

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

Dr. Jennifer P. Byars
Superintendent of Schools

AMITY REGIONAL BOARD OF EDUCATION REGULAR MEETING AGENDA
Monday, June 8, 2020, 6:30 pm

[VIRTUAL MEETING - CLICK HERE TO VIEW THIS MEETING](#)

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. APPROVAL OF MINUTES**
 - a. Regular Board of Education Meeting – May 11, 2020 *Page 3*
- 4. STUDENT REPORT**
 - a. Monthly Report
- 5. RECOGNITION OF STUDENTS**
 - a. CABE Student Leadership Awards 2020 *Page 14*
 - b. SCASA Student Awards 2020 *Page 18*
 - c. Jack B. Levine Efficiency Awards of Excellence 2020 *Page 22*
- 6. SUPERINTENDENT’S REPORT**
 - a. Personnel Report *Page 23*
 - b. Superintendent Report *Page 24*
- 7. CORRESPONDENCE**
- 8. CHAIRMAN’S REPORT**
 - a. Committee Reports
 1. District Technology
 - a. Monthly Report *Page 27*
 2. Facilities
 - a. Monthly Report *Page 28*
 - b. Athletic Facilities Donations
 - c. Project Updates - Paving, HVAC, Stadium
 3. Finance
 - a. To consider and act upon a resolution concerning the authorization of refunding bonds for payment of the outstanding principal of and interest on all or a portion of the District’s \$4,010,000 General Obligation Bonds, Issue of 2012 , and costs related thereto *Page 29*
 - b. Discussion and Possible Action on the Tuition Rate for 2020-2021 *Page 33*
 - c. Discussion of Monthly Financial Statements *Page 35*

- d. Discussion and Possible Action on Contracts over \$35,000
 - 1. Chartwells-Food Service *Page 64*
 - 2. Chiller Service *Page 65*
 - 3. Building Controls *Page 66*
 - 4. Site-Based Grounds Maintenance *Page 66*
 - 5. Student 1:1 Devices *Page 66*
 - 6. Teacher Devices *Page 67*
 - 7. Thermal Security Cameras *Page 68*
 - e. Director of Finance and Administration Approved Transfers Under \$3,000 *Page 69*
 - f. Discussion and Possible Action on Budget Transfers of \$3,000 or More *Page 72*
 - g. Discussion and Possible Action on Medical Insurance Reserve *Page 76*
 - h. Discussion and Possible Action on Standard Year-End Transfers *Page 78*
 - i. Other
 - 1. Update on Infrastructure Project *Page 79*
4. Personnel
- a. Contracts and Salary Increases for Unaffiliated Employees for the 2020-2021 School Year (Executive Session)

9. NEW BUSINESS

10. ITEMS FOR THE NEXT AGENDA – Due to Chairperson by July 31, 2020

11. ADJOURNMENT



Jennifer P. Byars
Superintendent of Schools

JPB/pjp

pc: Town Clerks: Bethany, Orange, Woodbridge

***Working to "enable every Amity student to become a lifelong 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 203-397-4811.

AMITY REGIONAL SCHOOL DISTRICT NO. 5 BOARD OF EDUCATION
MAY 11, 2020 REGULAR MEETING MINUTES
6:30 P.M.
VIRTUAL MEETING

BOARD MEMBERS PRESENT

Chairperson John Belfonti, Robyn Berke, Christopher Browe, Patricia Cardozo, Shannan Carlson, Paul Davis, Steven DeMaio, George Howard, Andrea Hubbard, Sheila McCreven, Patrick Reed, Dr. Jennifer Turner

BOARD MEMBERS ABSENT

Carla Eichler

STUDENT REPRESENTATIVES PRESENT

Olivia Gross

STAFF MEMBERS PRESENT

Dr. Jennifer Byars, Theresa Lumas, Shaun DeRosa

1. CALL TO ORDER

Chairperson Belfonti called the meeting to order at 6:34 p.m.

2. APPROVAL OF MINUTES

a. Special Board of Education Meeting – March 11, 2020

*MOTION by Shannan Carlson, SECOND by Patricia Cardozo, to approve minutes as submitted
VOTES IN FAVOR, 12 (unanimous)
MOTION CARRIED*

b. Regular Board of Education Meeting – April 20, 2020

*MOTION by George Howard, SECOND by Paul Davis, to approve minutes as submitted
VOTES IN FAVOR, 12 (unanimous)
MOTION CARRIED*

c. District Meeting - Public Hearing – April 27, 2020

*MOTION by Patricia Cardozo, SECOND by Robyn Berke, to approve minutes as submitted
VOTES IN FAVOR, 12 (unanimous)
MOTION CARRIED*

AMITY REGIONAL SCHOOL DISTRICT NO. 5 BOARD OF EDUCATION
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d. Annual Meeting on the Budget – May 4, 2020

MOTION by Patricia Cardozo, SECOND by Robyn Berke, to approve minutes as submitted
VOTES IN FAVOR, 9 (Berke, Browe, Cardozo, Carlson, DeMaio, Howard, Hubbard, McCreven, Turner)
ABSTAINED, 3 (Belfonti, Davis, Reed)
MOTION CARRIED

e. Special Board of Education Meeting – May 4, 2020

MOTION by Robyn Berke, SECOND by Shannan Carlson, to approve minutes as submitted
VOTES IN FAVOR, 10 (Berke, Browe, Cardozo, Carlson, Davis, DeMaio, Howard, Hubbard, McCreven, Turner)
ABSTAINED, 2 (Belfonti, Reed)
MOTION CARRIED

3. STUDENT REPORT

a. Monthly Report

4. SUPERINTENDENT'S REPORT

a. Personnel Report

Dr. Byars announced that Helen Young will be retiring in June after 50 years and congratulated and thanked Ms. Young for her years of teaching.

b. Superintendent Report

Dr. Byars publicly acknowledged and thanked the teachers for the amazing work they have done this past year

5. CORRESPONDENCE

Chairperson Belfonti explained to the public that per Governor Lamont's executive orders the Board is only including items on the meeting agendas that are critical and need to be voted on at this time. Public Comment is not included at meetings; however, he referred the public to send in any correspondence or communications to the Board of Education at <https://www.amityregion5.org/boe/boe-members>

AMITY REGIONAL SCHOOL DISTRICT NO. 5 BOARD OF EDUCATION
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6. CHAIRMAN'S REPORT

a. Committee Reports

1. District Technology

a. Monthly Report

2. Facilities

a. Monthly Report

3. Finance

a. Discussion of First Quarter 2020 Executive Summary Review of Amity Pension Fund, Sick and Severance Account and OPEB Trust

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

1. Insurance -- Liability, Auto, & Property

MOTION by Shannan Carlson, SECOND by Christopher Browe, to award the liability, automobile, property insurance to Connecticut Interlocal Risk Management Agency (CIRMA) of New Haven, Connecticut for the price of \$176,939 for July 1, 2020 to June 30, 2023, with a maximum of a three-percent increase in the second and third years of the contract. This will be a three-year contract for liability, automobile and property insurance. Further, the Amity Board of Education waives the bid requirement.

VOTES IN FAVOR, 12 (unanimous)

MOTION CARRIED

2. Paving (Bond)

MOTION by Patricia Cardozo, SECOND by Robyn Berke, to Award the reclaiming, regrading, and repaving at Amity Regional High School to B&W Paving and Landscaping LLC of Waterford, CT at the bid price of \$1.64 per square foot.

VOTES IN FAVOR, 11 (unanimous; George Howard was not present for this vote)

MOTION CARRIED

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3. Transportation

MOTION by Shannan Carlson, SECOND by Patricia Cardozo, to award transportation contracts, July 1, 2020 through June 30, 2025 to the current owner/operators per the list below.
VOTES IN FAVOR, 5 (Cardozo, Davis, McCreven, Reed, Turner)
OPPOSED, 2 (Browe, DeMaio)
ABSTAINED, 5 (Belfonti, Berke, Carlson, Howard, Hubbard)
MOTION CARRIED

NUMBER OF CONTRACTS B & B TRANSPORTATION, INC			<i>Full Contract Award</i>	<i>Half Contract Award</i>
	Full CONTRACTS	Half CONTRACTS		
Amity	3	3	\$171,813	\$ 87,558
NUMBER OF CONTRACTS CHRIS SORENSEN, LLC				
Amity	2	0	\$114,542	\$ -
NUMBER OF CONTRACTS MICHAEL DIGENNARO				
Amity	1	0	\$57,271	\$ -
NUMBER OF CONTRACTS MALLINSON TRANSPORTATION, LLC				
Amity	1	0	\$57,271	\$ -
NUMBER OF CONTRACTS ROBERT SORENSEN				
Amity	1	0	\$57,271	\$ -
NUMBER OF CONTRACTS WALTER HINE				
Amity	1	0	\$57,271	\$ -

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NUMBER OF CONTRACTS NJM TRANSPORTATION, LLC			Full Contract Award	Half Contract Award
Amity	1	0	\$57,271	\$ -
NUMBER OF CONTRACTS TIROLLO, LLC				
	Full CONTRACTS	Half CONTRACTS		
Amity	2	1	\$114,542	\$ 29,186
NUMBER OF CONTRACTS TIROLLO BUS, LLC D/B/A LOOMIS BUS, LLC				
Amity	1	0	\$57,271	\$ -
NUMBER OF CONTRACTS N. GILBERT, LLC				
Amity	1	0	\$57,271	\$ -
NUMBER OF CONTRACTS JOSEPH MONCHESKI				
Amity	1	0	\$57,271	\$ -
NUMBER OF CONTRACTS BB D/B/A PERRY BUS, LLC				
Amity	3	0	\$171,813	\$ -
NUMBER OF CONTRACTS BB D/B/A AMITY TRANSIT, LLC				
Amity	2	0	\$114,542	\$ -

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NUMBER OF CONTRACTS BB D/B/A ANTHONY CIARLEGLIO,LLC			Full Contract Award	Half Contract Award
	Full CONTRACTS	Half CONTRACTS		
Amity	1		\$57,271	\$ -
NUMBER OF CONTRACTS BB D/B/A FRANK CIARLEGLIO, LLC				
Amity	1		\$ 57,271	\$ -

c. Discussion and Possible Action on Healthy Food Certification

*MOTION by Robyn Berke, SECOND by Sheila McCreven, to vote on the following 3 motions together
VOTES IN FAVOR, 12 (unanimous)
MOTION CARRIED*

*MOTION by Patricia Cardozo, SECOND by Patrick Reed, to approve the following 3 motions
VOTES IN FAVOR, 12 (unanimous)
MOTION CARRIED*

- a. Motion to recommend to the Amity Board of Education to comply with Connecticut General Statutes Section 10-215f, and authorize the Superintendent of Schools to sign Form ED-099 indicating that Amity Regional School District No. 5 will certify that all food items offered for sale to students in the schools under our jurisdiction, and not exempted from the Connecticut Nutrition Standards published by the Connecticut State Department of Education, will meet said standards during the period of July 01, 2020 through June 30, 2021.
- b. Motion to recommend that the Superintendent of Schools be authorized to sign Form ED-099, indicating that Amity Regional School District No. 5 will exclude from certification food items under section 10-215f that do not meet the Connecticut Nutrition Standards, provided that 1) such food is sold in connection with an event occurring thirty minutes after the end of regular school day or on the weekend, 2) such sale is at the location of the event, and 3) such food is not sold from a vending machine or school store.

