

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

PLEASE POST

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AMITY REGIONAL BOARD OF EDUCATION

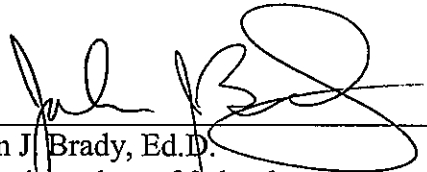
May 13, 2013

A regular meeting of the Amity Regional Board of Education will be held on Monday, May 13, 2013, 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 CABA Student Awardees
4. Recognition of Tasia Kimbal for CEA Award
5. Approval of Minutes
 - a. Public District Hearing, April 8, 2013 (Enclosure)
 - b. Regular BOE Meeting, April 8, 2013 (Enclosure)
 - c. Annual District Meeting on the Budget, May 7, 2013 (Enclosure)
6. Information Regarding ECA Issues (Enclosure)
7. Discussion and Possible Action on Proposed Artificial Turf Project Bond Referendum Proceedings/Schedule (Enclosure)
8. To Consider and Act Upon a Resolution with Respect to Recommendations for an Appropriation and Borrowing Authorization for Costs Related to Replacement of the Current Natural Grass Field at the Amity Regional High School Football Stadium with an Artificial Turf Field (Enclosure)
9. Student Report
10. Principal's Reports
11. Public Comment
12. Announcements from the Board and Administration
13. Correspondence
14. Superintendent's Report
 - a. Personnel Report (Enclosure)

15. Chairman's Report
- a. Committee Reports
 - 1. ACES
 - 2. CAFE
 - 3. Curriculum
 - 4. Facilities
 - 5. Finance
 - a. Discussion and Possible Action on Changing Audit Firm
 - b. Discussion and Possible Action of Food Service Operations
 - 1. Contract Extension for 2013-2014
 - 2. Increase in Lunch Prices and Ala Carte Prices
 - c. Discussion and Possible Action on Award of Contracts Over \$35,000
 - d. Discussion of Monthly Financial Statements
 - e. Director of Finance and Administration Approved Transfers Under \$3,000
 - f. Discussion and Possible Action on Budget Transfers of \$3,000 or More
 - g. Update on Financial Operations
 - 1. Information on Second Quarter 2013 Executive Summary Review of Amity Pension Fund, Sick and Severance Account, and OPEB Trust
 - 6. Policy
 - 7. Personnel
16. Items for the Next Agenda
17. 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, Patricia Cardozo, Diane Crocco, Rita Gedansky, James Horwitz, Thomas Hurley, James Stirling

AMITY BOARD MEMBERS ABSENT: Christopher Browe, Sue Cohen, Steven DeMaio, John A. Grasso, Jr., Tracey Lane Russo

Staff Members Present: John Brady, Jack Levine, Marianne Lippard, Terry Lumas, Marie McPadden

Also Present: Charlie Rose; other members of the Public

A Public District Budget Hearing of Amity Regional School District No. 5 was held on Monday, April 8, 2013, at 5:15 p.m. in the Presentation Room at the Amity Regional District Offices, for the purposes of conducting a public hearing on the Amity Board of Education proposed operating budget for 2013-2014.

1. **Call to Order:** William Blake called the meeting to order at 5:20 p.m.
2. **Present and Conduct a Hearing on the 2013-2014 Amity Board of Education Proposed Operating Budget**
No members of the public spoke about the Amity Board of Education proposed operating budget for 2013-2014.

3. **Confirm Annual District Meeting Date of May 7, 2013, and Referendum Date of May 8, 2013**
The Board confirmed that May 7, 2013 would be the date for the Annual District Meeting and May 8, 2013 would be the date for the referendum. Mr. Blake said that no other business was scheduled to take place at tonight's meeting. The assemblage elects a moderator on May 7th.

Dr. Brady noted that a budget presentation will take place at the Orange Town Meeting at 7:30 p.m. at the High Plains Community Center in Orange on April 24, 2013.

4. **Adjournment**
Motion to adjourn the meeting at 5:27 p.m. (Mr. Hurley, 2d Ms. Gedansky).
Motion passed; meeting adjourned.

Respectfully submitted,

Marianne Lippard, recording clerk
Rita Gedansky, secretary

MINUTES

AMITY BOARD MEMBERS PRESENT: Julie Altman, William Blake, 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 MEMBERS ABSENT: Christopher Browe

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

Also Present: Angela Booth, Marie Credeski, Eliza Dilaway, Chrissy Jones; other members of the Public

A regular meeting of the Amity Regional Board of Education was held on Monday, April 8, 2013 at 6:30 p.m. in the Presentation Room at the District Offices.

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

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

3. **Acceptance of Gift**

Dr. Brady noted that the Robotics Club at the High School is thriving and recently earned third place in a regional competition. Vincent Gentile, the father of a member of the Robotics Club, has generously offered to donate \$2,000 to support this club.

Motion to accept with gratitude the gift of \$2,000 to the Amity Regional High School Robotics Club (Mr. Hurley, 2d Ms. Cardozo).

Vote in favor unanimous.

Motion passed.

4. **Approval of Minutes**

a. Regular Meeting, March 11, 2013

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

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

Vote opposed: none

Abstain: Patricia Cardozo

Motion passed.

5. **Student Report**

Eliza Dilaway, president of Student Government, said that the musical, 'Sweeney Todd,' was a success. There were 40 student cast members and 40 participants from the student orchestra. She expressed thanks to the Kennedys for the support. The recent food drive surpassed the students' goal. Dr. Michael Fowlin recently

presented 'You Don't Know Me Until You Know Me,' a valuable presentation about diversity. Last week, over 177 new voter registrations were processed at the High School. She thanked the registrars for reaching out to a new generation of voters. A college fair is set to take place tomorrow night. Representatives from over 100 colleges will be there. The Southern Connecticut Science and Engineering Fair will take place on Saturday, April 27th. She invited the Board to see the talent and innovation of Amity students.

6. Principal's Reports

High School Campus – Dr. Britton said that the musical production 'Sweeney Todd,' was tastefully done. He expressed congratulations to the cast and crew. He acknowledged the recent retirement of Secretary Elizabeth Raucci. He is looking to fill the secretarial position and two other key positions at the High School. The chairpersons of both science and language are retiring. These positions were posted early and he expects to have recommendations soon. Dr. Britton said that he brought electronic cigarettes to pass out tonight to give Board members an idea of a new problem that is surfacing. Electronic cigarettes are becoming a popular form of delivery for nicotine. There was an article in the New Haven Register, and Channel 3, Fox News, Channel 8 and Channel 12 featured news reports on these cigarettes. Dr. Britton noted that he looked into this issue and the school would view these cigarettes as a tobacco product. While these don't create smoke and offend other people the way cigarettes do, there is still concern for students choosing to use these. Since these are still new, there are no laws on the books about them, but they are still tobacco products. Dr. Britton said that we are still learning about these and how they can be modified. In other news, Dr. Britton noted that we are six weeks away from senior internships. If there is a business that would like an intern, let us know. The High School is organizing scholarships for students and students. He looks forward to celebrating student accomplishments with scholarships.

Bethany Middle School Campus – Dr. Dellinger said that a school climate survey was performed recently. He has the results and will share them once a report is ready. An assembly about empowerment took place recently. This week, students traveled to Ivorytown, CT for Nature's Classroom. The students are staying for several days and will return on Friday. Plans are in place to have all the students in the school see a film about Jackie Robinson. An internet safety program will be held soon. The marking period will end on April 24th.

Orange Middle School Campus – Ms. Fuller Cutler said that the 6th grade parent Step Up event was a success. Student tours are planned for the upcoming Amity in Action. In recognition of the school's success with a reading challenge, the students got to enjoy a performance by Magic Mike last Friday. On April 1st, the school had a surprise lockdown drill. It was the first lockdown since the Newtown tragedy and the kids and staff did a great job.

Every teacher now has a master key so they can go into any room and they feel safer having that. The volleyball tournament for St. Baldwick has raised a lot of money so far, and in response, the energy is high in Orange tonight. The school is trying to plan special things to look forward to despite losing almost all of April vacation. A long overdue spirit week took place recently. The school selected a new reading teacher from three strong internal candidates. Ms. Fuller Cutler acknowledged students Emily Rose Martino and Genevieve Ingram for their athletic achievements.

7. Public Comment

Angela Booth of Orange said that she is a parent of a freshman student who goes to ECA. She said that the guidance department recommended she talk to the Board. She is finding that with the current credit requirements, it is impossible for ECA students to earn enough credits. The parents are asking the administration to work with them. The students have study halls during the week. There is a question as to whether credits can be earned online. She said that it is important for everyone to work together, as these children deserve as much support as any others.

Marie Credeski said that her daughter is a freshman who attends ECA. Although she had a meeting with Mr. Schumann, she wasn't able to get answers. There are questions about whether Oddeseyware is an option. She requested help from the Board. These kids don't want to just meet the requirements. They want to take on a full course load, not the minimum requirements. She asked that this topic be put on a future agenda.

Chrissy Jones of Orange also wanted to speak to the Board about ECA. She said that she met with Mr. Schumann and Dr. Brady. There was a lot she didn't know and just learned today. An idea was proposed that if ECA started 15 minutes later, the students could get in another course. The parents need to get educated and the students want to know what their options are.

Mr. Blake thanked the parents for coming out to speak. He said that the parents can refer to Policy 1312(a) regarding public complaints. There is a process in place to have a complaint heard. The Board follows that process. This is a way to get an answer. The policy is on the District website.

8. Discussion and Possible Action on Schedule C of the Teachers' Contract

Dr. Brady noted that during the last round of negotiations with the Amity Education Association, the parties agreed to convene an administrative committee to recommend a revision to stipends in Schedule C of the contract. A more appropriate compensation scheme was needed. The committee was chaired by Dr. Britton and worked from early fall until just recently. The union supported the changes to Schedule C. The Personnel Committee and Finance Committee supported this. The stipends for some positions are going down, while others are

going up. In some cases, stipends were added for positions that previously didn't offer them. Compensation should depend on the work involved.

Motion to accept the recommendation of the Personnel Committee and Finance Committee to adopt the revision of Schedule C beginning with the 2013-2014 budget year (Ms. Cohen, 2d Ms. Cardozo).

Discussion:

Ms. Cohen questioned whether gate receipts for theater productions would be given to the budget. She questioned whether the program breaks even.

Dr. Brady said that it was decided to do a self-funded program. Enhancements have been added to the space. Everything is accounted for. The program is audited as a student activity.

Ms. Cardozo questioned whether every club is accounted for.

Dr. Brady said that every club that we are aware of and approve of made it onto the list.

Ms. Altman said that when she sees the list on Club Day, the list is bigger than what she sees here.

Dr. Britton said that a club may start small and grow. Some we don't sustain.

Vote in favor unanimous.

Motion passed.

9. Discuss and Take Final Action on the 2013-2014 Amity Board of Education Operating Budget to be Submitted to Referendum on Wednesday, May 8, 2013

Dr. Brady referenced a memo dated April 3, 2013, which discusses the budget. The District has successfully negotiated with Anthem, and as a result, he recommend the Medical & Dental Insurance account be lowered by \$410,652 and the OPEB Trust account be increased by \$166,767. The net impact is a reduction in operating expenditures of \$243,885. In doing this, we will be budgeting the Actual Required Contribution for the OPEB Trust, which will be well-received by the Bond Rating Agencies and have a positive effect on future contributions to the OPEB Trust.

A spreadsheet entitled "Medical and Dental Self-Insurance" shows the projected reserve balance as of June 30, 2014 is \$829,629, or 20.6 percent of annual expected claims. Dr. Brady pointed out that the District also saved on diesel fuel.

Dr. Brady noted that if the Board accepts this recommendation, there will be a 1.98 percent budget increase.

Move that the Amity Board of Education approve the 2013-2014 Budget with total operating expenditures of \$44,478,455 and total member town allocations of \$43,260,053 (Ms. Gedansky, 2d Ms. Crocco).

Discussion: Mr. Stirling said that there is an opportunity to add to the reserve balance for the self-funded health insurance plan. The consensus among members of the Finance Committee was that the reserve was adequate and to go with the Superintendent's recommendation.

Vote in favor unanimous.

Motion passed.

10. Resolution to Authorize Amity Regional School District No. 5 to Prepare an Explanatory Text for the Budget Referendum Question:

BE IT RESOLVED, that the Secretary of the Board of Education of Amity Regional School District No. 5 is authorized to prepare, print and distribute a concise explanatory text of the budget referendum question, which, by vote of the Board of Education, has been submitted to a referendum vote on the voting machines of each of the member towns, which text shall not advocate either the approval or disapproval of the question and shall otherwise be prepared in accordance with Connecticut General Statutes Section 9-369b.

Move the Public District Meeting of Amity Regional School District No. 5 be held on Tuesday, May 7, 2013, at 5:30 p.m. in the Presentation Room at Amity Regional District Offices. Once convened, the meeting will adjourn to a referendum vote to be held on Wednesday, May 8, 2013 (Mr. Stirling, 2d Mr. Hurley).

Vote in favor unanimous.

Motion passed.

11. Announcements from the Board and Administration

Dr. Brady noted that Amity in Action will take place soon. Karen Shinkman, a retired High School math teacher, passed away last weekend. She was remembered as being an advocate for teachers and having the interests of students at heart. Memorial services will take place on April 21st at 1 p.m.

12. Correspondence

No correspondence was discussed.

13. Superintendent's Report

a. Personnel Report

There was no discussion.

14. Chairman's Report

a. Committee Reports

1. ACES – There was no report.

2. CABE – Mr. Stirling noted that webinars are available.
3. Curriculum – There was no report.
4. Facilities – There was no report.
5. Finance
 - a. Discussion of Monthly Financial Statements
There were no questions.
 - b. Director of Finance and Administration Approved Transfers Under \$3,000
There were no questions.
 - c. Discussion and Possible Action on Budget Transfers of \$3,000 or More
In a memo dated March 25, 2013 to Dr. Brady, Mr. Levine recommends that the Board approve a budget transfer of over \$3,000. The Board of Education 2013-2014 Approved Budget does not include funding for a Long Range Planning study. The original bids for this study ranged from \$21,696 to \$65,000. The Board decided to wait until a new Superintendent of Schools is named so that the new person can review and possibly revise the bid specifications. A recommendation was made by a Board member to purchase in this fiscal year some technology equipment which is in the 2013-2014 budget. This will free up \$21,850 in the 2013-2014 budget for the Long Range Planning study.

