 2012

AMITY REGION #5  
OFFICE OF SUPT.

**AMITY REGIONAL SCHOOL DISTRICT NO. 5**

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



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

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

**October 15, 2012**

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

**New Hire(s):**

**Amity Reg. District Offices – Woodbridge – None**

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

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

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

**Coaches:**

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

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

**Resignation(s): None**

**Retirement(s): None**

**JJB/pfc**

# PROPOSAL FOR NEW COURSE / UNIT OR COURSE MODIFICATION

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

**Brief Description and Objectives of the Course/Unit or Course Modification:**  
Criteria for acceptance include a portfolio review and Fine Art teacher approval. This course is designed for the ceramic student with proven superior ability and possible interest in continuing the study of art beyond high school. Students will create engaging individual works of art that are influenced through self-guided research, museum visits and personal experience. A substantial amount of planning, research and production time is required outside of class and on a daily classroom basis.

- Develop themes and works of art that explore individual interests
- Have an in depth understanding of studio maintenance and management
- Participate in classroom critiques and career orientation
- Create a versatile portfolio that displays quality and breadth in ceramics

**Department:** Media/Fine Arts

**Grade Level:** 11,12

**Elective or Required?**   E  

**Length of Course:** Full Year

## RATIONALE

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

A full year of ceramics promotes a deeper understanding of individual artistic expression and technique. This course would develop the student's skills in order to make them career or college ready for a field in the arts. It would also prepare students who are eligible to take the Advanced Placement 3D Design course, which has not been able to run due to the students not being able to get to the course level required.

**Academic Expectations Met:**

- Think critically and creatively to solve problems and reason with evidence
- Present information and ideas fluently and confidently before an audience
- Gain knowledge of personal strengths, weaknesses, talents, and interests to fulfill personal goals and career possibilities

Revised: 9/20/10



**Will this course/unit replace an existing course/unit? Y**

**Which one?** Ceramics III, IV and Potter's Wheel

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

If there is an Honors course it could be something to build up to with only 2 courses as a prerequisite instead of 4. More students would end up in this advanced course as it would be a designated pathway for them to follow. This course would give students the ability to work collaboratively to solve complex problems related to their individual interests.

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

### **STUDENT LEARNING OBJECTIVES**

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

- Develop themes and works of art that explore individual interests
- Have an in depth understanding of studio maintenance and management
- Participate in classroom critiques and career orientation
- Create a versatile portfolio that displays quality and breadth in ceramics

<b>Resources Required</b>	<b>Staffing Implications</b>
<u><b>Supplies/Equipment</b></u>	<u><b>Personnel Requirements:</b></u>
2 New Pottery Wheels \$900-\$1000ea	No Personnel Requirements
<u><b>Texts:</b></u>	<u><b>Comments:</b></u> N/A
No new texts	

# PROPOSAL FOR NEW COURSE / UNIT OR COURSE MODIFICATION

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

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

Expanding upon previous hand building potter's wheel knowledge, students will advance their skills through the creation of personalized functional and sculptural forms. Traditional and non-traditional forms using both the potter's wheel and hand building methods will be explored and researched in order to enhance the student's experience. Independent problem solving and emphasis on form, balance and finish work are the focus of this course.

- Be proficient at creating balanced functional and sculptural works of art using the pottery wheel and hand building methods
- Interpret and develop creative expression in three dimensional art forms
- Research and develop artistic skills that will lead them toward a career in the visual arts

**Department:** Media/Fine Arts

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

**Elective or Required?** E

**Length of Course:** Semester

## RATIONALE

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

Amity needs this change in course to show a delineation and rigor in the ceramics course selection. More students are interested in continuing their studies of ceramics as an art form and need the time and space to work on advanced concepts. Advanced students will be given the dedicated time with other advanced students, which is not the current situation, and be able to focus on developing their individual artistic expression.

**Academic Expectations Met:**

- Gain knowledge of personal strengths, weaknesses, talents, and interests to fulfill personal goals and career possibilities.
- Think critically and creatively to solve problems and reason with evidence
- Present information and ideas fluently and confidently before an audience

Will this course/unit replace an existing course/unit? Y Which one? Ceramics II

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

As it stands now all ceramics courses run concurrently within the same period. With the increased popularity and interest in advancement of skills, the students need time to work together at the same level to increase their skills and achieve advanced standards of art making.

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

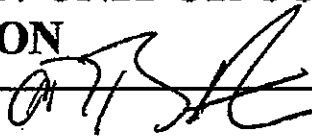
<b>STUDENT LEARNING OBJECTIVES</b>
------------------------------------

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

- Be proficient at creating balanced functional and sculptural works of art using the pottery wheel and hand building methods
- Interpret and develop creative expression in three dimensional art forms
- Research and develop artistic skills that will lead them toward a career in the visual arts

<hr/>	
Resources Required	Staffing Implications
<hr/>	
<u>Supplies/Equipment</u>	<u>Personnel Requirements:</u>
Current supplies/equipment is adequate	No personnel requirements
<u>Texts:</u>	<u>Comments:</u> N/A
No new texts needed	

# PROPOSAL FOR NEW COURSE / UNIT OR COURSE MODIFICATION

<b>To: Director of Curriculum and Staff Development</b> <b>Amity Regional School District No. 5</b>	 <b>From: Charles Britton, Principal</b> <b>School: Amity High School</b>
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**Proposed Title of New Course/Unit or Course Modification:**  
**Grade 10 - Reading – Self and Society**

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

**Course Description** – Based on the Common Core State Standards for literature and informational texts, and using the theme of “Self and Society,” this one semester course will accelerate the reading progress of participants. Students will be placed in this course in either the fall or spring semester based on the results of multiple reading assessments and/or teacher recommendation. With the focus on reading and writing in response to texts, this course will prepare students for the Common Core assessments in reading. An interdisciplinary focus is used to study local, regional, national, and global topics and issues.

## **Objectives–**

- Accelerate reading progress - to get at or above grade level
- Prepare for Common Core in reading with overlap in writing and research
- Read, analyze, and interpret complex text using textual evidence to support claims

## **Essential Questions -**

How are universal themes and conflicts presented and connected across multiple genres? (literature, short stories, essays, articles, poetry, historical text, scientific texts, videos, etc.)

How does a writer construct and support an effective response to text? (argumentative essays, speeches, selected responses, constructed responses, and technology enhanced)

How does the type of genre impact the message? (compare and contrast, understanding language used, vocabulary etc.)

## **Enduring Understandings -**

Themes can be applied and analyzed across multiple genres and modalities.

Effective responses to text require strong support and evidence with attention to the audience, task and purpose.

The type of genre has an impact on how the message is conveyed

**Department:** Reading

**Grade Level:** 10

**Elective or Required?** Elective

**Length of Course:** 1 Semester-Fall/Spring

**Revised:** 06/01/10

## RATIONALE

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

Amity needs this course because some students, even with high quality teaching and course work, have not yet been able to make grade level standards. With the advent of the Common Core, students are going to be expected to read even more complex and rigorous text. Some students who have been at grade level in the past will find themselves in need of support as reading, and all aspects of literacy, become more difficult.

This course fulfills the school's mission of educating all learners by meeting the needs of students who, otherwise, might fall through the cracks in a regular educational setting. This course gives students who need extra practice in reading, writing, speaking, and listening the opportunity to get extra practice.

Since the theme of this course is about self and society, it will help students to "mature into productive and responsible citizens," as they explore topics which relate to local and global issues, and read texts which relate to those issues, both past and present.

**Will this course/unit replace an existing course/unit? \_\_\_\_Yes\_\_\_\_ Which one?**  
CAPT Reading

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

CAPT will no longer be the testing instrument, but there is a need for a 10<sup>th</sup> grade course for students who are struggling in reading and not up to grade and/or skill level.

## PROPOSAL FOR NEW COURSE/UNIT OR COURSE MODIFICATION

### STUDENT LEARNING OBJECTIVES

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

- Determine implicit and explicit meanings in text.
- Evaluate and analyze characters, themes, ideas, and claims in a text, tracing their development, soundness and strength.
- Compare and contrast how topics, ideas, and claims are presented across multiple texts, both print and multi-media.
- Analyze how an author's point of view and purpose shapes both the structure and the word choices in a text.

NOTE – The two following objectives will be reinforced because these objectives will be taught and applied in content area classes.

- Cite textual evidence to support analysis and interpretation of an entire text, as well as specific passages, phrases, and words.
- Use background knowledge, contextual evidence, and word structure to determine meaning and interpret vocabulary in a text.

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#### Resources Required

##### Supplies/Equipment

Classroom space – Technology  
Computers

##### Texts:

Materials to be used:  
Poetry – Essay – Memoire – Speeches  
Primary Source Documents – Short Stories  
Excerpts from longer texts – Video Clips

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#### Staffing Implications

##### Personnel Requirements:

A .2 increase in staffing will ensure that the course can be offered in the fall and in the spring.

##### Comments:

Summer curriculum work-2013

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

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

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

# PROPOSAL FOR NEW COURSE

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

***Marine Biology and Oceanography, an interdisciplinary approach to science.***

**Brief Description and Objectives of the Course:**

***Marine Biology and Oceanography*** investigates the human fascination with the ocean in a full year, advanced science course using an interdisciplinary approach to science inquiry featuring the ocean and its fascinating inhabitants. The main goal of the course is to increase science literacy for Amity students combining aspects of biology, earth science, history, engineering, math, physics and chemistry. A true STEM course, ***Marine Biology and Oceanography*** will offer students the insight into how ocean technologies are used to explore the ocean, past and present. Using local resources such as Long Island Sound, scientists from UCONN, Yale and the National Marine Fisheries laboratories in Milford, students will evaluate current marine science research and techniques. Students will complete their own STEM project which may include building an autonomous underwater vehicle, building and deploying a monitoring buoy for data collection or designing equipment for maintaining scallops or salmon eggs in culture. Students will be prepared to make decisions to preserve and protect the ocean and its natural resources. The course will require a lab period. Students will contract for the level of the course. Prerequisites for this course: Successful completion of Biology I and Chemistry I.