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- c. The Board of Education will allow the sale to students of beverages not listed in Section 10-221q of the Connecticut General Statutes provided that the following conditions are met: 1) the sale is in connection with an event occurring after the end of the regular school day or on the weekend; 2) the sale is at the location of the event; and 3) the beverages are not sold from a vending machine or school store.

d. Discussion and Possible Action on Increasing Lunch Prices

MOTION by Patricia Cardozo, SECOND by Shannan Carlson, to authorize the food service provider to increase lunch prices as presented at Amity Regional High School, Amity Middle School in Bethany, and Amity Middle School in Orange for 2020-2021 school year

VOTES IN FAVOR, 12 (unanimous)

MOTION CARRIED

e. Discussion of Monthly Financial Statements

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

Ms. Lumas noted that the last line item #74 to purchase Baritone Sax would need to be voted on under the next agenda item of this meeting, Discussion and Possible Action on Budget Transfers of \$3,000 or More

g. Discussion and Possible Action on Budget Transfers of \$3,000 or More

MOTION by Christopher Browe, SECOND by Sheila McCreven, to approve all the budget transfers of \$3,000 or more listed below and item #74, Purchase of Baritone Sax, from Director of Finance and Administration Approved Transfers Under \$3,000

VOTES IN FAVOR, 12 (unanimous)

MOTION CARRIED

- a. to cover the personal protective equipment (PPE) for all three schools at estimated \$4,504.00:

<u>ACCOUNT NUMBER</u>	<u>ACCOUNT NAME</u>	<u>FROM</u>	<u>TO</u>
03-11-3202-5690	Other Supplies	\$ 4,504	
03-13-2130-5690	Other Supplies		\$ 4,504

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b. to cover the costs of textbooks for world language at all 3 schools, and science in both middle schools:

<u>ACCOUNT NUMBER</u>	<u>ACCOUNT NAME</u>	<u>FROM</u>	<u>TO</u>
05-15-0000-5850	Contingency	\$ 89,884	
03-11-1009-5641	Texts & Digital Resources	\$ 15,000	
03-13-2400-5641	Texts & Digital Resources	\$ 5,000	
03-11-1009-5641	Texts & Digital Resources	\$ 7,000	
01-11-1006-5641	Texts & Digital Resources		\$ 12,594
02-11-1006-5641	Texts & Digital Resources		\$ 15,473
03-11-1006-5641	Texts & Digital Resources		\$ 42,053
01-11-1013-5641	Texts & Digital Resources		\$ 23,382
02-11-1013-5641	Texts & Digital Resources		\$ 23,382

c. to cover the costs of equipment purchases including 3D printers, music keyboards, cheerleading practice mat, photography camera, window film (security), security cameras, accordion wall, and baritone sax:

<u>ACCOUNT NUMBER</u>	<u>ACCOUNT NAME</u>	<u>FROM</u>	<u>TO</u>
05-14-2600-5715	Facilities Contingency	\$ 35,259	
05-15-0000-5850	Contingency	\$13,595	
03-14-2600-5715	Improvements to Sites	\$ 9,096	
01-13-2400-5330	Professional Technical Services	\$ 4,300	
02-13-2400-5330	Professional Technical Services	\$ 12,275	
03-11-3202-5440	Rentals	\$ 6,000	
01-11-1008-5731	Equipment-Replacement		\$ 4,300
02-11-1008-5731	Equipment-Replacement		\$ 4,300
02-11-1010-5731	Equipment-Replacement		\$ 2,975
03-11-3202-5730	Equipment -New		\$ 6,000
01/02/03-14-2600-5715	Improvements-Buildings		\$ 40,000
02-14-2600-5715	Improvements to Buildings		\$ 5,000
05-14-2660-5730	Equipment-New		\$ 17,950
03-11-1010-5611	Instructional Supplies	\$4,656	
03-11-1010-5810	Dues & Fees	\$375	
03-11-1010-5730	Equipment – New		\$ 5,031

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d. to cover the initial costs of the design, permitting, and layouts for the athletic facilities project:

<u>ACCOUNT NUMBER</u>	<u>ACCOUNT NAME</u>	<u>FROM</u>	<u>TO</u>
05-14-2510-5330	Professional Technical Services		\$41,000
03-11-3202-5330	Professional Technical Services	\$14,479	
05-15-0000-5850	Contingency	\$26,521	

7. ITEMS FOR THE NEXT AGENDA – Due to Chairperson by May 25, 2020

8. ADJOURNMENT

MOTION by Patricia Cardozo, SECOND by Patrick Reed, to adjourn the meeting

VOTES IN FAVOR, 12 (unanimous)

MOTION CARRIED

Meeting adjourned at 7:50 p.m.

Respectfully submitted,

Pamela Pero

Pamela Pero

Recording Secretary

AMITY REGIONAL SCHOOL DISTRICT NO. 5
Bethany Orange Woodbridge
25 Newton Road, Woodbridge Connecticut 06525
(203) 397-4811



Dr. Jennifer P. Byars
Superintendent of Schools

Dr. Marie McPadden
Director of Curriculum
& Staff Development

H. Thomas Brant
Director of Pupil Services

Theresa Lumas
Director of Finance
& Administration

Jim Saisa
Director of Facilities

To: Theresa Lumas, Director of Finance and Administration
From: Kathleen Kovalik, Assistant Director of Finance and Administration
Date: May 7, 2020
Re: Health Food Program Statement for July 1, 2020 through June 30, 2021

Each year the Board of Education has to confirm its participation in the Health Foods program from the State of Connecticut. By participating in this program the District receives payments from the State. In the current fiscal year the District has received \$11,348. If the District does not participate in the program, it would not receive these funds. However, the District would still be required to follow the same guidelines as they are issued from the federal government, which provides over \$100,000 of support to the nutrition program. Below are the motions I recommend the AFC and Board of Education to make.

Amity Finance Committee:

1. Motion to recommend to the Amity Board of Education to comply with Connecticut General Statutes Section 10-215f, and authorize the Superintendent of Schools to sign Form ED-099 indicating that Amity Regional School District No. 5 will certify that all food items offered for sale to students in the schools under our jurisdiction, and not exempted from the Connecticut Nutrition Standards published by the Connecticut State Department of Education, will meet said standards during the period of July 01, 2020 through June 30, 2021.
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Amity Board of Education:

1. Motion to recommend to the Amity Board of Education to comply with Connecticut General Statutes Section 10-215f, and authorize the Superintendent of Schools to sign Form ED-099 indicating that Amity Regional School District No. 5 will certify that all food items offered for sale to students in the schools under our jurisdiction, and not exempted from the Connecticut Nutrition Standards published by the Connecticut State Department of Education, will meet said standards during the period of July 01, 2020 through June 30, 2021.

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CABE

Student Leadership

Award Recipients

2020

Amity Regional High School:

- Alexandra Marinescu
- Jack Ranani

Amity Regional Middle School-Bethany:

- Alesandro Gopal
- Aarushi Trivedi

Amity Regional Middle School-Orange:

- Raegan French
- Thomas Denton

CRITERIA: Willingness to take on challenges, Capability to make difficult decisions, Concern for others, Ability to work with others, Willingness to commit to a project, Diplomacy, Ability to understand issues clearly, Ability to honor a commitment.



CABE
Student Leadership Award 2020

Amity Regional High School

✚ Alexandra Marinescu: Amity Regional High School

Alexandra Marinescu is a kindhearted, dynamic, and earnest student. Academically, Alexandra has performed extremely well by earning a strong 4.78/5.6 weighted GPA. While Alex has enjoyed all of her courses at Amity, she has truly loved her humanity-type classes, due to her passion for reading and writing. Alexandra is a ray of sunshine and is involved in several aspects of Amity life. Alex is an active member of the Link Crew. One of her most time consuming extra-curricular activities is the Costume Crew in the Amity Creative Theater. She works tirelessly with students and adults to create the look of the award winning Amity shows. Alexandra also participates in the Girls Tennis Team, she loves playing with her teammates and growing as a team, while celebrating personal triumphs. Alexandra's involvement in the National Art and Latin Honor Societies keeps her busy with community service opportunities. Alex's art was highlighted in the 2019-2020 National Art Honor Society.

✚ Jack Ranani: Amity Regional High School

Jack Ranani is a bright and dedicated student who has excelled in his time at Amity. He's in the top 5% of his class academically and notably when he graduates he will have taken at least one, if not two or three AP class in all of his core subjects. Coming into Amity as an advanced math student, he outgrew our offerings and is taking a college class this year. Along with great academics, Jack is a strong baseball player and is a part of both the Amity varsity team and a local club team. Jack has a talent for working with others and enjoys giving back, which has made him an excellent volunteer baseball coach. He's also a dedicated peer tutor and member of the recycling committee. Additionally, he's spent the last three years involved with both debate and the exploring justice club. Jack has a passion for political science, international relations, and chemistry and is excited to explore these fields in the future.



CABE

Student Leadership Award 2020

Amity Regional Middle School ~ Bethany Campus

✚ Alesandro Gopal: Amity Regional Middle School ~ Bethany Campus

Alesandro Gopal is on Team Black and is an academic leader. Sandro works as a peer tutor every other day, helping his fellow students. He has maintained an A average for his two years at AMSB and is particularly fond of math and science. He competes on the AMSB Math team and also in an upcoming science fair. As part of the Social Robotics program, he and a classmate built a device to clean oil spills from water magnetically. He has a curiosity that transcends textbooks. He is an avid coder, developing science simulations and advanced graphics as part of his Passion Project. His other passions include reading fantasy novels, playing tennis, and doing Taekwondo, where he has received five national medals.

✚ Aarushi Trivedi: Amity Regional Middle School ~ Bethany Campus

Aarushi Trivedi is on the Gold Team and a first honors student in advanced and accelerated courses. Her broader contributions to the school and community, her enthusiasm to learn, and her genuinely kind and considerate nature set her apart from her peers. Aarushi is an active member of our AMSB school community. She plays the flute in the school band and has participated in both the school musical and Student Council. In addition, she volunteered, during the summer, to help us interview new teachers. Outside of school, Aarushi was a member of Twinkle Toes Dance Academy. While there, she helped with their community service efforts in addition to dancing.



CABE
Student Leadership Award 2020

Amity Regional Middle School ~ Orange Campus

👤 **Raegan French: Amity Regional Middle School ~ Orange Campus**

Raegan French is an outstanding young woman who has made an impact in our Amity Middle School community. She is a well-rounded individual, achieving high honors and citizenship honors consistently. Her teachers view her as a role model for other students. She is respectful and shows concern for others. Whenever a helping hand is needed, Raegan is there. She serves as a peer tutor, takes part in our Fabulous Friends, helps with our Unified Sports, and is an active participant in our St. Baldrick's fundraiser for childhood cancer. Raegan recently attended the Fabulous Friends/Unified Sports Leadership Conference. In addition, Raegan is a member of our school band, takes part in our AV club and participates in our Drama production. With all of these activities, Raegan still finds the time to play field hockey and softball and to participate in the Girl Scouts. Raegan's willingness to take on challenges and her concern for others make her an exemplary candidate for the CABE award

👤 **Thomas Denton: Amity Regional Middle School ~ Orange Campus**

Thomas Denton has been selected to receive the CABE award for Amity Middle School-Orange for the 2019-2020 school year. Tommy is the type of student that teachers know they can rely on for being kind, helpful and a good role model for other students. Tommy gets along well with his peers and teachers. He is described as being a "quiet leader," both in attitude and academics. He has achieved honors and citizenship honors during his time at AMSO, and his presence in the classroom is a positive one. Because he exhibited the qualities of Jackie's Nine Traits to live by, Tommy won Character of the Month in seventh grade. In addition to devoting his time to schoolwork, Tommy plays basketball, football, and lacrosse. His dedication to his schoolwork and extracurricular activities results in Tommy being a well-rounded individual. His gentle demeanor and helpful attitude toward others makes Tommy well deserving of this year's CABE award.



2020

SCASA Student Awards

★ **Amity Middle School-Bethany:**

- LILIANA FLEMING

★ **Amity Middle School-Orange:**

- SOFIA SILVA RODRIGUEZ

★ **Amity Regional High School:**

- ALEXANDRA MARINESCU
- WIL GAMBARDELLA

The SCASA Student Award is based on Community Service and service to others; Academic prowess (relative to ability); and Leadership to the school community.



Amity Regional School District No. 5

SCASA Superintendents'

Student Award Recognition Program

Amity Middle School - BETHANY

2020

Liliana Fleming

Grade 8

Amity Middle School-Bethany

Liliana Fleming is an outstanding member of our AMSB community. She is a leader in her classes and has maintained strong grades in both years at AMSB. Liliana is a diligent student and the care for her studies is apparent in the work that she produces in her classes. She is a role model for her peers, participates well in class discussions, and is a willing helper for other students. In addition to her strong academics, Liliana is also an athlete. She is an active lacrosse player who participates on two different teams and attends clinics to improve her skills. She also is a member on our school's basketball and soccer team. Liliana is a caring member of our community. She has helped younger students in a local basketball league and was a counselor in training with the Bethany Parks and Recreation Department. Liliana is a great example of what it means to Be AMITY!

Amity Regional School District No. 5
SCASA Superintendents'
Student Award Recognition Program
Amity Middle School - ORANGE
2020

Sofia Silva Rodriguez Grade 8 Amity Middle School-Orange

Sofia Silva Rodriguez has been selected to receive the SCASA award for Amity Middle School-Orange for the 2019-2020 school year. Sofia was new to our school district this year. Her family moved to the United States after living in Spain. Sofia handled this difficult transition with ease and approached every new situation with a smile. Her determination to do her best showed in devoting a lot of time and effort to her studies and to learning the nuances of the English language. Despite having to learn new vocabulary and new ways of classroom learning, Sofia excelled and achieved both academic honors and citizenship honors. In addition to being a diligent student, Sofia is a polite and respectful young lady. She was able to help another non-English speaking peer by translating and offering help with assimilating to our school. Her compassion and helpful demeanor earned her the Character of the Month award for exhibiting Jackie Robinson's Nine character traits. Sofia is an exemplary student and person and is well deserving of the SCASA award.