Mr. Levine's forecast shows that funds will be available. He recommends that the purchase not be made until he can confirm that there are sufficient yearend funds available. A specific account is not noted.

Move to make the following budget transfer of \$21,850.00 to pay for technology equipment to replace Megabit network switches with Gigabit switches (Mr. Hurley, 2d Mr. DeMaio):

<u>Account Number</u>	<u>Account Name</u>	<u>From</u>	<u>To</u>
TBA	To Be Determined	\$21,850	
05-14-2350-5731	Equipment – Replacement		\$21,850

Discussion:

Mr. Hurley said that we have all experienced getting on and off networks and the problems that this presents. The school network can't always respond in a timely manner.

Dr. Brady noted that more information will need to be passed back and forth, particularly with new testing when a large number of students will be taking state tests at the same time.

Vote in favor unanimous.

Motion passed.

d. Discussion and Possible Action on New Funding Requests

In a memo dated March 21, 2013, Mr. Levine recommended that the Board approve funding for snow removal and sanding. According to the memo, the cost for snow removal, sanding, and hauling away the excess snow from the blizzard was \$65,000 (negotiated down from \$92,000). There were two other smaller snow storms, which brought the total expenditures to \$97,600 for the fiscal year. The budget is \$47,000. A budget transfer is needed to pay the outstanding invoices.

Move to make the following budget transfer of \$50,600 to pay P & S Paving, Inc., for snow removal, hauling away the excess snow after the blizzard, and sanding (Ms. Gedansky, 2d Ms. Crocco):

<u>Account Number</u>	<u>Account Name</u>	<u>From</u>	<u>To</u>
05-15-0000-5850	Contingency Account	\$50,600	
01-14-2600-5420	Repairs, Maint., Cleaning		\$12,735
02-14-2600-5420	Repairs, Maint., Cleaning		\$8,120
03-14-2600-5420	Repairs, Maint., Cleaning		\$29,745

Discussion: Mr. Levine was acknowledged for his excellent negotiations.

Vote in favor unanimous.

Motion passed.

6. Policy – Policy 1312 was discussed. It was decided that nothing needed to be changed. Ms. Russo said that Dr. Brady explained that the school play is selected by Mr. Kennedy. The High School Principal and Superintendent must approve the selection. The procedure in place is sufficient.

7. Personnel

This discussion took place under Item #8.

Dr. Brady said that the Board needs to set a graduation date. This item was accidentally left off the agenda.

Motion to add to the agenda consider and take action on a date for the graduation ceremony (Ms. Cohen, 2d Ms. Gedansky).

Vote in favor unanimous.

Motion passed.

15. Graduation Date

Motion to hold graduation on June 21, 2013, the last day of school (Ms. Gedansky, 2d Mr. Hurley).

Vote in favor unanimous.

Motion passed.

16. Items for the Next Agenda

Mr. Horwitz would like the administration to report back on the questions raised tonight about ECA.

17. Adjournment

Motion to adjourn the meeting at 7:55 p.m. (Mr. DeMaio, 2d Mr. Hurley).

Motion passed; meeting adjourned.

Respectfully submitted,

Marianne Lippard, recording clerk
Rita Gedansky, secretary

References/Attachments:

Minutes: Board of Education Regular Meeting, 3/11/13
Finance Committee Regular Meeting, 3/11/13

Reports: Personnel Report, 4/8/13
Amity Regional School District No. 5, Revenues and Expenditures Board
of Education 2013-2014 Approved Budget
Amity Regional School District No. 5 Revenues and Expenditures for FY
2012-2013
Amity Regional School District No. 5, Budget Transfers 2012-2013

Memos: John J. Brady to Members of the Amity Board of Education (4/1/13) re:
Recommendation to Accept Gift
John J. Brady to Members of the Amity Finance Committee and Amity
Board of Education (4/1/13) re: Recommended Revision to Schedule C of
the Teacher's Contract
John J. Brady to Members of the Amity Finance Committee and Amity
Board of Education (4/3/13) re: Proposed Revisions to Board of
Education 2013-2014 Approved Budget
Jack B. Levine to John J. Brady (3/25/13) re: Budget Transfers of \$3,000
or More
Jack B. Levine to John J. Brady (3/21/13) re: New Funding Requests for
Fiscal Year 2012-2013

MINUTES

BOARD MEMBERS PRESENT: William Blake, Rita Gedansky, Thomas Hurley

Also Present: John Brady, Stanley Gedansky, Jack Levine, Marianne Lippard, Terry Lumas

The Annual District Meeting for the 2013-2014 Budget was held on Tuesday, May 7, 2013, at 5:30 p.m. in the Presentation Room at the Amity District Offices. A presentation of the budget was offered, and the meeting adjourned to a machine/ballot vote to be held in the Towns of Bethany, Orange, and Woodbridge on Wednesday, May 8, 2013.

1. **Call to Order:** William Blake, chairman of the Board of Education, called the Annual District Meeting to order at 5:30 p.m.
2. **Election of Meeting Moderator**
Ms. Gedansky nominated Mr. Blake as moderator of the meeting; Mr. Gedansky seconded the nomination. Further nominations were requested, but none were offered. A voice vote to appoint Mr. Blake as moderator was unanimous.
3. **Presentation of the Budget**
The budget development process began in August. The Superintendent worked with his staff over a seven-month period. The Amity Finance Committee and Board of Education then worked on the budget during the months of January, February, March and April.

The total budget request of \$44,478,455 is an increase of \$865,293, or 1.98 percent above the current \$43,613,162 budget. The increase in the budget is due primarily to an increase of \$589,983 in salaries and \$127,362 in medical and dental insurance. All other accounts are increased by a total of \$147,948. The Board of Education has developed its budget with consideration to both current economic conditions and the District's "Missions-Goals-Objectives."

Salaries are based on 313.30 full-time equivalent positions (FTE). Contractual salary increases total \$721,436. The budget adds 1.6 full-time equivalent positions, including mandated special education staff and one-half security guard for the High School for \$71,476. The budget eliminates 3.2 FTE teaching positions at a savings of \$234,323. Overall, salaries will increase by \$589,983.

Medical, dental and prescription drug expenditures will be higher by \$127,362. The District has a self-funded insurance program. Medical inflation is the primary reason for the higher costs.

Past budgets have postponed the purchase of technology equipment. The proposed budget includes an increase of \$229,358 for replacement computers and laptops, and other technology equipment.

Improvements to buildings and sites will increase by \$97,006, which includes sidewalk repairs; asphalt sealing and crack repairs of parking lot; and re-sodding crown of football field.

The new Common Core State Standards and Teacher and Administrator Evaluations will require the District to spend funds. Federal and State unfunded or underfunded mandates will impact the budget by \$250,400.

Debt service is principal and interest payments on the approved construction projects at the High School and Middle Schools. Based on the financial health of Bethany, Orange and Woodbridge, and the financial management in Amity, Moody's Investors Service, Inc. kept the District's bond rating at Aa2. This had a favorable impact on the District's last three bond issues. The savings on the interest costs are reflected in the budget. Debt Service will decrease by \$451,179.

Motion to waive with the reading of the budget by Dr. Brady (Mr. Gedansky, 2d Ms. Gedansky).

Vote in favor unanimous.

Motion passed.

Motion to adjourn to a machine/ballot vote to be held in the towns of Bethany, Orange and Woodbridge on Wednesday, May 8, 2013 from 6:00 a.m. to 8:00 p.m. (Mr. Hurley, 2d Mr. Gedansky).

4. Adjournment

Motion to adjourn the meeting at 5:31 p.m. (Mr. Hurley, 2d Ms. Gedansky).

Motion passed; meeting adjourned.

Respectfully submitted,
Marianne Lippard, recording clerk

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



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

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Phone: (203) 392-2106

May 9, 2013

To: Members of the Amity Board of Education

From: John J. Brady, Superintendent

RE: Follow-Up Regarding ECA issues

The Educational Center for the Arts is a part-time interdistrict magnet school operated by Area Cooperative Education Services under a state charter. Students from the ACES catchment area are entitled to apply to the program, and if accepted, participate in the program free of charge. It is a part-time program operating from 1:00 p.m. – 4:00 p.m. Monday-Thursday. Students who have exceptional ability and interests in areas such as theatre, creative writing, dance, music, etc., are drawn to the high-quality experiences offered by this program. Students report a great value in participating in a program with students who share their passion in a setting which is hard to duplicate in a comprehensive high school.

The tuition cost for the ECA program is \$8,825/student with districts paying \$3,690 per student. Amity is paying \$100,000 for tuition in addition to \$23,000 for transportation this fiscal year.

At the April Board of Education meeting I was asked to follow-up on issues raised by parents of Amity/ECA students with information about how the high school administration is addressing the matters raised by parents during the public comment agenda item.

Since the April meeting, I have met with the high school administration, as well as a number of parents of Amity/ECA students. I have isolated the major issues to the following:

1. Communication

Parents feel that they do not have adequate information about the interface between the Amity program and the ECA program. They feel they lack information about options available to students to enhance their academic experience and build a competitive transcript with an eye toward application to selective institutions of higher learning.

Resolution

My staff and I held a meeting with ECA parents to discuss a myriad of issues. Parents expressed appreciation and gratitude for the time and commitment of our staff to work together to resolve issues.

Resolution – cont’d

The Counseling Department is developing a handbook for Amity/ECA parents and students that will address all known issues. This information will be shared with all current and perspective Amity/ECA parents and students. There is one dedicated counselor who works with Amity/ECA students and parents. That individual is fully engaged in working through the complexity of scheduling. It is important to note that a number of parents have indicated their preference for having many, if not all, courses requested by their students available within the Amity schedule. We will work diligently to accommodate students’ requests, but cannot commit to every course available since Amity/ECA students are present for five of the eight periods Monday – Thursday.

2. Options Available to Amity/ECA Students to Enhance their Educational Experience and/or Meet Amity Graduation Requirements

Current Board of Education and high school policy allows students to take off-campus courses for Amity credit toward graduation. There has been misconception about this, but pages 25-26 of the Amity Regional High School Handbook clearly state the procedure to accomplish this. Following the procedures laid out, students may take courses off campus and have credit earned from approved courses applied toward graduation distribution requirements.

The Continuing Education Program offers Odysseyware with over 70 courses that can be taken on-line for credit. Students could use their Friday afternoons for this opportunity. In order to exercise this option, students would process through the off-campus procedure outlined in the handbook.

The important concept that should prevail here is that each of the 27 Amity/ECA students has individual needs and should be considered uniquely. The counselor who is assigned to work with Amity/ECA students and their parents is ready, willing and able to assist each student to meet their unique, individual needs. The counselor is currently engaged in extensive planning with the Amity/ECA students and their parents.

It is important to note that all Amity/ECA students are able to meet graduation requirements within the current scheduling parameters.

3. Advocate for a slightly later start time for either the Amity students or the ECA program as a whole.

Allowing Amity students to start the ECA program fifteen minutes later on a daily basis would provide them the opportunity to take one additional course at Amity. This would be an immediate solution to this vexing problem. However, an immediate resolution to this dilemma does not seem feasible. While the principal of ECA has recognized that **“in the future it is inevitable that ECA will have to change its school’s hours starting later to offer ECA students the opportunity to have more time at their sending schools to complete core requirement coursework”**, the timing is most likely a couple of years away.

4. Continue Ongoing Dialogue with Amity/ECA Parents and Students

Amity administration remains committed to providing for the individual needs of Amity/ECA students. We will work with students and their families to bridge the next couple of years until the ECA program hours are changed as the ECA principal envisions.



AMITY REGIONAL SCHOOL DISTRICT NO. 5

BETHANY * ORANGE * WOODBRIDGE

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Superintendent of Schools*

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To: Amity Finance Committee and Amity Board of Education Members

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

Re: Artificial Turf Field

Date: May 2, 2013

In prior meetings, we have talked about the advantages and cost impact for an artificial turf field at Amity High School. In summary, the key advantages are 1) a synthetic turf field can be used constantly rain or shine; 2) conservative estimates indicate that usage will triple; and 3) the main game and practice fields are worn from overuse. You were also informed about a five-year study (Human Performance Research Center, West Texas A&M University, by Michael Myers, PhD and Bill Barnhill, MD, Published in The American Journal of Sports Medicine, October 2004) of eight high school teams playing on in-filled synthetic surfaces and natural grass surfaces. The conclusion was the types of injuries suffered on artificial turf were less severe with a quicker recovery time than injuries suffered on natural grass.

Mark Chapman, our investment advisor, has prepared a debt service schedule (copy enclosed) for the new artificial turf field. Using the current rate of 3.00 percent plus 65 basis points for the small size of the issue, a 20-year bond would cost \$1,250,100 (principal of \$945,000; interest of \$305,100). There would be no debt payment in 2013-2014; principal and interest would be approximately \$86,850 in 2014-2015.

The annual maintenance cost for a synthetic turf field is \$32,650 (including setting aside \$30,000 each year for the replacement of the surface in 10 to 12 years) compared to the annual cost of \$13,850 for the natural grass field.

The key dates for the bond referendum are:

May 13, 2013 – Board meeting to recommend appropriation and borrowing authorization, schedule public hearing and refer project to Town of Woodbridge Planning & Zoning Commission

May 15, 2013 – Notice of Public Hearing posted at member towns and at District and published; Notice/agenda of meeting of the Board posted at member towns and at District and distributed

Artificial Turf Field
May 2, 2013
Page 2

May 21, 2013 – District Meeting held to conduct Public Hearing (5:30 p.m.)
Board Meeting following public hearing (6:00 p.m.)

