

AMITY REGIONAL SCHOOL DISTRICT NO. 5

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

Dr. John J. Brady

Superintendent of Schools

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AMITY REGIONAL BOARD OF EDUCATION

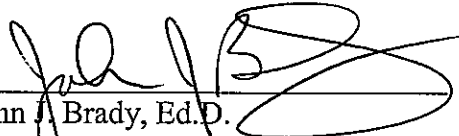
December 10, 2012

A regular meeting of the Amity Regional Board of Education will be held on Monday, December 10, 2012, at 6:30 p.m., in the cafeteria at Amity Regional High School.

Agenda

1. Call to Order
2. Pledge of Allegiance
3. Recognition of Computer Information Systems and Video Production Systems – Career and Technology Education Assessment Students– Amity #1 Ranking
4. Presentation of ACES Programs and Services
5. Atlas Curriculum Software Demonstration
6. Approval of Minutes
 - a. Regular BOE Meeting, November 12, 2012 (Enclosure)
7. Discussion and Possible Action on School Calendar Revision (Enclosure)
8. First Reading - Policy 4117.4 Technical Amendment to Non-Renewal/Suspension Policy (Enclosure)
9. Student Report
10. Public Comment
11. Announcements from the Board and Administration
 - a. State Department of Education Enhancement Grant – Amity Middle School, Orange Campus (Enclosure)
 - b. District Mission Statement
 - c. Update on Long Range Planning Study
 - d. Information on Student Management System
 - e. Information on CAPT Achievement – Advanced Results
12. Correspondence
 - a. Correspondence to Board Chair

13. Superintendent's Report
 - a. Personnel Report (Enclosure)
14. Chairman's Report
 - a. Committee Reports
 1. ACES
 2. CAFE
 3. Curriculum – Meeting 12/13/12, 5:15 p.m.
 4. Facilities – Meeting 12/18/12, 5:30 p.m.
 5. Finance
 - a. Discussion and Possible Action on Extension of Contract of Audit Firm
 - b. Discussion of Monthly Financial Statements
 - c. Director of Finance and Administration Approved Transfers Under \$3,000
 6. Policy
 7. Personnel
 - a. Administrator Search - Executive Session
15. Items for the Next Agenda
16. Adjournment


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

JJB/kfw
pc: Town Clerks: Bethany
Orange
Woodbridge

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Working to "enable every Amity student to become a life-long learner and a literate, caring, creative and effective world citizen". District Mission statement

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, Tracey Lane Russo, James Stirling

AMITY BOARD MEMBER ABSENT: Thomas Hurley

Staff Members Present: John Brady, Charles Britton, Kathleen Fuller Cutler, Richard Dellinger, Jack Levine, Marianne Lippard, Marie McPadden, Mary Raiola, Joe Robinson

Also Present: Thomas Falcigno, Members of the Public

A meeting of the Amity Regional Board of Education was held on Monday, November 12, 2012, at 6:30 p.m. in the Library Media Center at Amity Regional High School.

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.
3. **Recognition of CAPSS Award Recipients**
Dr. Brady announced that a number of students are being recognized at tonight's meeting with awards from the Connecticut Association of Public School Superintendents. The awards recognize students for academic prowess, service to the community and school, and leadership.

The recipients included (Amity Middle School Bethany) Marina Amendola and John Ahern, (Amity Middle School Orange) Karianne Canfield and Hugh Potter, (Amity Regional High School) Sydney DeStefano, Katherine Simon, Julia Vitti, Zachary McKinstry, Max Ritchie and David Sampoli

4. **Recognition of American Legion Boys State Leadership Participants**
Lawrence Czajkowski, commander of the American Legion Post #127, said that he was happy to be here tonight. One year ago, he spoke before the Board about what he saw as insufficient teaching of veterans' issues at the High School. He noted that his message is very different tonight. Guidance counselors were very successful in getting the word out about the American Legion Boys State Leadership. He had hoped to receive a few student applications for a spot at Connecticut Boys State and had budgeted for one student. He was very happy to receive six applications from great candidates and had to appoint a committee to decide who would be selected. The American Legion managed to get sponsors for the applicants. He added that out of 256 boys that went, two boys from Amity

were elected to represent the state in Washington. Commander Czajkowski noted that true leadership was shown.

The recipients were: Zachary Royal, Max Ritchie, David Sampoli, Zhang Liu, Jan Michael Bidon and Storm Boris

Mr. Blake congratulated the students on behalf of the Board.

The Board took a 10 minute break and continued the meeting at 7:05 p.m. directly outside the Library Media Center.

5. Demonstration of the NAO Robot

Teacher Kevin Berean of Amity Middle School in Bethany presented the NAO Robot with the help of a small group of students. The robot was made in France. He noted that Amity Middle School in Orange also successfully launched a social robotics program. Both schools have eight students involved in the program. Selection for the program involved a detailed process. Students were required to submit essays. The small robot talked and moved. The students want to learn whether the robot can do things like teach eighth grade math. Additional studies will involve gender bias, determining whether logic can be programmed, and examining body language and eye contact.

The Board returned to the Library Media Center at 7:18 p.m. to continue the meeting.

6. Approval of Minutes

a. Regular BOE Meeting, October 15, 2012

Motion to approve the minutes as presented (Ms. Gedansky, 2d Ms. Crocco).

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

Vote opposed: none.

Abstain: Steven DeMaio

Motion passed.

7. Student Report

Thomas Falcigno said that a mock election was held at the High School and 1,200 people, both staff and students, participated. The Democrats swept to victory. A copy of the election results was distributed. The Homecoming Dance will take place on Friday, November 16th. Tickets to the dance were \$12.00. Students will be voting for the two most spirited students at the dance. Thomas noted that a Pep Rally would take place on Wednesday, November 22nd. Many skits are planned to take place at the event. The students have expressed interest in holding the Junior Prom at Grassy Hill Country Club in Orange. Thomas said that the Amity Music Program should be congratulated for Music in Motion, which was a very entertaining evening. Thomas also announced that a blood drive was held recently at the High School and 83 pints of blood were collected.