Amity Regional School District No. 5

**SCASA Superintendents’
Student Award Recognition Program**

Amity Regional High School

2020

Alexandra Marinescu Grade 11 Amity Regional High School

Alexandra Marinescu is a kindhearted, dynamic, and earnest student. Academically, Alexandra has performed extremely well by earning a strong 4.78/5.6 weighted GPA. While Alex has enjoyed all of her courses at Amity, she has truly loved her humanity-type classes, due to her passion for reading and writing. Alexandra is a ray of sunshine and is involved in several aspects of Amity life. Alex is an active member of the Link Crew. One of her most time consuming extra-curricular activities is the Costume Crew in the Amity Creative Theater. She works tirelessly with students and adults to create the look of the award winning Amity shows. Alexandra also participates in the Girls Tennis Team, she loves playing with her teammates and growing as a team, while celebrating personal triumphs. Alexandra’s involvement in the National Art and Latin Honor Societies keeps her busy with community service opportunities. Alex’s art was highlighted in the 2019-2020 National Art Honor Society.

Wil Gambardella Grade 11 Amity Regional High School

Wil Gambardella has worked hard to achieve success at Amity. A student with unique interests, Wil has selected activities that he is passionate about. For the past few years, he has been a Motorman and Restoration Shop Worker at the Connecticut Trolley Museum in East Windsor. He is a member of the New Haven and Derby Model Railroad Association. This year, Wil is President of the Amity Film Club. In this role, he arranges filming of school events including athletics and theater productions. He is a member of Amity Enterprises, which manufactures and sells products through the CTE department. This year, Wil was selected as a Link Crew Leader. In this coveted role, Wil has been very helpful to many of our freshmen during the transition to Amity. The Link Crew advisors have been impressed with his leadership skills and often turn to him when they need a volunteer in a pinch. Wil has recently become a member of the Youth Services Advisory Board in Orange. His confidence and desire to involve himself in his community has increased greatly over the past three years.

JACK B. LEVINE EFFICIENCY AWARD OF EXCELLENCE

Our District's goal has always been to provide an exceptional educational program to our students and still be mindful of the financial impact on the taxpayers. The District has had to find cost savings and efficiencies each year to offset the rising costs of education. We developed a process to foster a District culture of maximizing cost savings and efficiencies. This has helped to provide supplies and equipment, and infrastructure (both buildings and technology) so our students excel.

This is the fifth year of the award and we have selected three students to be honored.

Over the past few months, we received 17 applications, some students providing more than one idea. Great participation from the students!

2020 AWARD WINNERS

HANNAH GUO, an 7th Grade student at Amity Middle School – Bethany Campus recommended, “to purchase tap aerators or flow restrictors for taps in the bathrooms and classrooms. Tap aerators deliver a non-splashing stream of water with air, cutting back on the use of water. They are a convenient and productive way to save water.”

JAMES LIU, a 7th Grade student at Amity Middle School – Orange Campus recommended, “to implement sensor faucets in place of our current facet system. Our current system uses a button, which students press down to activate, and water runs for roughly 15 seconds. The flaws in this system is it does not meet the 20 second hand washing rules and constant contract of the button spreads germs quickly. The cost of one automatic faucet cis about \$120 and the savings could be about 150 hours of water wasting while running.”

ALLISON SU, an 11th Grade student at Amity Regional High School. Allison suggested replacing the single use cafeteria tray to a reusable tray. The trays may be more expensive initially but will be more cost-effective in the end. Reusable utensils could also be purchased to cut down the costs of plastic utensils.

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



Dr. Jennifer P. Byars
Superintendent of Schools

jennifer.byars@amityregion5.org
203.392.2106

June 8, 2020

To: Members of the Board of Education
From: Jennifer P. Byars, Ed.D., Superintendent of Schools
Re: Personnel Report

+ NEW HIRES-CERTIFIED:

• **Amity Regional High School:**

Alyssa Kopjanski – F/T Special Education Teacher (Amity Transition Academy) – Alyssa began her career at Amity this past March as a temporary Special Education Teacher for the remainder of the 2019-20 school year. During her short time with Amity, she has proven her talents and dedication to the students and staff and was offered a permanent position. Alyssa completed her student teaching at Mill Academy (ACES) and Thomas Edison Middle School (ACES). She earned her Bachelor of Science Degree in Special Education from Southern Connecticut State University.

• **Amity Regional Middle School – Bethany: NONE**

• **Amity Regional Middle School – Orange: NONE**

+ NEW HIRES-SUBSTITUTES: NONE

+ NEW HIRES-NON-CERTIFIED: NONE

+ NEW HIRES-COACHES: NONE

+ TRANSFERS: NONE

+ RESIGNATIONS: NONE

+ RETIREMENTS:

Helen Young – FT Spanish Teacher – Amity Middle School - Bethany, eff. 06/30/2020

John Randall – FT Science Teacher – Amity Middle School - Bethany, eff. 06/30/2020

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



Dr. Jennifer P. Byars
Superintendent of Schools

jennifer.byars@amityregion5.org
203.392.2106

Superintendent's Report – June 2020

Continuously improve instruction, cultivate creativity, and enhance student engagement and performance.

Enhance the efficient and effective use of resources.

Foster a supportive climate for students and adults.

Important Dates!

- **Amity Regional High School Drive Up Diploma Conference – June 10, 2020, Times TBD**
- **Amity Middle School Bethany 8th Grade Promotion Ceremony – June 12, 2020, 4:00 – 6:30 pm**
- **Amity Middle School Orange 8th Grade Promotion Ceremony – June 12, 2020, 4:00 – 6:30 pm**
- **Amity Regional High School On-site Diploma Conference – July 6 – July 8, 2020, Times TBD**

Instruction

Off-Site Learning Survey: Beginning in mid-May, student, parent, and teacher surveys were sent to all three district schools. The surveys included questions about scheduling, communication, climate, and technology and the data will be used to help evaluate how off-site learning was received, our perceived strengths and weaknesses, and to help us plan for off-site learning in the future. We received over 1000 student responses, almost 700 parent responses, and 185 teacher responses.

AMSO Adds Technology: Through a DonorsChoose grant awarded to Vicki Fielosh, all AMSO teachers will receive a Graphic Pen stylus. This technology will also allow teachers to interact with digital material more effectively during instruction and allow teachers to provide more immediate and specific feedback to the entire class or individual students.

Senior Awards Night: The ARHS Building Leadership Team collaborated to create a virtual presentation for the senior class for Senior Awards Night. Multiple scholarships were conferred and students were recognized for outstanding leadership, scholarship and being positive members of our school/community. \$85,000 in scholarships was given to members of the Class of 2020. Congratulations!

AMSO Masked Singer: AMSO music students participated in a masked singer competition as part of their off-site learning this month. AMSO staff members served as virtual Masked Singers and sang a variety of classic and current songs.

ARHS PTSO Teacher of the Year: Jeni Bonaldo was chosen as this year's PTSO Amity High School Teacher of the Year. She is a dedicated English teacher, Link Crew Advisor and passionately works to create a just and inclusive community for all Amity students. She led the Narrative4 whole-school story exchange for over 1460 students this year, which offered leadership opportunities to many of our students who served as facilitators for their groups. The experience also had a palpable positive impact on the school climate and set the stage for future whole-school events like this. Ms. Bonaldo's name will be inscribed on a plaque to be posted in the main office and she will be receiving a gift from the PTSO. Congratulations!

Project-Based Learning When Off-Site: As teachers and students quickly adjusted to offsite learning, many teachers capitalized on the opportunity to offer their students a chance to take the lead in their own learning. One English teacher, in collaboration with the library media specialist, created the following project:

Instead of reading Huck Finn, students had the choice of 7 different texts to read independently during the quarantine (ranging from narratives, non-fiction, fiction, and a podcast) and their texts were supplemented with various excerpts from people's narratives that they may not learn about in History or English. Then, they were tasked with picking a person or event that may not be taught when it comes to Black History or literature. The library media specialist guided them through research and developing an annotated bibliography, and then they had full choice in how they told this "untold story".

The results were amazing projects where students were able to explore so many aspects of their subject as well as their own experiences and how they can work to make a difference in our community.

Science Research Symposium – Virtual: On Friday, May 29, 2020, the Science Research Students and Teachers hosted a previously-recorded science research symposium where student projects were displayed, introductions and addresses were given, and the program was able to showcase the unique experience offered to Amity students.

Reopening Schools Workshop: The District Administration Team is currently working with the Connecticut Center for School Change (CCSC) leadership. As guided by the CCSC, the team will be participating in a Reopening Virtual Design Workshop that includes four modules to support planning, teaching and learning, wellness, and operations. The CCSC will also provide a full-day of coaching as the redesign of school reopening planning continues to rollout.

Pupil Services: The Pupil Services Department welcomes Mr. Nick DaPonte as our ESY Supervisor for the Summer 2020 ESY Program. Due to the COVID-19 Pandemic all ESY services will be provided via an off-site virtual learning modality. Both synchronous and asynchronous instruction will be utilized. Pending additional guidance from the CSDE BSE and local health departments, the district may provide services to identified special education students during the first two weeks of the month of August. We have renewed our partnership with the Child Health and Development Institute of Connecticut (CHDI). This partnership allows us to continue to train School Psychologists, School Social Workers, and School Counselors in Cognitive Behavior Intervention for Trauma in Schools (CBITS) at no cost to the school district. CBITS is the premier trauma focused intervention for schools and our ability to provide this support to identified students is essential for social and emotional stability and growth. Finally, a very special congratulations to Ms. Edwards from Amity Middle School-Orange who will be retiring at the end of this school-year. Ms. Edwards is a staunch advocate for children and she will be missed!

Resources

CARES Grant Application: As part of her doctoral work, Mrs. Mahon has partnered with Mrs. Lumas and Dr. Byars to complete the CARES Grant application. This grant will help offset some of the extra costs the District will accrue due to the impact of the Covid-19 pandemic. This district was awarded \$55,040 in federal aid.

AMSB Material Exchange Days: On June 8, 2020, and continuing daily through June 11, 2020, parents and students will come to AMSB to collect all belongings that were stored in student lockers. Over the last few weeks, lockers were cleaned by administration, security, and secretarial staff and items were placed in boxes for each student. Parents used an online sign up program to arrange for pick-up times, and school paraprofessionals, custodial staff, and security staff will oversee the distribution and collection process. After collecting their belongings, students will also be asked to return school materials, like text and tradebooks to the box for redistribution back into classrooms. Once empty, the boxes will remain in

the gymnasium in the possibility they are needed to distribute materials in the fall. Student laptops will be collected after the last day of school on June 12, 2020.

AMSO Students Collect Personal Belongings: AMSO students picked up all their personal belongings from their lockers. The touchless, drive through locker clean out took place over the course of three days.

Virtual Adult Education: Virtual Adult Education classes are being explored for the 2020 summer session. Several instructors have indicated that they can teach their classes virtually and are working with Phil Dolan, Director of Amity Adult and Continuing Education, to plan offerings.

Climate

Virtual Partnership with ADL to Combat Intolerance: In May, ARHS participated in a virtual campaign sponsored by the ADL to celebrate the efforts schools are making to promote diversity, inclusion, and allyship. We posted a photo of a group of students and community members who visited NYC's Museum of Jewish Heritage in November on our social media accounts and tagged #noplaceloforhate to participate.

Amity Administrators Senior Bus Tour: During the week of May 26th, the Amity Regional High School administrators, along with Director of Athletics, Ernie Goodwin, and AMSB Principal, Dr. Jason Tracy, visited all 371 seniors on a school bus to offer congratulations on completing senior year, deliver senior gifts (a laptop cover), and reconnect with our students one last time before seeing them for graduation. The administrators travelled for 9 hours per day for 3 days, and drove over 310 miles across the BOW.

Strong Collaboration with ARHS PTSO: Throughout the past few months, the ARHS PTSO Executive Board has worked closely with Mrs. Mahon to maintain an open dialogue, strong communication, and partnership to support all of the Amity Regional High School parents, teachers and students. The PTSO is, once again, sponsoring the annual Project Graduation Balloon campaign to help celebrate this senior class!

AMSO Holds Virtual Advisory: Virtual advisories continue to a successful part of online learning for AMSO students. The May 26th advisory topic for 8th grade students centered on transition to high school. For 7th grade students the topic focused on social connections as students played baseball trivia.