May 22, 2013 – Notice delivered to Town Clerks of member towns as to calling of Referendum

June 3, 2013 – Town of Woodbridge Planning & Zoning Commission acts on Connecticut General Statutes 8-24 referral for review as to conformance with municipal plan of development

June 18, 2013 – Notice of Referendum in each member town posted at respective member towns and at District and published

July 2, 2013 – Referendum held from 6:00 a.m. to 8:00 p.m.

August 8, 2013 (tentative) – Bond sale

August 22, 2013 (tentative) – Close on Bonds – District receives funds

The Amity Finance Committee should decide if it wants to recommend to the Board that it proceed with the Referendum on the bonding of the artificial turf field. If so, the following motion is recommended:

Move to recommend to the Amity Board of Education that it move forward with the Referendum on bonding of an artificial turf field.

If the Board wants to proceed with the Referendum on the bonding of an artificial turf field, the enclosed Resolution of Board of Education of Regional School District Number 5, as prepared by our Bond Counsel, needs to be adopted.

Enclosures

AMITY - REGIONAL SCHOOL DISTRICT #5**TURF FIELD PROJECT****\$945,000****ESTIMATED DEBT SERVICE (CURRENT RATES PLUS 65 BPS)****Debt Service Schedule**

Part 1 of 2

Date	Principal	Coupon	Interest	Total P+I	Fiscal Total
07/15/2013	-	-	-	-	-
07/15/2014	45,000.00	3.000%	28,350.00	73,350.00	-
01/15/2015	-	-	13,500.00	13,500.00	-
06/30/2015	-	-	-	-	86,850.00
07/15/2015	45,000.00	3.000%	13,500.00	58,500.00	-
01/15/2016	-	-	12,825.00	12,825.00	-
06/30/2016	-	-	-	-	71,325.00
07/15/2016	45,000.00	3.000%	12,825.00	57,825.00	-
01/15/2017	-	-	12,150.00	12,150.00	-
06/30/2017	-	-	-	-	69,975.00
07/15/2017	45,000.00	3.000%	12,150.00	57,150.00	-
01/15/2018	-	-	11,475.00	11,475.00	-
06/30/2018	-	-	-	-	68,625.00
07/15/2018	45,000.00	3.000%	11,475.00	56,475.00	-
01/15/2019	-	-	10,800.00	10,800.00	-
06/30/2019	-	-	-	-	67,275.00
07/15/2019	45,000.00	3.000%	10,800.00	55,800.00	-
01/15/2020	-	-	10,125.00	10,125.00	-
06/30/2020	-	-	-	-	65,925.00
07/15/2020	45,000.00	3.000%	10,125.00	55,125.00	-
01/15/2021	-	-	9,450.00	9,450.00	-
06/30/2021	-	-	-	-	64,575.00
07/15/2021	45,000.00	3.000%	9,450.00	54,450.00	-
01/15/2022	-	-	8,775.00	8,775.00	-
06/30/2022	-	-	-	-	63,225.00
07/15/2022	45,000.00	3.000%	8,775.00	53,775.00	-
01/15/2023	-	-	8,100.00	8,100.00	-
06/30/2023	-	-	-	-	61,875.00
07/15/2023	45,000.00	3.000%	8,100.00	53,100.00	-
01/15/2024	-	-	7,425.00	7,425.00	-
06/30/2024	-	-	-	-	60,525.00
07/15/2024	45,000.00	3.000%	7,425.00	52,425.00	-
01/15/2025	-	-	6,750.00	6,750.00	-
06/30/2025	-	-	-	-	59,175.00
07/15/2025	50,000.00	3.000%	6,750.00	56,750.00	-
01/15/2026	-	-	6,000.00	6,000.00	-
06/30/2026	-	-	-	-	62,750.00
07/15/2026	50,000.00	3.000%	6,000.00	56,000.00	-
01/15/2027	-	-	5,250.00	5,250.00	-
06/30/2027	-	-	-	-	61,250.00
07/15/2027	50,000.00	3.000%	5,250.00	55,250.00	-
01/15/2028	-	-	4,500.00	4,500.00	-
06/30/2028	-	-	-	-	59,750.00

AMITY - REGIONAL SCHOOL DISTRICT #5**TURF FIELD PROJECT****\$945,000****ESTIMATED DEBT SERVICE (CURRENT RATES PLUS 65 BPS)****Debt Service Schedule**

Part 2 of 2

Date	Principal	Coupon	Interest	Total P+I	Fiscal Total
07/15/2028	50,000.00	3.000%	4,500.00	54,500.00	-
01/15/2029	-	-	3,750.00	3,750.00	-
06/30/2029	-	-	-	-	58,250.00
07/15/2029	50,000.00	3.000%	3,750.00	53,750.00	-
01/15/2030	-	-	3,000.00	3,000.00	-
06/30/2030	-	-	-	-	56,750.00
07/15/2030	50,000.00	3.000%	3,000.00	53,000.00	-
01/15/2031	-	-	2,250.00	2,250.00	-
06/30/2031	-	-	-	-	55,250.00
07/15/2031	50,000.00	3.000%	2,250.00	52,250.00	-
01/15/2032	-	-	1,500.00	1,500.00	-
06/30/2032	-	-	-	-	53,750.00
07/15/2032	50,000.00	3.000%	1,500.00	51,500.00	-
01/15/2033	-	-	750.00	750.00	-
06/30/2033	-	-	-	-	52,250.00
07/15/2033	50,000.00	3.000%	750.00	50,750.00	-
06/30/2034	-	-	-	-	50,750.00
Total	\$945,000.00	-	\$305,100.00	\$1,250,100.00	-

Yield Statistics

Bond Year Dollars	\$10,170.00
Average Life	10.762 Years
Average Coupon	3.0000000%
Net Interest Cost (NIC)	3.0000000%
True Interest Cost (TIC)	2.9975146%
Bond Yield for Arbitrage Purposes	2.9975146%
All Inclusive Cost (AIC)	2.9975146%

IRS Form 8038

Net Interest Cost	3.0000000%
Weighted Average Maturity	10.762 Years

RESOLUTION OF BOARD OF EDUCATION
OF REGIONAL SCHOOL DISTRICT NUMBER 5
(May 13, 2013)

RESOLVED, That the officers of the Board of Education and the Superintendent are authorized to cause a district meeting to be called for the purpose of conducting a public hearing in the Presentation Room of Amity Regional High School on Tuesday, May 21, 2013 at 5:30 p.m. with respect to the following recommendations of the Board, which recommendations are hereby approved:

1. That \$945,000 be appropriated for costs related to replacement of the current natural grass field at the Amity Regional High School football stadium with an artificial turf field. The appropriation may be spent for design and installation costs, equipment, materials, consultant fees, legal fees, net interest on borrowings, other financing costs, and other expenses related to the project. The District Board of Education shall be authorized to determine the scope and particulars of the project, and may reduce or modify the scope of the project as desirable, and the entire appropriation may be spent on the project as so reduced or modified.

2. That \$945,000 bonds and temporary notes of the District be authorized to finance the appropriation.

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

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

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

FURTHER RESOLVED, That the project be referred to the Woodbridge Planning and Zoning Commission for a report pursuant to Section 8-24 of the Connecticut General Statutes.

Amity Regional School District Number 5
2013 Amity High School Football Stadium Artificial Turf Project
Bond Referendum Proceedings Discussion Schedule
July 2, 2013 Target Referendum Date

Action	Time Requirements	Date
Notice/agenda of meeting of the Board posted at member towns and at District and distributed	At least 24 hours before Board meeting (<u>excluding</u> any intervening Saturday, Sunday, legal holiday or day on which the District offices or the Town Clerk's office in any member town is closed)	Not later than Friday, May 10
Board meeting to recommend appropriation and borrowing authorization, schedule public hearing and refer project to Town of Woodbridge Planning & Zoning Commission	--	Monday, May 13
Town of Woodbridge Planning & Zoning Commission acts on Conn. Gen. Stat. § 8-24 referral for review as to conformance with municipal plan of development	Appropriation and borrowing authorization not effective until approval received	Monday, June 3
Notice of Public Hearing posted at member towns and at District and published	At least 5 days before Public Hearing (<u>including</u> the day of publication/posting, intervening weekend days and holidays, but <u>excluding</u> the day of the meeting)	Wednesday, May 15
Notice/agenda of meeting of the Board posted at member towns and at District and distributed	At least 24 hours before Board meeting (<u>excluding</u> any intervening Saturday, Sunday, legal holiday or day on which the District offices or the Town Clerk's office in any member town is closed)	Wednesday, May 15
District Meeting held to conduct Public Hearing	--	Tuesday, May 21, 5:30 p.m.

Board meeting following public hearing to adopt Bond Resolution and schedule referendum; <i>Conn. Gen. Stat. § 9-369b advocacy limitations commence</i>	Following public hearing [need not be on same day as public hearing]	Tuesday, May 21, 6:00 p.m.
Notice delivered to Town Clerks of member towns as to calling of Referendum	At least 30 days before Referendum [excluding both day of notification and day of referendum, but including all intervening days]	Wednesday, May 22 Not later than Friday, May 31
Notice of Referendum in each member town posted at respective member towns (and at the District) and published	Not less than 5 days [excluding both day of publication/posting and day of Referendum], and nor more than 15 days before the Referendum [excluding day of Referendum]	Not later than Wednesday, June 26, not earlier than Monday, June 17
Referendum held from 6:00 a.m. to 8:00 p.m.	--	Tuesday, July 2

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

May 13, 2013

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

Matthew Filip – F/T – Science Teacher/Dept. Head – Matthew comes to Amity via Westport Public Schools. He received his BA from the University of Notre Dame; his MA from DePaul University; and his administrative certification from Sacred Heart University.

Amity Reg. High School – Woodbridge – None

Amity Reg. Middle Schools – Orange

Andrew Zuckerman – F/T Math Teacher – Andrew recently completed an internship and his student teaching at the Orange Campus. He received his BA from SCSU and is in the process of completing his MA from UCONN.

Amity Reg. Middle School – Bethany – None

Coaches:

Amity Reg. High School – Woodbridge:

Amity Reg. Middle Schools – Bethany / Orange – None

Resignation(s):

Michael Pontacoloni – English Teacher – Amity Regional High School - Woodbridge
Jeanine Capecelatro – Coach – Volleyball – Amity Mid. Sch. – Orange Campus
Angela Nielsen – Coach – Freshmen Girls' Volleyball – Amity Reg. High School

Retirement(s):

JJB/pfc

AMITY REGIONAL SCHOOL DISTRICT NO. 5

Bethany Orange Woodbridge
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Phone (203) 397-4813
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To: Dr. John J. Brady, Superintendent of Schools

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

Re: Auditing Firm Appointment

Date: May 3, 2013

On December 10, 2012, the Amity Board of Education appointed the audit firm of Grant Thornton LLP of Glastonbury, Connecticut, to audit the district's financial statements for the fiscal year ended June 30, 2013, at a price of \$35,363.

On April 29, 2013, I was informed by Robert Howard, Jr., Audit – Partner of Grant Thornton LLP, that he and five of his professional staff will join Mahoney Sabol & Company, LLP of Glastonbury, Connecticut. I confirmed today that Grant Thornton LLP has agreed that all of the clients of Mr. Howard have been transferred to his new firm.

I am recommending the auditing firm of Mahoney Sabol & Company, LLP be appointed, in place of Grant Thornton LLP, to audit the district's financial statements for the fiscal year ended June 30, 2013. Mr. Howard stated that based on the reduced overhead and rate structure at his new firm, he can pass the savings along to the District and reduce the fee from \$35,500 to \$32,500. Robert Howard, Jr. and the same staff as we have had in the past year's audit, would handle our upcoming audit.

I am recommending the following motions:

For the Amity Finance Committee:

Move to recommend to the Amity Board of Education the appointment of Mahoney Sabol & Company, LLP of Glastonbury, Connecticut, in place of Grant Thornton LLP, to audit the district's finance statements for the fiscal year ended June 30, 2013, at a price of \$32,500. Furthermore, the Director of Finance Administration is authorized to sign the Letter of Engagement with Mahoney Sabol & Company, LLC.

For the Amity Board of Education:

Move to appoint Mahoney Sabol & Company, LLP of Glastonbury, Connecticut, in place of Grant Thornton LLP, to audit the district's finance statements for the fiscal year ended June 30, 2013, at a price of \$32,500. Furthermore, the Director of Finance Administration is authorized to sign the Letter of Engagement with Mahoney Sabol & Company, LLC.

AMITY REGIONAL SCHOOL DISTRICT NO. 5

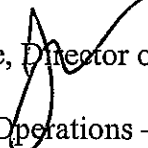
Bethany Orange Woodbridge
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To: Dr. John J. Brady, Superintendent of Schools

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

Re: Food Service Operations – Contract Extension, Budget & Price Increases

Date: May 6, 2013

On March 9, 2009, the Amity Board of Education awarded the food service operations contract to Compass Group, USA, Inc. (Chartwells) for one year with four one-year options. We are now completing year four. I am recommending the Board exercise its option for the fifth year in 2013-2014. For 2014-2015, we will need to bid this service, as the State requires bidding at least once every five years.

Last year, we needed to raise meal prices by \$0.10 for a full paid type A meal in all three schools. A la carte prices were also increased for selected items. This was primarily due to the new costly Federal mandate to increase the portion size and the requirement of providing ½ cup fruit or vegetable, notwithstanding if the student wants it or not. For your information, we raised prices before this back in 2009. Unfortunately, the costs of the Federal mandates were substantial. For example, just adding the required fresh fruit for each meal, added between 15 to 25 cents to each full paid type A meal, while the Federal reimbursement was only 6 cents. Furthermore, the Federal grain requirements initially caused Chartwells to use smaller rolls. This got a number of students upset, which lowered student participation at the High School. The Federal government eventually revised their 'grain rules'; unfortunately, the participation levels at the High School have yet to come back to the same participation level. This resulted in loss profits.

For 2012-2013, Chartwells' District Manager and Food Service Manager project a net loss of \$30,570. The contract states, "If the annual operating statement shows a profit less than breakeven, Chartwells will reduce its Management Fee by the difference between the actual and guaranteed amount..." Thus, Chartwells' will absorb \$18,360 of the loss. The remaining loss must be incurred by the District. Based on the projection of a net loss of \$30,570, the District's liability is \$12,210.