**Department:** Science

**Grade Level:** 11<sup>th</sup> and 12<sup>th</sup>

**Elective or Required?** Elective

**Length of Course:** Full year

## RATIONALE

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

In the last science course offerings survey given to Amity students, marine biology was rated as a top choice. Amity High School has offered the course "Subtropical Marine Environments in Bermuda" for 24 years. This long history is testimony to the Amity district's interest in and support of the marine sciences. Many students join the marine biology club as a way to satisfy their interest in ocean science and have yearly participated in the National Marine Fisheries Open House in Milford and have sponsored school wide events including a viewing of the documentary "The Cove" about illegal dolphin fisheries for Earth Day. This course will help to satisfy the three years of science requirement that is needed for all students from 2012 and on. Students can contract to take this course for level one or level two credit offering flexibility in scheduling. This course will increase science literacy and add to the STEM offerings in the science department.

**Will this course replace an existing course? NO which one?**

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

## PROPOSAL FOR NEW COURSE

### STUDENT LEARNING OBJECTIVES

**As a result of this course, each student should be able to: (Identify major content)**

- Summarize why and how we explore using ocean technologies – past and present.
- Distinguish between scientific inquiry and other ways of learning.
- Investigate the ocean using an interdisciplinary approach including topics related to biology, earth science, chemistry, history, math, physics, engineering and Long Island Sound.
- Describe the origin and the structure of the ocean basins, including the theory of plate tectonics.
- Explain how marine organisms are adapted to the chemical and physical features of seawater and connect the fundamentals of biology as they relate to marine organisms.
- Compare and contrast the structure and functions of marine organisms including microbes, plants, invertebrate and vertebrate animals. Students will understand that biodiversity indicates a healthy ecosystem.
- Predict the flow of energy and materials through marine ecosystems including energy flow through trophic levels, population growth and biogeochemical cycles.
- Compare and contrast coastal and open ocean zones including the rocky intertidal, estuaries, continental shelf, coral reefs, pelagic and benthic environments.
- Evaluate human impact on ocean environments, including Long Island Sound.
- Design and carry out a STEM research project that requires aspects of science inquiry and engineering.

#### Resources Required

**Supplies/Equipment:** \$1,600

- \*Basic lab equipment for inquiry investigations: \$400.
- \*Aquaria and marine animals: \$1,000.
- \*Support materials for student STEM projects: \$200

**Transportation:**

- \*Busing for field trips: \$2,000

**Texts:** \$2,900

- \*Life on an Ocean Planet, ISBN 978-1-878663-34-4  
Price: \$72.25
- \*Life on an Ocean Planet Lab and Activity Manual  
ISBN 978-1-878663-35-1  
Price: \$24.00
- \*Life on an Ocean Planet teacher edition and digital curriculum  
Price: \$420.75

#### Staffing Implications

**Personnel Requirements:**

Science Teacher with marine science background for one section

**Comments:**

**Approved:** \_\_\_\_\_

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

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

page 2 of 2



# PROPOSAL FOR NEW COURSE

<b>To: Director of Curriculum and Staff Development</b> <b>Amity Regional School District No. 5</b>	<b>From: Dr. Charles Britton</b> <b>School: <u>Amity High School</u></b>
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**Proposed Title of New Course:** *Physics for Engineering*

**Brief Description and Objectives of the Course:**

Physics for Engineering will be a full year course. This course will be a merger of Physics I and Engineering Design. The course will cover the topics studied in a traditional Physics I course. These topics include mechanics, electricity and magnetism, thermodynamics and waves. The difference from the traditional Physics course is the lab activities. This course will replace traditional physics labs with engineering design project based labs.

Students will learn the engineering design process and how it is affected by materials and the manufacturing process. Students will have the chance to experience real-life examples and apply the engineering design process.

The Engineering design process is a step by step outline of a practical approach to solve problems. The process starts with the formation of design teams, the search for existing engineered solutions, the preparation of proposals and prototypes, and concludes with the creation of the engineered solution.

For most projects the students will be broken into groups. They will have the opportunity to be both team leaders and team members. As leaders they will be in charge of a certain aspect of the project. As team members they will have to work with the team for the good of the outcome of the project. The teams will be challenged with several long term projects that will encompass different fields of engineering including mechanical, electrical, civil, and computer science. The engineering units will be concurrent with the appropriate physics units. At least one project will require the teams to work together so the final solution will include the assembly of all the engineered solutions.

This course represents an attempt to prepare students for a college engineering program by studying the science and design application to 21<sup>st</sup> century problems. The environment will be hands-on self-paced that will allow the students to gain the experience and the exposure that they need to be prepared for a bright future in an engineering school and their professional endeavors.

**Department:** Science & Applied Ed      **Grade Level:** 11-12

**Elective or Required?** Required      **Length of Course:** Full Year

**Prerequisite:** Algebra II and Chemistry

## RATIONALE

**Why does Amity need this course? What educational need(s) will it serve?**

This course is for Amity students who are interested in design engineering but were previously unable to take engineering design because of numerous math and science courses. This course is the backbone of STEM. Combining and co-teaching a physics and engineering design course will better prepare the students pursuing engineering degrees and high-level jobs in the 21<sup>st</sup> century.

**Will this course replace an existing course?** Yes

**Which one?** One section of Physics Honors and one section of engineering design.

**Why should this course be replaced?** Physics for Engineering allows students to pursue a more engineering based track as opposed to the traditional physics lab course. It is designed to better prepare the pre-engineers for college. The existing courses will still be offered, but students will have a choice of tracks to pursue.

## STUDENT LEARNING OBJECTIVES

**As a result of this course, each student should be able to: (Identify major content)**

The student will:

- Know how to solve problems using physics principles, concepts and equations.
- Apply physics to the engineering design process.
- Know how to approach a problem using the engineering design process
- Increase their understanding of the design process and its limits due to the manufacturing process and material properties
- Expand their experience with the ability to design and build their solutions (using both wood and metal as primary materials) using 3-D solid modeling, CNC (computer numeric control) programmable machines including miller, router, and lathe

### Resources Required

#### Supplies/Equipment

Existing

Texts: Holt Physics(in stock)

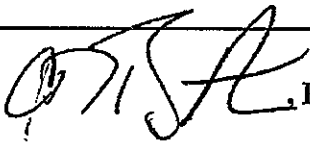
### Staffing Implications

#### Personnel Requirements:

Existing staff + 2 periods additional  
All periods of this class must occur in the manufacturing room to be successful.

Comments: This will be the first step in having a true integrated STEM based course and curriculum. The lab will be co-taught.

# PROPOSAL FOR NEW COURSE

<b>To: Director of Curriculum and Staff Development</b>  <b>Amity Regional School District No. 5</b>	<b>From:</b>  <b>Principal</b> <b>School: Amity High School</b>
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**Proposed Title of New Course:**  
Advanced Woodworking

**Brief Description and Objectives of the Course:**

This course is designed for students who have completed Construction 1 and 2 and are interested in building the skills and learning the techniques needed for fine and advanced woodworking. The course will introduce topics such as furniture design and construction, cabinet making, and advanced joinery and finishing. Emphasis will be placed on elements of design, creating pieces with high aesthetic value as well as structural integrity. Students will be given the opportunity to use more freedom and creativity to guide their projects and their learning experience. Students will also be engaged in the design and construction of the sets for the theater productions, calling upon their knowledge and skills to translate ideas and concepts into functional and efficient theater elements.

**Department:** Career and Technical Ed

**Grade Level:** 11-12

**Elective or Required?** Elective

**Length of Course:** Half Year

## RATIONALE

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

The construction/woodworking courses at Amity are popular, and this course will allow students to continue learning about the subject. Skills and talents can be further explored and developed by utilizing a wider variety of materials, techniques, equipment, and other related technologies. After mastering the skills in prerequisite courses, individual creativity and problem solving abilities will be utilized more as students will be more self-directed. For students considering careers in the building trades, higher level and richer experiences can offer valuable insight and opportunities. In addition, students will have experiences working across subject areas with theater/fine arts students and instructors. This experience exposes students to more ways in which they can apply their skills and interest in the craft.

**Will this course replace an existing course? Yes Which one? Set Design/Const.**

**Why should this course be replaced?**

There was little student interest in this course, as it was geared strictly towards theater productions. We believe students will be more interested in a woodworking based course that teaches and utilizes advanced techniques in order to create a variety of

products. By changing the focus, it also aligns the course more closely with state and national standards for CTE, and woodworking in particular.

## STUDENT LEARNING OBJECTIVES

**As a result of this course, each student should be able to: (Identify major content)**

- |  |                                    |
|--|------------------------------------|
| -Jigs and Fixtures   | -Fine tuning machinery and tools   |
| -Creating complex wood joints (biscuit/dowel, mortise/tenon, dovetail) |                                    |
| -Constructing face frames  | -Constructing carcasses            |
| -Drawer and door construction  | -Counter construction/installation |
| -Cabinet installation  | -Lathe turning                     |
| -Proper finish applications  | -Trimming                          |
| -Stair framing and finishing   | -Advanced wall/roof framing        |

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### Resources Required

### Staffing Implications

#### Supplies/Equipment

Same or similar to Construction 1+2  
Use of Construction Lab  
Wood and other materials

#### Personnel Requirements:

No changes  
1 CTE Instructor

#### Texts:

*Wood Technology and Processes*  
(Feirer + Feirer)

#### Comments:

Materials used for theater productions to be provided by Arts department

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

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

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

page 2 of 2

**RE: Proposal to replace the Landscaping course this Spring with the Advanced Woodworking course being proposed by the CTE Department**

**FROM: Grace Loman and Carl Teravalnen**

We were approached by the theatre department and Charles Britton to have our Tech. Ed. students work on the sets for the fall and spring productions. We have tried to create a Set Design course solely for the purpose of working on set designs. However, there was not sufficient student interest to create a section of this course. Due to the quality and complexity of the sets, particularly in the spring, the students currently enrolled in Construction 2 and have completed Construction 1 do not yet have the experience needed to efficiently build the sets. With the new proposed course, the students would have completed Construction 1 and 2 and would be more competent using the various tools, equipment and materials in the lab. While enrolled in Advanced woodworking, they would be gaining experience thinking and working independently with teacher oversight instead of teacher instruction.

To help with this year's production we are proposing to eliminate the a landscaping course during Semester 2, and add replace it with Advanced Woodworking. We would invite students with the competency levels to enroll in this course. As of right now, 8 of the 18 landscaping students would be eligible as well as recruit other students have who have the requirements.

We plan on eliminating the landscaping course after this school year. Over past few years, we have found that the course is not the right fit for Amity. We don't have the facility necessary to run a high quality program.