AMSB 8th Grade Stepping Up Ceremony: The 8th grade stepping up ceremony will be held at Amity Middle School Bethany on **June 12, 2020 beginning at 4:00 p.m.** Parents will arrive to campus in 15 minute time blocks; students will receive a gift from the PTSO and Administration, will receive their certificate and have a photo taken, then will proceed through our teacher parade!

AMSB Virtual Stepping Up Video: A portion of the stepping up ceremony will feature a video with pre-recorded messages from administration and community leaders to our AMSB students We also asked that parents submit a picture of their 8th grader to be included in the video.

June, 2020

April Ticket Summary

Tickets addressed and closed: 41

Tickets open: 0

Amity Regional School
District No. 5

25 Newton Road

Woodbridge, CT 06525

Phone: 203-397-4817

Fax: 203-397-4864



Amity Regional School District No. 5

Technology Department Monthly Report

Completed Projects:

- Had kick-off meeting with Infrastructure project vendor to initiate project.
- Completed interview process to identify new technology department personnel for July 1 start date.
- Reviewed bids in response to RFP for student 1:1 devices; recommended vendor for award
- Reviewed bids in response to RFP for teacher devices; recommended vendor for award
- Identified, demoed and chose new visitor management system for District wide deployment.

Projects in process:

- Continuing to support off-site learning through technology using hardware, software, training, support, and any other methods available
- Gathered results and survey responses from test pilot of Aristotle software for 1:1 devices that could help us combine two current products into a single, more cost effective solution
- Participating in the Preliminary Design Committee for stadium renovations
- Pulling cable to replace outdated wiring for security cameras
- Working to design device return procedures for 1:1 devices under current off-site learning environment
- Continuing design and layout of new student led help desk space
- Preparing to support technologies needed for graduation including recording, streaming, broadcasting and any other tech needs associated
- Preparing to support the Town of Woodbridge in transitioning to a new technology support provider

Outstanding issues to be addressed:

- Investigating solutions for the PA sound system in the presentation room for Board of Ed meetings as well as identifying possible new locations for future BoE meetings starting next year; have received quotes and suggestions from vendors to help guide the process



Amity Regional School District No. 5

Facilities Department Monthly Report

Completed Projects:

- New filters were installed on all water bottle fillers at all three schools.
- The new damper was installed on the air handler that feeds the girls locker room at Amity Regional High School by our contractor.
- Spring cleanup has been completed at all three schools by our grounds contractor. All trimming, mulching, and pruning has been completed. The protective concrete planters were filled with drainage stone, dirt, and new flowers. New decorative grasses were planted in place of the pine trees that were blown down during the tornadoes in Bethany.
- The new boiler controls were installed at Amity Middle School, Orange Campus.
- In-house personnel have created and built plexi-glass shields to separate workers in various office settings. More will be built as the need arises.
- A new air compressor was installed in the chiller room at the high school.

Projects in process:

- The newest student-led project of construction of two storage buildings across from the loading dock at Amity Regional High School has commenced. The first building is completed. Construction of sections of the second shed has begun.
- Engineering and design has commenced for the Athletic Fields projects at Amity Regional High School. We are waiting for P&Z approval from Woodbridge at the July 6, 2020 meeting to commence construction.
- The chiller refurbishment project being completed by Trane at Amity Regional High School was started. The first chiller is complete and work on the second has begun.
- Spring preventive maintenance is being conducted on the HVAC units at all three buildings by in-house personnel.
- Summer cleaning is taking place in all schools. Currently, the middle schools are about 50% complete and the high school is about 60% complete. Many extra projects, such as exterior window washing, metal surface painting, and tile repair are being accomplished by in-house personnel.
- The computer lab near the library at Amity Middle School, Orange Campus, is being prepared for a dividing wall to create two classrooms out of one by in-house personnel.

Outstanding issues to be addressed:

- None at this time.

Updated Balances

Investment Name	Current Balance As of: 5/8/2020	Current Allocation	Target Allocation	Resulting Allocation
<i>Actual Portfolio Cash Balance</i>				
	\$67,467			
<i>Cash</i>				
	\$67,467	0.5%	0.0%	0.5%
Cash	\$67,467	0.5%	0.0%	0.5%
<i>Fixed Income</i>				
	\$4,380,866	33.7%	35.0%	33.7%
Vanguard Total Bond Market Index Adm	\$2,147,322	16.5%	17.5%	16.5%
BlackRock Strategic Income Opportunities K	\$2,233,544	17.2%	17.5%	17.2%
<i>Domestic Equity</i>				
	\$6,677,747	51.4%	50.0%	51.4%
Vanguard 500 Index Admiral	\$1,305,934	10.1%	10.0%	10.1%
Vanguard Growth Index Adm	\$2,161,243	16.6%	15.0%	16.6%
Vanguard Value Index Adm	\$1,885,871	14.5%	15.0%	14.5%
Vanguard Mid-Cap Index Adm	\$660,033	5.1%	5.0%	5.1%
Vanguard Small-Cap Index Adm	\$664,667	5.1%	5.0%	5.1%
<i>International Equity</i>				
	\$1,865,626	14.4%	15.0%	14.4%
Vanguard Developed Markets Index Adm	\$1,865,626	14.4%	15.0%	14.4%
Investment Portfolio Total	\$12,991,707	100.0%	100.0%	100.0%

Balance information has been compiled solely by Fiduciary Investment Advisors (FIA) and has not been independently verified. In preparing this report, FIA has relied upon information provided by the investment managers and by the custodian.

AMITY REGIONAL SCHOOL DISTRICT NO. 5

Bethany Orange Woodbridge
25 Newton Road, Woodbridge Connecticut 06525



Theresa Lumas
Director of Finance and Administration
terry.lumas@amityregion5.org

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

To: Dr. Jennifer Byars, Superintendent of Schools
From: Theresa Lumas, Director of Finance and Administration
Re: Resolution for Refunding Bonds
Date: June 1, 2020

Mark Chapman, of Hilltop Securities contacted me with an opportunity for the District to refinance some of its existing debt. Approximately \$1,400,000 of the 2012 \$4,010,000 issue can be refunded. A threshold of \$2,000,000 has been set to allow for inclusion of the cost of issuance and additional maturity dates that present favorable changes prior to the market sale. The market volatility is making the decision to refinance more difficult. Initially this refunding proposed enough savings. However as the market improves the savings have diminished and this may no longer be a viable refunding. The refunding, because of the lower dollar amount, only works if combined with our new issue. Mark Chapman will continue to watch the market and determine if this bond will be refunded with our new issue. The resolution if passed by the Board of Education is valid for 1 year.

I recommend the Amity Finance Committee make the following recommendation to the Amity Board of Education:

The Amity Finance Committee recommends the Amity Board of Education consider and act upon a resolution concerning the authorization of refunding bonds for payment of the outstanding principal and interest on all or a portion of the District's \$4,010,000 General Obligation Bonds, Issue of 2012 , and costs related thereto.

Below is the motion and the resolution for refunding bonds for the Amity Board of Education, as written by the District's Bond Counsel. The resolution should be read (unless copies are available and the Board makes a motion to waive the reading) and entered into the Minutes as shown below:

To consider and act upon a resolution concerning the authorization of refunding bonds for payment of the outstanding principal and interest on all or a portion of the District's \$4,010,000 General Obligation Bonds, Issue of 2012 , and costs related thereto.

Enclosures

**RESOLUTION OF BOARD OF EDUCATION
OF REGIONAL SCHOOL DISTRICT NUMBER 5
AUTHORIZING THE ISSUANCE OF NOT EXCEEDING \$11,500,000 REFUNDING BONDS
FOR PAYMENT IN WHOLE OR IN PART OF THE OUTSTANDING PRINCIPAL OF AND
INTEREST ON THE DISTRICT'S \$8,695,000 GENERAL OBLIGATION REFUNDING
BONDS, ISSUE OF 2010, AND \$8,245,000 GENERAL OBLIGATION REFUNDING BONDS,
ISSUE OF 2010, SERIES B, OF REGIONAL DISTRICT NUMBER 5, AND COSTS
RELATED THERETO**

(February 12, 2018)

**RESOLUTION OF BOARD OF EDUCATION
OF REGIONAL SCHOOL DISTRICT NUMBER 5
AUTHORIZING THE ISSUANCE OF NOT EXCEEDING \$2,000,000 REFUNDING BONDS
FOR PAYMENT IN WHOLE OR IN PART OF THE OUTSTANDING PRINCIPAL OF AND
INTEREST ON THE DISTRICT'S \$4,010,000 GENERAL OBLIGATION BONDS, ISSUE OF
2012, AND COSTS RELATED THERETO**

(June 8, 2020)

RESOLVED,

(a) That Regional School District Number 5 issue its refunding bonds, in an amount not to exceed TWO MILLION DOLLARS (\$2,000,000), the proceeds of which are hereby appropriated: (1) to fund one or more escrows, and to apply the balance held in such escrows, together with the investment earnings thereon, to the payment in whole or in part, as to be determined by the Chairman of the Board of Education and the Treasurer of the District, of the outstanding principal of and interest on the District's \$4,010,000 General Obligation Bonds, Issue of 2012, dated as of August 9, 2012 (consisting at initial issue of \$1,530,000 School Bonds and \$2,480,000 School Refunding Bonds), including the payment of interest accrued on said bonds to the date of payment, and (2) to pay costs of issuance of the refunding bonds authorized hereby, including legal fees, consultants' fees, trustee or escrow agent fees, underwriters' fees, net interest and other financing costs and other costs related to the payment of the outstanding bonds described above. The refunding bonds shall be issued pursuant to Section 10-60a of the General Statutes of Connecticut, Revision of 1958, as amended, and any other enabling acts. The bonds shall be general obligations of the District and its member towns, secured by the irrevocable pledge of the full faith and credit of the District and its member towns.

(b) The Chairman of the Board of Education and the Treasurer of the District shall sign the bonds by their manual or facsimile signatures. The law firm of Day Pitney LLP is designated as bond counsel to approve the legality of the bonds. The Chairman and the Treasurer are authorized to determine the bonds to be redeemed and the amount, date, interest rates, maturities, redemption provisions, form and other details of the refunding bonds; to designate one or more banks or trust companies to be certifying bank, registrar, transfer agent and paying agent for the bonds; to provide for the keeping of a record of the bonds; to sell the bonds at public or private sale; to deliver the bonds; and to perform all other acts which are necessary or appropriate to issue the bonds.

(c) That the District hereby declares its official intent under Federal Income Tax Regulation Section 1.150-2 that costs of the refunding may be paid from temporary advances of

available funds and that (except to the extent reimbursed from grant moneys) the District reasonably expects to reimburse any such advances from the proceeds of borrowings in an aggregate principal amount not in excess of the amount of borrowing authorized above for the refunding. The Chairman and the Treasurer are authorized to amend such declaration of official intent as they deem necessary or advisable in order to maintain the continued exemption from federal income taxation of interest on the bonds authorized by this resolution, if issued on a tax-exempt basis, including covenants to pay rebates of investment earnings to the United States in future years.

(d) That the Chairman and the Treasurer are authorized to make representations and enter into written agreements for the benefit of holders of the bonds to provide secondary market disclosure information, which agreements may include such terms as they deem advisable or appropriate in order to comply with applicable laws or rules pertaining to the sale or purchase of such bonds.

(e) That the Chairman, the Treasurer, and other proper officers and officials of the District are authorized to take all other action which is necessary or desirable to enable the District to effectuate the refunding of all or a portion of the District's \$4,010,000 General Obligation Bonds, Issue of 2012, and to issue refunding bonds authorized hereby for such purposes, including, but not limited to, the entrance into agreements on behalf of the District with underwriters, trustees, escrow agents and others to facilitate the issuance of the refunding bonds, the escrow of the proceeds thereof and investment earnings thereon, and the payment of the outstanding bonds in whole or in part.

(f) That the above authorization to issue refunding bonds shall lapse on June 30, 2021.

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



Kathleen Kovalik
Assistant Director of Finance and Administration
kathleen.kovalik@amityregion5.org

Phone (203) 397-4801
Fax (203) 397-4864

To: Dr. Jennifer P Byars, Superintendent of Schools
From: Kathleen Kovalik, Assistant Director of Finance and Administration
cc: Theresa Lumas, Director of Finance and Administration
Re: Tuition Rate 2020-2021
Date: May 15, 2020

I am recommending the tuition rate for the 2020-2021 school year be set at \$18,596.00 for non-resident students. This tuition increase represents a .386% increase or \$71 above the current tuition rate of \$18,525.00. In the current school year there are eight non-resident students enrolled, including the child of a staff member. One student will be graduating in June 2020. The 2020-2021 budget includes revenue from seven tuition students. The non-resident tuition rate is calculated using the State Department of Education Net Current Expenditure per Pupil formula indexed for 2020-2021.