Based on the assumption food and paper costs will increase by 3.0 percent and labor costs will increase by 2.5 percent (as per the union contract), the 2013-2014 budget would be a net loss of \$28,787. To bring the budget to a breakeven point, it became clear there needed to be a price increase and labor costs had to be reduced. Therefore, I am recommending we raise meal prices by \$0.10 for a full paid type A meal at all three schools and a la carte prices be raised for selected items, subject to my approval. Based on the design of the cafeteria at Orange Middle School and the low participation, we will reduce their labor hours.

The current prices for a full paid type A meal are \$2.60 to \$3.60 for Amity High School and \$2.60 for both Middle Schools. A comparison to several surrounding towns is shown below:

<u>School District</u>	<u>High School</u>	<u>Middle School</u>
Amity Region 5	\$2.60 - \$3.60	\$2.60
Guilford	\$3.25	\$2.75
Branford	\$3.25 - \$4.00	\$3.00
North Haven	\$2.90 - \$3.65	\$2.90
Madison	\$3.25 - \$4.00	\$3.00

The proposed 2013-2014 Type A meal prices would be \$2.70 to 3.70 at Amity High School and \$2.70 at the Middle Schools. Chartwells Administrative Fee and Management Fee would increase 2.0 percent, as per the contract.

The following motions are suggested:

For Amity Finance Committee:

Motive to recommend that the Amity Board of Education award a one-year contract extension for food service operations for 2013-2014 to Compass Group, USA, Inc. (Chartwells) per the proposed Amendment and the Director of Finance and Administration is authorized to sign the Amendment.

Move to recommend to the Amity Board of Education authorize the food service provider to raise lunch prices by \$0.10 per Type A meal in all three schools for 2013-2014 and the Director of Finance and Administration is authorized to approve increases in a la carte items.

For Amity Board of Education:

Motive to award a one-year contract extension for food service operations for 2013-2014 to Compass Group, USA, Inc. (Chartwells) per the proposed Amendment and the Director of Finance and Administration is authorized to sign the Amendment.

Move to authorize the food service provider to raise lunch prices by \$0.10 per Type A meal in all three schools for 2013-2014 and the Director of Finance and Administration is authorized to approve increases in a la carte items.

AMITY REGIONAL SCHOOL DISTRICT NO. 5

Bethany Orange Woodbridge
25 Newton Road, Woodbridge Connecticut 06525



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Phone (203) 397-4813
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To: Dr. John J. Brady, Superintendent of Schools

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

Re: Award of Contracts of \$35,000 or More

Date: May 6, 2013

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

1. Safety Service Program:

Fuss & O'Neill, Inc. has helped our District implement and maintain a top-notch safety service program. Facilities Director Jim Saisa recommends we stay with this firm and award the contract based upon the State bid contract, as authorized by the Amity Board of Education's purchasing policy. The Board is being asked to approve the third year of a three-year contract which will exceed \$35,000.

Move to award the safety service program to Fuss & O'Neill, Inc. for July 1, 2013 to June 30, 2014 for the State bid price of \$14,373. The Board reserves the right to cancel the contract if Fuss & O'Neill, Inc. fails to perform in a satisfactory manner.

2. Investment Consulting Services:

Three years ago, we bid investing consulting services. The Amity Board of Education decided to continue using Fiduciary Investment Advisors for this service. The Board may decide to extend the contract for one additional year and waive its bid requirements. I am recommending this as we have had good service at a reasonable price. The quoted price is \$21,218 for 2013-2014, same as this fiscal year.

The Board of Education may terminate the Agreement at any time for the convenience of the District, by a notice in writing from the District to the Contractor. Furthermore, the firm may not derive any revenues from commissions or alternative similar arrangements.

Move to award investment consulting services for July 1, 2013 to June 30, 2014 to Fiduciary Investment Advisors at the quoted price of \$21,218. The Board waives its bid requirements and extends the contract by one year. The Board reserves the right to cancel the contract if Fiduciary Investment Advisors fails to perform to the Board's satisfaction.

3. **Trash and Recycling Removal Service:**

Last year, the District bid trash and recycling removal service. The Board awarded the bid to All American Waste of New Haven for the bid price of \$36,993 for 2013-2014 with extra charges for additional pick-ups. Extra pick-ups are \$60 for an 8-yard trash dumpster; \$42 for a 6-yard trash dumpster; and \$32 for a 8-yard dumpster for recycling. Mr. Saisa, Director of Facilities, estimates we spend about \$200 a year for extra pick-ups. Per the bid, the pricing remains constant for all three years of a three-year contract.

The Board reserves the right to cancel the contract if All American Waste fails to perform in a satisfactory manner. Facilities Director Jim Saisa has recommended we enter into the second year of a three-year contract due to the excellent performance of the vendor.

Move to award the trash and recycling removal service to All American Waste for July 1, 2013 to June 30, 2014 for the second year of a three-year contract at the bid price of \$36,993, not including extra charges for additional pick-ups. The Board reserves the right to cancel the contract if All American Waste of New Haven fails to perform in a satisfactory manner.

4. **Health and Welfare Benefits Consultant:**

Two years ago, the Board awarded Marsh & McLennan Agency a three-year contract as the District's Health and Welfare Benefits Consultant for medical and dental insurance. The bid price is \$25,000 for 2011-2012; \$25,000 for 2012-2013; and \$25,000 for 2013-2014.

We have been very pleased with their services.

Move to award the Health and Welfare Benefits Consultant to Marsh & McLennan Agency for July 1, 2013 to June 30, 2014 at the bid price of \$25,000 for the third year of a three-year contract. The Board reserves the right to cancel the contract if Marsh & McLennan Agency fails to perform in a satisfactory manner, as determined by the Superintendent of Schools.

5. Workers' Compensation Insurance and Liability, Automobile, Property Insurance:

Last year, the Board awarded a three-year contract to Connecticut Interlock Risk Management Agency (CIRMA) of New Haven, Connecticut for the District's Workers' Compensation insurance and Liability, Automobile, Property (LAP) insurance. The Workers' Compensation insurance premium increase is based on payroll increases and claims. The LAP insurance is based on claims with a maximum increase of 5 percent.

The Workers' Compensation premium for 2013-2014 will be \$171,361, or a 15 percent increase. The 2013-2014 Budget is \$178,000, or a favorable variance of \$6,639. The payroll audit premium will be determined at a later time.

The Liability, Automobile, Property (LAP) insurance base premium for 2013-2014 will be \$134,927, or a 5 percent increase. The 2013-2014 Budget for the base premium is \$134,927.

***Motion:** Award the workers' compensation insurance for July 1, 2013 to June 30, 2014, to Connecticut Interlock Risk Management Agency (CIRMA) of New Haven, Connecticut at the premium of \$171,361 plus the audit premium to be determined. Award the liability, automobile, property insurance to Connecticut Interlock Risk Management Agency (CIRMA) of New Haven, Connecticut for the base premium of \$134,927 for July 1, 2013 to June 30, 2014. This is the second of a three-year contract for workers' compensation and liability, automobile and property insurance.*

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

LINE	CATEGORY	COLUMN 1 2011-2012 ACTUAL	COLUMN 2 2012-2013 BUDGET	COLUMN 3 MAR '13 FORECAST	COLUMN 4 CHANGE INCR./(DECR.)	COLUMN 5 APR '13 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	229,529	(1,482)	228,047	18,542	FAV
3	OTHER STATE GRANTS	610,679	1,043,577	797,442	0	797,442	(246,135)	UNF
4	MISCELLANEOUS INCOME	1,031,364	409,182	410,126	(2,084)	408,042	(1,140)	UNF
5	BUILDING RENOVATION GRANTS	478,125	286,347	286,347	0	286,347	0	FAV
6	TOTAL REVENUES	43,522,395	43,613,162	43,387,995	(3,566)	43,384,429	(228,733)	UNF
7	SALARIES	22,713,423	22,926,055	23,056,819	(12,709)	23,044,110	118,055	UNF
8	BENEFITS	5,498,457	5,035,918	5,049,208	25,589	5,074,797	38,879	UNF
9	PURCHASED SERVICES	5,491,309	6,923,720	6,566,522	(70,499)	6,496,023	(427,697)	FAV
10	DEBT SERVICE	5,633,460	5,364,858	5,342,896	0	5,342,896	(21,962)	FAV
11	SUPPLIES (INCLUDING UTILITIES)	2,946,315	3,040,193	3,050,674	72,698	3,123,372	83,179	UNF
12	EQUIPMENT	320,059	56,887	86,338	38,782	125,120	68,233	UNF
13	IMPROVEMENTS / CONTINGENCY	33,637	150,000	19,839	0	19,839	(130,161)	FAV
14	DUES AND FEES	106,191	115,531	119,789	0	119,789	4,258	UNF
15	TRANSFER ACCOUNT	150,050	0	0	0	0	0	FAV
16	ESTIMATED UNSPENT BUDGETS	0	0	0	0	0	0	FAV
17	TOTAL EXPENDITURES	42,892,901	43,613,162	43,292,085	53,861	43,345,946	(267,216)	FAV
18	SUBTOTAL	629,494	0	95,910	(57,427)	38,483	38,483	FAV
19	PLUS: CANCELLATION OF PRIOR YEAR'S ENCUMBRANCES	77	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	NET BALANCE / (DEFICIT)	329,571	0	95,910	(57,427)	38,483	38,483	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 ACTUAL	COLUMN 2 2012-2013 BUDGET	COLUMN 3 MAR '13 FORECAST	COLUMN 4 CHANGE INCR./DECR.)	COLUMN 5 APR '13 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	WOODBRIE 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	2,964	0	2,964	(343)	UNF
6	PARKING INCOME	30,054	30,000	26,964	(1,632)	25,332	(4,668)	UNF
7	INVESTMENT INCOME	977	2,500	400	0	400	(2,100)	UNF
8	ATHLETICS	25,948	22,000	22,372	0	22,372	372	FAV
9	TUITION REVENUE	69,232	76,028	110,859	0	110,859	34,831	FAV
10	TRANSPORTATION INCOME	72,942	75,670	65,970	150	66,120	(9,550)	UNF
11	TRANSPORTATION BOWA AGREEMENT	0	0	0	0	0	0	FAV
12	OTHER REVENUE	202,397	209,505	229,529	(1,482)	228,047	18,542	FAV
13	BESB GRANT	0	0	0	0	0	0	FAV
14	SPECIAL EDUCATION GRANTS	610,679	1,043,577	797,442	0	797,442	(246,135)	UNF
15	OTHER STATE GRANTS	610,679	1,043,577	797,442	0	797,442	(246,135)	UNF
16	RENTAL INCOME	29,701	29,000	25,400	(660)	24,740	(4,260)	UNF
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	64,663	16,148	20,770	(1,424)	19,346	3,198	FAV
22	TRANSFER IN	0	0	0	0	0	0	FAV
23	MISCELLANEOUS INCOME	1,031,364	409,182	410,126	(2,084)	408,042	(1,140)	UNF
24	BUILDING RENOVATION GRANTS	478,125	286,347	286,347	0	286,347	0	FAV
25	TOTAL REVENUES	43,522,395	43,613,162	43,387,995	(3,566)	43,384,429	(228,733)	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

LINE	CATEGORY	COLUMN 1 2011-2012 ACTUAL	COLUMN 2 2012-2013 BUDGET	COLUMN 3 MAR '13 FORECAST	COLUMN 4 CHANGE INCR./DECR.)	COLUMN 5 APR '13 FORECAST	COLUMN 6 VARIANCE OVER/(UNDER)	COL 7 FAV UNF
1	5111-CERTIFIED SALARIES	19,210,777	19,326,825	19,401,821	(17,549)	19,384,272	57,447	UNF
2	5112-CLASSIFIED SALARIES	3,502,646	3,599,230	3,654,998	4,840	3,659,838	60,608	UNF
3	SALARIES	22,713,423	22,926,055	23,056,819	(12,709)	23,044,110	118,055	UNF
4	5200-MEDICARE - ER	294,034	298,468	298,479	12,240	310,719	12,251	UNF
5	5210-FICA - ER	221,612	229,591	224,962	13,301	238,263	8,672	UNF
6	5220-WORKERS' COMPENSATION	119,070	134,184	149,887	0	149,887	15,703	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	45,844	48	45,892	1,454	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	5,049,208	25,589	5,074,797	38,879	UNF
18	5322-INSTRUCTIONAL PROG IMPROVEMENT	9,076	11,564	11,564	5,826	17,390	5,826	UNF
19	5327-DATA PROCESSING	63,014	69,140	69,140	0	69,140	0	FAV
20	5330-OTHER PROFESSIONAL & TECHNICAL SRVC	976,948	930,829	941,755	70,000	1,011,755	80,926	UNF
21	5440-RENTALS - LAND, BLDG, EQUIPMENT	58,791	71,487	86,487	0	86,487	15,000	UNF
22	5510-PUPIL TRANSPORTATION	2,108,674	2,524,305	2,417,314	(20,000)	2,397,314	(126,991)	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	74,948	0	74,948	1,200	UNF
25	5560-TUITION EXPENSE	1,971,800	2,984,225	2,710,901	(126,325)	2,584,576	(399,649)	FAV
26	5590-OTHER PURCHASED SERVICES	76,071	91,652	91,652	0	91,652	0	FAV
27	PURCHASED SERVICES	5,491,309	6,923,720	6,566,522	(70,499)	6,496,023	(427,697)	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