# **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: Proposed **REVISED** 2013-2014 Budget Calendar  
Date: September 19, 2012

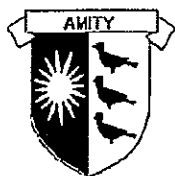
Based on comments at the September Amity Board of Education meeting, you directed me to put together a **REVISED** 2013-2014 budget calendar with the following key dates:

- December 10, 2012 Superintendent reviews general 2013-2014 budget issues with Amity Finance Committee and Amity Board of Education for their comments
- December 12, 2012 Superintendent, Finance Director, Finance Manager and Technology Coordinator meet with Technology Committee and review five year capital improvement forecast for technology
- December 12, 2012 Superintendent, Finance Director, Finance Manager, Director of Curriculum and Staff Development, Curriculum Technology Facilitator, and Technology Coordinator will meet with the Curriculum Committee and review five year capital improvement forecast for technology
- December 13, 2012 Superintendent, Finance Director, Finance Manager and Facilities Director meet with Facilities Committee and review five year capital improvement forecast for facilities
- January 15, 2013 Superintendent's Budget is mailed to Amity Finance Committee and Board of Education Members
- January 28, 2013 Superintendent presents his budget proposal to Amity Finance Committee for discussion. Additional budget workshop date(s) will be set, if needed. All Board of Education members are invited to attend

February 4, 2013	Superintendent presents budget proposal to Board of Education for discussion. Additional budget workshop date(s) will be set, if needed.
February 11, 2013 (Held in Orange)	Amity Finance Committee discusses and possibly takes preliminary action on proposed budget
February 11, 2013 (Held in Orange)	Amity Board of Education discusses and possibly takes preliminary action on proposed budget
February 25, 2013	Amity Finance Committee discusses and takes action on the proposed budget (This meeting will take place, if necessary)
February 25, 2013	Amity Board of Education discusses and takes action on the proposed budget (This meeting will take place, if necessary)
T.B.A.	Superintendent presents the preliminary Board of Education Adopted 2013-2014 Budget to Bethany, Orange and Woodbridge Boards of Finance at a mutually convenient date and time
March 4, 2013- March 6, 2013	Superintendent will revise the proposed 2013-2014 Budget based on the most current information
March 7, 2013	Superintendent will distribute the proposed 2013-2014 Budget with recommended changes, if any, based on the most current information to Amity Finance Committee and Board of Education
March 11, 2013	Superintendent will discuss his proposed changes, if any, with the Amity Finance Committee. Amity Finance Committee will vote on the revised 2013-2014 Budget
March 11, 2013	Superintendent will discuss his proposed changes, if any, with the Board of Education. The Board of Education will vote on the revised 2013-2014 Budget

April 1, 2013 (Monday)	Public District Budget Hearing
April 1, 2013	Amity Finance Committee discusses and makes possible changes to 2013-2014 Budget
April 1, 2013	Amity Board of Education discusses and makes possible changes to 2013-2014 Budget
April 8, 2013	Amity Finance Committee takes final action on 2013-2014 Budget
April 8, 2013	Amity Board of Education takes final action on 2013-2014 Budget
May 7, 2013 (Tuesday)	Annual Public Budget Meeting to be adjourned to a referendum vote
May 8, 2013 (Wednesday)	Referendum





## **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: Members of the Board of Education and Amity Finance Committee

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

Re: October 1 Enrollment Report

Date: October 4, 2012

Attached to this memorandum is the October 1, 2012 enrollment report. This is the enrollment count that is used to determine the member town allocations for the 2013-2014 budget. The trend toward an increase share of the budget for the Town of Orange continues based upon the counts in this report. Also, the Town of Woodbridge will see an increase in its allocation.

For the 2013-2014 budget, Orange will see its percentage of Amity enrollment increase by approximately 0.4 percent to 50.1 percent of the total. Woodbridge's percentage of the Amity enrollment will be higher by 0.4 percent to 30.1 percent of the total. Bethany will have a decline of 0.8 percent to 19.8 percent of the total.

While these enrollment percentages will not be precisely equivalent to member town allocations, they do foreshadow the general direction of the allocation shift will take.

Enclosure

# Enrollment October 1, 2012

TOWN	Elementary - BOW (Pre K- 6)										Amity District #5 (7-12)					Outside Placement	V0-AG/ Magnet	ADM*	Open Choice by School	Tuition by School	Exchange Students	Total
	Pre-K	K	1	2	3	4	5	6	7	8	9	10	11	12								
Bethany	13	60	46	53	64	74	77	87	64	80	71	86	87	70	Gr 7: 1 Gr 8: 1 Gr 9: 0 Gr 10: 0 Gt. 11: 0 Gr 12: 3 Total: 5	Gr 9: 3 Gr 10: 0 Gr 11: 2 Gr 12: 1 Total: 6	469	Bethany Middle Total: 3	Bethany Middle Total: 1	Bethany Middle Total: 0	473	
Orange	17	154	159	163	193	177	190	190	186	180	197	206	204	197	Gr 7: 5 Gr 8: 0 Gr 9: 3 Gr 10: 0 Gt. 11: 1 Gr 12: 1 Total: 10	Gr 9: 2 Gr 10: 0 Gr 11: 2 Gr 12: 1 Total: 5	1185	Orange Middle Total: 5	Orange Middle Total: 0	Orange Middle Total: 0	1190	
Woodbridge	19	90	101	94	120	114	99	111	106	102	119	123	123	120	Gr 7: 1 Gr 8: 0 Gr 9: 3 Gr 10: 2 Gt. 11: 4 Gr 12: 5 Total: 15	Gr 7: 1 Gr 8: 1 Gr 9: 1 Gr 10: 1 Gr 11: 1 Gr 12: 0 Total: 5	713	High School Total: 10	High School Total: 5	High School Total: 3	731	
Category Totals	49	304	306	310	377	365	366	388	356	362	387	415	414	387	30	16	2367	18	6	3	2394	

Bethany Elementary	2474
Orange Elementary	1248
Woodbridge Elementary	748
<b>TOTAL</b>	<b>2465</b>

GRAND TOTAL FOR GRADES 7-12: 2,394

Subtotal to be used for ADM calculation for budget process

**AMITY REGIONAL SCHOOL DISTRICT NO. 5**  
**REVENUES AND EXPENDITURES**  
**FOR FY 2012-2013**

LINE	CATEGORY	COLUMN 1 2011-2012 UNAUDITED	COLUMN 2 2012-2013 BUDGET	COLUMN 3 AUG '12 FORECAST	COLUMN 4 CHANGE INCR./(DECR.)	COLUMN 5 SEP '12 FORECAST	COLUMN 6 VARIANCE OVER/(UNDER)	COL 7 FAV UNF
1	MEMBER TOWN ALLOCATIONS	41,199,830	41,664,551	41,664,551	0	41,664,551	0	FAV
2	OTHER REVENUE	202,397	209,505	219,651	0	219,651	10,146	FAV
3	OTHER STATE GRANTS	610,679	1,043,577	1,032,514	(153,714)	878,800	(164,777)	UNF
4	MISCELLANEOUS INCOME	1,031,626	409,182	409,104	0	409,104	(78)	UNF
5	BUILDING RENOVATION GRANTS	478,131	286,347	286,347	0	286,347	0	FAV
6	<b>TOTAL REVENUES</b>	<b>43,522,663</b>	<b>43,613,162</b>	<b>43,612,167</b>	<b>(153,714)</b>	<b>43,458,453</b>	<b>(154,709)</b>	<b>UNF</b>
7	SALARIES	22,711,361	22,926,055	22,926,055	134,725	23,060,780	134,725	UNF
8	BENEFITS	5,498,457	5,035,918	5,055,744	(2,410)	5,053,334	17,416	UNF
9	PURCHASED SERVICES	5,491,355	6,923,720	6,793,711	(218,039)	6,575,672	(348,048)	FAV
10	DEBT SERVICE	5,562,444	5,364,858	5,342,896	0	5,342,896	(21,962)	FAV
11	SUPPLIES (INCLUDING UTILITIES)	3,000,262	3,040,193	2,992,506	(12,455)	2,980,051	(60,142)	FAV
12	EQUIPMENT	320,059	56,887	56,887	0	56,887	0	FAV
13	IMPROVEMENTS / CONTINGENCY	51,849	150,000	150,000	0	150,000	0	FAV
14	DUES AND FEES	106,192	115,531	119,789	0	119,789	4,258	UNF
15	TRANSFER ACCOUNT	150,100	0	0	0	0	0	FAV
16	ESTIMATED UNSPENT BUDGETS	0	0	0	0	0	0	FAV
17	<b>TOTAL EXPENDITURES</b>	<b>42,892,079</b>	<b>43,613,162</b>	<b>43,437,588</b>	<b>(98,179)</b>	<b>43,339,409</b>	<b>(273,753)</b>	<b>FAV</b>
18	<b>SUBTOTAL</b>	<b>630,584</b>	<b>0</b>	<b>174,579</b>	<b>(55,535)</b>	<b>119,044</b>	<b>119,044</b>	<b>FAV</b>
19	PLUS: CANCELLATION OF PRIOR YEAR'S ENCUMBRANCES	76	0	0	0	0	0	FAV
20	DESIGNATED FOR SUBSEQUENT YEAR'S BUDGET:							
21	LESS: ASSIGNED TO NEXT YEAR'S BUDGET	(300,000)		0	0	0	0	FAV
22	LESS: COMMITTED TO ERRP	0	0	0	0	0	0	FAV
23	<b>NET BALANCE / (DEFICIT)</b>	<b>330,660</b>	<b>0</b>	<b>174,579</b>	<b>(55,535)</b>	<b>119,044</b>	<b>119,044</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 2012-2013**