In addition, he noted that Amity hosted veterans at the school and it was a great day for learning. He noted that students were very intrigued by the veterans' presentation.

Mr. DeMaio said that he wanted Thomas to know that he appreciates the job he does at the Board meetings. He noted that Thomas got caught in the crossfire of a controversial issue and handled himself very well.

8. Presentation on Programs and Services to Prevent/Respond to Use of Illicit Substances

Noting that the Board has recently had a number of discussions about student drug use, the administration felt it would be helpful to share with everyone the full range of services that the District provides to students.

Dr. Brady noted that efforts to teach about the dangers of alcohol and drugs, and reach out to at risk students, begins in 7th grade. He noted that the District has a robust guidance program. Dr. Britton was invited to give an overview of what is available to students. He noted that tonight's presentation would focus on preventative strategies and how the District works with students and families to help. Dr. Britton began the presentation and was joined by the associate and assistant principal.

Dr. Britton said that he appreciated the opportunity to talk about what is being done at the High School. In answer to the question as to whether or not there is a drug problem at the High School, he said that his answer would be 'yes.' He added that he would say that drugs are a problem at any public high school in the country. As for how big of a problem drugs are at Amity, Dr. Britton said that he would say that the problem involves a small minority of the 1,650 students. One of the concerns is alcohol. The High School is turning first to preventative and educational methods to curb the problem, and secondly to deterrent mechanisms.

Dr. Britton said that the associate principals came tonight to talk about all of the ways in which the High School is making sure that Amity is a safe place for students.

According to data collected last year, a total of 24 students were involved in alcohol or drug-related incidents at the High School. Of those incidents, three involved alcohol, eight involved paraphernalia and 13 involved drugs. Those students involved with drugs other than marijuana ended up in long-term treatment.

Assistant Principal Monica Kreuzer said that there have been a small number of drug/alcohol related incidents so far this year. Technology in the bathrooms is acting as a deterrent to smoking. There is also a School Resource Officer at the High School and two full-time and one part-time security guard to help in the hallways.

If a student is found to be under the influence, the first step is to have the student visit the school nurse. If a student requires immediate attention, a paramedic is called and a child's parents will also be called. Anyone who works with children is considered to be a mandated reporter.

A student can be searched if there is reasonable suspicion of drug use. Searches are performed in the presence of two people and involve emptying of pockets, searching under a hat or possibly looking inside shoes. Text messages can also reveal possible drug activity. Items that are prohibited by Board policy can be confiscated. Parents are contacted if their child is subject to a search.

Dr. Britton said that deterrents used at the High School include security guards and security cameras. Breathalyzers can be used and drug dogs have been brought in. Teachers are monitoring individuals.

A strong and comprehensive curriculum is also in place to educate students about problems of drug use. Len Marazzi, department chair of physical education and health, said the High School is attacking the problem of drug/alcohol use on all fronts. Every freshman student takes Health and Wellness and there is a unit dedicated to substance abuse. The dangers of drug use are presented. There is continued emphasis on the topic for sophomores and juniors. Physical and psychological addiction is discussed. Some students have been lulled into thinking that marijuana is perfectly healthy. Mr. Marazzi noted that marijuana is a gateway drug. Some students come from homes where parents want to pick the lesser evil and tell their children that it is okay to drink. The school emphasizes the idea that it's not okay to use any substance. Steroids are also discussed, along with LSD and other drugs. Mr. Marazzi noted that possession is discussed in class. His hope is that some of the kids in the class will hear the message.

He noted that at the High School, local agencies are used as resources so that the message doesn't come across as preaching. Among the agencies are the HIV and AIDS Project New Haven, CT Renaissance of Waterbury, Narcotics Anonymous, Rape Crisis of Milford, Valley Substance Abuse, Birmingham Group, and others. Young people are brought in to speak to students and talk about how they grew up here and how they ended up getting into drugs and what it did to their lives. He noted that the administration and faculty work extremely hard every day to provide students with a sound message.

Dr. Britton noted that despite the deterrents, the High School still has students with addiction issues. These students are valued as worthy of attention, but the school programs differently for them. The message he hopes to convey is that these students are wanted in school.

Mr. Robert Schumann, director of counseling, said that the High School does have the resources to serve the school population. There are eight full-time

school counselors, three school psychologists and a career counselor. The team makes it known that they are available and they have a way of finding kids who need help. A student study team looks at attendance and school performance to look at areas of concern. The counseling staff can work with an older sibling and younger sibling.

Social workers also work as part of the team approach at Amity. Students are helped with issues such as low self-esteem. Home visits can be done to see what is going on in the home, if attendance is a problem.

Mr. Marazzi said that he applauds the Board for looking into this topic. Drugs are a national epidemic. Prescription abuse is a problem. No one is denying that we have a problem here, but big strides are being made. Amity was one of the first schools in the state to implement breathalyzers, which have been very effective. Another big danger to students in particular is texting and driving; simulators have helped. He welcomed the Board to attend any of the events, such as those with simulators. MADD periodically provides presentations of drinking and driving and they talk about losing loved ones. Throughout the year, there is a speaker series with younger people who are in recovery. Mr. Marazzi said that this is just a glimpse of his day-to-day work. He noted that he receives a lot of calls from parents concerned about their kids and wanting to talk. He also did a family group. He noted that kids may be suffering because they are growing up around these substances. He added that he met with two students that day who have gotten into recovery, noting that only a small percentage of kids in the school are having a lot of difficulty. This isn't a social service, this isn't a treatment center, but this is a school.