		COLUMN 1	COLUMN 2	COLUMN 3	COLUMN 4	COLUMN 5	COLUMN 6	COL 7
LINE	CATEGORY	2011-2012 ACTUAL	2012-2013 BUDGET	MAR '13 FORECAST	CHANGE INCR./(DECR.)	APR '13 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	3,801,016	3,685,000	3,685,000	0	3,685,000	0	FAV
30	DEBT SERVICE	5,633,460	5,364,858	5,342,896	0	5,342,896	(21,962)	FAV
31	5410-UTILITIES, EXCLUDING HEAT	749,270	812,299	790,660	59,198	849,858	37,559	UNF
32	5420-REPAIRS, MAINTENANCE & CLEANING	675,754	672,721	729,511	0	729,511	56,790	UNF
33	5611-INSTRUCTIONAL SUPPLIES	321,269	359,292	354,492	0	354,492	(4,800)	FAV
34	5613-MAINTENANCE/CUSTODIAL SUPPLIES	185,312	179,208	179,208	0	179,208	0	FAV
35	5620-OIL USED FOR HEATING	331,360	217,839	23,608	14,500	38,108	(179,731)	FAV
36	5621-NATURAL GAS	0	0	105,000	(1,000)	104,000	104,000	UNF
37	5627-TRANSPORTATION SUPPLIES	153,298	204,967	204,967	0	204,967	0	FAV
38	5641-TEXTS & DIGITAL RESOURCES	71,131	106,331	111,131	0	111,131	4,800	UNF
39	5642-LIBRARY BOOKS & PERIODICALS	22,439	21,607	21,607	0	21,607	0	FAV
40	5690-OTHER SUPPLIES	436,482	465,929	530,490	0	530,490	64,561	UNF
41	SUPPLIES (INCLUDING UTILITIES)	2,946,315	3,040,193	3,050,674	72,698	3,123,372	83,179	UNF
42	5730-EQUIPMENT - NEW	124,486	28,671	29,671	38,782	68,453	39,782	UNF
43	5731-EQUIPMENT - REPLACEMENT	195,573	28,216	56,667	0	56,667	28,451	UNF
44	EQUIPMENT	320,059	56,887	86,338	38,782	125,120	68,233	UNF
45	5715-IMPROVEMENTS TO BUILDING	4,785	0	0	0	0	0	FAV
46	5720-IMPROVEMENTS TO SITES	28,852	0	17,550	0	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	(147,711)	0	(147,711)	(147,711)	FAV
49	5855-CAPITAL RESERVE	0	0	0	0	0	0	FAV
50	IMPROVEMENTS / CONTINGENCY	33,637	150,000	19,839	0	19,839	(130,161)	FAV
51	5580-STAFF TRAVEL	20,111	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	106,191	115,531	119,789	0	119,789	4,258	UNF
55	5856-TRANSFER ACCOUNT	150,050	0	0	0	0	0	FAV
56	ESTIMATED UNSPENT BUDGETS	0	0	0	0	0	0	FAV
57	TOTAL EXPENDITURES	42,892,901	43,613,162	43,292,085	53,861	43,345,946	(267,216)	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**

APRIL 2013

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.

SUMMARY OF COST SAVINGS AND EFFICIENCIES
(Continued)

- We negotiated a two-year contract with Xerox to supply toner, maintenance kits and fusers, as well as service, for the District's printers at a substantial savings. For example, the price per copy of black and white printed pages will be lowered from \$0.08 (which we now pay Hewlett-Packard Company) to \$0.02, or a 75 percent reduction in cost. The estimated annual savings is \$15,000.
- We ordered a cell phone signal enhancer for \$400 to see if we can improve cell phone communications in case of an emergency.
- Bethany Middle School will be publishing their student newspaper, The Spartan Forum, digitally instead of making copies. There are usually 3 to 4 editions each year. Each edition is 8 to 12 pages, and we usually make 400 copies. So, minimally we will be saving 9,600 pieces of paper and related copying costs. Orange Middle School is pursuing an electronic English newspaper project.
- The Director of Finance and Administration and Director of Facilities negotiated the cost for snow removal related to the blizzard down from \$92,000 to \$65,000.

2012-2013 FORECAST

The projected net balance of revenues and expenditures for this fiscal year is \$38,483 *FAV (previously \$95,910 FAV)*, which appears on page 1, column 6, line 18.

REVENUES BY CATEGORY

The projected yearend balance of revenues is \$228,733 *UNF (previously \$225,167 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 6 on Page 2: PARKING INCOME:

The forecast is based on a projection of fees for the fiscal year.

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 2012	0.09%
July	0.21%
August	0.22%
September	0.18%
October	0.14%
November	0.21%
December	0.18%
January 2013	0.21%
February	0.11%
March	0.07%
<i>April</i>	<i>0.07%</i>

Available funds are being kept at People's United Bank, because their interest rate is 0.25% compared to the State Treasurer's Investment Fund (STIF) interest rate of 0.07% in April 2013.

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 seven tuition students at full price, one of which is for part of the school year.

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. The December SEDAC report reflected a decrease in special education expenditures for FY 13, resulting in a decrease in State funding.

The updated forecast is based on the March SEDAC-G report and an actual reimbursement rate of 76.3 percent.

LINE 16 on Page 2: RENTAL INCOME:

The forecast is based on outstanding invoices.

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 *\$267,216 FAV (previously \$321,077 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 number of degree changes was less than budgeted for a savings of about **\$30,000 FAV**. Long-term substitutes are projected to cost more than budgeted (**\$15,000 UNF**). The forecast has a **\$17,500 FAV** decrease in projected expenditures for staff on leave-of-absences and homebound costs. *The updated forecast includes estimated savings of \$21,000 FAV from unpaid leaves-of-absence. The forecast is based on the current staff.*

LINE 2 on Page 3: 5112-CLASSIFIED SALARIES:

The part-time guard at the high school is working full-time at an additional expense of about **\$9,100 UNF**. Overtime is projected to exceed budget at this time. Overtime expenditures related to the blizzard clean-up and building usage are estimated at **\$15,000 UNF**. *The 10-month staff employees worked extra days during the April vacation at an estimated cost of \$4,000 UNF. 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 resulted in a premium payment of \$877 compared to a budget of \$5,000, or a favorable variance of **\$4,123 FAV**.

LINE 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)
November 2012	\$ 208,398.68	\$ 253,882	(\$ 45,483.32)
December 2012	\$ 202,906.11	\$ 253,882	(\$ 50,975.89)
January 2013	\$ 250,896.78	\$ 253,882	(\$ 2,985.22)
February 2013	\$ 151,048.23	\$ 253,882	(\$ 102,833.77)
<i>March 2013</i>	<u>\$ 140,777.16</u>	<u>\$ 253,882</u>	<u>(\$ 113,104.84)</u>
<i>Totals To-Date</i>	<u>\$1,667,843.47</u>	<u>\$2,284,938</u>	<u>(\$ 617,094.53) FAV</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>\$ 617,094.53</u>	<u>\$ 390,000</u>	<u>\$ 227,094.53</u>
<i>Total Reserve Balance</i>	<u>\$ 681,050.53</u>	<u>\$ 453,956</u>	<u>\$ 227,094.53 FAV</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 18 on Page 3: 5322-INSTRUCTIONAL PROGRAM IMPROVEMENT:

A budget transfer of \$5,826 UNF is requested to pay outside consultants, who will participate in professional development for teachers at the end of June 2013.

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.

Legal expenditures to-date is \$36,529.81. The budget for legal expenditures is \$50,000. We anticipate expending the entire budget at this time. However, without any negotiations, it is possible there may be some unspent funds.

The Board approved expenditures 'up to' \$9,000 UNF for CABE Search to assist in the search for a new Superintendent of Schools.

The Superintendent of Schools said he will try to find funds to pay \$15,000 UNF for a Graduate Study. An important source of information concerning the effectiveness of our high school curriculum is our recent alumni members. A study of this nature would obtain important and meaningful input from recent graduates. The specific emphasis is on how specific high school offerings helped or hindered graduates in succeeding in college or the work force. The forecast includes this possible expenditure.

A budget transfer of \$70,000 UNF is requested to cover special education service needs.

LINE 21 on Page 3: 5440-RENTALS-LAND, BLDG., EQUIPMENT:

A budget transfer of \$15,000 UNF from Contingency Account was made to pay West Haven Public Schools as a donation towards a Zamboni for Bennett Rink. In return, Amity's ice rental fee would remain at \$374 per hour for the fiscal year 2013-2014. Also, the \$15,000 donation will be credited towards ice rental time in 2013-2014. The estimated net savings is \$2,500 to \$3,000 in 2013-2014 as a result of rental ice hourly charge not increasing.

LINE 22 on Page 3: 5510-PUPIL TRANSPORTATION:

The forecast projects special education transportation to be \$126,991 FAV (previously \$106,991 FAV).

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 24 on Page 3: 5550-COMMUNICATIONS:TELEPHONE, POSTAGE, ETC.:

The District purchased three Verizon cell phone signal enhancers, one for Orange Middle School, one for Amity High School and one for the District Offices, at a cost of \$1,200 UNF. Bethany Middle School has a good Verizon signal and did not need a cell phone signal enhancer.

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 \$31,711 FAV.

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

Public (ACES) and private out-of-district placements are projected at \$365,211 FAV (previously \$238,886 FAV) under budget.

	FY08-09 ACTUAL	FY09-10 ACTUAL	FY10-11 ACTUAL	FY11-12 ACTUAL	FY12-13 BUDGET	FY12-13 ACTUAL
Public SPED	9	7	6	6	9	8
Private SPED	21	20.5	21	24	30	22 (21)
Totals	30	27.5	27	30	39	30(29)

Note: 0.5 is a part-time student.

The District has 26 students attending ECA. One student withdrew; however, the District will not receive a refund of the tuition. The total expenditure is \$2,727 FAV 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:

The Amity Finance Committee and Amity Board of Education approved a budget transfer of \$17,000 FAV 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.

Based on the most updated information, the projected electricity savings at the Middle Schools is 13 percent compared to the budgeted savings of 20 percent. The forecast includes an unfavorable variance for electricity of \$59,198 UNF. When the 2012-2013 budget was prepared, the retro-fit lighting projects at the Middle Schools had not started so we assumed it would be comparable to the High School. There have been significant cost savings but not as much as budgeted. In addition, we have had a number of positive initiatives which may seem small on their own but have had a cumulative effect on overall energy usage, including:

- *New computer labs have been built (e.g., Science room in Bethany Middle School)*
- *Kitchens have added large current-draw equipment, such as Panini makers and larger pizza display cases*
- *Wireless switches have been added for better internet connection*
- *Cafeteria doors at the middle schools are held open electronically*
- *Security camera systems were installed*
- *Almost all classrooms now have smart boards*
- *Additional computers and new heat-producing kitchen equipment added more cooling load to our HVAC system*

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 32 on Page 4: 5420-REPAIRS, MAINTENANCE & CLEANING:

We spent \$97,600 on snow removing and sanding, including the blizzard. The budget is \$47,000. The shortfall is \$50,600 UNF. A budget transfer was approved from the Contingency Account to pay all the outstanding invoices.

During November 2012, we conducted the required five-year test for radon at Amity High School. This was planned and in the budget. Room 535 tested higher than the EPA action level of 4.0 pCi/L on both the original test (November 13 – November 15, 2012) and the second test (November 27 – November 29, 2012). The second test was 4.1 pCi/L. Thus, remediation was necessary. Connecticut Basement Systems Radon, Inc. did the remediation over the holiday break at a cost of \$1,300 UNF.

The District incurred expenditures due to property damage caused by Hurricane Sandy. We have submitted costs of \$14,948.10 to our insurance carrier. We are waiting on several invoices for other storm-related repairs. These expenses have been, or will be, charged to this account. If any of the costs are not reimbursed by the insurance company, we plan to submit a claim to FEMA. Our insurance deductible is \$1,000.

An electronic lock system was installed at the District Offices for security reasons. The cost was \$1,800 UNF. Some additional cameras were installed at a cost of \$4,390 UNF.

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 from last fiscal year, the forecast assumes no additional gallons will be needed. This will result in a savings of \$35,000 FAV.

The forecast includes the purchase of generator fuel at the middle schools and high school for \$1,664.97 UNF.

Based on a projected surplus, we plan to 'top-off' the oil tanks at an estimated cost of \$14,500 UNF.

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.

As previously mentioned, we have been anticipating expenditures for natural gas to be \$149,495. Based on a review of actual invoices over the past several months, Facilities Director Jim Saisa projects yearend expenditures to be *\$104,000 UNF (previously \$105,000 UNF)*.

As of April 25, 2013, heating degree days were 4,751 compared to a normal of 5,097, or 6.8 percent under normal (previously 7.4 percent under normal).

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 40 on Page 4: 5690-OTHER SUPPLIES:

A budget transfer of \$64,561 UNF from Contingency Account was made to pay Pearson School Systems for PowerSchool software and related support services. The student information system will support comprehensive data reporting in a timely manner for administrators, teachers, and parents. All three of our member town elementary school districts are or will be using this system. This will allow for direct data transfer for incoming grade 7 students. By paying for this system now, we negotiated a discount of \$18,114 from the original price.

LINE 42 on Page 4: 5730-EQUIPMENT – NEW:

A budget transfer of \$1,000 UNF was made to purchase two iPads (\$798) and other items for the Science pilot program.

A budget transfer of \$1,000 UNF was made to purchase tables for the Annual Science Fair. In the past, we have rented the tables and this purchase will save money in the future.

In the aftermath of the tragedy at Sandy Hook Elementary School in Newton, the administration engaged in a comprehensive review of internal security procedures. As part of this review, new lockdown procedures have been developed. One weakness that we are experiencing involves internal and external communication between Amity administrators managing any potential emergencies, and first responders from area law enforcement agencies. In an emergency, our ability to communicate would rely exclusively on analog radio communications. The current radios used by Amity administrators and staff do not communicate with first responders from the Orange Police Department. There are also large dead zones in the current analog set-up. New radios are required to solve this problem. A budget transfer of \$37,782 UNF is requested to purchase the equipment.

LINE 43 on Page 4: 5731-EQUIPMENT – REPLACEMENT:

A projector was purchased in August to replace the one used in the High School Auditorium for \$2,916 UNF. A budget transfer of \$2,000 UNF was made to replace a fitness bike at Bethany Middle School. The bike was inoperable.

A budget transfer was made to purchase a computer for the Building Maintainer to control the HVAC system. The cost was \$1,091 UNF.