LINE	CATEGORY	COLUMN 1 2011-2012 UNAUDITED	COLUMN 2 2012-2013 BUDGET	COLUMN 3 AUG '12 FORECAST	COLUMN 4 CHANGE INCR./DECR.)	COLUMN 5 SEP '12 FORECAST	COLUMN 6 VARIANCE OVER/(UNDER)	COL 7 FAV UNF
1	BETHANY ALLOCATION	8,439,785	8,591,647	8,591,647	0	8,591,647	0	FAV
2	ORANGE ALLOCATION	19,944,426	20,687,700	20,687,700	0	20,687,700	0	FAV
3	WOODBRIIDGE ALLOCATION	12,815,619	12,385,204	12,385,204	0	12,385,204	0	FAV
4	MEMBER TOWN ALLOCATIONS	41,199,830	41,664,551	41,664,551	0	41,664,551	0	FAV
5	ADULT EDUCATION	3,244	3,307	3,099	0	3,099	(208)	UNF
6	PARKING INCOME	30,054	30,000	30,000	0	30,000	0	FAV
7	INVESTMENT INCOME	977	2,500	2,500	0	2,500	0	FAV
8	ATHLETICS	25,948	22,000	22,000	0	22,000	0	FAV
9	TUITION REVENUE	69,232	76,028	86,382	0	86,382	10,354	FAV
10	TRANSPORTATION INCOME	72,942	75,670	75,670	0	75,670	0	FAV
11	TRANSPORTATION BOWA AGREEMENT	0	0	0	0	0	0	FAV
12	OTHER REVENUE	202,397	209,505	219,651	0	219,651	10,146	FAV
13	BESB GRANT	0	0	0	0	0	0	FAV
14	SPECIAL EDUCATION GRANTS	610,679	1,043,577	1,032,514	(153,714)	878,800	(164,777)	UNF
15	OTHER STATE GRANTS	610,679	1,043,577	1,032,514	(153,714)	878,800	(164,777)	UNF
16	RENTAL INCOME	29,701	29,000	29,000	0	29,000	0	FAV
17	CAPITAL RESERVE	0	0	0	0	0	0	FAV
18	CONSTRUCTION SINKING DEBT FUND	262,000	0	0	0	0	0	FAV
19	DESIGNATED FROM PRIOR YEAR	675,000	300,000	300,000	0	300,000	0	FAV
20	EARLY RETIREE REINSURANCE PROGRAM	0	64,034	63,956	0	63,956	(78)	UNF
21	OTHER REVENUE	64,925	16,148	16,148	0	16,148	0	FAV
22	TRANSFER IN	0	0	0	0	0	0	FAV
23	MISCELLANEOUS INCOME	1,031,626	409,182	409,104	0	409,104	(78)	UNF
24	BUILDING RENOVATION GRANTS	478,131	286,347	286,347	0	286,347	0	FAV
25	TOTAL REVENUES	43,522,663	43,613,162	43,612,167	(153,714)	43,458,453	(154,709)	UNF

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 2012-2013**

		COLUMN 1	COLUMN 2	COLUMN 3	COLUMN 4	COLUMN 5	COLUMN 6	COLUMN 7
		2011-2012	2012-2013	AUG '12	CHANGE	SEP '12	VARIANCE	FAV
LINE	CATEGORY	UNAUDITED	BUDGET	FORECAST	INCR./(DECR.)	FORECAST	OVER/(UNDER)	UNF
1	5111-CERTIFIED SALARIES	19,208,713	19,326,825	19,326,825	133,498	19,460,323	133,498	UNF
2	5112-CLASSIFIED SALARIES	3,502,648	3,599,230	3,599,230	1,227	3,600,457	1,227	UNF
3	<b>SALARIES</b>	<b>22,711,361</b>	<b>22,926,055</b>	<b>22,926,055</b>	<b>134,725</b>	<b>23,060,780</b>	<b>134,725</b>	<b>UNF</b>
4	5200-MEDICARE - ER	294,034	298,468	298,468	90	298,558	90	UNF
5	5210-FICA - ER	221,612	229,591	229,591	(4,569)	225,022	(4,569)	FAV
6	5220-WORKERS' COMPENSATION	119,070	134,184	154,010	0	154,010	19,826	UNF
7	5231-BLUE CROSS DENTAL	259,310	247,121	247,121	0	247,121	0	FAV
8	5251-MEDICAL INSURANCE	3,272,420	2,799,458	2,799,458	0	2,799,458	0	FAV
9	5860-OPEB TRUST	376,753	394,346	394,346	0	394,346	0	FAV
10	5260-LIFE INSURANCE	45,356	44,438	44,438	1,270	45,708	1,270	UNF
11	5275-DISABILITY INSURANCE	9,345	9,582	9,582	799	10,381	799	UNF
12	5280-PENSION PLAN - CLASSIFIED	599,032	663,791	663,791	0	663,791	0	FAV
13	5282-RETIREMENT SICK LEAVE - CERT	113,827	87,264	87,264	0	87,264	0	FAV
14	5283-RETIREMENT SICK LEAVE - CLASS	24,093	8,118	8,118	0	8,118	0	FAV
15	5284-SEVERANCE PAY - CERTIFIED	131,225	107,557	107,557	0	107,557	0	FAV
16	5290-UNEMPLOYMENT COMPENSATION	32,380	12,000	12,000	0	12,000	0	FAV
17	<b>BENEFITS</b>	<b>5,498,457</b>	<b>5,035,918</b>	<b>5,055,744</b>	<b>(2,410)</b>	<b>5,053,334</b>	<b>17,416</b>	<b>UNF</b>
18	5322-INSTRUCTIONAL PROG IMPROVEMENT	9,076	11,564	11,564	0	11,564	0	FAV
19	5327-DATA PROCESSING	63,014	69,140	69,140	0	69,140	0	FAV
20	5330-OTHER PROFESSIONAL & TECHNICAL SRVC	976,946	930,829	930,829	(13,074)	917,755	(13,074)	FAV
21	5440-RENTALS - LAND, BLDG, EQUIPMENT	58,867	71,487	71,487	0	71,487	0	FAV
22	5510-PUPIL TRANSPORTATION	2,108,673	2,524,305	2,524,305	(100,692)	2,423,613	(100,692)	FAV
23	5521-GENERAL LIABILITY INSURANCE	158,330	166,770	162,761	0	162,761	(4,009)	FAV
24	5550-COMMUNICATIONS: TEL, POST, ETC.	68,605	73,748	73,748	0	73,748	0	FAV
25	5560-TUITION EXPENSE	1,971,800	2,984,225	2,858,225	(104,273)	2,753,952	(230,273)	FAV
26	5590-OTHER PURCHASED SERVICES	76,044	91,652	91,652	0	91,652	0	FAV
27	<b>PURCHASED SERVICES</b>	<b>5,491,355</b>	<b>6,923,720</b>	<b>6,793,711</b>	<b>(218,039)</b>	<b>6,575,672</b>	<b>(348,048)</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 2012-2013**

LINE	CATEGORY	COLUMN 1	COLUMN 2	COLUMN 3	COLUMN 4	COLUMN 5	COLUMN 6	COLUMN 7
		2011-2012 UNAUDITED	2012-2013 BUDGET	AUG '12 FORECAST	CHANGE INCR./((DECR.))	SEP '12 FORECAST	VARIANCE OVER/(UNDER)	FAV UNF
28	5830-INTEREST	1,832,444	1,679,858	1,657,896	0	1,657,896	(21,962)	FAV
29	5910-REDEMPTION OF PRINCIPAL	3,730,000	3,685,000	3,685,000	0	3,685,000	0	FAV
30	DEBT SERVICE	5,562,444	5,364,858	5,342,896	0	5,342,896	(21,962)	FAV
31	5410-UTILITIES, EXCLUDING HEAT	820,286	812,299	795,299	(12,455)	782,844	(29,455)	FAV
32	5420-REPAIRS, MAINTENANCE & CLEANING	672,600	672,721	672,721	0	672,721	0	FAV
33	5611-INSTRUCTIONAL SUPPLIES	321,364	359,292	354,492	0	354,492	(4,800)	FAV
34	5613-MAINTENANCE/CUSTODIAL SUPPLIES	171,359	179,208	179,208	0	179,208	0	FAV
35	5620-OIL USED FOR HEATING	331,360	217,839	37,657	0	37,657	(180,182)	FAV
36	5621-NATURAL GAS	0	0	149,495	0	149,495	149,495	UNF
37	5627-TRANSPORTATION SUPPLIES	153,298	204,967	204,967	0	204,967	0	FAV
38	5641-TEXTBOOKS	71,132	106,331	111,131	0	111,131	4,800	UNF
39	5642-LIBRARY BOOKS & PERIODICALS	22,438	21,607	21,607	0	21,607	0	FAV
40	5690-OTHER SUPPLIES	436,425	465,929	465,929	0	465,929	0	FAV
41	SUPPLIES (INCLUDING UTILITIES)	3,000,262	3,040,193	2,992,506	(12,455)	2,980,051	(60,142)	FAV
42	5730-EQUIPMENT - NEW	124,486	28,671	28,671	0	28,671	0	FAV
43	5731-EQUIPMENT - REPLACEMENT	195,573	28,216	28,216	0	28,216	0	FAV
44	EQUIPMENT	320,059	56,887	56,887	0	56,887	0	FAV
45	5715-IMPROVEMENTS TO BUILDING	4,785	0	0	0	0	0	FAV
46	5720-IMPROVEMENTS TO SITES	47,064	0	0	0	0	0	FAV
47	5850-CONTINGENCY	150,000	150,000	150,000	0	150,000	0	FAV
48	TRSF. FROM CONTINGENCY TO OTHER ACCTS.	(150,000)	0	0	0	0	0	FAV
49	5855-CAPITAL RESERVE	0	0	0	0	0	0	FAV
50	IMPROVEMENTS / CONTINGENCY	51,849	150,000	150,000	0	150,000	0	FAV
51	5580-STAFF TRAVEL	20,112	19,476	19,476	0	19,476	0	FAV
52	5581-TRAVEL - CONFERENCES	17,402	15,339	15,339	0	15,339	0	FAV
53	5810-DUES & FEES	68,678	80,716	84,974	0	84,974	4,258	UNF
54	DUES AND FEES	106,192	115,531	119,789	0	119,789	4,258	UNF
55	5856-TRANSFER ACCOUNT	150,100	0	0	0	0	0	FAV
56	ESTIMATED UNSPENT BUDGETS	0	0	0	0	0	0	FAV
57	TOTAL EXPENDITURES	42,892,079	43,613,162	43,437,588	(98,179)	43,339,409	(273,753)	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 2012-2013**

**SEPTEMBER 2012**

**SUMMARY OF COST SAVINGS AND EFFICIENCIES**

Below is a list of the cost savings and efficiencies implemented for the current fiscal year:

- We have implemented the self funded insurance program for medical and dental benefits. The target savings is \$525,000, which is included in the 2012-2013 budget.
- Amity High School heating equipment and cafeteria kitchen, culinary kitchen, garage and field house will use natural gas rather than fuel oil and propane. The target savings is \$120,000, which is included in the 2012-2013 budget.
- The District is working with our insurance provider (CIRMA) to institute a 'budget stabilization program' for Liability-Automobile-Property (LAP) coverages, which includes enhanced risk control services, and a multiple-year coverage period with stabilized rates applicable to annual contributions. Thus, we will be identifying and implementing risk control initiatives. This will cap premium increases to 5 percent over the prior year for the next two fiscal years.
- The Cable Advisory Council Area 2 (CAC) awarded \$18,325 on the government grant application for the October 1, 2011 to September 2012. This grant had been submitted by the high school administration.
- The District has switched its third-party agent for reviewing State unemployment compensation. This should reduce costs.
- We negotiated a 'storage fee' for the unused heating oil from last fiscal year down to 10 cents per gallon per month from the initial proposal of 15 cents per gallon per month, which saved \$10,607.
- The District refinanced 2008 bonds. Moody's Investor Service reviewed and assigned a rating of Aa1 to the District. Due to the District and Member Towns' high bond ratings and timing in the market, we obtained total savings of \$357,271.67. These savings will offset the interest cost of \$201,964.17 on the bonds for the high school roof restoration, air handling unit replacement in the high school boys' and girls' locker rooms including the piping of the new cooling coils, and repaving at Orange Middle School.