Dr. Britton summarized that the administration and faculty are working on a lot of different angles. He said he appreciated the chance to talk about this topic.

Discussion:

Ms. Russo asked if there is anything the school needs that it doesn't have.

Dr. Britton said that there is not. He noted that there are different problems each year. This year, the problem involves edible forms of marijuana. Anonymous calls are investigated.

Mr. Blake questioned whether students who ask for help are treated differently by their peers.

Mr. Marazzi said that there isn't too much discrimination. The staff watches that very carefully. He sees kids who come forward saying that their friend is in trouble

Mr. Browe said that he understands that breathalyzers are used on the way into school events, but wondered if they are employed when students are leaving events.

Mr. Marazzi said that use of the breathalyzer is available at the conclusion of events as well.

Mr. Stirling said that this was a very comprehensive report. He appreciates the towns' support for this. He noted that he occasionally has had questions about the drug problem at Amity.

Dr. Britton said that there is no one solution for this complex problem. Nobody has said that there isn't a drug problem at Amity, but it is no worse than what other schools have dealt with.

Mr. DeMaio questioned whether Student Government can look into student perceptions. He would like to explore how to empower kids and build on the current preventative measures in place.

Mr. Marazzi said that there are three sides to the story. There are rumors. Kids share information with their parents, but it's not always the facts. The problem at Amity isn't any worse than at any other school.

Dr. Brady said that a comprehensive survey was performed and he believes the administration has a good handle on what is going on.

Mr. Horwitz said that he would like to commend all the staff for the work that they're doing.

Ms. Altman said that she appreciates all that has been said. An effective job is being done, but most of the drug/alcohol related activity is in fact done outside the school setting and beyond our control. She questioned to what extent intervention in the community is contributing.

Dr. Britton said that the some students are a little bit farther down the road in terms of their involvement with substance abuse. Parental support is needed.

Mr. Blake said that he would like to thank Dr. Brady and the team. Some kids will only learn the hard way, but he is proud knowing that the administration and faculty at Amity treat all kids as worthy of respect.

9. Discussion and Possible Action on 2013 Board of Education Meeting Calendar

Mr. Blake noted that the Board is required to submit a calendar of Board of Education meetings. This calendar follows the same pattern used this year.

Motion to accept the calendar as presented (Mr. Browe, 2d Mr. Stirling).

Discussion: It was noted that the February meeting will take place in Orange.
Vote in favor unanimous. *Motion passed.*

10. Public Comment

Joseph Newman of Woodbridge said that he has two children attending school in the District and he is here to speak about Item #13 on the agenda. He is very concerned about the students possibly losing April vacation due to weather-related closures. Students involved with Music in Motion planned to go to Disney World in April. They would miss four days of school. Arrangements have been made for all grades at the High School. He would prefer to see days made up in February. He believes that the February vacation would be a better alternative, as the students who were supposed to travel to Disney will fall behind on a lot of school work.

Mr. Blake said that it was his understanding that April vacation was chosen for makeup days since February is in the midst of flu season and it helps to avoid the spread of sickness to have school closed at that time.

Dr. Brady said that he will have information to share when this topic comes up later in the meeting.

A High School student who plans to attend the band trip to Disney World during April vacation also said that she has concerns. More than 100 students will be traveling to Disney. Trips such as these take place every other year. She is worried about missing her AP classes. Missing that much school would be a problem for students participating in the trip. She understands the concerns about flu season, but students do not want to put more time and effort into planning their Disney trip if the vacation is going to be taken away.

11. Announcements from the Board and Administration

Dr. Brady announced that Jack Levine was elected to the board of the Connecticut Association of Business Officials (CASBO).

12. Correspondence

There was no discussion.

13. Superintendent's Report

a. Personnel Report

There was no discussion.

b. 2012-2013 Amity District Calendar – Winner of CABA Award of Excellence for Educational Communications

There was no discussion.

c. 2012 Amity Region Facilities Report – Honorable Mention, CABA Award of Excellence for Educational Communications

There was no discussion.

d. Due to Emergency Closings at This Point There Will Be No April Vacation

Dr. Brady said that he would like to provide clarification about the April vacation. At this point, two days of April vacation have been lost. The BOWA board voted on this calendar, deciding on February for makeup days because there was such uncertainty last year. Efforts have been made to communicate this information early and clearly. He would be willing to discuss alternatives with colleagues. He noted that March 22nd is a professional day that might be able to be converted to a school day. Clearing out the school during February vacation does help to reduce illness. He would like to come up with a plan to preserve the April vacation if possible. He will speak to the other superintendents and bring back recommendations to the Board.

Ms. Cohen said that it might be necessary to start school earlier next year.

Dr. Brady said that teachers have to work 185 days.

14. Chairman's Report

a. Committee Reports

1. ACES – There was no discussion.
2. CABE – There is an event on Friday and several Board members will be attending.
3. Curriculum – There was no discussion.
4. Facilities – Dr. Brady will be reviewing the budget recommendations.
5. Finance

a. Discussion and Possible Action on Natural Gas Procurement

Mr. Levine reported that a Request for Proposal was sent out. Four bids were submitted and two companies were interviewed. He was very pleased with the prices from Titan, which were about half of what the others were offering. Even with the same price, he would like to use Titan. The Amity Finance Committee authorized Dr. Brady to make a judgment that is in the best interest of the District.

Move that Titan Energy be authorized to seek out and recommend the most favorable contract for a natural gas supplier. Further, the Superintendent of Schools be authorized to enter into a one year or multi-year contract, not to exceed three years, with a natural gas supplier provided the Superintendent of Schools deems the terms of the contract to be in the best interest of the District (Mr. Browe, 2d Ms. Cohen).

Discussion: Mr. Stirling said that this was unanimously approved by the Amity Finance Committee.

Vote in favor unanimous.