A budget transfer request of \$21,850 UNF was approved to purchase technology equipment to replace Megabit network switches with Gigabit switches. The funding for this request is in the 2013-2014 budget. If this purchase is made in this fiscal year, the 2013-2014 budget for this item would be reallocated to fund a Long Range Planning study.

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 remaining balance is \$2,289.* The forecast assumes the entire Contingency account budget will be spent by yearend.

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.

January: \$64,561 – Purchase PowerSchool software and related support services at a significantly discounted price.

January: \$15,000 – Pay West Haven Public Schools as a donation towards a Zamboni for Bennett Rink. In return, Amity's ice rental fee would remain at \$374 per hour for the fiscal year 2013-2014. Also, the \$15,000 donation will be credited towards ice rental time in 2013-2014.

April: **\$50,600** – Pay the outstanding invoices for snow removal and sanding, including the blizzard.

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.

LINE 56 on Page 4: ESTIMATED UNSPENT BUDGETS:

The January forecast assumed \$50,000 FAV of the budget will not be spent. From past history, small amounts from numerous accounts are unspent at yearend. However, with the blizzard and other potential snowfalls, the forecast is now assuming no unspent funds. This could change as we move forward in the fiscal year.

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>
July 2012	12	03111010	5330	OTHER PROFESSIONAL & TECH SRVC	\$ 1,400.00 Polisson-Guest fiddler, tuner
July 2012	12	03111010	5611	INSTRUCTIONAL SUPPLIES	\$ -1,400.00 Polisson-Guest fiddler, tuner
July 2012	13	01111009	5611	INSTRUCTIONAL SUPPLIES	\$ -160.00 Pencil sharpeners
July 2012	13	01111009	5690	OTHER SUPPLIES	\$ 160.00 Pencil sharpeners
July 2012	13	01111010	5641	TEXTBOOKS	\$ -20.00 CMEA price increase
July 2012	13	01111010	5810	DUES & FEES	\$ 20.00 CMEA price increase
July 2012	13	01132220	5330	OTHER PROFESSIONAL & TECH SRVC	\$ -170.00 Media database
July 2012	13	01132220	5642	LIBRARY BOOKS & PERIODICALS	\$ 170.00 Media database
August 2012	12	03142219	5611	INSTRUCTIONAL SUPPLIES	\$ -2,916.00 Auditorium Projector
August 2012	12	05142350	5731	EQUIPMENT - REPLACEMENT	\$ 2,916.00 Auditorium Projector
August 2012	23	05142510	5521	GENERAL LIABILITY INSURANCE	\$ -1,100.00 Memberships
August 2012	23	03111015	5810	DUES & FEES	\$ 1,100.00 Memberships
August 2012	143	01132220	5690	OTHER SUPPLIES	\$ 1,000.00 RENEW ONLINE SUBSCRIPTION
August 2012	143	01132220	5690	OTHER SUPPLIES	\$ 275.00 EZ BIB
August 2012	143	01132220	5690	OTHER SUPPLIES	\$ 210.00 RENEW ONLINE SUBSCRIPTION
August 2012	143	02132220	5690	OTHER SUPPLIES	\$ 495.00 RENEW ONLINE SUBSCRIPTION
August 2012	143	05142350	5690	OTHER SUPPLIES	\$ -1,000.00 RENEW ONLINE SUBSCRIPTION
August 2012	143	05142350	5690	OTHER SUPPLIES	\$ -495.00 RENEW ONLINE SUBSCRIPTION
August 2012	143	05142350	5690	OTHER SUPPLIES	\$ -275.00 EZ BIB
August 2012	143	05142350	5690	OTHER SUPPLIES	\$ -210.00 RENEW ONLINE SUBSCRIPTION
September 2012	16	02132220	5690	OTHER SUPPLIES	\$ 485.00 Orange Media Center database
September 2012	16	01132220	5690	OTHER SUPPLIES	\$ -485.00 Bethany Media Center database
September 2012	20	04132140	5611	INSTRUCTIONAL SUPPLIES	\$ -15.00 NASP MEMBERSHIP DUES
September 2012	20	04132140	5810	DUES & FEES	\$ 15.00 NASP MEMBERSHIP DUES
September 2012	31	01111006	5641	TEXTBOOKS	\$ -110.00 TO ATTEND COLT CONFERENCE
September 2012	31	01111006	5810	DUES & FEES	\$ 110.00 TO ATTEND COLT CONFERENCE
September 2012	49	02132400	5810	DUES & FEES	\$ 340.00 MEMBERSHIP DUES
September 2012	49	02111010	5810	DUES & FEES	\$ -340.00 MEMBERSHIP DUES
September 2012	100	05142350	5690	OTHER SUPPLIES	\$ 399.00 IPAD for Athletic Trainer
September 2012	100	03113202	5690	OTHER SUPPLIES	\$ -399.00 IPAD for Athletic Trainer
September 2012	122	03142700	5510	PUPIL TRANSPORTATION	\$ 400.00 Funds for field trip
September 2012	122	03111001	5611	INSTRUCTIONAL SUPPLIES	\$ -400.00 Funds for field trip
September 2012	125	03111010	5611	INSTRUCTIONAL SUPPLIES	\$ 320.00 Purchase CD's for Music Class
September 2012	125	03111010	5810	DUES & FEES	\$ -320.00 Purchase CD's for Music Class
September 2012	149	03111013	5641	TEXTBOOKS	\$ -1,000.00 Science Pilot Program
September 2012	149	05142350	5730	EQUIPMENT - NEW	\$ 1,000.00 Science Pilot Program
September 2012	176	05142350	5690	OTHER SUPPLIES	\$ 1,600.00 SNAP LICENSE FOR NURSES
September 2012	176	04132190	5810	DUES & FEES	\$ 500.00 FEE FOR UNIFIED THEATER
September 2012	176	04126113	5560	TUITION EXPENSE	\$ -2,100.00 SNAP LICENSE FOR NURSES
October 2012	32	04126113	5560	TUITION EXPENSE	\$ -185.00 CONFERENCE FEES
October 2012	32	04132140	5581	TRAVEL - CONFERENCES	\$ 125.00 CONFERENCE FEES
October 2012	32	04132190	5810	DUES & FEES	\$ 60.00 CONFERENCE FEES
October 2012	131	03111009	5641	TEXTBOOKS	\$ -400.00 purchase document camera
October 2012	131	03111009	5690	OTHER SUPPLIES	\$ 400.00 purchase document camera
October 2012	182	02111016	5611	INSTRUCTIONAL SUPPLIES	\$ 50.00 PURCHASE COMPOSITION BOOKS
October 2012	182	02111016	5690	OTHER SUPPLIES	\$ -50.00 PURCHASE COMPOSITION BOOKS
October 2012	184	01111016	5611	INSTRUCTIONAL SUPPLIES	\$ -6.00 SHIPPING
October 2012	184	01111016	5690	OTHER SUPPLIES	\$ 6.00 SHIPPING
October 2012	221	03111001	5810	DUES & FEES	\$ 742.00 PD
October 2012	221	03111001	5611	INSTRUCTIONAL SUPPLIES	\$ -742.00 PD
October 2012	238	01111011	5810	DUES & FEES	\$ 170.00 CCONFERENCE FEES
October 2012	238	01111011	5611	INSTRUCTIONAL SUPPLIES	\$ -170.00 CCONFERENCE FEES
October 2012	239	01111011	5611	INSTRUCTIONAL SUPPLIES	\$ -135.00 CONFERENCE FEE T ELWELL
October 2012	239	01111011	5810	DUES & FEES	\$ 135.00 CONFERENCE FEE T ELWELL
November 2012	86	04126113	5560	TUITION EXPENSE	\$ 1,600.00 SNAP LICENSE

<u>MONTH/YR</u>	<u>JNL#</u>	<u>ACCOUNT NUMBER & DESCRIPTION</u>		<u>AMOUNT</u>	<u>DESCRIPTION</u>
November 2012	86	05142350	5690	OTHER SUPPLIES	\$ -1,600.00 SNAP LICENSE
November 2012	112	02111009	5611	INSTRUCTIONAL SUPPLIES	\$ 799.00 CMT RESOURCES
November 2012	112	02111009	5690	OTHER SUPPLIES	\$ -799.00 CMT RESOURCES
December 2012	54	01142600	5620	OIL USED FOR HEATING	\$ -2,865.00 Subscriptions
December 2012	54	01111009	5611	INSTRUCTIONAL SUPPLIES	\$ 2,865.00 Subscriptions
December 2012	138	03111010	5330	OTHER PROFESSIONAL & TECH SRVC	\$ -350.00
December 2012	138	03111010	5420	REPAIRS,MAINTENANCE & CLEANING	\$ 350.00
December 2012	167	01111011	5731	EQUIPMENT - REPLACEMENT	\$ 2,000.00 Replace Elliptical & Life Bike
December 2012	167	01142600	5620	OIL USED FOR HEATING	\$ -2,000.00 Replace Elliptical & Life Bike
January 2013	95	02132220	5642	LIBRARY BOOKS & PERIODICALS	\$ 300.00 author visit fee
January 2013	95	02132220	5690	OTHER SUPPLIES	\$ -300.00 author visit fee
January 2013	114	05132212	5580	STAFF TRAVEL	\$ 200.00 TRAVEL - STAFF NEEDS INCREASE
January 2013	114	05132212	5690	OTHER SUPPLIES	\$ -200.00 TRAVEL - STAFF NEEDS INCREASE
January 2013	149	01111016	5611	INSTRUCTIONAL SUPPLIES	\$ 102.00 READING CLASS TEST
January 2013	149	01111016	5641	TEXTBOOKS	\$ -101.00 READING CLASS TEST
January 2013	149	01111016	5690	OTHER SUPPLIES	\$ -1.00 READING CLASS TEST
January 2013	261	02142600	5620	OIL USED FOR HEATING	\$ -1,347.00 Temperature sensors & fitbike
January 2013	261	02111011	5420	REPAIRS,MAINTENANCE & CLEANING	\$ 594.00 Fitness Bike replacement
January 2013	261	02111013	5611	INSTRUCTIONAL SUPPLIES	\$ 753.00 Temperature sensors
February 2013	12	03111016	5611	INSTRUCTIONAL SUPPLIES	\$ 572.00 Gates-MacGintie scoring sheets
February 2013	12	03111016	5641	TEXTBOOKS	\$ -572.00 Gates-MacGintie scoring sheets
February 2013	184	02142600	5620	OIL USED FOR HEATING	\$ -594.00 Elliptical & bike
February 2013	184	02111011	5731	EQUIPMENT - REPLACEMENT	\$ 594.00 Elliptical & bike
February 2013	224	03142600	5613	MAINTENANCE/CUSTODIAL SUPPLIES	\$ 2,000.00 supplies
February 2013	224	03142600	5420	REPAIRS,MAINTENANCE & CLEANING	\$ -2,000.00 supplies
February 2013	241	02142600	5440	RENTALS-LAND,BLDG,EQUIPMENT	\$ -591.00 siemens' server
February 2013	241	01142600	5440	RENTALS-LAND,BLDG, EQUIPMENT	\$ -500.00 siemens' server
February 2013	241	05142350	5731	EQUIPMENT - REPLACEMENT	\$ 1,091.00 siemens' server
March 2013	20	02111010	5641	TEXTBOOKS	\$ 50.00 MUSIC FOR SPRING CONCERT
March 2013	20	02142219	5611	INSTRUCTIONAL SUPPLIES	\$ -50.00 MUSIC FOR SPRING CONCERT
March 2013	181	03111010	5420	REPAIRS,MAINTENANCE & CLEANING	\$ 300.00 for instrument repairs
March 2013	181	03111010	5330	OTHER PROFESSIONAL & TECH SRVC	\$ -300.00 for instrument repairs
March 2013	223	01132220	5690	OTHER SUPPLIES	\$ 295.00 Purchase books for Media Cente
March 2013	223	01132220	5330	OTHER PROFESSIONAL & TECH SRVC	\$ -295.00 Purchase books for Media Cente
March 2013	237	04122151	5330	OTHER PROFESSIONAL & TECH SRVC	\$ 1,200.00 INTERPRETER/TCHR OF THE DEAF
March 2013	237	04126130	5560	TUITION EXPENSE	\$ -1,200.00 INTERPRETER/TCHR OF THE DEAF
March 2013	254	02111013	5611	INSTRUCTIONAL SUPPLIES	\$ 24.00 COVER SHIPPING CHARGES
March 2013	254	02111013	5690	OTHER SUPPLIES	\$ -24.00 COVER SHIPPING CHARGES
April 2013	15	01132400	5810	DUES & FEES	\$ 220.00 AMLE DUES
April 2013	15	01142219	5611	INSTRUCTIONAL SUPPLIES	\$ -220.00 AMLE DUES
April 2013	17	02132220	5690	OTHER SUPPLIES	\$ 220.00 LAMINATION
April 2013	17	02132220	5810	DUES & FEES	\$ -220.00 LAMINATION
April 2013	18	02132400	5690	OTHER SUPPLIES	\$ -100.00 SCHOLAR LEADER BANQUET
April 2013	18	02132400	5810	DUES & FEES	\$ 100.00 SCHOLAR LEADER BANQUET
April 2013	20	03111016	5690	OTHER SUPPLIES	\$ -112.00 wilson training
April 2013	20	03111016	5810	DUES & FEES	\$ 112.00 wilson training
April 2013	22	03111016	5810	DUES & FEES	\$ 63.00 Wilson Training
April 2013	22	03111016	5641	TEXTBOOKS	\$ -63.00 Wilson Training
April 2013	23	03111016	5641	TEXTBOOKS	\$ -534.00 IEP Assessments
April 2013	23	03111016	5611	INSTRUCTIONAL SUPPLIES	\$ 534.00 IEP Assessments
April 2013	37	02111011	5611	INSTRUCTIONAL SUPPLIES	\$ 590.00 P.E. SUPPLIES
April 2013	37	02111011	5420	REPAIRS,MAINTENANCE & CLEANING	\$ -590.00 P.E. SUPPLIES
April 2013	65	01132220	5642	LIBRARY BOOKS & PERIODICALS	\$ 1,000.00 Purchase Professional Developm
April 2013	65	01132220	5690	OTHER SUPPLIES	\$ -1,000.00 Purchase Professional Developm
April 2013	67	04126130	5560	TUITION EXPENSE	\$ -2,300.00 ASL INTERPRETING SERVICES
April 2013	67	04122151	5330	OTHER PROFESSIONAL & TECH SRVC	\$ 2,300.00 ASL INTERPRETING SERVICES