**SUMMARY OF COST SAVINGS AND EFFICIENCIES**  
**(Continued)**

- The Finance Office implemented several efficiencies, including:
  - ✓ Most of the collection of fees (over \$200,000) for Student Activity Accounts and Special Revenue Accounts are being done on-line by using MyPaymentsPlus. This has greatly reduced processing time in the schools and improved audit controls.
  - ✓ Staff reimbursements for mileage and other business expenses are being made by direct deposit. In addition, many of the high used vendors are being switched to direct deposit.
  - ✓ Remote deposit of checks into various bank accounts is saving time in preparing bank bags for each deposit and limiting the number of courier transactions required.
- The Technology Department has instituted a number of cost savings, including:
  - ✓ We are purchasing the iPad 2 in quantities of 10 and saving \$20 per iPad.
  - ✓ The department has used its staff rather than an outside contractor to install smart boards and projectors. To-date, we have saved \$2,400.
  - ✓ Apps are being purchased through the volume purchasing program at half price.
  - ✓ We are now participating in Microsoft's new Open Licensing Program, which is based on current full-time equivalent employees rather than the number of computers and servers. This saved approximately \$11,000, which is included in the 2012-2013 budget.
- Two students who had been placed out of district were returned to the District. Estimated savings are \$94,000. Other savings of about \$34,000 have been realized due to two fewer students in the vo-ag schools.
- Facilities Director negotiated reduced pricing for Bethany and Orange Middle School fire alarm inspections for a savings of \$4,140.
- Facilities implemented chiller optimization at both middle schools. This was accomplished by installing circuit boards and programming the Building Management System to look at humidity, dry bulb, and outside air temperatures and reset the chilled water temperature accordingly. The chilled water temperature was previously set at 44 degrees but now resets up to 52 degrees. This saves large amounts of energy.
- All lights in all schools are on motion sensors and/or light sensors to optimize energy savings. The lights are also programmed through the Building Management System to optimize savings.



**SUMMARY OF COST SAVINGS AND EFFICIENCIES**  
(Continued)

- The Field House air handler is now monitored and programmed so it is on only during occupied times. It had been on 24/7 with a thermostat at a set temperature.
- Trash and recycling services were bid for a three-year contract, which resulted in a savings of \$2,693.
- A terminal reheat strategy was implemented for the boiler plants at both middle schools. By using the Building Management System, we can monitor the system more efficiently and realize energy savings.

*In addition to the above-mentioned items, the District implemented the following cost savings and efficiencies for the current fiscal year:*

- *To support the new wireless infrastructure, the Technology Department added 30 Ethernet drops for the new wireless access points. In the past, we had contractors install the network wiring at a cost of about \$100 per drop.*
- *The Technology Department consolidated the Student and Staff File Servers in each Middle School so we now only use one server at each Middle School. This eliminated the need to replace 2 servers at a savings of about \$16,000.*
- *The Technology Department replaced the 40 CRT monitors with flat screen LCD monitors at the Middle Schools. The LCD monitors are more energy efficient. The estimated savings on electricity is about \$20 per year per monitor, or about \$800 per year.*
- *We have encouraged printing off of the copiers rather than printers, which has saved thousands of dollars in toner and repairs and replacements of printers.*
- *All bids require both written proposals and CD file. We now can review the paper submission but retain only the CD file copy. This saves a considerable amount of file space.*
- *Bethany Middle School stopped ordering 3-part, carbonless, printed field trip permission forms this year. The printed forms cost approximately \$0.15 each. The school uses approximately 2,000 forms a year. The school copies the forms on the copier machine at less than the cost to print the forms.*
- *Electronic permission slips are used with the MyPaymentsPlus program, which reduces paper costs and staff time.*

## 2012-2013 FORECAST

The projected net balance of revenues and expenditures for this fiscal year is *\$119,044 FAV (previously \$174,579 FAV)*, which appears on page 1, column 6, line 18.

### REVENUES BY CATEGORY

The projected yearend balance of revenues is *\$154,709 UNF (previously \$995 UNF)*, 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 7 on Page 2: INVESTMENT INCOME:

The average interest rates by month for the State Treasurer's Investment Fund (STIF) are shown below:

#### **Average Interest Rates by Month**

<u>Month</u>	<u>Rate</u>
June	0.09%
July	0.21%
August	0.22%
<i>September</i>	<i>0.18%</i>

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

The forecast includes one more tuition student than budgeted.

#### LINE 14 on Page 2: SPECIAL EDUCATION GRANTS:

*Based on the estimated tuition expenses at this time, the special education grants are projected to be lower than budgeted. The forecast and budget use a reimbursement rate of 75 percent.*

#### LINE 20 on Page 2: EARLY RETIREE REINSURANCE PROGRAM:

The District was notified we must return \$78.32, which has been deemed 'an overpayment' of the Early Retiree Reinsurance Program grant.

## **EXPENDITURES BY CATEGORY**

The projected yearend balance of expenditures is \$273,753 *FAV* (previously \$175,574 *FAV*), which appears on page 4, column 6, line 57.

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

*The estimated savings due to staff turnover (i.e., replacing teachers who retired or resigned at a lower salary) was \$66,580 compared to the budget of \$125,000. Thus, we had an unfavorable variance of \$58,420 UNF. Additional sections were added for World Language and Mathematics due to enrollment, and Reading for mandated IEP reading services. This resulted in an unfavorable variance of \$53,706 UNF. In addition, the High School will use substitutes/tutors rather than interns. A budget transfer of \$27,000 UNF from 5330-Other Professional and Technical Services to 5111-Certified Salaries is requested to pay for the substitutes/tutors. Partially offsetting these, Bethany Middle School will use a second intern rather than a bench sub. A budget transfer of \$13,926 FAV from 5111-Certified Salaries to 5330-Other Professional and Technical Services is requested. The forecast is based on the current staff.*

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

*The forecast is based on the current staff.*

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

*The forecast is based on projected salaries.*

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

*The forecast is based on projected salaries.*

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

Workers' compensation insurance budget was based on information from our insurance carrier in December 2011. The premium increase was budgeted at 10 percent. Unfortunately, the District's claims experience was significantly higher than expected in the second half of the fiscal year, which resulted in the premiums rising 26.9 percent over last fiscal year's actual premiums. Our insurance carrier (Trident Insurance) and several other carriers refused to provide a bid. Connecticut Interlocal Risk Management Agency (CIRMA) submitted the only bid of \$149,010, or \$19,826 UNF over budget. The payroll audit is budgeted at \$5,000 and will be done later in the fiscal year.

**LINES 7, 8 and 9 on Page 3: 5231, 5251 and 5860: MEDICAL AND DENTAL SELF-INSURANCE AND OPEB TRUST EXPENDITURES:**

*The chart below depicts the actual claims, fixed costs, employer's share of High Deductible Health Plan (HDHP), formerly called Health Savings Accounts (HSA), voluntary early retirement plan payments, less employees' premium share, retiree payments, and payments from the OPEB Trust. The annual budget is spread evenly by month.*

*Medical and Dental*

<u>MONTH</u>	<u>ACTUAL</u>	<u>BUDGET</u>	<u>VARIANCE</u>
July 2012	\$194,542.58	\$253,882	(\$ 59,339.42) FAV
August 2012	\$274,862.00	\$253,882	\$ 20,980.00 UNF
Totals To-Date	\$469,404.58	\$507,764	(\$ 38,359.42) FAV

**SELF-INSURANCE FUND RESERVE BALANCE:**

ERRP	\$ 63,956.00
Actual to Budget Variance	\$ 38,359.42 (Subject to change)
Total Reserve Balance	<u>\$102,315.42</u>

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

*The forecast is based on the current staffing.*

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

*The forecast is based on the current staffing.*

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

The District has switched its third-party agent for reviewing State unemployment compensation. We believe this will enhance the review of claims and payments.

**LINE 20 on Page 3: 5330-OTHER PROFESSIONAL & TECHNICAL SRVC.:**

*Bethany Middle School hired a second intern rather than a bench sub. A budget transfer of \$13,926 UNF from 5111-Certified Salaries to 5330-Other Professional and Technical Services is requested to cover this expenditure. Amity High School will use 2 substitutes/tutors rather than interns. A budget transfer of \$27,000 FAV from 5330-Other Professional and Technical Services to 5111-Certified Salaries is requested to cover this expenditure.*

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

*The forecast projects special education transportation to be \$100,692 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 2011. The LAP insurance was awarded to Connecticut Interlock Risk Management Agency (CIRMA) at the bid price of \$148,997, or \$2,773 FAV under budget. In addition, the Student Accident Insurance premium of \$13,764 is \$1,236 FAV under budget.

**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 \$18,708 FAV (previously \$34,398 FAV) under budget.

	<u>FY08-09</u> <u>ACTUAL</u>	<u>FY09-10</u> <u>ACTUAL</u>	<u>FY10-11</u> <u>ACTUAL</u>	<u>FY11-12</u> <u>ACTUAL</u>	<u>FY12-13</u> <u>BUDGET</u>	<u>FY12-13</u> <u>ACTUAL</u>
Sound	9	9	7	6	7	9(8)
Trumbull	1	2	4	3	4	2(3)
Nonnewaug	4	5	5	3	4	3(2)
<i>ACES</i>						
<i>Wintergreen</i>						
<i>Magnet</i>	0	0	0	0	0	2(0)
Totals	14	16	16	12	15	16(13)

Public (ACES) and private out-of-district placements are projected at \$213,752 FAV (previously \$93,789 FAV) under budget.