Motion passed.

b. Discussion of Monthly Financial Statements

It was noted that on page 6, Mr. Levine reported that the District is on target to hit the reserve balance. Claims are being looked at carefully. So far, he has been pleased.

- c. Director of Finance and Administration Approved Transfers Under \$3,000
Mr. Browe asked for a status report on the oil tank removal. Dr. Brady said that the tank was removed and there was no contamination.
- d. Update on Financial Operations
 - 1. Information on Fitch Ratings Reaffirming 'AA+' Rating
Dr. Brady noted that he was pleased with the rating.
 - 2. Information on Third Quarter 2012 Executive Summary Review of Amity Pension Fund, Sick and Severance Account, and OPEB Trust
Dr. Brady noted that this will be included in the budget recommendation.
 - 3. Status Report on Financial Audit
Mr. Blake noted that it appears the audit is going well. Mr. Levine said that it is not done yet, but it is on time and on target. He is pleased that the district is in good shape.
- 6. Policy – There was no discussion.
- 7. Personnel – There was no discussion.

15. Items for the Next Agenda

There will be a special meeting retreat at 6:30 p.m. on Monday, November 26, 2012, location to be determined.

16. Adjournment

*Motion to adjourn the meeting at 9:16 p.m. (Ms. Altman, 2d Ms. Gedansky).
Motion passed; meeting adjourned.*

Respectfully submitted,

Marianne Lippard, recording clerk
Rita Gedansky, secretary

References/Attachments:

Minutes: Finance Committee, 10/15/12
Board of Education Regular Meeting, 10/15/12

Reports: 3rd Quarter 2012 Executive Summary Review
Personnel Report
Amity Regional District #5 Revenues and Expenditures 2012-2013
Amity Regional District #5 Budget Transfers 2012-2013

Memos: Jack B. Levine to John J. Brady (11/5/12) re: Natural Gas Procurement
Jack B. Levine to John J. Brady (11/6/12) re: Fitch Ratings
Jeff Walsh to Jack Levine (11/5/12) re: Audit Status Report

AMITY REGIONAL SCHOOL DISTRICT NO. 5

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



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

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

November 30, 2012

To: Members of the Amity Regional Board of Education
From: John J. Brady, Superintendent
RE: Possible Revision of 2012-1013 School Calendar

Due to six days of emergency school closures based on weather-related conditions, we have exceeded the allotment of four emergency closure days carried in the 2012-2013 school calendar, which the Board adopted on February 13, 2012. The calendar states that "If emergency closures exceed 4, then any additional days will be taken from April vacation." If the Board were to follow this statement, I would recommend holding school on the Thursday and Friday of April (April 18, 19) and move backward through that week if additional emergency closures are required.

I have received fifteen e-mail messages and five phone calls related to a possible revision of the school calendar. The majority of communications requested that we attempt to amend the school calendar to avoid or at least minimize the use of school days during the April vacation period. A minority of communications proposed holding school during the February vacation period in order to avoid April. I do not recommend use of February vacation for school days since weather is uncertain during February, and this is the height of student and staff absenteeism due to illness.

Amity Regional High School has a major trip planned for April vacation. Over 115 band students will travel to Disney World in Orlando, Florida, to participate in an extensive and high quality set of experiences, including performing.

November 30, 2012

Recommendation:

Revise the 2012-2013 school calendars as follows:

- Hold a full day of school on March 22. This was to be a staff-only day for purposes of professional development.
- Reluctantly, cancel two student days. Amity has a 182 student day calendar, while the Connecticut State Department of Education requires only 180 days.

This would recapture three of the six days already used for closure and give us one day for emergency closure before going into the April break. If additional emergency closures exceed one, begin to take days from April beginning with Friday, April 19th.

I would like to remind the Board that we selected the April break as a way to hold school for the required number of days instead of using the last week of June, because parents strongly advised us not to use the last week of June if at all possible.

Personnel – Certified / Non-Certified**Non-Renewal/Suspension****Non-Renewal****1. Non-tenured Teachers**

The contract for employment of a teacher who has not attained tenure may be terminated at any time for of the reasons enumerated below:

- a. Inefficiency or incompetence;
- b. Insubordination against reasonable rules of the Board of Education;
- c. Moral misconduct;
- d. Disability, as shown by competent medical evidence;
- e. Elimination of the position to which the teacher was appointed or loss of a position to another teacher, in accordance with C.G.S. 10-151(d)(5); or
- f. Other due and sufficient cause.

Otherwise the contract of such teacher shall be continued into the next school year unless such teacher receives a written notice by ~~April~~ **May 1st** in one school year that such contract will not be renewed for the following year. A teacher may request a statement of reason(s) therefor. The teacher is entitled to a hearing upon written request filed with the Board within twenty (20) days after receipt of notice. The hearing shall be conducted before the Board, if indicated in such request and if designated by the Board, before an impartial hearing panel established and conducted in accordance with law. The hearing shall commence within fifteen (15) days of such request unless the parties mutually agree to an extension.

A teacher who has not attained tenure and whose contract is terminated for any of the reasons under 1(a-d) above shall have the right to appeal in accordance with the provisions of subsection (f) of C.G.S. 10-151. No right of appeal shall exist if (1) a teacher who has not attained tenure has received non-renewal notice prior to ~~April~~ **May 1st** of a school year or (2) such teacher's contract is terminated for the reasons under 1(e-f) above.

Personnel – Certified / Non-Certified

Non-Renewal/Suspension

Non-Renewal - Continued

2. Tenured Teachers

The contract of employment of a teacher who has attained tenure shall be continued from school year to school year, except that it may be terminated at any time for one or more of the following reasons:

- a. Inefficiency or incompetence;
- b. Insubordination against reasonable rules of the Board of Education;
- c. Moral misconduct;
- d. Disability, as shown by competent medical evidence;
- e. Elimination of the position to which the teacher was appointed or loss of a position to another teacher, in accordance with C.G.S. 10-151(d)(5); or
- f. Other due and sufficient cause.