I am also proposing the following rate for non-resident tuition students identified as special education. The base rate is \$19,258.00 This is derived from the Net Current Expenditure Per Pupil indexed for the 2020-2021 school year. Additional services required by a student's Individual Education Plan (IEP) will be added to the base tuition rate. These services are billed based on the actual costs the District incurs.

Examples of additional services are assistive technology, hearing direct services, speech and language, occupational and physical therapy, clinical evaluations, special equipment, behavioral therapy, independent consultations, extended school year programs, outplacement, special transportation, and any other specific services contracted for the student.

Current pricing for services listed below provide an estimate of costs but invoices will be computed on actual costs.

Behaviorist - \$120/hr.
Speech/Language - \$66/hr.
Assistive Technology - \$150/hr.
Occupational/Physical Therapy - \$90/hr.
Hearing direct services - \$250/hr.
Hearing Consults - \$265/hr.
Counseling (SW/Psych) - \$65/hr.

Further, if the District needs to hire additional staff to provide special services, such as a 1-to-1 paraeducator or a nurse to provide other than routine care, these costs will be added to the base tuition and other services listed above. The rate for these additional staffing services would be based on contracted salaries and benefits.

Tuition invoices are mailed in July to the parents or guardians of enrolled non-resident students. The District accepts payment in full, in two installments, or at a minimum monthly installments due on the first of each month from September to June.

Amity Finance Committee:

Move to recommend that the Amity Board of Education...

Board of Education:

Move to approve...

... the non-resident tuition rate for 2020-2021 school year at \$18,596.00; and the non-resident Special Education base tuition rate for 2020-2021 school year at \$19,258.00 plus any additional services

**AMITY REGIONAL SCHOOL DISTRICT NO. 5
REVENUES AND EXPENDITURES
FOR FY 2019-2020**

		COLUMN 1	COLUMN 2	COLUMN 3	COLUMN 4	COLUMN 5	COLUMN 6	COL 7
		2018-2019	2019-2020	APR 2020	CHANGE	MAY 2020	VARIANCE	FAV
LINE	CATEGORY	ACTUAL	BUDGET	FORECAST	INCR./(DECR.)	FORECAST	OVER/(UNDER)	UNF
1	MEMBER TOWN ALLOCATIONS	48,190,256	48,627,967	48,627,967	0	48,627,967	0	FAV
2	OTHER REVENUE	324,088	248,577	271,947	(7,098)	264,849	16,272	FAV
3	OTHER STATE GRANTS	798,102	592,878	724,370	34,576	758,946	166,068	FAV
4	MISCELLANEOUS INCOME	92,101	78,885	61,010	7,597	68,607	(10,278)	UNF
5	BUILDING RENOVATION GRANTS	0	0	0	0	0	0	FAV
6	TOTAL REVENUES	49,404,547	49,548,307	49,685,294	35,075	49,720,369	172,062	FAV
7	SALARIES	25,483,077	26,655,424	26,122,675	(33,568)	26,089,107	(566,317)	FAV
8	BENEFITS	5,641,173	5,980,496	6,119,319	(685,630)	5,433,689	(546,807)	FAV
9	PURCHASED SERVICES	7,863,484	8,497,804	7,848,338	25,054	7,873,392	(624,412)	FAV
10	DEBT SERVICE	4,567,838	4,559,210	4,559,210	0	4,559,210	0	FAV
11	SUPPLIES (INCLUDING UTILITIES)	3,050,834	2,973,028	3,077,701	(57,721)	3,019,980	46,952	UNF
12	EQUIPMENT	272,162	250,547	586,072	131,763	717,835	467,288	UNF
13	IMPROVEMENTS / CONTINGENCY	365,447	464,000	207,900	40,000	247,900	(216,100)	FAV
14	DUES AND FEES	127,505	167,798	167,798	(20,000)	147,798	(20,000)	FAV
15	TRANSFER ACCOUNT	0	0	0	495,482	495,482	495,482	UNF
16	TOTAL EXPENDITURES	47,371,520	49,548,307	48,689,013	(104,620)	48,584,393	(963,914)	FAV
17	SUBTOTAL	2,033,027	0	996,281	139,695	1,135,976	1,135,976	FAV
18	PLUS: CANCELLATION OF PRIOR YEAR'S ENCUMBRANCES	166,245	0	0	0	0	0	FAV
19	DESIGNATED FOR SUBSEQUENT YEAR'S BUDGET:	0	0	0	0	0	0	FAV
20	NET BALANCE / (DEFICIT)	2,199,272	0	996,281	139,695	1,135,976	1,135,976	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 2019-2020**

		COLUMN 1	COLUMN 2	COLUMN 3	COLUMN 4	COLUMN 5	COLUMN 6	COL 7
		2018-2019	2019-2020	APR 2020	CHANGE	MAY 2020	VARIANCE	FAV
LINE	CATEGORY	ACTUAL	BUDGET	FORECAST	INCR./((DECR.))	FORECAST	OVER/(UNDER)	UNF
1	BETHANY ALLOCATION	9,295,901	8,926,150	8,926,150	0	8,926,150	0	FAV
2	ORANGE ALLOCATION	24,181,870	24,736,074	24,736,074	0	24,736,074	0	FAV
3	WOODBIDGE ALLOCATION	14,712,485	14,965,743	14,965,743	0	14,965,743	0	FAV
4	MEMBER TOWN ALLOCATIONS	48,190,256	48,627,967	48,627,967	0	48,627,967	0	FAV
5	ADULT EDUCATION	3,626	3,042	3,042	706	3,748	706	FAV
6	PARKING INCOME	35,969	29,000	20,184	681	20,865	(8,135)	UNF
7	INVESTMENT INCOME	130,966	75,000	62,709	(7,709)	55,000	(20,000)	UNF
8	ATHLETICS	18,375	25,000	25,300	0	25,300	300	FAV
9	TUITION REVENUE	108,642	90,535	133,936	0	133,936	43,401	FAV
10	TRANSPORTATION INCOME	26,510	26,000	26,776	(776)	26,000	0	FAV
11	TRANSPORTATION BOWA AGREEMENT	0	0	0	0	0	0	FAV
12	OTHER REVENUE	324,088	248,577	271,947	(7,098)	264,849	16,272	FAV
13	OTHER STATE GRANT	0	0	0	0	0	0	FAV
14	SPECIAL EDUCATION GRANTS	798,102	592,878	724,370	34,576	758,946	166,068	FAV
15	OTHER STATE GRANTS	798,102	592,878	724,370	34,576	758,946	166,068	FAV
16	RENTAL INCOME	12,850	21,000	9,000	7,661	16,661	(4,339)	UNF
17	INTERGOVERNMENTAL REVENUE	29,572	32,885	32,885	0	32,885	0	FAV
18	OTHER REVENUE	49,679	25,000	19,125	(64)	19,061	(5,939)	UNF
19	TRANSFER IN	0	0	0	0	0	0	FAV
20	MISCELLANEOUS INCOME	92,101	78,885	61,010	7,597	68,607	(10,278)	UNF
21	BUILDING RENOVATION GRANTS	0	0	0	0	0	0	FAV
22	TOTAL REVENUES	49,404,547	49,548,307	49,685,294	35,075	49,720,369	172,062	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 2019-2020

		COLUMN 1	COLUMN 2	COLUMN 3	COLUMN 4	COLUMN 5	COLUMN 6	COL 7
LINE	CATEGORY	2018-2019	2019-2020	APR 2020	CHANGE	MAY 2020	VARIANCE	FAV
		ACTUAL	BUDGET	FORECAST	INCR./(DECR.)	FORECAST	OVER/(UNDER)	UNF
1	5111-CERTIFIED SALARIES	20,936,740	21,776,498	21,337,498	(6,733)	21,330,765	(445,733)	FAV
2	5112-CLASSIFIED SALARIES	4,546,337	4,878,926	4,785,177	(26,835)	4,758,342	(120,584)	FAV
3	SALARIES	25,483,077	26,655,424	26,122,675	(33,568)	26,089,107	(566,317)	FAV
4	5200-MEDICARE - ER	345,833	364,933	364,933	(14,198)	350,735	(14,198)	FAV
5	5210-FICA - ER	281,164	287,766	287,766	3,147	290,913	3,147	UNF
6	5220-WORKERS' COMPENSATION	226,473	237,774	204,511	0	204,511	(33,263)	FAV
7	5255-MEDICAL & DENTAL INSURANCE	3,696,434	4,060,498	4,060,498	(629,579)	3,430,919	(629,579)	FAV
8	5860-OPEB TRUST	62,910	40,950	40,950	0	40,950	0	FAV
9	5260-LIFE INSURANCE	41,677	44,579	43,328	0	43,328	(1,251)	FAV
10	5275-DISABILITY INSURANCE	9,501	10,222	10,421	0	10,421	199	UNF
11	5280-PENSION PLAN - CLASSIFIED	892,845	851,987	851,987	0	851,987	0	FAV
12	5281- DEFINED CONTRIBUTION RETIREMENT PLAN	70,117	69,787	96,525	0	96,525	26,738	UNF
12	5282-RETIREMENT SICK LEAVE - CERT	1,921	0	0	0	0	0	FAV
13	5283-RETIREMENT SICK LEAVE - CLASS	1,000	0	0	0	0	0	FAV
14	5284-SEVERANCE PAY - CERTIFIED	1,000	0	0	0	0	0	FAV
15	5290-UNEMPLOYMENT COMPENSATION	9,110	10,000	156,400	(45,000)	111,400	101,400	UNF
16	5291-CLOTHING ALLOWANCE	1,188	2,000	2,000	0	2,000	0	FAV
17	BENEFITS	5,641,173	5,980,496	6,119,319	(685,630)	5,433,689	(546,807)	FAV
18	5322-INSTRUCTIONAL PROG IMPROVEMENT	18,005	39,700	19,700	0	19,700	(20,000)	FAV
19	5327-DATA PROCESSING	90,178	95,276	95,276	14,127	109,403	14,127	UNF
20	5330-OTHER PROFESSIONAL & TECHNICAL SRVC	1,297,214	1,467,869	1,540,812	0	1,540,812	72,943	UNF
21	5440-RENTALS - LAND, BLDG, EQUIPMENT	80,176	118,750	118,750	(35,000)	83,750	(35,000)	FAV
22	5510-PUPIL TRANSPORTATION	2,864,785	3,100,537	2,915,371	0	2,915,371	(185,166)	FAV
23	5521-GENERAL LIABILITY INSURANCE	232,530	243,217	239,163	0	239,163	(4,054)	FAV
24	5550-COMMUNICATIONS: TEL, POST, ETC.	130,974	115,356	109,876	0	109,876	(5,480)	FAV
25	5560-TUITION EXPENSE	3,072,286	3,213,232	2,580,523	70,927	2,651,450	(561,782)	FAV
26	5590-OTHER PURCHASED SERVICES	77,336	103,867	228,867	(25,000)	203,867	100,000	UNF
27	PURCHASED SERVICES	7,863,484	8,497,804	7,848,338	25,054	7,873,392	(624,412)	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 2019-2020**