	<u>FY08-09</u> <u>ACTUAL</u>	<u>FY09-10</u> <u>ACTUAL</u>	<u>FY10-11</u> <u>ACTUAL</u>	<u>FY11-12</u> <u>ACTUAL</u>	<u>FY12-13</u> <u>BUDGET</u>	<u>FY12-13</u> <u>ACTUAL</u>
<i>Public SPED</i>	9	7	6	6	9	7
<i>Private SPED</i>	21	20.5	21	24	30	23(25)
<i>Totals</i>	30	27.5	27	30	39	30(32)

Note: 0.5 is a part-time student.

The District has 27 students attending ECA. The total expenditure is \$2,187 UNF over budget.

**LINE 28 on Page 4: 5830-INTEREST:**

The District refinanced 2008 bonds on July 26, 2012. Total savings are \$357,271.67. The savings for this fiscal year will be \$21,961.67 FAV.

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

If approved by the Amity Finance Committee and Amity Board of Education, the budget of \$17,000 FAV for propane to heat the field house and facilities garage and provide gas to the kitchen facilities will be moved to a new account, 5621-Natural Gas.

*The District received the load shed credits for last fiscal year's participation. The total amount was \$12,455.27 FAV. Due to the uncertainty of whether or not we would earn credits, this had not been budgeted.*

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

A budget transfer of \$4,800 FAV was approved to move funds into the Textbooks account to purchase additional Chinese and Spanish textbooks due to higher than expected enrollment.

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

The budget of \$132,495 FAV for natural gas to heat the high school was moved to a new account, 5621-Natural Gas.

Due to the warm weather, there were 34,886 gallons of unused heating oil from 2011-2012. The 'storage fee' for these gallons of heating oil is \$21,943, or \$10,607 FAV under budget. The 'storage fee' was initially proposed at 15 cents per gallon per month, but we negotiated it down to 10 cents per gallon per month. The budget assumed the purchase of 10,000 gallons of heating oil at \$3.50 per gallon for the middle schools. With the large carryover of unused heating oil, the forecast assumes the purchase of 5,000 gallons at \$3.1429 per gallon, or an estimated savings of \$19,285 FAV.

**LINE 36 on Page 4: 5621-NATURAL GAS:**

The Finance Office set up a new account for natural gas expenditures.

The budget for natural gas at the high school is \$132,495 (12,045 MBTU at \$11 each MBTU). The number of MBTU (million British thermal units) is calculated by dividing the estimated heating oil usage of 86,000 gallons by 7.14. This is included in the adopted 2012-2013 budget under 5620-Oil Used for Heating. A budget transfer was approved to move \$132,495 into this new account.

The budget for propane to heat the field house and facilities garage and provide gas to the kitchen facilities is \$17,000. This is included in the adopted 2012-2013 budget under 5410-Utilities-Excluding Heat. A budget transfer was approved to move \$17,000 into this new account.

At this time, the forecast projects expenditures for this new account will be \$149,495. Since these expenditures were budgeted in other accounts, the forecast shows an unfavorable variance of \$149,495 UNF. This is offset by the favorable variances of \$17,000 in 5410-Utilities, Excluding Heat and \$132,495 in 5620-Oil Used for Heating.

**LINE 38 on Page 4: 5641-TEXTBOOKS:**

A budget transfer of \$4,800 UNF was approved to purchase additional Chinese and Spanish textbooks due to higher than expected enrollment.

**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 balance is \$132,450.

September: \$17,550 – Natural gas is now being used at Amity High School. A budget transfer was made to remove the oil tank and pump the oil/sludge from the oil tank.

**LINE 53 on Page 4: 5810-DUES AND FEES:**

A budget transfer of \$4,258 UNF was made to pay for the dues of the Connecticut Association of Schools and the Southern Connecticut Conference. These items were not included in the budget due to an oversight.

Amity Regional School District No. 5 - Budget Transfers 2012-2013

<u>MONTH/YR</u>	<u>JNL#</u>	<u>ACCOUNT NUMBER &amp; DESCRIPTION</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
2012-JUL	12	01-031110105330 - OTHER PROF SVCS	1,400.00	GUEST FIDDLER
2012-JUL	12	01-031110105611 - INSTRUCT SUPP	(1,400.00)	GUEST FIDDLER
2012-JUL	13	01-011322205642 - LIBRARY BOOKS	170.00	MEDIA DATABASE
2012-JUL	13	01-011322205330 - OTHER PROF SVCS	(170.00)	MEDIA DATABASE
2012-JUL	13	01-011110095690 - OTHER SUPPLIES	160.00	PENCIL SHARPENERS
2012-JUL	13	01-011110095611 - INSTRUCTIONAL SUP	(160.00)	PENCIL SHARPENERS
2012-JUL	13	01-011110105810 - DUES&FEES	20.00	CMEA PRICE INCREASE
2012-JUL	13	01-011110105641 - TEXTBOOKS	(20.00)	CMEA PRICE INCREASE
2012-AUG	12	01-051423505731 - EQUIPMENT-REPL	2,916.00	AUDITORIUM PROJECTOR
2012-AUG	12	01-031422195611 - INSTRUCTIONAL SUPP	(2,916.00)	AUDITORIUM PROJECTOR
2012-AUG	23	01-03111015-5810 DUES & FEES	1,100.00	MEMBERSHIPS
2012-AUG	23	01-05142510-5521 GENERAL LIABILITY	(1,100.00)	MEMBERSHIPS
2012-AUG	54	01-03142219-5611 INSTRUCTIONAL SUPP	(4,800.00)	ADDITIONAL ENROLLMENT
2012-AUG	54	01-03111006-5641 TEXTBOOKS	4,800.00	ADDITIONAL ENROLLMENT
2012-AUG	55	01-031426005620 OIL USED FOR HEAT	(132,495.00)	NEW GAS ACCOUNT
2012-AUG	55	01-031426005621 NATURAL GAS	132,495.00	NEW GAS ACCOUNT
2012-AUG	55	01-031426005410 UTILITIES, EXC HEAT	(17,000.00)	NEW GAS ACCOUNT
2012-AUG	55	01-031426005621 NATURAL GAS	17,000.00	NEW GAS ACCOUNT
2012-AUG	143	01-011322205690 OTHER SUPPLIES	1,000.00	RENEW ONLINE SUBSCRIPTION
2012-AUG	143	01-051423505690 OTHER SUPPLIES	(1,000.00)	RENEW ONLINE SUBSCRIPTION
2012-AUG	143	01-021322205690 OTHER SUPPLIES	495.00	RENEW ONLINE SUBSCRIPTION
2012-AUG	143	01-051423505690 OTHER SUPPLIES	(495.00)	RENEW ONLINE SUBSCRIPTION
2012-AUG	143	01-011322205690 OTHER SUPPLIES	275.00	EZ BIB
2012-AUG	143	01-051423505690 OTHER SUPPLIES	(275.00)	EZ BIB
2012-AUG	143	01-011322205690 OTHER SUPPLIES	210.00	RENEW ONLINE SUBSCRIPTION
2012-AUG	143	01-051423505690 OTHER SUPPLIES	(210.00)	RENEW ONLINE SUBSCRIPTION
2012-SEP	16	01-011322205690 OTHER SUPPLIES	(485.00)	BETHANY MEDIA CENTER
2012-SEP	16	01-021322205690 OTHER SUPPLIES	485.00	BETHANY MEDIA CENTER
2012-SEP	20	01-041321405611 INSTRUCTIONAL SUPP	(15.00)	NASP MEMBERSHIP DUES
2012-SEP	20	01-041321405810 DUES&FEES	15.00	NASP MEMBERSHIP DUES
2012-SEP	31	01-011110065641 TEXTBOOKS	(110.00)	COLT CONFERENCE
2012-SEP	31	01-011110065810 DUES&FEES	110.00	COLT CONFERENCE
2012-SEP	49	01-021110105810 DUES&FEES	(340.00)	MEMBERSHIP DUES
2012-SEP	49	01-021324005810 DUES&FEES	340.00	MEMBERSHIP DUES
2012-SEP	59	01-041261305510 PUPIL TRANSPORT	(11,300.00)	SPECIAL ED TRANSPORT
2012-SEP	59	01-041261105510 PUPIL TRANSPORT	11,300.00	SPECIAL ED TRANSPORT
2012-SEP	62	01-031324005810 DUES&FEES	4,258.00	CAS & SCC DUES
2012-SEP	62	01-031422195611 INSTRUCTIONAL SUPP	(4,258.00)	CAS & SCC DUES
2012-SEP	63	01-031426005720 IMPROVE TO SITES	17,550.00	OIL TANK REMOVAL
2012-SEP	63	01-051500005850 CONTINGENCY	(17,550.00)	OIL TANK REMOVAL
2012-SEP	100	01-031132025690 OTHER SUPPLIES	(399.00)	IPAD FOR ATHLETIC TRAINER
2012-SEP	100	01-051423505690 OTHER SUPPLIES	399.00	IPAD FOR ATHLETIC TRAINER
2012-SEP	122	01-031110015611 INSTRUCTIONAL SUPP	(400.00)	FUNDS FOR FIELD TRIP
2012-SEP	122	01-031427005510 PUPIL TRANSPORT	400.00	FUNDS FOR FIELD TRIP
2012-SEP	125	01-031110105810 DUES&FEES	(320.00)	PURCHASE CDS FOR MUSIC CLASS
2012-SEP	125	01-031110105611 INSTRUCTIONAL SUPP	320.00	PURCHASE CDS FOR MUSIC CLASS
2012-SEP	149	01-031110135641 TEXTBOOKS	(1,000.00)	SCIENCE PILOT PROGRAM
2012-SEP	149	01-051423505730 EQUIPMENT - NEW	1,000.00	SCIENCE PILOT PROGRAM
2012-SEP	176	01-041261135560 TUITION EXPENSE	(2,100.00)	SNAP LICENSE FOR NURSES
2012-SEP	176	01-051423505690 OTHER SUPPLIES	1,600.00	SNAP LICENSE FOR NURSES
2012-SEP	176	01-041321905810 DUES&FEES	500.00	FEE UNIFIED THEATER



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



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

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

To: Dr. John J. Brady, Superintendent of Schools  
From: Jack B. Levine, Director of Finance and Administration  
Re: Budget Transfers of \$3,000 or More  
Date: October 2, 2012

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

**Bethany Middle School Second Intern:**

***A budget transfer is needed to pay for a second intern rather than a bench sub.***

***#1 - Move to make the following budget transfer of \$13,926 to pay for a second intern at Bethany Middle School:***

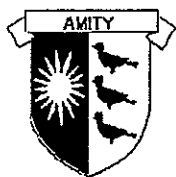
ACCOUNT NUMBER	ACCOUNT NAME	FROM	TO
05-15-1026-5111	Certified Salaries	\$13,926	
01-13-2400-5330	Other Professional & Tech. Svcs.		\$13,926

**Amity High School Substitutes/Tutors:**

***A budget transfer is needed to pay for substitutes/tutors rather than interns.***

***#2 - Move to make the following budget transfer of \$27,000 to pay for substitutes/tutors rather than interns at Amity High School:***

ACCOUNT NUMBER	ACCOUNT NAME	FROM	TO
03-13-2400-5330	Other Professional & Tech. Svcs.	\$27,000	
05-15-1026-5111	Certified Salaries		\$27,000



## **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: Members of the Amity Finance Committee and Amity Board of Education

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

Re: Update on Proposal to 'Extend and Blend' Electricity Supply Contract

Date: October 11, 2012

At the September 10, 2012 meetings of the Amity Finance Committee and Amity Board of Education, we sought and obtained the authorization to 'extend and blend' the District's electricity supply contract at a price of about \$0.0831 per kilowatt hour with an extension of the contract to December 31, 2016. I was granted the authority to decide if the market price is in the best interest of the District.