Prior to terminating a contract, a Board of Education shall vote to give the teacher concerned a written notice that termination of such teacher is under consideration and, upon written request filed by such teacher with such Board of Education within seven (7) days after receipt of such notice, shall within the next succeeding seven (7) days give such teacher a statement in writing of the reason(s) therefor. Within twenty (20) days after receipt of written notice by the Board of Education that contract termination is under consideration, such teacher may file with such Board of Education a written request for a hearing. Such hearing shall commence within fifteen (15) days after receipt of such request, unless the parties mutually agree to an extension, before the Board of Education or if indicated in such request or if designated by the Board of Education before an impartial hearing panel or if the parties mutually agree before a single impartial hearing officer chosen by both parties. If the parties are unable to agree upon the choice of a hearing officer with five (5) days after their decision to use of hearing officer, the hearing shall be held before the Board of Education or panel, as the case may be.

Personnel – Certified / Non-Certified**Non-Renewal/Suspension****Non-Renewal - Continued****2. Tenured Teachers - Continued**

Within ninety (90) days after receipt of the request for a hearing the impartial hearing panel or hearing officer, unless the parties mutually agree to an extension, shall submit findings and recommendation(s) to the Board of Education as to the disposition of the charges against the teacher, and shall send a copy of such findings and recommendation(s) to the teacher. The Board of Education shall give the teacher concerned its written decision within fifteen (15) days of receipt of the written recommendation(s). If the hearing is before the Board of Education, the Board of Education shall render its decision within fifteen (15) days after the close of such hearing and shall send a copy of its decision to the teacher.

Any teacher aggrieved by the decision may appeal within thirty (30) days of such decision to the Superior Court.

NOTE: The Board of Education may designate a subcommittee of three (3) or more Board of Education members to conduct tenured or non-tenured teacher termination hearings resulting from reduction in force (RIF). The subcommittee shall submit written findings and recommendations(s) to the Board of Education for final disposition within fifteen (15) days of receipt of the written recommendation(s).

Suspension

Nothing herein shall deprive the Board of Education of the power to suspend a teacher from duty immediately when serious misconduct is charged without prejudice to the rights of the teacher as otherwise provided in C.G.S. 10-151, subsection d.

Legal Reference:	Connecticut General Statutes
	10-151c) Employment of teachers. (as amended by P.A. 11-136, An Act Concerning Minor Revisions to the Education Statutes.)
	PA 95-58 An Act Concerning Teacher Evaluations, Tenure and Dismissal.
	PA 97-247 An Act Concerning Revisions to the Education Statutes.
	Shanbrom v. Orange Board of Education, 2 Conn. L. Rpts. 396, 398 (1990)

Policy Typed: 11-14-12

Policy Adopted:

Amity Regional School District No. 5
Woodbridge, Connecticut

AMITY REGIONAL MIDDLE SCHOOL
Orange Campus
100 Ohman Ave., Orange, Connecticut 06477
phone: (203)392-3200 fax: (203)387-7603



Kathleen Fuller-Cutler, Principal
Kathleen.Fuller-Cutler@reg5.k12.ct.us

Vicenta Gibbons, Assistant Principal
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Mr. John Ulatowski
Youth Services Coordinator
Community Services Department
High Plains Community Center
525 Orange Center Road
Orange, CT 06477

November 13, 2012

Dear John,

Thank you so much for offering Amity Middle School – Orange Campus a grant for \$3,000 for a State Department of Education enhancement grant. The program, rendered by the Anti-Defamation League is, *Step Up: Building a School of Allies*. Services will be used to help educate and train Amity Middle School students from both seventh and eighth grades to become school allies.

This grant will help transform students from bystanders/onlookers into bully-prevention agents.

Trainers from the ADL will:

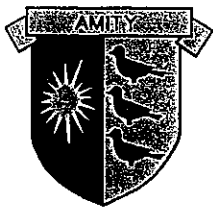
- make bystanders aware that their own behavior can encourage or discourage bullying.
- teach skills that bystanders can use to intervene when they witness bullying
- hold bystanders accountable for their behavior in bullying situations.
- encourage bystanders to develop positive relationships with potential victims.

The date(s) for the training will be determined before December 22nd.

As soon as the dates are determined, I will make send them to you, so that you can visit and observe any or all of the training sessions.

Best Regards,

Vicenta A. Gibbons
Assistant Principal
Amity Middle School - Orange



AMITY REGIONAL SCHOOL DISTRICT NO. 5

BETHANY • ORANGE • WOODBRIDGE

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

December 3, 2012

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Phone: (203) 392-2106
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Mr. William Blake, Chairman

Amity Regional School District Board of Education

25 Newton Road

Woodbridge, Connecticut 06525

Dear Bill:

This correspondence is to notify you that I will retire from my position as Amity's Superintendent of Schools effective June 30, 2013. At that time I will have served nearly nine years in this position. I have come to a point in my life where I crave a less demanding array of responsibilities, more freedom to travel and spend precious time with family and friends.

I want to thank you, the entire Amity Board of Education, the administrative team, the faculty, staff, students and the Amity community for helping to make my time here productive and rewarding. I truly cannot think of a finer school district or community to have served as superintendent than Amity.