		COLUMN 1	COLUMN 2	COLUMN 3	COLUMN 4	COLUMN 5	COLUMN 6	COL 7
		2018-2019	2019-2020	APR 2020	CHANGE	MAY 2020	VARIANCE	FAV
LINE	CATEGORY	ACTUAL	BUDGET	FORECAST	INCR./((DECR.)	FORECAST	OVER/(UNDER)	UNF
28	5830-INTEREST	717,838	809,210	809,210	0	809,210	0	FAV
29	5910-REDEMPTION OF PRINCIPAL	3,850,000	3,750,000	3,750,000	0	3,750,000	0	FAV
30	DEBT SERVICE	4,567,838	4,559,210	4,559,210	0	4,559,210	0	FAV
31	5410-UTILITIES, EXCLUDING HEAT	667,107	696,046	644,704	(9,321)	635,383	(60,663)	FAV
32	5420-REPAIRS, MAINTENANCE & CLEANING	837,744	752,384	791,925	(1,400)	790,525	38,141	UNF
33	5611-INSTRUCTIONAL SUPPLIES	358,160	382,393	382,393	0	382,393	0	FAV
34	5613-MAINTENANCE/CUSTODIAL SUPPLIES	212,558	229,057	229,057	0	229,057	0	FAV
35	5620-OIL USED FOR HEATING	53,664	42,700	42,700	0	42,700	0	FAV
36	5621-NATURAL GAS	70,333	65,206	53,206	(4,000)	49,206	(16,000)	FAV
37	5627-TRANSPORTATION SUPPLIES	110,671	122,400	122,400	(43,000)	79,400	(43,000)	FAV
38	5641-TEXTS & DIGITAL RESOURCES	170,997	162,147	290,621	0	290,621	128,474	UNF
39	5642-LIBRARY BOOKS & PERIODICALS	22,067	21,615	21,615	0	21,615	0	FAV
40	5690-OTHER SUPPLIES	547,533	499,080	499,080	0	499,080	0	FAV
41	SUPPLIES (INCLUDING UTILITIES)	3,050,834	2,973,028	3,077,701	(57,721)	3,019,980	46,952	UNF
42	5730-EQUIPMENT - NEW	65,980	128,582	152,532	131,763	284,295	155,713	UNF
43	5731-EQUIPMENT - REPLACEMENT	206,182	121,965	433,540	0	433,540	311,575	UNF
44	EQUIPMENT	272,162	250,547	586,072	131,763	717,835	467,288	UNF
45	5715-IMPROVEMENTS TO BUILDING	350,884	133,000	133,900	40,000	173,900	40,900	UNF
45a	5715-FACILITIES CONTINGENCY	100,000	100,000	100,000	0	100,000	0	FAV
45b	TRSF. FROM FACILITIES CONTINGENCY	(100,000)	0	(100,000)	0	(100,000)	(100,000)	FAV
46	5720-IMPROVEMENTS TO SITES	14,563	81,000	74,000	0	74,000	(7,000)	FAV
47	5850-DISTRICT CONTINGENCY	150,000	150,000	150,000	0	150,000	0	FAV
47a	TRSF. FROM CONTINGENCY TO OTHER ACCTS.	(150,000)	0	(150,000)	0	(150,000)	(150,000)	FAV
48	IMPROVEMENTS / CONTINGENCY	365,447	464,000	207,900	40,000	247,900	(216,100)	FAV
49	5580-STAFF TRAVEL	15,571	25,350	25,350	0	25,350	0	FAV
50	5581-TRAVEL - CONFERENCES	26,235	37,445	37,445	0	37,445	0	FAV
51	5810-DUES & FEES	85,699	105,003	105,003	(20,000)	85,003	(20,000)	FAV
52	DUES AND FEES	127,505	167,798	167,798	(20,000)	147,798	(20,000)	FAV
53	5856-TRANSFER ACCOUNT	0	0	0	495,482	495,482	495,482	UNF
54	ESTIMATED UNSPENT BUDGETS		0	0	0	0	0	FAV
55	TOTAL EXPENDITURES	47,371,520	49,548,307	48,689,013	(104,620)	48,584,393	(963,914)	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 2019-2020**



MAY 2020

2019-2020 FORECAST

OVERVIEW

The projected unspent fund balance for this fiscal year is \$1,135,976 FAV, previously \$500,799 FAV, which appears on page 1, column 6, line 20. The forecast includes the use of the fund balance available to support end-of-year purchases for items removed from the fiscal year 2020-2021 budget request, support a portion of rebuilding of our technology infrastructure, transferring funds into the school lunch program, and reserve 1%, or \$495,482 for the capital nonrecurring fund. The end-of-year purchases include security cameras, digital whiteboards, computers, 3D printers, a cheerleading mat and other items deemed necessary either to age and condition for replacement or additional safety measures.

REVENUES BY CATEGORY

The projected yearend balance of revenues is *\$172,062 FAV, previously \$136,987 FAV*, which appears on page 2, column 6, line 22.

LINE 5 on Page 2: ADULT EDUCATION:

The forecast is based on actual State payments.

LINE 6 on Page 2: PARKING INCOME:

The forecast is based on actual, indicating a loss for refunded parking for the 4th quarter, \$8,135 UNF previously \$8,816 UNF.

LINE 7 on Page 2: INVESTMENT INCOME:

The budget is based on the expectation interest rates will remain steady and revenue will be as budgeted. *The forecast projects less interest income due to declining interest rates, \$20,000 UNF, previously \$12,291 UNF.*

<u>Month</u>	<u>Peoples United</u>	<u>State Treasurer's Investment Fund</u>
July 2019	0.393%	2.35%
August	0.395%	2.16%
September	0.397%	1.98%
October	0.390%	1.97%
November	0.397%	1.76%
December	0.395%	1.73%
January	0.390%	1.75%
February	0.390%	1.65%

March	0.395%	1.15%
April	0.394%	1.15%
May	0.396%	.806%

LINE 8 on Page 2: ATHLETICS:

The forecast is based on actual collected to date and no additional revenue, \$300 FAV.

LINE 9 on Page 2: TUITION REVENUE:

The budget is based on five tuition students. The actual tuition charged is higher than budgeted since the rate is set after the budget referendum is past. Four new tuition students enrolled in the District, including the child of a staff member at a reduced rate. The projected variance is *\$43,401 FAV* previously \$43,401 FAV as one tuition student did not enroll during September.

LINE 10 on Page 2: TRANSPORTATION INCOME:

The forecast is based on projected State payments for magnet school transportation budgeted.

LINE 14 on Page 2: SPECIAL EDUCATION GRANTS:

The current projection is based on budgeted costs for placements and transportation. This is based on a 73% reimbursement rate. *The forecast reflects estimated revenue based on the March SEDAC-G report, less high cost reimbursements projected to be \$166,068 FAV, previously \$131,213 FAV.* The changes in special education tuition expenses are based on current student services resulting in the increased revenue. Any adjustments to tuition, individual services, and transportation will impact the 2020-21 payment.

LINE 16 on Page 2: RENTAL INCOME:

The forecast is projecting to be under budget based on actual year-to-date rental uses and the closure of our buildings for rentals due to COVID19, *\$4,339 UNF, previously \$12,000 UNF.*

LINE 17 on Page 2: INTERGOVERNMENTAL INCOME:

The forecast is based on the budget for shared services agreement with the Town of Woodbridge and the Woodbridge Board of Education for technology services.

LINE 18 on Page 2: OTHER REVENUE:

The forecast is based on actual and expected to be under budget, *\$5,939 UNF previously \$5,875 UNF.*

EXPENDITURES BY CATEGORY

The projected yearend balance of expenditures is *\$963,914 FAV, previously, \$363,812 FAV* which appears on page 4, column 6, line 55.

LINE 1 on Page 3: 5111-CERTIFIED SALARIES:

The forecast is based on budget. There are still open positions and the forecast will be updated after the school year begins. *The current projection is for \$445,733 FAV previously \$439,000 FAV due to school closures and unpaid leaves. Estimates include*

\$60,000 for in-house substitutes, \$30,000 for substitute service, and \$60,000 for spring coaches, and less paid in class coverages, .

LINE 2 on Page 3: 5112-CLASSIFIED SALARIES:

The forecast is based on budget. There are still open positions and the forecast will be updated after the school year begins. *The current projection shows \$120,584 FAV previously \$93,749 FAV due to staff vacancies and updated overtime costs which are expected to be very minimal for April-June.*

LINES 4 & 5 on Page 3: 5200 & 5210-MEDICARE & FICA:

The forecast is based on the budget for current staff. *Medicare taxes are projected to be \$14,198 FAV, previously neutral, and FICA is projected to be \$3,147 UNF, previously neutral. These estimates are adjusting for reduced salaries due to COVID19.*

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

The workers' compensation premium is as budgeted and the forecast assumes the payroll audit will be as budgeted. Member equity distribution was received for \$21,494 FAV and a payroll audit rebate of \$6,769 FAV received in February, compared to a budgeted cost of \$5,000. *Total savings YTD \$33,263 FAV.*

LINES 7 on Page 3: 5255-MEDICAL AND DENTAL INSURANCE:

The forecast assumes actual claims of current employees and retirees will be the same as the budget. The projected monthly budget is based on an average of five years of claims. *Medical claims are lower, presumably due to routine office visits and medical tests being postponed. Savings are estimated at \$858,900 FAV assuming we will only utilize 80% of claims budget. If the Board approves raising the reserve temporarily to 30% for 1 year, an increase of \$229,311, to offset the expected increase in claims in FY21, the estimated balance will be \$629,579 FAV.*

CLAIMS OF CURRENT EMPLOYEES AND RETIREES

MONTH	2019-2020 ACTUAL	2019-2020 BUDGET	VARIANCE	2018-2019 ACTUAL	2017-2018 ACTUAL
<i>JUL</i>	<i>\$ 366,182</i>	<i>\$ 358,094</i>	<i>\$ 8,088</i>	<i>\$ 292,718</i>	<i>\$ 254,849</i>
<i>AUG</i>	<i>\$ 383,765</i>	<i>\$ 395,099</i>	<i>\$ (11,334)</i>	<i>\$ 282,192</i>	<i>\$ 374,433</i>
<i>SEP</i>	<i>\$ 317,685</i>	<i>\$ 323,626</i>	<i>\$ (5,941)</i>	<i>\$ 376,576</i>	<i>\$ 219,176</i>
<i>OCT</i>	<i>\$ 383,369</i>	<i>\$ 326,479</i>	<i>\$ 56,890</i>	<i>\$ 245,938</i>	<i>\$ 271,340</i>
<i>NOV</i>	<i>\$ 370,672</i>	<i>\$ 402,013</i>	<i>\$ (31,341)</i>	<i>\$ 418,110</i>	<i>\$ 353,747</i>
<i>DEC</i>	<i>\$ 403,126</i>	<i>\$ 443,211</i>	<i>\$ (40,085)</i>	<i>\$ 334,678</i>	<i>\$ 318,839</i>
<i>JAN</i>	<i>\$ 348,820</i>	<i>\$ 307,554</i>	<i>\$ 41,266</i>	<i>\$ 331,129</i>	<i>\$ 191,730</i>
<i>FEB</i>	<i>\$ 124,317</i>	<i>\$ 325,589</i>	<i>\$ (201,271)</i>	<i>\$ 384,149</i>	<i>\$ 172,313</i>
<i>MAR</i>	<i>\$ 276,832</i>	<i>\$ 351,628</i>	<i>\$ (74,796)</i>	<i>\$ 363,660</i>	<i>\$ 288,923</i>
<i>APR</i>	<i>\$ 196,735</i>	<i>\$ 335,660</i>	<i>\$ (138,925)</i>	<i>\$ 278,082</i>	<i>\$ 213,346</i>
<i>MAY</i>	<i>\$ 124,900</i>	<i>\$ 408,891</i>	<i>\$ (283,991)</i>	<i>\$ 363,382</i>	<i>\$ 343,550</i>
<i>JUN</i>	<i>\$ 316,608</i>	<i>\$ 316,608</i>	<i>\$ -</i>	<i>\$ 224,419</i>	<i>\$ 253,461</i>
TOTALS	\$ 3,613,011	\$ 4,294,451	\$ (681,440)	\$ 3,895,033	\$3,255,706

ACTUAL/FORECAST CLAIMS AS A PERCENTAGE OF EXPECTED CLAIMS

2015-2016 ACTUAL	2016-2017 ACTUAL	2017-2018 ACTUAL	2018-2019 ACTUAL	2019-2020 FORECAST
99.9%	85.2%	72.1%	92.2%	84.1%

Note: 2019-2020 FORECAST of projected claims for this fiscal year as a percentage of expected claims is based on actual year-to-date claims plus budgeted claims for the remainder of the year divided by expected (budgeted) claims.

**FEES OF CURRENT EMPLOYEES AND RETIREES
(Stop-Loss Premiums, Network Access Fees, and Other Fees)**

MONTH	2019-2020 ACTUAL	2019-2020 BUDGET	VARIANCE	2018-2019 ACTUAL	2017- 2018 ACTUAL
<i>JUL</i>	\$ 65,692	\$ 78,882	\$ (13,190)	\$ 63,793	\$ 84,939
<i>AUG</i>	\$ 62,661	\$ 83,717	\$ (21,056)	\$ 60,070	\$ 96,820
<i>SEP</i>	\$ 46,307	\$ 73,957	\$ (27,650)	\$ 63,599	\$ 73,886
<i>OCT</i>	\$ 70,245	\$ 77,716	\$ (7,471)	\$ 63,213	\$ 85,237
<i>NOV</i>	\$ 59,406	\$ 52,886	\$ 6,520	\$ 71,815	\$ 58,958
<i>DEC</i>	\$ 62,365	\$ 47,488	\$ 14,877	\$ 70,016	\$ 45,657
<i>JAN</i>	\$ 73,157	\$ 46,861	\$ 26,296	\$ 78,786	\$ 45,850
<i>FEB</i>	\$ 57,592	\$ 46,138	\$ 11,453	\$ 66,033	\$ 45,666
<i>MAR</i>	\$ 58,624	\$ 40,994	\$ 17,630	\$ 38,918	\$ 45,850
<i>APR</i>	\$ 57,573	\$ 46,953	\$ 10,620	\$ 69,321	\$ 46,217
<i>MAY</i>	\$ 56,459	\$ 46,271	\$ 10,188	\$ 76,505	\$ 46,034
<i>JUN</i>	\$ 45,507	\$ 45,507	\$ -	\$ 72,044	\$ 46,401
TOTALS	\$ 715,587	\$ 687,370	\$ 28,217	\$ 794,113	\$ 721,515

LINE 9 on Page 3: 5260-LIFE INSURANCE:

The forecast is based on the current staff.