The market price was \$0.0840 per kilowatt hour, or \$33,000 less savings than had been presented to the Amity Finance Committee and Amity Board of Education. I decided this market price was unacceptable. We, therefore, did not 'extend and blend' our electricity supply contract.

I directed Facilities Director Jim Saisa to explore other alternatives to 'blend and extend'. In response to my directive, Mr. Jim Saisa met with Mr. Mike Stein of United Illuminating and found out that the District qualifies for the Last Resort Service Generation Services Charge for Amity High School. The high school is the only building which qualifies for the lower rate, because the minimum demand is 500 kilowatt hours. It uses about 67 percent of the District's total electricity usage. (The middle schools' demand is in the 200 to 300 kilowatt hour range.) At the end of our current contract on December 31, 2014, we could benefit by switching to the lower rate offered by United Illuminating. For example, the rate was recently about \$0.059 per kilowatt hour. The rate does change quarterly; however, several years of data demonstrate the rate has never exceeded the standard rate. We also reviewed a report from the U.S. Energy Information Administration entitled "Annual Energy Outlook 2012 with Projections to 2035". We do not put much stock into long-term forecasts; however, the points made seem to make a very good argument that other sources of energy and other factors will keep the price relatively stable for some time in the future.

I decided we would hold off on the 'extend and blend' option and possibly implement the Last Resort Service Generation Services Charge at the end of our current contract or we may decide to bid the supply contract.

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

Finance Committee	9/10/12
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Curriculum Committee	10/4/12
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MINUTES

**COMMITTEE MEMBERS PRESENT:** Matthew Giglietti, James Horwitz, James Stirling

**COMMITTEE MEMBERS ABSENT:** Janet Brunwin, John A. Grasso, Jr., Joseph Nuzzo

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

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A meeting of the Finance Committee of the Amity Regional Board of Education was held on Monday, September 10, 2012 at 5:30 p.m. in the Presentation Room at the District Offices.

1. **Call to Order:** James Stirling called the meeting to order at 5:35 p.m.
2. **Pledge of Allegiance** was recited by those present.

*Motion to move forward #5 on the agenda (Mr. Giglietti, 2d Mr. Horwitz).*

*Vote in favor unanimous.*

*Motion passed.*

3. **Facilities Report of Summer Projects**

Jim Saisa provided Committee members with a copy of the 2012 Facilities Report. The report provides updates on a number of facilities projects undertaken.

Mr. Saisa highlighted some recent projects. Visitor bleachers were installed at the field at the High School and roof restoration is nearly complete there. He noted that the roof restoration project has gone very smoothly thus far. Air handlers in the boys' and girls' locker rooms were replaced and chilled water loops were added to air condition the spaces. He noted that the custodial staff did a phenomenal job to prepare the school while working around construction projects and the summer school program.

He pointed out that page 3 of the report touches on smaller projects and shows cost saving measures that the department has been implementing. He added that page 3 also highlights the award winning Indoor Air Quality Program at Amity.

The District will be removing the oil tank at the High School and bids have been accepted. Mr. Saisa noted that the low bid was \$16,700 for removal of the 15,000 gallon tank.

**4. Discussion and Possible Action on Minutes**

No action was taken.

**5. Public Comment**

No members of the public addressed the Committee.

**6. Discussion of Proposed 2013-2014 Budget Calendar**

Dr. Brady noted that he recommends having a special meeting on April 1, 2013 concerning the budget.

The Committee members present noted that the calendar looked good.

**7. Discussion and Possible Action on Proposal to Extend and Blend Electricity Supply Contract**

Mr. Levine said that the administration is always looking for ways to save money. This proposal could save \$100,000. He believes this could be good for the District. He said that he realized that, due to a lack of quorum, the Committee would be unable to vote on this, but with a consensus, the proposal could move forward to the full Board.

Mr. Giglietti said that a letter should be sent out addressing the need for Committee participation at these meetings. If members aren't going to be present, as a courtesy, the other Committee members should be made aware. With a consensus of those present, information could be relayed to those absent through phone calls.

Dr. Brady said that the proposal to extend and blend electricity would add to the surplus.

Mr. Horwitz said that he was fine with the proposal.

Mr. Stirling noted that by going this route, Amity would be giving up the chance of a deeper discount in two years.

Mr. Giglietti said that it is nice to lock in.

**8. Discussion of Monthly Financial Statements**

Mr. Levine noted that special education involves a large cost. Dr. Brady noted that the District's ability to meet the needs of special needs children has substantially reduced the cost of special education.

Mr. Levine noted that items that are printed in bold and italics are new items. Cost savings and efficiencies will continue to be included in the report.

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

There was no discussion.

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

Mr. Levine noted that one transfer involved moving money from one account to another, a simple shift into a more appropriate account. The other transfer involved dues. No action was taken.

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

The 2012 Facilities Report provides information on the oil tank removal. The consensus of the Committee was that removal of the tank was a good idea.

**12. Update on Financial Operations**

**A. Information on Long Range Planning Study**

Dr. Brady said that he recommends hiring a firm for the long range study. Declining enrollment would involve major reorganization at Amity. For those who are employed within the District, it would be difficult to be totally objective. An outside firm would conduct an unbiased study.

Dr. Brady noted that Milford conducted a study and the cost was about \$80,000. Dr. Brady said that he believes the cost would be less for the District, due to its size.

Mr. Horwitz questioned whether it might make sense to consider combining all four districts. He asked if that could be a question for consideration. There are state mandates to consider.

Dr. Brady said that the issue of combining districts could be considered.

Mr. Horwitz questioned if the District should seek financial support from the towns for this type of study. For example, if the cost is \$50,000, the District could contribute and the three towns could be billed also.

Mr. Giglietti said that it would be difficult.

Dr. Brady said that there are political considerations to keep in mind, such as whether a town would be willing to give up fiscal control.

Mr. Giglietti said that the topic has been raised in the past.

The potential for a middle school that would include sixth graders was mentioned. Currently, 80-90% of middle schools are for sixth, seventh and eighth graders. The former junior high schools were for seventh, eighth and ninth graders, so there is room. Dr. Brady noted that there is a strong argument for placing sixth graders in middle school, rather than elementary school.

- 13. Executive Session – Discussion of Contract Negotiations with Custodians, Nurses, Paraprofessional and Administrative Assistant Employees Union**  
The Committee did not enter into Executive Session due to a lack of quorum.

**14. Adjourn**

*Motion to adjourn the meeting at 6:08 p.m. (Mr. Giglietti, 2d Mr. Horwitz).*

*Motion passed; meeting adjourned.*

Respectfully submitted,  
Marianne Lippard, recording clerk

## MINUTES

**COMMITTEE MEMBERS PRESENT:** Julie Altman, Christopher Browe, Diane Crocco, Rita Gedansky, James Horwitz

**COMMITTEE MEMBERS ABSENT:** Thomas Hurley

**Also Present:** Angelo Amato, John J. Brady, Charles Britton, Kathleen Fuller-Cutler, Richard Dellinger, Thayer Doyle, Estelle Fanucci, Jonathan Furst, Warren Gohsler, Heather Goldstein, Marianne Lippard, Grace Lomen, Marie McPadden, Marissa Marnelli Nall, Robert Schumann

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A meeting of the Curriculum Committee of the Amity Regional Board of Education was held on Thursday, October 4 2012, at 5:30 p.m. in the Presentation Room at the District Offices.

1. **Call to Order:** Julie Altman called the meeting to order at 5:33 p.m.

The approval of minutes from the April 23, 2012 meeting was moved to Item 10 on the agenda.

2. **Summer Curriculum Work Update**

Ms. McPadden noted that ACES offered training for implementing the Common Core. Amity joined the consortium. Training will continue throughout the year and the staff is excited to take part in the training.

3. **Demonstration of Rubicon/Atlas**

Mr. Gohsler provided a demonstration of Rubicon/Atlas. He noted that every course was set up the same in Atlas. A course description is always provided. The template is the same for all classes. He pointed out the title line. Each year is archived, providing the ability to go back and look at previous years. He noted that there are always backups. He has been pleased with the company's responsiveness.

Ms. McPadden pointed out the curriculum mapping guide feature. Mr. Gohsler displayed where teachers are doing their work. Unit focused questions are there. There are links to websites, documents and assessments. These are particularly useful for teachers who are teaching a course for the first time.

Dr. Brady questioned if substitutes have this.

Mr. Gohsler said that substitutes do not. Ms. McPadden said that it might make sense to consider having this for substitutes, since it would help them.

Mr. Gohsler pointed out where to find assessments. He noted that the program is fairly easy to use.



Ms. McPadden said that when looking at the unit template, it begins with the standards. Amity has spent a significant amount of time with literacy strategies. Teachers can use multimedia features in Atlas. Teachers can use this with the class on SMART Boards. Each class will have a complete template filled out.

Mr. Gohsler noted that teachers can go into other communities to see what other schools are doing. A dialog can be established on what works and what doesn't work.

Mr. Britton noted that teachers are pretty comfortable on Atlas. The program is used to review and regularly update what is going on in the classroom.

Ms. McPadden noted that the program has many useful features and is easy to navigate.

#### **4. Public Comment**

Ms. Altman noted that a parent sent a letter. All members of the Committee should have seen the letter. Dr. Brady said that the letter addressed concerns about Bring Your Own Device. The letter raises concern about students using special apps on electronic devices when they should be doing their homework. Dr. Brady noted that the concerns have more to do with parental supervision. Devices can be personalized.