<u>MONTH/YR</u>	<u>JNL#</u>	<u>ACCOUNT NUMBER & DESCRIPTION</u>			<u>AMOUNT</u>	<u>DESCRIPTION</u>
April 2013	69	01132120	5611	INSTRUCTIONAL SUPPLIES	\$ 120.00	Supplies needed for end of yea
April 2013	69	01132120	5810	DUES & FEES	\$ -120.00	Supplies needed for end of yea
April 2013	71	01132220	5690	OTHER SUPPLIES	\$ -568.00	Purchase Professional books fo
April 2013	71	01132220	5642	LIBRARY BOOKS & PERIODICALS	\$ 568.00	Purchase Professional books fo
April 2013	95	01111010	5810	DUES & FEES	\$ 15.00	MEMBERSHIP FEE
April 2013	95	01111010	5690	OTHER SUPPLIES	\$ -15.00	MEMBERSHIP FEE
April 2013	99	01111006	5611	INSTRUCTIONAL SUPPLIES	\$ -151.00	HOLEPUNCH DISK SET
April 2013	99	01111006	5690	OTHER SUPPLIES	\$ 151.00	HOLEPUNCH DISK SET
April 2013	109	01111010	5330	OTHER PROFESSIONAL & TECH SRVC	\$ -599.99	REPLACE SOUNDBOARD TABLE
April 2013	109	01111010	5731	EQUIPMENT - REPLACEMENT	\$ 599.99	REPLACE SOUNDBOARD TABLE
April 2013	110	01111010	5690	OTHER SUPPLIES	\$ 99.99	USE FOR APPLE TV
April 2013	110	01111010	5330	OTHER PROFESSIONAL & TECH SRVC	\$ -99.99	USE FOR APPLE TV
April 2013	118	03142600	5613	MAINTENANCE/CUSTODIAL SUPPLIES	\$ 500.00	chiller parts/repairs
April 2013	118	02142600	5613	MAINTENANCE/CUSTODIAL SUPPLIES	\$ -500.00	chiller parts/repairs
April 2013	121	03111001	5611	INSTRUCTIONAL SUPPLIES	\$ 2,612.00	for media supplies and equip
April 2013	121	03132220	5642	LIBRARY BOOKS & PERIODICALS	\$ -2,612.00	for media supplies and equip
April 2013	148	05132212	5550	COMMUNICATIONS: TEL,POST,ETC.	\$ -72.00	TRANSER TO PURCH. SERVICES
April 2013	148	05132212	5590	OTHER PURCHASED SERVICES	\$ 72.00	CATERED EVENTS
April 2013	149	05132213	5611	INSTRUCTIONAL SUPPLIES	\$ 132.00	BOOKS SUPPLIES
April 2013	149	05132213	5810	DUES & FEES	\$ -132.00	TRANSER TO SUPPLIES
April 2013	155	03132220	5810	DUES & FEES	\$ -130.00	for guest conductor - music
April 2013	155	03132220	5330	OTHER PROFESSIONAL & TECH SRVC	\$ 130.00	for guest conductor - music
April 2013	158	03111001	5611	INSTRUCTIONAL SUPPLIES	\$ 357.00	Art Supplies
April 2013	158	03111017	5330	OTHER PROFESSIONAL & TECH SRVC	\$ -357.00	for art supplies
April 2013	164	03111009	5690	OTHER SUPPLIES	\$ -399.00	department ipad purchase
April 2013	164	05142350	5690	OTHER SUPPLIES	\$ 399.00	department ipad purchase
April 2013	165	05142350	5330	OTHER PROFESSIONAL & TECH SRVC	\$ -1,700.00	Smart Board purchase
April 2013	165	05142350	5730	EQUIPMENT - NEW	\$ 1,700.00	Smart Board purchase
April 2013	168	03111013	5641	TEXTBOOKS	\$ -700.00	INCREASED TRANSPORTATION COSTS
April 2013	168	03142700	5510	PUPIL TRANSPORTATION	\$ 700.00	INCREASED TRANSPORTATION COSTS
April 2013	170	03132400	5730	EQUIPMENT - NEW	\$ 1,000.00	TABLES/SCIENCE DEPT.
April 2013	170	03111013	5641	TEXTBOOKS	\$ -1,000.00	TABLES/SCIENCE DEPT.
April 2013	172	03111008	5420	REPAIRS,MAINTENANCE & CLEANING	\$ -855.00	TECH ED TRANSFER FOR SUPPLIES
April 2013	172	03111008	5611	INSTRUCTIONAL SUPPLIES	\$ 855.00	TECH ED TRANSFER FOR SUPPLIES
April 2013	175	03132120	5611	INSTRUCTIONAL SUPPLIES	\$ 273.00	BOOKS NEEDED
April 2013	175	03132120	5330	OTHER PROFESSIONAL & TECH SRVC	\$ -273.00	BOOKS NEEDED
April 2013	176	02111011	5420	REPAIRS,MAINTENANCE & CLEANING	\$ 95.00	REPAIRS OF GYM EQUIPMENT
April 2013	176	02111011	5611	INSTRUCTIONAL SUPPLIES	\$ -95.00	REPAIRS OF GYM EQUIPMENT
April 2013	181	02111010	5420	REPAIRS,MAINTENANCE & CLEANING	\$ 175.00	REPAIRS OF GYM EQUIPMENT
April 2013	181	02111010	5611	INSTRUCTIONAL SUPPLIES	\$ -175.00	REPAIRS OF GYM EQUIPMENT
April 2013	183	03132120	5330	OTHER PROFESSIONAL & TECH SRVC	\$ -527.00	BOOKS FOR CAREER CENTER
April 2013	183	03132120	5611	INSTRUCTIONAL SUPPLIES	\$ 527.00	BOOKS FOR CAREER CENTER
April 2013	184	03132120	5611	INSTRUCTIONAL SUPPLIES	\$ 538.00	BOOKS FOR CAREER CENTER
April 2013	184	03132120	5590	OTHER PURCHASED SERVICES	\$ -538.00	BOOKS FOR CAREER CENTER
April 2013	204	03132220	5330	OTHER PROFESSIONAL & TECH SRVC	\$ -125.00	for music guest conductor
April 2013	204	03111010	5330	OTHER PROFESSIONAL & TECH SRVC	\$ 125.00	for music guest conductor
April 2013	230	02142600	5613	MAINTENANCE/CUSTODIAL SUPPLIES	\$ -1,500.00	paint supplies
April 2013	230	03142600	5613	MAINTENANCE/CUSTODIAL SUPPLIES	\$ 1,500.00	paint supplies
April 2013	258	03142600	5410	UTILITIES, EXCLUDING HEAT	\$ -803.00	propane
April 2013	258	01142600	5410	UTILITIES, EXCLUDING HEAT	\$ 803.00	propane
April 2013	266	01142600	5620	OIL USED FOR HEATING	\$ -1,785.00	Field trips - Sister Cities
April 2013	266	01142700	5510	PUPIL TRANSPORTATION	\$ 1,785.00	Field trips - Sister Cities
April 2013	271	05132213	5322	INSTRUCTIONAL PROG IMPROVEMENT	\$ -845.00	END OF YEAR CONSULTANT
April 2013	271	05132212	5322	INSTRUCTIONAL PROG IMPROVEMENT	\$ 845.00	END OF YEAR CONSULTANT
April 2013	272	05132212	5611	INSTRUCTIONAL SUPPLIES	\$ 1,937.00	TESTING MATERIALS

<u>MONTH/YR</u>	<u>JNL#</u>	<u>ACCOUNT NUMBER & DESCRIPTION</u>			<u>AMOUNT</u>	<u>DESCRIPTION</u>
April 2013	272	05132212	5690	OTHER SUPPLIES	\$ -1,937.00	TESTING MATERIALS
April 2013	278	04122151	5690	OTHER SUPPLIES	\$ -185.00	Social Lang. Development test
April 2013	278	04122150	5690	OTHER SUPPLIES	\$ 185.00	Social Lang. Development test
April 2013	290	02142219	5611	INSTRUCTIONAL SUPPLIES	\$ -30.00	PRICE INCREASE
April 2013	290	02111005	5611	INSTRUCTIONAL SUPPLIES	\$ 30.00	PRICE INCREASE

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: May 6, 2013

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

Standard year end budget transfers:

During June, we will need to make a number of budget transfers to salary and benefit accounts and to pay other standard charges (e.g., special education expenditures; utilities; etc.). The exact amount of these budget transfers will depend on the final invoices. The budget transfers will be made in June and are part of the normal closing process.

#1 - Move to authorize the Director of Finance and Administration to make the necessary budget transfers to salary and benefit accounts and to pay other standard charges. These budget transfers may exceed \$3,000. The Director of Finance and Administration will report all budget transfers made to the Amity Finance Committee and Amity Board of Education.

Professional Development:

A budget transfer of \$5,826 is requested to pay for outside consultants, who will participate in professional development for teachers at the end of June 2013.

#2 - Move to make the following budget transfer of \$5,826 to pay for outside consultants:

ACCOUNT NUMBER	ACCOUNT NAME	FROM	TO
05-13-2212-5111	Certified Salaries	\$5,826	
05-13-2212-5322	Instructional Program Improvements		\$5,826

Electricity:

At this time, Jim Saisa is projecting electricity will exceed budget. Due to a number of factors, the budgeted savings has been less than anticipated.

#3 - Move to make the following budget transfer of \$46,338 to pay for electricity:

ACCOUNT NUMBER	ACCOUNT NAME	FROM	TO
02-14-2600-5620	Oil Used for Heating	\$20,372	
03-14-2600-5620	Oil Used for Heating	\$17,603	
03-14-2600-5621	Natural Gas	\$8,363	
01-14-2600-5410	Utilities, Excluding Heat		\$25,966
02-14-2600-5410	Utilities, Excluding Heat		\$20,372

Special Education:

We need to transfer funds to cover special education service needs.

#4 - Move to make the following budget transfer of \$70,000 to cover special education service needs:

ACCOUNT NUMBER	ACCOUNT NAME	FROM	TO
04-12-6130-5560	Tuition Expense	\$70,000	
04-12-2151-5330	Other Professional & Technical Srvc		\$70,000

Emergency Communications Equipment:

In the aftermath of the tragedy at Sandy Hook Elementary School in Newton, the administration engaged in a comprehensive review of internal security procedures. As part of this review, new lockdown procedures have been developed. One weakness that we are experiencing involves internal and external communication between Amity administrators managing any potential emergencies, and first responders from area law enforcement agencies. In an emergency, our ability to communicate would rely exclusively on analog radio communications. The current radios used by Amity administrators and staff do not communicate with first responders from the Orange Police Department. There are also large dead zones in the current analog set-up. New radios are required to solve this problem.

To pay for these radios, we would use the remaining balance of \$2,289.00 in the Contingency Account, and other accounts yet to be determined based on available balances at yearend.

The equipment would be purchased from Utility Communications, Inc. of Hamden using their State bid contracts. The costs by school building would be, as follows:

Bethany Middle School	\$ 8,911.54
Orange Middle School	\$ 8,911.54
Amity High School	<u>\$19,958.08</u>
Total	<u>\$37,781.16</u>

#5 - Move to make the following budget transfer to pay Utility Communications, Inc. of Hamden for portable radio equipment, repeater equipment and installation, and alerting equipment and installation. The prices shall be off the State bid contracts:

ACCOUNT NUMBER	ACCOUNT NAME	FROM	TO
TBA (Note A)	To Be Determined	\$37,782	
01-14-2600-5730	Equipment – New		\$8,912
02-14-2600-5730	Equipment – New		\$8,912
03-14-2600-5730	Equipment – New		\$19,958

Note A: The Director of Finance and Administration will identify those accounts from which funds can be transferred in June 2013.

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

Policy Committee	4/4/13
Personnel Committee	4/4/13
Finance Committee	4/8/13

MINUTES

COMMITTEE MEMBERS PRESENT: Christopher Browe, Diane Crocco, Rita Gedansky, Thomas Hurley, Tracey Lane Russo

COMMITTEE MEMBERS ABSENT: Sue Cohen

Also Present: William Blake, John Brady, Patricia Cardozo, Steven DeMaio, Marianne Lippard

A meeting of the Policy Committee of the Amity Regional Board of Education was held on Thursday, April 4, 2013 at 5:15 p.m. in the Superintendent's Conference Room.

1. **Call to Order:** Thomas Hurley called the meeting to order at 5:21 p.m.

2. **Review and Discussion of Policy Regarding Complaint Resolution**

Mr. Hurley said that while some Board members wanted to review an additional policy, examination of another policy will need to take place at a separate meeting to give members of the community the opportunity to come. It was noted that this meeting wasn't scheduled to resolve any complaint.

Dr. Brady explained the public complaints policy. He noted that the current policy gives the Board leeway. A number of people spoke out at the last Board meeting about the spring musical production, 'Sweeney Todd.' While concerns were raised, Dr. Brady noted that there were no requests that the program not be shown. In October, the Board could have convened a committee to look into this, hear from the public, and make a judgment. There were no requests that the Board make a judgment as to the appropriateness of the musical that was selected. We might want to have a standard practice in place.

Ms. Russo questioned whether the issue raised is resolved adequately by the policy in place. The musical was announced some time ago. Under these circumstances, the Board wouldn't entertain the idea of stopping the production after so much work had gone into it.

Dr. Brady noted that the musical, 'Rent,' was performed in the past. It was discussed and the decision to move forward was made because it was felt that the community would be responsive. There was a little controversy in the media. Every one of these productions is performed as a high school version. In general, the decision on the musical chosen is made by Dr. Britton, the High School principal. Occasionally, Dr. Brady gets involved in the decision-making process. The musical is announced in the fall.