LINE 10 on Page 3: 5275-DISABILITY INSURANCE:

The forecast is based on the current staff.

LINE 12 on Page 3: 5281-DEFINED CONTRIBUTION RETIREMENT PLAN:

Based on last year's expenditures this account is expected to be over budget. The current forecast projects this account will be **\$26,738 UNF** previously \$26,738 UNF over budget due to changes in staffing.

LINE 15 on Page 3: 5290-UNEMPLOYMENT:

The forecast is an estimate of 20 substitutes collecting 16 weeks, \$101,400 UNF, previously, \$146,400 UNF. We have only been invoiced for claims through March 31st at this time.

LINE 19 on Page 3: 5327-DATA PROCESSING:

The District uses Munis and Frontline to manage employee attendance, substitute coverage and payroll. There is significant duplicate data entry from the onboarding process, years of service, and termination of an employee. Communications between the systems is manual export of data, manipulation and upload, or manual input depending on the task. PSST software is designed to make the transfer of data seamless between the programs. We have spoken with our counterparts in other Districts that use the same products and went on a site visit to view the software implemented. Providing an online onboarding process is needed even more with the COVID-19 environment. This item has been requested for the past two years in the budget process. We are working with Munis to analyze our payroll procedures and it is clear we would benefit from having this software bridge our processes. The total cost is \$14,127 UNF including implementation of \$6,500. A transfer is requested this month.

LINE 20 on Page 3: 5330-PROFESSIONAL TECHNICAL SERVICES:

Savings estimated due to COVID-19 include officials for spring sports reduced, \$6,000 FAV, athletic training services eliminated for May and June, \$12,416 FAV, SRO at the high school not assigned for portion of March through the end of the year, \$30,055 FAV offset by requested transfers for special education coverage, professional services, architect and engineering, net \$72,943 UNF

LINE 22 on Page 3: 5510-PUPIL TRANSPORTATION:

Special Education Transportation is projecting a \$50,758 FAV balance, previously \$7,757 UNF. Other transportation is forecasted under budget by \$134,408 FAV. The forecast reflects a reduction in field trips for the remainder of the year and athletic trips for 2/3 of the season. Purchase orders are under review and more orders will be cancelled increasing the savings. A memorandum of understanding was reached with the owner/operators for days school is closed due to COVID-19. The base contract for bus transportation was reduced, \$2,647 per contract. There are 22 full contracts resulting in a total credit of \$58,237.

LINE 23 on Page 3: 5521-GENERAL LIABILITY INSURANCE: Student Accident insurance renewed at a flat rate, saving \$4,054 FAV.

LINE 24 on Page 3: 5550-COMMUNICATION:TEL, POST, ETC:

E-Rate funding was approved for the current fiscal year. The District is receiving discounted invoices for the CEN service provided by the State of Connecticut - \$15,480 FAV. The forecast includes an estimate of \$10,000 UNF to cover the cost of a bond referendum for all 3 towns. Only the District's cost was budgeted. \$5,480 FAV, previously \$15,480 FAV.

LINE 25 on Page 3: 5560-TUITION EXPENSE:

Tuition is currently forecasted to have a \$561,782 FAV previously, \$632,709 FAV variance. The forecast is based on current students and their placements. Payments for tuition are under review to determine remaining balance. The Director of Pupil Services is discussing with providers the continuation of services through distance learning and the ability to provide the previously agreed upon additional supports if applicable.

Tuition for the vo-ag schools has a projected variance of *\$49,027 FAV, previously \$49,027 FAV.*

	FY15-16 ACTUAL	FY16-17 ACTUAL	FY17-18 ACTUAL	FY18-19 ACTUAL	FY19-20 BUDGET	FY19-20 FORECAST
Sound	4	3	4	6	7	6 (6)
Trumbull	3	3	6	4	4	4
Nonnewaug	3(5) ^a	3	4	6	4	5(5)
Common Ground Charter HS	1	1	0	0	0	0
ACES Wintergreen Magnet	0	0	0	0	0	0
King Robinson Magnet	1	1	0	0	0	0
Engineering Science Magnet	0	0	1	0	0	0
Highville Charter School	0	0	1	0	0	0
Totals	12(14)	11	16	16	15	15(15)

Note ^a: Two students left on April 15, 2016.

ECA is projected variance *to be on budget, previously on budget* due to a change in enrollment.

	FY15-16 ACTUAL	FY16-17 ACTUAL	FY17-18 ACTUAL	FY18-19 ACTUAL	FY19-20 BUDGET	FY19-20 FORECAST
ECA	22	15	19	24	20	20(20)

Public (ACES) and private out-of-district placements are currently less than anticipated, \$512,755 FAV previously \$583,682 FAV but typically there are many changes during the year.

	FY15-16 ACTUAL	FY16-17 ACTUAL	FY17-18 ACTUAL	FY18-19 ACTUAL	FY19-20 BUDGET	FY19-20 FORECAST
Public SPED	6	8	8	11	9	8(7)
Private SPED	26	27	20	22	24	18 (18)
Totals	32	35	28	33	33	26(25)

LINE 26 on Page 3: 5590-OTHER PURCHASED SERVICES:

The forecast includes a transfer into the cafeteria fund to cover repair and maintenance of equipment, software, and losses to the program. The current estimate is \$125,000 UNF. *There is a transfer requested this month for \$100,000 UNF.*

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

The 2019-2020 budget for electricity assumes the use of 3,396,770 kilowatt hours at an average price of \$0.1834 per kilowatt hour, or a cost of \$622,967. *The usage is projected to be 3,170,524 kwh at a cost of \$0.1768/kwh for a projected surplus of \$62,418 FAV previously \$48,097 FAV.*

ELECTRICITY (KILOWATT HOURS)

MONTH	2019-2020 FORECAST	2019-2020 BUDGET	VARIANCE	2018-2019 ACTUAL	2017-2018 ACTUAL
<i>JUL</i>	<i>306,744</i>	269,018	<i>37,726</i>	104,580	259,046
<i>AUG</i>	<i>298,187</i>	304,346	<i>(6,159)</i>	152,275	286,777
<i>SEP</i>	<i>255,198</i>	332,452	<i>(77,254)</i>	314,178	285,740
<i>OCT</i>	<i>294,827</i>	286,440	<i>8,387</i>	271,919	280,876
<i>NOV</i>	<i>243,754</i>	273,758	<i>(30,004)</i>	249,759	259,631
<i>DEC</i>	<i>250,944</i>	273,807	<i>(22,863)</i>	247,237	272,198
<i>JAN</i>	<i>266,227</i>	277,778	<i>(11,551)</i>	274,992	266,633
<i>FEB</i>	<i>251,802</i>	287,065	<i>(35,263)</i>	263,959	267,529
<i>MAR</i>	<i>217,683</i>	281,604	<i>(63,921)</i>	248,762	254,042
<i>APR</i>	<i>232,983</i>	279,004	<i>(46,021)</i>	262,037	268,701
<i>MAY</i>	<i>284,892</i>	284,892	-	276,658	226,981
<i>JUN</i>	<i>246,606</i>	246,606	-	91,898	226,863
Totals	<i>3,149,847</i>	<i>3,396,770</i>	<i>(246,923)</i>	<i>2,758,254</i>	<i>3,155,017</i>

Note: 2019-2020 Actual Kilowatt Hours shown in bold italics.

The budget assumes there will not be a Load Shed credit.

The budget for propane is \$2,250. *The forecast is \$2,652 which is \$402 UNF.*

The budget for water is \$45,829. *The forecast projects these charges will be over budget by \$5,000 UNF.*

Sewer costs are budgeted at \$25,000. The forecast projects usage at \$21,353 or *\$3,647 FAV previously, \$3,647 FAV* after fuel cell credits of \$2,709 and revised quarterly charges were calculated.

DEGREE DAYS

There are 4,083 degree days to date compared to 3,996 last year at this time.

LINE 32 on Page 4: 5420-REPAIRS & MAINTENANCE:

A lift in the auto shop at Amity Regional High School failed inspection. The lift is obsolete. The cost of a new lift is \$6,241 UNF and a transfer was approved in September from the facilities contingency account. The well at Bethany Middle School developed a problem with the pressure tank. The system needs to be updated to a pump and VFD

system. The plans have been approved by the State. A transfer request was approved in October for \$49,500 to cover the replacement. Transfers totaling \$11,100 UNF were approved for Bethany and Orange Middle School as repairs are running higher than usual. Chiller repairs, tree removal, removing sludge in the boiler, and generator repairs are a few examples. Bills for snow removal year-to-date are \$40,200, the budget is \$67,500. Forecast currently indicating budget for snow removal will be under budget \$27,300 FAV.

LINE 35 on Page 4: 5620-OIL:

Budget for the year is \$42,700. This is for a total of 20,000 gallons of heating oil at \$2.06 per gallon.

LINE 36 on Page 4: 5621-NATURAL GAS:

Budget for the year is \$65,206. The account is expected under budget **\$16,000 FAV** *previously projected at \$12,000 FAV*; the fuel cell heat exchanger is performing properly.

LINE 37 on Page 4: 5627-TRANSPORTATION SUPPLIES:

The District saved on fuel for the year when the busses stopped transporting students. \$43,000 FAV.

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

Two transfers were approved in January to support purchasing texts for math: statistics class and science: physics classes. The text can be used now and this will offset the increase to the 2020-21 budget. The AFC approved removing \$118,903 from the fiscal year 2020-2021 budget in order to reduce the increase. This month's forecast assumes the Board of Education will also approve that reduction to the budget. The \$118,203 increase is to purchase texts and digital licenses for World Language at Bethany Middle School and the high school (Orange Middle School purchase is still in the 2020-21 budget); science for grade 7 at both middle schools; and psychology texts at the high school. This account is projected to be \$141,793 UNF previously \$38,590 UNF. \$15,000 approved earlier this year for a statistics texts is not needed. The staff reviewed the newest edition in March and found the revisions were not significant enough to warrant purchasing new texts. Budget transfers were requested last month. Psychology texts are not ready to be ordered, so the World Language at Orange will be ordered instead. The account will have a **\$128,474 UNF** balance.

LINE 42 on Page 4: 5730-EQUIPMENT NEW:

The high school was scheduled for 1:1 implementation for the next school year when the COVID-19 pandemic put us into an immediate distance-learning environment this year. We have revisited our implementation schedule to suit our current needs. The original plan was to lease teacher devices and student devices for grade 9 and 10 starting July 1, 2020. There is an expectation that there may be a continuation of distance learning in some format during the next school year. We need to be better prepared for a second wave and any closure ordered. We are recommending we use the funds in next year's budget to include grade 11 student laptops to better serve the students and use the end-of-year funds to purchase the teacher laptops. Our laptop loaner program demonstrated the care teachers take of a device assigned to them. It is our expectation we will get more than 3 years life from the device and it will be more cost-effective to purchase the devices for teacher use. The forecast includes the purchase of 175 teacher

devices for \$131,763 UNF, total for the account with previously approved end-of-year purchases is \$155,713 UNF.

LINE 43 on Page 4: 5731-EQUIPMENT REPLACEMENT:

Shaun DeRosa, the Director of Technology requested proposals for updating the current infrastructure across the District. A walk-through was held on January 28, 2020 and bids were due on February 19, 2020. Eight vendors attended the walk-through and six vendors submitted proposals. The Board approved awarding the bid to TBNG Consulting at a price of \$1,477,750. Some items are eligible for e-rate funding and will be part of a five-year lease purchase option and \$300,000 of the ineligible items will be purchased with end-of-year funds. The e-rate application and lease terms will be finalized once the vendor is awarded the contract. The account will be \$300,000 UNF over budget. The District Administration is reviewing the most advantageous way to finance the project.

LINE 45a on Page 4: 5850-FACILITIES CONTINGENCY:

The budget includes a \$100,000 contingency for unplanned, necessary facility expenditures. The forecast assumes these funds will be entirely used. A lift in the auto shop at Amity Regional High School failed inspection. The lift is obsolete. The cost of a new lift is \$6,241 UNF and a transfer was approved in September. The well at Bethany Middle School developed a problem with the pressure tank. The system needs to be updated to a pump and VFD system. The plans have been approved by the State. There was a transfer request in October for \$49,500 to cover the replacement. A transfer this month is requested for engineering services for the upcoming HVAC projects, \$9,000 UNF. Building control upgrades, security cameras and window film at each middle school were removed from the 2020-21 budget request to lower the increase. There is no transfer needed for the controls, the amount is \$9,950 per school. Transfers were approved in May for additional security cameras and film, bringing the current balance to \$0 FAV.