Dr. Britton said that he read the letter and two teachers were referenced. The teachers reassured the parent.

Dr. Dellinger said that it would be helpful to provide parents with more guidelines.

#### **5. New Course Proposals and Program Changes**

Two course proposals for ceramics and pottery were contained in the packet distributed to the Curriculum Committee. The proposed courses are Honors Ceramics and Pottery, and Advanced Ceramics and Pottery.

The criteria for acceptance into Honors Ceramics and Pottery include a portfolio review and Fine Art teacher approval. The course is designed for the ceramic student with proven superior ability and possible interest in continuing the study of art beyond high school. It is a yearlong course offered as an elective to juniors and seniors.

According to the course proposal, a full year of ceramics promotes a deeper understanding of individual artistic expression and technique. The course will develop the student's skills in order to make them career or college ready for a field in the arts. It would also prepare students who are eligible to take the Advanced Placement 3D Design course, which has not been able to run due to students not being able to get to the course level required. The course replaces Ceramics III, IV and Potter's Wheel.

The honors course would be something to build up to with only two courses as a prerequisite, instead of four. More students would end up in this advanced course as it would be a designated pathway for them to follow. This course would give students the

ability to work collaboratively to solve complex problems related to their individual interests.

The Advanced Ceramics and Pottery course would expand upon previous hand building potter's wheel knowledge. Students will advance their skills through the creation of personalized functional and sculptural forms. Traditional and non-traditional forms using both the potter's wheel and hand building methods will be explored and researched in order to enhance the student's experience. Independent problem solving and emphasis on form, balance and finish work are the focus of the course. The course replaces Ceramics II.

Amity needs this change of course to show the delineation and rigor in the ceramics course selection. More students are interested in continuing their studies of ceramics as an art form and need the time and space to work on advanced concepts. Advanced students will be given the dedicated time with other advanced students and be able to focus on developing their individual artistic expression.

*Motion to approve the proposals for Honors Ceramics and Pottery, and Advanced Ceramics and Pottery (Ms. Crocco, 2d Mr. Browe).*

*Vote in favor unanimous.*

*Motion passed.*

Dr. Britton noted that the next course proposal is being developed for students who are having difficulty. It is called Reading – Self and Society and would be offered to sophomores.

Based on the Common Core State Standards for literature and informational texts, and using the theme of "Self and Society," this one semester course will accelerate the reading progress of participants. Students will be placed in this course in either the fall or spring semester based on the results of multiple reading assessments and/or teacher recommendation. With the focus on reading and writing in response to texts, this course will prepare students for the Common Core assessments in reading. An interdisciplinary focus is used to study local, regional, national and global topics and issues.

The objective is to accelerate reading progress to get at or above grade level, prepare for Common Core in reading with overlap in writing and research, and read, analyze and interpret complex text using textual evidence to support claims.

The course is needed because some students, even with high quality teaching and course work, have not yet been able to make grade level standards. With the advent of the Common Core, students are going to be expected to read even more complex and rigorous text. Some students who have been at grade level in the past will find themselves in need of support as reading, and all aspects of literacy, become more difficult. The course replaces CAPT Reading, since CAPT will no longer be the testing instrument. There is a need for a sophomore course for students struggling in reading and not up to grade and/or skill level.

The Committee also considered a proposal for Marine Biology and Oceanography. The full-year course investigates the human fascination with the ocean. The main goal of the course is to increase science literacy for Amity students, combining aspects of biology, earth science, history, engineering, math, physics and chemistry. Students will complete their own STEM project which may include building an autonomous underwater vehicle, building and deploying a monitoring buoy for data collection or designing equipment for maintaining scallops or salmon eggs in culture. The elective course will be offered to juniors and seniors. Prerequisites for the course include successful completion of Biology I and Chemistry I.

This course will help to satisfy the three years of science requirement that is needed for all students from 2012 and on. Students can contract to take this course for level one or level two credit, offering flexibility in scheduling. The course will increase science literacy and add to the STEM offerings in the science department.

*Motion to approve the proposals for Reading – Self and Society and Marine Biology and Oceanography (Ms. Gedansky, 2d Mr. Browe).*

*Vote in favor unanimous.*

***Motion passed.***

The Committee considered a proposal for Physics for Engineering. Mr. Amato said that this course is being proposed for the engineering student. The full-year course will be a merger of Physics I and Engineering Design. The course will cover the topics studied in a traditional Physics I course. These topics include mechanics, electricity and magnetism, thermodynamics and waves. The difference from the traditional Physics course is the lab activities. This course will replace traditional physics labs with engineering design project-based labs. The course represents an attempt to prepare students for a college engineering program by studying the science and design application to 21<sup>st</sup> century problems. It will be offered to juniors and seniors. The prerequisites are Algebra II and Chemistry. This offering will replace one section of Physics Honors and one section of engineering design.

Dr. Britton said that the course offers a new approach to the material.

*Motion to approve the proposal for Physics and Engineering (Ms. Crocco, 2d Mr. Browe).*

*Vote in favor unanimous.*

***Motion passed.***

The Committee reviewed a proposal for Advanced Woodworking. The course is designed for students who have completed Construction 1 and 2 and are interested in building the skills and learning the techniques needed for fine and advanced woodworking. The course will introduce topics such as furniture design and construction, cabinet making, and advanced joinery and finishing. Emphasis will be placed on elements of design, creating pieces with high aesthetic value as well as structural integrity. Students will also be engaged in the design and construction of the sets for the theater productions, calling upon their knowledge and skills to translate the ideas and concepts into functional and efficient theater elements. The course would

replace Set Design/Construction and a landscaping course also will be replaced with Advanced Woodworking.

Ms. Altman said that she would like to ensure that this course represents what the students want. She said that the Committee would like to look at all of the electives.

Dr. Britton said that about 25 students are needed for a course to run.

#### **6. Information on Digital Photography**

Mr. Furst said that the chemical dark room could be changed to benefit more students at the High School. Use of the dark room is limited. The space can be transformed to incorporate room for a radio station.

Dr. Brady noted that a new use for the space would seem to make sense.

Mr. Furst said that the space can be more flexible. The dark room is only used for four sessions a day.

Mr. Horwitz questioned whether the District can move into the digital world without giving up the dark room. The space offers hands-on experience in showing students what chemicals can do. He doesn't want to sacrifice one form of education for another.

Dr. Britton said that digital photography has replaced film. Photographers are freezing film out of concern.

#### **7. Information on Creativity Research**

Dr. Brady discussed the connection between creativity and adolescent development. A creativity assessment has been proposed comparing students in the United States and France. He noted that there are valid and reliable measures of creativity.

#### **8. BMS Pilot Blue Team Reorganization: Information and Discussion**

Information regarding Blue Team Reorganization in Bethany was contained within the information packet distributed to the Committee. Since 2010-2011, there has been District-wide concern with the percent of special education students in core level classes. In 2011-2012, all teachers were required to create one professional goal involving differentiated instruction. A District-wide initiative was designed to provide professional development in differentiated instruction. A chart shows the lowest percentage of special education students in Team Blue. Dr. Brady noted that the differences shown on the chart do not represent best practices.

In early September, members of the Blue Team approached administration with concerns that the levels of some students could not be revised because of current scheduling restrictions. Blue Team teachers and the administration created a re-sorted grouping of 56 students in comprehensive or core level classes. A new schedule was created, ensuring that a resorting was possible. A letter was sent to parents and guardians of all

students involved and an informational meeting was held. Ten parents came to the meeting. Some parents were in favor of the restructuring; some were against.

Ms. Nall and Ms. Goldstein, teachers from Bethany, said that teachers want to regroup the students. Dr. Brady noted that 25 special education students are coming to Amity Middle School in Bethany next year.

The restructuring would bring all students up to the same level, benefiting both groups. Dr. Dellinger noted that the change would be helpful. The same curriculum is covered in all classes. The teachers noted that in order to teach to students of different abilities, different teaching strategies are put to use at times.

Ms. Cutler noted that it is difficult to see core classes with such large percentages of special education students. Dr. Brady said that he isn't aware of another middle school in the state that is leveled. This setup came from when the District had junior high schools.

Ms. Altman said that providing information to parents helps to establish a better understanding of what changes will mean. Restructuring can provide social benefits for advanced students as well.

*Motion to accept the reorganization proposal (Ms. Crocco, 2d Mr. Browe).  
Vote in favor unanimous.*

*Motion passed.*

#### **9. PLAN Test Administration to Sophomores: Information and Discussion**

Mr. Schumann noted that there are a number of students participating in the ACT test. The SAT is a test of verbal and quantitative reasoning. The PLAN Test is a curriculum-based assessment and also has a career and occupational portion. College readiness can be determined. Feedback is provided in different content areas. Mr. Shuman said that students are currently taking the ACT without appropriate preparation. Taking PLAN can prepare students for the ACT test. It covers the same subjects and provides an estimated ACT score. PLAN testing can be done on October 17<sup>th</sup>.

Mr. Schumann said that 122 parents were surveyed and the majority favors using this test for sophomores.

Mr. Horwitz asked if sophomores would still be able to take the PSAT.

Mr. Schumann said that they would. There was overwhelming support from parents who responded to the survey. Of the 122 responses, 115 favored administering this test. A few parents expressing opposing views cited concerns about too much testing.

Ms. Crocco said that offering the test seems like a good idea.

Dr. Britton said that he is sympathetic to concerns about testing, but the students need to be well prepared if they are going to consider taking the ACT. Ninety-eight percent of the students will take the PSAT.

Ms. Altman questioned whether the students are aware that the test is coming up in two weeks.

Mr. Schumann stressed that this is a practice opportunity. If a parent is opposed to their child being tested, then a student can opt out.

Dr. Brady said that standardized tests and high school transcripts are the measures used to determine college acceptances. Valuable data will be collected by administering this assessment.

**10. Approval of Minutes – April 23, 2012**

*Motion to approve the minutes from the Curriculum Committee meeting on April 23, 2012 (Mr. Browe, 2d Ms. Crocco).*

*Vote in favor unanimous.*

*Motion passed.*

**11. Adjourn**

*Motion to adjourn the meeting at 7:32 p.m. (Mr. Horwitz, 2d Mr. Browe).*

*Vote in favor unanimous.*

*Motion passed; meeting adjourned.*

Respectfully submitted,

Marianne Lippard, recording clerk