Mr. Browe questioned when the students begin working on the play.

Dr. Brady said that work begins in January. The productions are well advertised. Dr. Brady noted that he makes a point of including name of the production in his budget presentation. It is not kept secret. The recent controversy was disconcerting to the students.

Mr. Hurley said that since the musical production is part of the educational process, people feel they have the right to speak out.

Ms. Russo questioned whether the procedure would be different if the complaint was written, rather than made verbally. There's no time limit in the policy. The Board isn't obligated to get an answer beforehand.

Mr. Hurley agreed that the Board doesn't have to adhere to any kind of time limit.

Mr. Browe questioned what guides the Committee and how appropriateness is determined. There should be a way to let the public know how these decisions are made.

Dr. Brady said that he feels that the system in place is sufficient. Experienced administrators have a general sense of what is tolerable. 'Sweeney Todd' is edgy. The administration can look at what has been done in the past and how the public reacted. Dr. Britton oversees this. If he has concerns, he discusses it with the superintendent.

Mr. Hurley said that when considering educational materials, the Board doesn't want just one person deciding to use something. Checks are needed to ensure that materials are appropriate.

Ms. Russo said that she would like to be able to explain decisions.

Ms. Gedansky said that maybe it should be included that the superintendent makes the final decision.

Mr. Hurley said that the policy is structured so that decisions such as this don't always end up going before the Board.

Mr. Browe said that if the Board is ultimately responsible, it is helpful to know what guides this process.

Ms. Gedansky said that the principal makes the decision.

Dr. Brady said that there are parents on the steering committee, but extracurricular activities aren't reviewed by the steering committee. He feels that the selection of

a spring musical production doesn't need to go to a community forum. The Board doesn't approve every single novel.

Ms. Russo said that the play is outside of school hours, but the perception is that this musical is designed for grades kindergarten through 12. It is important to make sure that there are sufficient procedures in place.

Dr. Brady noted that the advertising for the musical makes it clear that it might not be appropriate for a younger audience.

Ms. Crocco said that Amity isn't the first school to have this production.

Mr. Browe said that he would like to make sure that the policy is good enough. He doesn't feel that a response is required at this point. It is his understanding that Mr. Kennedy brings his selection to the principal.

Dr. Brady said that Mr. Kennedy doesn't just announce what he is doing. There are administrative procedures in place. The administration weighs in on his selection. In the case of, 'Sweeney Todd,' it was determined that the selection was a little edgy, but something the community could handle.

Mr. Hurley said that no individual teacher can just do things without having a supervisor review it.

Dr. Brady noted that this issue was looked at specifically related to how teachers introduce new computer apps. There are checks in place. In the case of Mr. Kennedy, he needs the support of the High School principal.

Mr. Browe noted that according to policy all activities are supervised.

Mr. Blake said that the process in place worked out fine. People were able to come before the Board, voice their complaints and be heard. In attempting to oversee too much activity, the Board would set itself up for trouble. The people who came out to speak at last month's meeting got to speak out and be heard and that is what they wanted.

Dr. Brady said that the complaint procedure is on the District website. The Board hasn't had to listen to a complaint in recent years because they are resolved by the administration.

Ms. Crocco said that the current policy seems to be working.

Mr. Browe said that he is satisfied to know that there is a process in place.

Ms. Russo said that she would like to know that the superintendent signs off on the musical.

Dr. Brady said that he did sign off on the musical. These are very highly visible activities. This is a sophisticated community. He would know whether or not it would work in the community. Once Mr. Kennedy gets approval from Dr. Britton, he immediately talks to Dr. Brady. The announcement of the spring musical is part of Dr. Britton's Principal's Report.

3. Adjourn

Motion to adjourn the meeting at 6:06 p.m. (Mr. Browe, 2d Ms. Crocco).

Vote in favor unanimous.

Motion passed; meeting adjourned.

Respectfully submitted,

Marianne Lippard, recording clerk

MINUTES

COMMITTEE MEMBERS PRESENT: William Blake, Patricia Cardozo, James Horwitz, Tracey Lane Russo

COMMITTEE MEMBERS ABSENT: Sue Cohen, James Stirling

Also Present: John Brady, Christopher Browe, Steven DeMaio, Rita Gedansky, Marianne Lippard

A meeting of the Personnel Committee of the Amity Regional Board of Education was held on Thursday, April 4, 2013 at 6:00 p.m. in the Superintendent's Conference Room.

1. Call to Order: The meeting was called to order at 6:07 p.m.

2. Review Revisions to Schedule C of Teachers' Contract

Dr. Brady distributed copies of a Memorandum of Agreement between the Board and the Amity Education Association. During negotiations for the collective bargaining agreement between the parties dated July 1, 2012 through June 30, 2015, the parties agreed to form a committee comprised of administrators and members of the teachers' bargaining unit to address Appendix C stipends. The committee was charged with establishing criteria for increases and decreases to the stipends for existing Appendix C positions. The committee also established criteria for the inclusion of new positions as part of Appendix C. Accordingly, based upon the criteria established by the committee, the committee could add positions to Appendix C that it felt warranted inclusion. The committee was provided with \$10,000 to be used to fund increases to existing Appendix C positions and the additional positions added by the committee. Changes to Appendix C would be implemented in the 2013-2014 contract year.

A schedule including Tiers 1 through 5 was distributed to the Committee. Tier 1 involves the most hours and the most compensation. Tier 5 involves the least number of hours and compensation. It was noted that not every advisor has seen this and some will not be happy to see that their stipend will go down.

Ms. Russo questioned how one would move from one tier to the next. Dr. Brady said that there would be a whole process and that problem hasn't been encountered as yet.

The stipend chart shows that the high school orchestra (pit band), choreographer, lighting director, sound director, costumer, set construction/demo and any other drama-related positions will be compensated at rates from Level 1 to Level 4. For the 2013-2014 budget year, the funding for these positions will be from gate

receipts. Dr. Brady noted that the proceeds stay with the program. He added that the District usually hires from the outside for a lighting and sound director. There is no budget for theater like there is for the football program.

Mr. Browe questioned how many of these positions an employee could apply for.

Dr. Brady said that there is no limit on how many positions could be applied for. Positions are posted every year. If someone has filled a position in the past, yet others are interested, the best candidate will be chosen.

Ms. Russo questioned whether the teachers looked at this list and agreed with it. Dr. Brady said that the list is developed with teachers' input.

3. Possible Recommendation to Full Board of Education

Motion to recommend revisions to Schedule C of Teachers' Contract to the full Board (Mr. Horwitz, 2d Ms. Cardozo).

Vote in favor unanimous.

Motion passed.

4. Adjourn

Motion to adjourn the meeting at 6:29 p.m. (Ms. Russo, 2d Ms. Cardozo).

Vote in favor unanimous.

Motion passed; meeting adjourned.

Respectfully submitted,

Marianne Lippard, recording clerk

MINUTES

COMMITTEE MEMBERS PRESENT: Janet Brunwin, John A. Grasso, Jr., James Horwitz, Joseph Nuzzo, James Stirling

COMMITTEE MEMBERS ABSENT: Matthew Giglietti

Also Present: Julie Altman, William Blake, John Brady, Patricia Cardozo, Diane Crocco, Rita Gedansky, Thomas Hurley, Jack Levine, Marianne Lippard, Terry Lumas, Marie McPadden, Charlie Rose

A meeting of the Finance Committee of the Amity Regional Board of Education was held on Monday, April 8, 2013 at 6:00 p.m. in the Presentation Room at the District Offices.

1. **Call to Order:** James Stirling called the meeting to order at 6:01 p.m.
2. **Pledge of Allegiance** was recited by those present.
3. **Discussion and Possible Action on Minutes**
 - A. Finance Committee Meeting – March 11, 2013
Motion to approve the minutes as presented (Ms. Brunwin, 2d Mr. Grasso).
Vote in favor unanimous. *Motion passed.*
4. **Public Comment**

No members of the public addressed the Committee.
5. **Discussion and Possible Action on Revision to Schedule C of Teachers' Contract**

Dr. Brady noted that during negotiations for the collective bargaining agreement with the Teachers' Union, the parties agreed to form a committee comprised of administrators and members of the teachers' bargaining unit to address Appendix C stipends. The stipends needed to be reexamined; some positions had no stipend, whereas others had stipends that were considered too low or too high. The committee was charged with establishing criteria for increases and decreases to the stipends for existing Appendix C positions. The committee also established criteria for the inclusion of new positions as part of Appendix C. Accordingly, based upon the criteria established by the committee, the committee could add positions to Appendix C that it felt warranted inclusion. The committee was provided with \$10,000 to be used to fund increases to existing Appendix C positions and the additional positions added by the committee. Changes to Appendix C would be implemented in the 2013-2014 contract year.

Dr. Brady noted that the Personnel Committee voted in favor of this. Stipends will be increasing or decreasing based on the involvement of the advisor. The union supports these adjustments.

Ms. Brunwin questioned whether Dr. Brady is comfortable with the spread of hours. Dr. Brady said that he is.

Move to recommend the adoption of the revision of Schedule C beginning with the 2013-2014 budget year (Ms. Brunwin, 2d Mr. Horwitz).

Vote in favor unanimous.

Motion passed.

6. Discussion and Possible Action on Board of Education's Approved 2013-2014 Budget

Dr. Brady said that when the Board previously took action on the budget, there was a 'soft' number in the medical benefit line. We now have more concrete numbers and the figure has been brought down. The District has successfully negotiated with Anthem, and as a result, he recommend the Medical & Dental Insurance account be lowered by \$410,652 and the OPEB Trust account be increased by \$166,767. The net impact is a reduction in operating expenditures of \$243,885. In doing this, we will be budgeting the Actual Required Contribution for the OPEB Trust, which will be well-received by the Bond Rating Agencies and have a positive effect on future contributions to the OPEB Trust.

A spreadsheet entitled "Medical and Dental Self-Insurance" shows the projected reserve balance as of June 30, 2014 is \$829,629, or 20.6 percent of annual expected claims. Dr. Brady pointed out that the District also saved on diesel fuel.

Mr. Stirling said that there is an opportunity to add to the reserve balance for the insurance. He questioned what the reserve would look like at the end of the year.

Dr. Brady said that the number of claims came from Anthem. He doesn't like to recommend taxing unnecessarily.

Charlie Rose of Marsh & McLennan said that he is very comfortable with the reserve that the District has currently. Mr. Stirling's suggestion isn't a bad idea, as the District doesn't want to take on unnecessary risk; however, the reserve is positioned well where it is now.

Mr. Levine said that what is shown here is real savings achieved. The number of expected claims came from Anthem. There is no change to the protection. He tends to be nervous about these types of things, but is totally comfortable with these numbers.

Mr. Nuzzo questioned whether a budget with a one percent increase is achievable.

Mr. Levine said that this budget represents real savings that were negotiated.

Mr. Nuzzo said that the administration has done a good job on the budget.

Move to recommend to the Amity Board of Education that it approve the 2013-2014 Budget with total operating expenditures of \$44,478,455 and total member allocations of \$43,260,053 (Mr. Nuzzo, 2d Mr. Grasso).

Vote in favor unanimous.

Motion passed.

7. Discussion of Monthly Financial Statements

Mr. Levine noted that the report shows a shortfall in the Contingency Account.

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

There was no discussion.

9. Director and Possible Action on Budget Transfers of \$3,000 or More

In a memo dated March 25, 2013 to Dr. Brady, Mr. Levine recommends that the Finance Committee approve a budget transfer of over \$3,000. The Board of Education 2013-2014 Approved Budget does not include funding for a Long Range Planning study. The original bids for this study ranged from \$21,696 to \$65,000. The Board decided to wait until a new Superintendent of Schools is named so that the new person can review and possibly revise the bid specifications. A recommendation was made by a Board member to purchase in this fiscal year some technology equipment which is in the 2013-2014 budget. This will free up \$21,850 in the 2013-2014 budget for the Long Range Planning study.

Mr. Levine's forecast shows that funds will be available. He recommends that the purchase not be made until he can confirm that there are sufficient yearend funds available. Mr. Levine told the Committee that the accounts are listed as "to be determined."

Move to recommend making the following budget transfer of \$21,850.00 to pay for technology equipment to replace Megabit network switches with Gigabit switches (Ms. Brunwin, 2d Mr. Horwitz):

<u>Account Number</u>	<u>Account Name</u>	<u>From</u>	<u>To</u>
TBA	To Be Determined	\$21,850	
05-14-2350-5731	Equipment – Replacement		\$21,850

Vote in favor unanimous.

Motion passed.

10. Discussion and Possible Action on New Funding Requests

In a memo dated March 21, 2013, Mr. Levine recommended the Amity Finance Committee approve funding for snow removal and sanding. According to the

memo, the cost for snow removal, sanding, and hauling away the excess snow from the blizzard was \$65,000 (negotiated down from \$92,000). There were two other smaller snow storms, which brought the total expenditures to \$97,600 for the fiscal year. The budget is \$47,000. A budget transfer is needed to pay the outstanding invoices.

Discussion: Mr. Stirling said that Mr. Levine's superior negotiating skills were evident with respect to the excess costs.

Move to recommend making the following budget transfer of \$50,600 to pay P & S Paving, Inc., for snow removal, hauling away the excess snow after the blizzard, and sanding (Mr. Nuzzo, 2d Mr. Grasso):

<u>Account Number</u>	<u>Account Name</u>	<u>From</u>	<u>To</u>
05-15-0000-5850	Contingency Account	\$50,600	
01-14-2600-5420	Repairs, Maint., Cleaning		\$12,735
02-14-2600-5420	Repairs, Maint., Cleaning		\$8,120
03-14-2600-5420	Repairs, Maint., Cleaning		\$29,745

Vote in favor unanimous.

Motion passed.

11. Adjourn

Motion to adjourn the meeting at 6:26 p.m. (Mr. Nuzzo, 2d Ms. Brunwin).

Vote in favor unanimous.

Motion passed; meeting adjourned.

Respectfully submitted,
Marianne Lippard, recording clerk