I am proud of the many accomplishments we have achieved together. While the list is a lengthy one, the successes that come readily to mind include:

- Strengthening an already strong academic program
- Greatly enhancing the performing arts program
- Bringing the three A's of Amity: Academics, Arts and Athletics into balance
- Assembling the finest administrative team anywhere

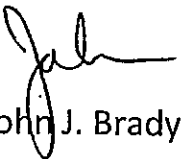
- Strengthening an already strong faculty with high quality hires and supportive professional development programs
- Completing a highly successful construction and renovation project on time, under budget and of the highest quality
- Restoration of Amity's reputation for the highest quality non-educational operations anywhere
- Managing to maintain vital resources in exceedingly trying fiscal times

Reflecting on these accomplishments, achieved with the guidance, support and encouragement from the Board leaves me with a sense of fulfillment for which I will always be grateful to Amity.

*"The intellect of man is forced to choose
perfection of the life, or of the work,
And if it take the second must refuse
A heavenly mansion, raging in the dark."*

William Yeats, "The Choice"

Very truly yours,



John J. Brady

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



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

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

December 10, 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:

Jeanine McCann & Jeff Syrop (Split) – Asst. Varsity - Amity Boys' Swimming
Candice Kotlik – Asst. Varsity Racing

Amity Reg. Middle Schools – Bethany / Orange – None

Resignation(s): None

Retirement(s):

Estelle Fanucci – Science Teacher/Dept. Head – Amity Reg. High School
Rebecca Jacobs – PE/Health Teacher – Amity Reg. Middle School – Orange Campus
Paul Peterson – Science Teacher – Amity Reg. High School
Carol Miranda – World Language Teacher/Dept. Head – Amity Reg. High School
Warren Gohsler – District Technology Curriculum Facilitator

JJB/pfc

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: Audit Firm

Date: November 30, 2012

In April 2009, CCR (now Grant Thornton) was appointed as the District's auditing firm for fiscal years ending June 30 of 2009, 2010, and 2011 with the option of auditing its financial statements for each of the two subsequent fiscal years. The Amity Finance Committee and Amity Board of Education decided to extend the contract for the fiscal year ended June 30, 2012. I would like to ask if the Amity Finance Committee and Amity Board of Education would like to extend the contract for the second option year or bid it.

The current fee is \$34,500. Rob Howard, Grant Thornton Partner, has stated the fee, if we extend the contract, would be \$35,363, or a 2.5 percent increase.

If the decision is to extend the contract, I would recommend the following motions:

Amity Finance Committee:

Move to recommend to the Amity Board of Education that the audit firm of Grant Thornton be appointed to audit the district's financial statements for the fiscal year ended June 30, 2013, at a price of \$35,363.

Amity Board of Education:

Move to appoint the audit firm of Grant Thornton to audit the district's financial statements for the fiscal year ended June 30, 2013, at a price of \$35,363.

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 OCT '12 FORECAST	COLUMN 4 CHANGE INCR./(DECR.)	COLUMN 5 NOV '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	218,032	0	218,032	8,527	FAV
3	OTHER STATE GRANTS	610,679	1,043,577	878,800	0	878,800	(164,777)	UNF
4	MISCELLANEOUS INCOME	1,031,626	409,182	409,967	0	409,967	785	FAV
5	BUILDING RENOVATION GRANTS	478,131	286,347	286,347	0	286,347	0	FAV
6	TOTAL REVENUES	43,522,663	43,613,162	43,457,697	0	43,457,697	(155,465)	UNF
7	SALARIES	22,711,361	22,926,055	23,085,023	(15,149)	23,070,474	144,419	UNF
8	BENEFITS	5,498,457	5,035,918	5,053,978	(372)	5,053,606	17,688	UNF
9	PURCHASED SERVICES	5,491,355	6,923,720	6,589,904	(3,210)	6,586,694	(337,026)	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	2,987,867	0	2,987,867	(52,326)	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	TOTAL EXPENDITURES	42,892,079	43,613,162	43,386,944	(18,731)	43,368,213	(244,949)	FAV
18	SUBTOTAL	630,584	0	70,753	18,731	89,484	89,484	FAV
19	PLUS: CANCELLATION OF PRIOR YEAR'S ENCUMBRANCES	76	0	0	0	0	0	FAV
20	<u>DESIGNATED FOR SUBSEQUENT YEAR'S BUDGET:</u>							
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	NET BALANCE / (DEFICIT)	330,660	0	70,753	18,731	89,484	89,484	FAV

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

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

LINE	CATEGORY	COLUMN 1 2011-2012 UNAUDITED	COLUMN 2 2012-2013 BUDGET	COLUMN 3 OCT '12 FORECAST	COLUMN 4 CHANGE INCR./DECR.)	COLUMN 5 NOV '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	WOODBRIAGE 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	2,936	0	2,936	(371)	UNF
6	PARKING INCOME	30,054	30,000	30,000	0	30,000	0	FAV
7	INVESTMENT INCOME	977	2,500	1,500	0	1,500	(1,000)	UNF
8	ATHLETICS	25,948	22,000	23,500	0	23,500	1,500	FAV
9	TUITION REVENUE	69,232	76,028	86,382	0	86,382	10,354	FAV
10	TRANSPORTATION INCOME	72,942	75,670	73,714	0	73,714	(1,956)	UNF
11	TRANSPORTATION BOWA AGREEMENT	0	0	0	0	0	0	FAV
12	OTHER REVENUE	202,397	209,505	218,032	0	218,032	8,527	FAV
13	BESB GRANT	0	0	0	0	0	0	FAV
14	SPECIAL EDUCATION GRANTS	610,679	1,043,577	878,800	0	878,800	(164,777)	UNF
15	OTHER STATE GRANTS	610,679	1,043,577	878,800	0	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	17,011	0	17,011	863	FAV
22	TRANSFER IN	0	0	0	0	0	0	FAV
23	MISCELLANEOUS INCOME	1,031,626	409,182	409,967	0	409,967	785	FAV
24	BUILDING RENOVATION GRANTS	478,131	286,347	286,347	0	286,347	0	FAV
25	TOTAL REVENUES	43,522,663	43,613,162	43,457,697	0	43,457,697	(155,465)	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
LINE	CATEGORY	2011-2012 UNAUDITED	2012-2013 BUDGET	OCT '12 FORECAST	CHANGE INCR./DECR.)	NOV '12 FORECAST	VARIANCE OVER/(UNDER)	FAV UNF
1	5111-CERTIFIED SALARIES	19,208,713	19,326,825	19,455,648	(16,271)	19,439,377	112,552	UNF
2	5112-CLASSIFIED SALARIES	3,502,648	3,599,230	3,629,975	1,122	3,631,097	31,867	UNF
3	SALARIES	22,711,361	22,926,055	23,085,623	(15,149)	23,070,474	144,419	UNF
4	5200-MEDICARE - ER	294,034	298,468	298,879	(196)	298,683	215	UNF
5	5210-FICA - ER	221,612	229,591	225,264	(148)	225,116	(4,475)	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	45,789	(28)	45,761	1,323	UNF
11	5275-DISABILITY INSURANCE	9,345	9,582	10,381	0	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	BENEFITS	5,498,457	5,035,918	5,053,978	(372)	5,053,606	17,688	UNF
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	917,755	0	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	2,426,766	0	2,426,766	(97,539)	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	2,765,031	(3,210)	2,761,821	(222,404)	FAV
26	5590-OTHER PURCHASED SERVICES	76,044	91,652	91,652	0	91,652	0	FAV
27	PURCHASED SERVICES	5,491,355	6,923,720	6,599,904	(3,210)	6,586,694	(337,026)	FAV

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

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

LINE	CATEGORY	COLUMN 1 2011-2012 UNAUDITED	COLUMN 2 2012-2013 BUDGET	COLUMN 3 OCT '12 FORECAST	COLUMN 4 CHANGE INCR./(DECR.)	COLUMN 5 NOV '12 FORECAST	COLUMN 6 VARIANCE OVER/(UNDER)	COLUMN 7 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	790,660	0	790,660	(21,639)	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-TEXTS & DIGITAL RESOURCES	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	2,987,867	0	2,987,867	(52,326)	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	17,550	17,550	17,550	UNF
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	(17,550)	(17,550)	(17,550)	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	43,386,944	(18,731)	43,368,213	(244,949)	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**

NOVEMBER 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.
- 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 **\$89,484 FAV** (previously \$70,753 FAV), which appears on page 1, column 6, line 18.

REVENUES BY CATEGORY

The projected yearend balance of revenues is **\$155,465 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%
September	0.18%
October	0.14%
<i>November</i>	<i>0.21%</i>

LINE 8 on Page 2: ATHLETICS:

The forecast is based on estimated fees to be collected.

LINE 9 on Page 2: TUITION REVENUE:

The forecast includes one more tuition student than budgeted.

LINE 10 on Page 2: TRANSPORTATION INCOME:

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

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.

LINE 21 on Page 2: OTHER REVENUE:

The forecast is based on revenues received to-date.

EXPENDITURES BY CATEGORY

The projected yearend balance of expenditures is *\$244,949 FAV (previously \$226,218 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 was made 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 was made. *The forecast is based on the current staff.*

LINE 2 on Page 3: 5112-CLASSIFIED SALARIES:

Overtime is projected to exceed budget at this time. *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)
August 2012	\$ 274,862.00	\$ 253,882	\$ 20,980.00
September 2012	\$ 97,660.57	\$ 253,882	(\$ 156,221.43)
October 2012	\$ 146,751.36	\$ 253,882	(\$ 107,130.64)
<i>Totals To-Date</i>	<u>\$ 713,816.51</u>	<u>\$1,015,528</u>	<u>(\$ 301,711.49)</u>

Self-Insurance Fund Reserve Balance

	<u>ACTUAL</u>	<u>BUDGET</u>	<u>VARIANCE</u>
<i>ERRP</i>	<u>\$ 63,956.00</u>	<u>\$ 63,956</u>	<u>\$ 0</u>
<i>Actual to Budget Variance</i>	<u>\$ 301,711.49</u>	<u>\$ 390,000</u>	<u>\$ 88,288.51</u>
<i>Total Reserve Balance</i>	<u>\$ 365,667.49</u>	<u>\$ 453,956</u>	<u>\$ 88,288.51</u>

Notes:

- (1) The Reserve Balance is subject to swings, plus or minus, primarily due to the amount of claims paid each month.
- (2) The Self-Insurance Fund Reserve Balance Budget of \$453,956 is the projected balance on June 30, 2013. The expectation is the actual reserve balance will steadily increase throughout the fiscal year PROVIDED actual claims remain at or below budget.

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 was made 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 was made to cover this expenditure.

LINE 22 on Page 3: 5510-PUPIL TRANSPORTATION:

The forecast projects special education transportation to be \$97,539 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 \$22,704 FAV (*previously \$18,708 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
Trumbull	1	2	4	3	4	2
Nonnewaug	4	5	5	3	4	2(3)
ACES Wintergreen Magnet	0	0	0	0	0	2
Totals	14	16	16	12	15	15(16)

Public (ACES) and private out-of-district placements are projected at \$196,973 FAV (*previously \$202,673 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>
Public SPED	9	7	6	6	9	7
Private SPED	21	20.5	21	24	30	23
Totals	30	27.5	27	30	39	30

Note: 0.5 is a part-time student.

The District has 27 students attending ECA. The total expenditure is \$2,727 FAV (*previously \$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.

Sewer expenses are projected to exceed budget by **\$7,816 UNF**. The primary reason is a change in the billing method. In the past, charges were based on actual usage for the quarter. This has been modified. The billing is now based on the prior year's usage.

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.

Heating degree days as of November 20, 2012 were 660 compared to a normal of 759.

LINE 38 on Page 4: 5641-TEXTS & DIGITAL RESOURCES:

The title of this account has been changed from "Textbooks" to "Texts & Digital Resources".

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

LINE 46 on Page 4: 5720-IMPROVEMENTS TO SITES:

The oil tank at Amity High School needed to be removed. The estimated cost is \$17,550 UNF. This was covered by a transfer from the Contingency Account.

LINE 47 and LINE 48 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 & 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
2012-OCT	32	01-041261135560 TUITION EXPENSE	(185.00)	CONFERENCE FEES
2012-OCT	32	01-041321405581 TRAVEL-CONFERENCE	125.00	CONFERENCE FEES
2012-OCT	32	01-041321905810 DUES&FEES	60.00	CONFERENCE FEES
2012-OCT	131	01-031110095641 TEXTBOOKS	(400.00)	CAMERA DOCUMENT
2012-OCT	131	01-031110095690 OTHER SUPPLIES	400.00	CAMERA DOCUMENT
2012-OCT	142	01-011324005330 OTHER PROFESSIONA	13,926.00	INTERNS/SUBS
2012-OCT	142	01-051510265111 CERTIFIED SALARIES	(13,926.00)	INTERNS/SUBS

2012-OCT	142	01-051510265111 CERTIFIED SALARIES	27,000.00	INTERNS/SUBS
2012-OCT	142	01-031324005330 OTHER PROFESSIONA	(27,000.00)	INTERNS/SUBS

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

Finance Committee	11/12/12
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MINUTES

COMMITTEE MEMBERS PRESENT: Matthew Giglietti, John A. Grasso, Jr., James Horwitz, Joseph Nuzzo, James Stirling

COMMITTEE MEMBERS ABSENT: Janet Brunwin

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

A meeting of the Finance Committee of the Amity Regional Board of Education was held on Monday, November 12, 2012 at 5:30 p.m. in the Library Media Center at Amity Regional High School.

1. **Call to Order:** James Stirling called the meeting to order at 5:32 p.m.
2. **Pledge of Allegiance** was recited by those present.
3. **Discussion and Possible Action on Minutes**
 - A. Finance Committee Meeting – October 15, 2012
Motion to approve the minutes as presented (Mr. Giglietti, 2d Mr. Nuzzo).
Vote in favor unanimous. *Motion passed.*
4. **Public Comment**

No members of the public addressed the Committee.
5. **Discussion and Possible Action on Natural Gas Procurement**

A Request for Qualifications for a Natural Gas Procurement Consultant was sent out. Four firms submitted written proposals. Mr. Levine said that Titan Energy was selected because it had the best value for the District's needs. Titan's fee structure was the lowest of the four bidders and Amity Region 5 and the Town of Woodbridge have both had a good working relationship with Titan Energy for several years. In addition, Titan Energy has been in business for a longer period of time than the other three firms. Mr. Levine said that he is asking the Committee to recommend the Board authorize Titan Energy to seek out and recommend the most favorable contract for a natural gas supplier. A motion would grant approval for the superintendent to use his judgment to enter into a contract.

Move to recommend that the Board authorize Titan Energy to seek out and recommend the most favorable contract for a natural gas supplier. Further, the Superintendent of Schools be authorized to enter into a one year or multi-year contract, not to exceed three years, with a natural gas supplier provided the Superintendent of Schools deems the terms of the contract to be in the best interest of the District (Mr. Nuzzo, 2d Mr. Grasso).

Vote in favor unanimous.

Motion passed.

6. Discussion of Monthly Financial Statements

Mr. Levine noted that there is not a lot of change to discuss. Self-insurance appears on page 6. Mr. Levine noted that the District is now paying claims as they come in; later there will be fixed charges. The monthly budget for the year would be divided by 12. The idea is to go through the year and have a reserve balance. This will be examined closely each month.

Mr. Giglietti said that the District needs to continue to have favorable months to get to where it needs to be.

Mr. Levine said that the administration feels that it is on target. He noted that he did not add any new cost savings or efficiencies to the report this month, although the administration is continually finding ways to save money.

Mr. Stirling questioned a figure on the report. He noted decisions have been made relying on the advice from the District's consultants. Mr. Levine said that he looked into the calculation and found that it involved a July claim. There is a detailed report showing this activity.

Page 8 of the report shows data related to the natural gas conversion. Mr. Levine noted that Facilities Director Jim Saisa was provided a formula.

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

Mr. Giglietti asked where the District stands with the oil tank removal at the High School. Dr. Brady noted that the work has been completed and there was no contamination.

Mr. Giglietti asked if there was any new information from the state about an overpayment. Dr. Brady said that there is not.

8. Update on Financial Operations

A. Information on Fitch Ratings Reaffirming 'AA+' Rating

Dr. Brady said that the Fitch Ratings for the District show that the rating remained at AA+. Mr. Levine noted that the rating outlook is stable. The report states, "the district maintains sound financial operations." Dr. Brady said that he would like to fund the ARC 100%. He pointed out that the last paragraph of a letter from Fitch addresses this. The letter says that the District makes 100% of its annual required contributions (ARC) to its pension plan, but these payments have increased as its funded ratio has declined to 64% as of July 1, 2011 or 58% using Fitch's more conservative 7% discount rate assumption. Dr. Brady noted that details will be addressed during the budget process.

- B. Information on Third Quarter 2012 Executive Summary Review of Amity Pension Fund, Sick and Severance Account, and OPEB Trust

Mr. Giglietti said that the report looks good for September.

- C. Status Report on Financial Audit

Mr. Levine said that the report was completed and he will write up an analysis. He added that he has heard no concerns. He expects a good audit.

An examination of the construction audit was also included.

9. Adjourn

Motion to adjourn the meeting at 5:48 p.m. (Mr. Giglietti, 2d Mr. Grasso).

Motion passed; meeting adjourned.

Respectfully submitted,
Marianne Lippard, recording clerk