LINE 47 on Page 4: 5850-CONTINGENCY:

The budget includes a \$150,000 contingency for unplanned, necessary expenditures. The forecast assumes these funds will be entirely used. \$20,000 UNF was transferred in December to cover design work for the approved athletic facility projects. Several textbook requests were removed from the 2020-21 budget request in order to lower the budget. The texts are being purchased now using some funds in the textbook accounts and \$89,884 from contingency. An additional \$41,000 for design and engineering work for the athletic projects was approved, \$26,521 from contingency and \$14,479 from athletics. This amount will be reduced from the pending bond sale, lowering the new debt assumed by the District. \$13,595 was approved to support security cameras, which will leave a \$0 balance in contingency.

APPENDIX A

COST SAVINGS AND EFFICIENCIES FOR FISCAL YEAR 2019-2020

TOTAL ANNUAL SAVINGS TO-DATE OF: \$43,497

\$11,319 Cable Advisory Grant: One of the high school teachers, Jeremy Iverson, applied for and received a grant from Cable Advisory Grant. The grant is to be used to purchase production equipment for the film courses and production room. This reduces the amounts that would be funded through the general fund.

\$ 2,600 Adult Education Shared Agreement: The Director of Finance & Administration negotiated a lower rate for the mandated high school equivalency and English as a Second Language programs sponsored by Hamden Public Schools.

\$23,250 E-Rate Credits: The District's application for E-Rate credits is approved. The amount reflects discounted invoices for the CEN – state provided internet connection.

\$1,428 Invoice Review – Tracy Daigle, Facilities Coordinator, relentlessly pursued our service contract pricing for elevator service with Kone. Due to her diligence and knowledge of US Communities contract rates, she saved the District \$1,428 on recent service calls as they were billed at the incorrect rate.

\$3,500 Re-purposed Materials: There was a request for adding a second actor preparation area in the green room of the auditorium at Amity Regional High School. In-house personnel re-purposed counters, electrical strips, and brackets from other areas of the District and installed all items. The savings estimated by re-purposing over buying new is \$3,500.

\$1,400 Trash: Jim Saisa contacted our trash company and asked to reduce the number of trash pickups per week. We had to increase the number of recycling pickups at Orange due to the amount of lunches being made there. The net savings will be approximately \$1,400 to the District.

There is a detailed history of the District's efforts to save dollars and operate efficiently. This information is posted on the District's website:

- Energy Savings Initiatives for the past decade
<http://www.amityregion5.org/boe/sub-committees/finance-committe>
- District recognized CQIA Innovation Prize for Fostering a District Culture of Maximizing Cost Savings and Efficiencies
<http://www.amityregion5.org/boe/sub-committees/finance-committee2>
- Fiscal Year 2018-2019 - \$52,451 <https://www.amityregion5.org/boe/sub-committees/finance-committee>

- Fiscal Year 2017-2018 – \$746,688 <https://www.amityregion5.org/boe/sub-committees/finance-committee>
- Fiscal Year 2016-2017 – \$595,302 <http://www.amityregion5.org/boe/sub-committees/finance-committee>
- Fiscal Year 2015-2016 – \$125,911 <http://www.amityregion5.org/boe/sub-committees/finance-committee>
- Fiscal Year 2014-2015 – \$139,721 <http://www.amityregion5.org/boe/sub-committees/finance-committee>

APPENDIX B

MONTHLY FORECASTS: PURPOSE, METHODOLOGY, HISTORICAL

PURPOSE & METHODOLOGY:

A forecast is a prediction or estimate of future events and trends. **It is only as good as the data available and the assumptions used.** We use current information and past history.

There are many factors, which can significantly impact expenditures, both positively and negatively (e.g., staff turnover, vacancies and leaves-of absence; medical and dental insurance claims when self-insured; special education expenditures; major facility repairs; snow removal).

To illustrate, a special education student could move into the District in mid-year and the cost impact could be over \$100,000 and/or we could have a 'bad claims year' and wipe out the Self Insurance Reserve Fund and need other funds to cover claims of current employees and retirees. If we do not have available funds to cover these and other potential shortfalls, the necessity to seek additional funding from the public would be our only option (as only the towns have a fund balance from prior years available to use in the case of an emergency).

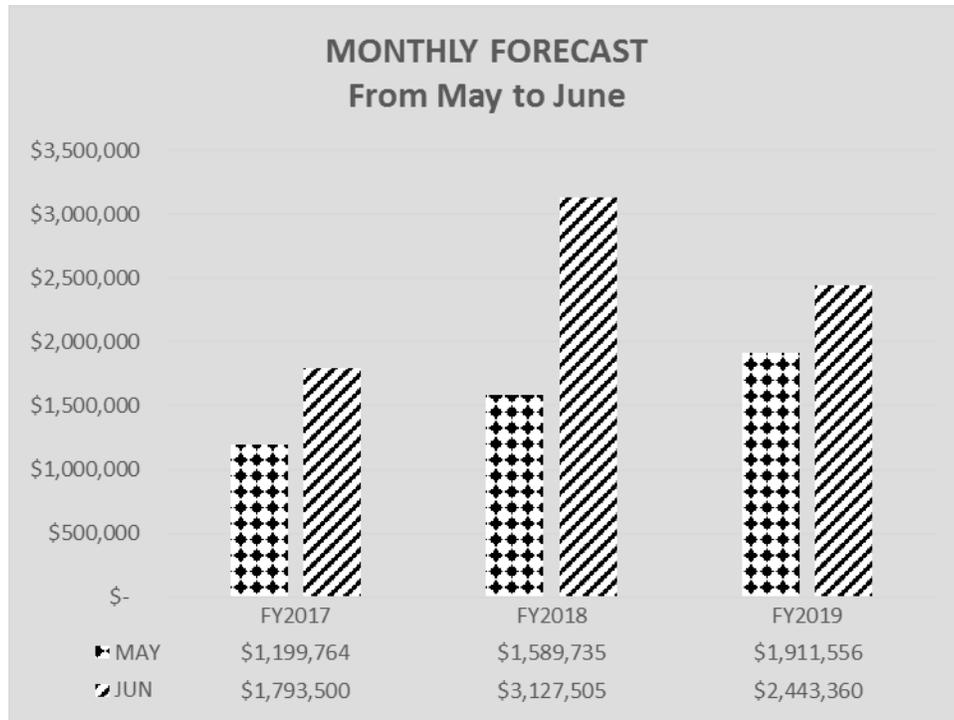
Revenues can be most impacted by decisions made at the State level for Special Education and Transportation grants. We have seen the reimbursement rate change in mid-year.

Prudent financial management is necessary. We need to be sure the total expenditures budget is never overspent (and may need to be underspent if revenues are below budget because total expenditures cannot exceed total revenues). It is imperative we 'hold back' on spending any of the Contingency Account until it is absolutely necessary or we are close to yearend. The Superintendent of Schools and Director of Finance and Administration review and approve or deny all purchase orders. We are careful to make sure funds are only spent when necessary and not just because 'it is in the budget'. We are constantly faced with the 'what-ifs' of over expenditures in certain accounts. We need to be sure there are sufficient funds available. As a result, the fund balance has been larger towards the end of the fiscal year.

Furthermore, the monthly forecasts are based on the information available. We have had large, unexpected or highly unpredictable events at the end of the fiscal year (mostly of a positive nature), which have significantly change the forecast from May to June.

HISTORICAL:

The chart below depicts the yearend balance projected in May and June of each of the past three fiscal years.



The major contributors of the significant change from the May to June forecasts are detailed below.

FY2017:

The audited fund balance for 2016-2017 is \$1,793,498. The monthly forecast for May projected a fund balance of \$1,199,764, which included \$345,000 for Capital Reserve. The change is \$593,736 higher than the prior month's forecast.

- **\$231,098:** Certified and classified salaries were lower than forecasted. It is not until the end of the fiscal year when we know the actual expenditures for coverages, substitutes, leaves of absences, overtime, and pay docks. We use conservative estimates in the forecasts based on past history.
- **\$129,651:** Purchased services were lower than forecasted. Athletics held fewer home contests, did not have a need for assistant coaches in a few middle school sports and cheerleading did not field a squad. Interns were fewer than budgeted.

Less than anticipated need for psychiatric consults and other consultants at PPTs. Transportation for field trips, athletics contests, and special education were lowered than expected.

- **\$76,592:** Supply accounts were under budget. These accounts include general instructional supplies, texts, library materials, transportation and maintenance supplies, and repair and maintenance accounts. Staff monitor budgets closely during the year and spend very conservatively. The staff does not attempt to “zero out” accounts but purchase what is needed at the best possible price.
- **\$54,302:** Utilities expenses were lower than anticipated. Electricity usage was lower than forecasted. The final invoice comes in July and the cooler temperatures saved on air conditioning costs. Fuel for bus drivers was not fully expended. Bus drivers have until June 30th to take fuel and the towns bill in the next 4 -6 weeks. Not all the fuel was taken though the forecast assumed all fuel would be used.

FY2018:

The audited fund balance was \$3,127,505. The monthly forecast for May 2018 projected a fund balance of \$1,589,735, or **\$1,537,770 higher than the prior month’s forecast**. The major reasons for the significant increase in the yearend fund balance from one month to the next month were, as follows:

- **\$96,914:** Certified and classified salaries were lower than forecasted. It is not until the end of the fiscal year when we know the actual expenditures for coverages, substitutes, leaves of absences, overtime, and pay docks. We use conservative estimates in the forecasts based on past history.
- **\$21,583:** Special education transportation and tuition expenditures were lower than forecasted. The May forecast included the possible changes to outplacements and hospitalizations that did not occur.
- **\$741,387:** Medical & dental claims were lower than expected. Since we are self-insured, actual claims are not known until the end of the fiscal year. Based on actual claims, we returned these funds to the member towns.
- **\$129,529:** Lower legal expenses, speech therapy and occupational therapy professional services than anticipated.
- **\$25,989:** As part of the yearend processing, unspent encumbrances are eliminated.
- **\$10,299:** Final grant payments for Special Education and Transportation are not known until the end of the fiscal year.

FY2019:

The audited fund balance is \$2,033,027. The monthly forecast for May 2019 projected a fund balance of \$1,502,297 which included \$409,259 designated for security projects. The change is **\$531,804 higher than the prior month’s forecast**. The major reasons for the

significant increase in the yearend fund balance from one month to the next month were, as follows:

- **\$57,653:** Certified and classified salaries were lower than forecasted. It is not until the end of the fiscal year when we know the actual expenditures for coverages, substitutes, leaves of absences, overtime, and pay docks. Many unpaid leaves occur at the end of the school year. We use conservative estimates in the forecasts based on past history.
- **\$137,507:** Medical & dental claims were lower than expected. Since we are self-insured, actual claims are not known until the end of the fiscal year.
- **\$150,147** Purchased services were lower than forecasted. There were fewer interns than budgeted. Less than anticipated need for psychiatric consults and other consultants at PPTs. Less need for printed materials, postage, changes in special education transportation and athletic rentals were less than anticipated.
- **\$82,370:** Fuel costs for busses were less than anticipated. Repairs and maintenance costs for accounts other than facilities were down. Instructional supplies were less than anticipated.

APPENDIX C

RECAP OF 2016-2017

Return Unspent Fund Balance:

The cancellation of 2015-2016 encumbrances of \$25,133 was returned to the Member Towns. We encumber funds for goods and services received by June 30th but not yet billed. In some cases, the estimated amount encumbered varies from the actual invoice (e.g., utility bill; water bill) and we do not need to spend the entire encumbrance. Once the audit was final for 2016-2017, the funds were returned.

<i>Bethany</i>	<i>\$ 5,232</i>
<i>Orange</i>	<i>\$ 12,415</i>
<i>Woodbridge</i>	<i><u>\$ 7,486</u></i>
<i>Total</i>	<i>\$ 25,133</i>

The audited fund balance for 2016-2017 is \$1,793,498. The source of the available funds is described below.

FINANCIAL MANAGEMENT: **\$ 246,520**

Our efforts to foster a District culture of finding cost savings and efficiencies has been successful producing savings of \$55,152. Utilities for electricity, heating oil and natural gas were below budget by \$191,368 due to many conservation efforts and price negotiations.

SPECIAL EDUCATION (NET) **\$ 477,890**

These accounts are extremely difficult to forecast. As examples, special need students can be hospitalized; move into the district or leave the district at any time; withdraw from Amity and enroll in Adult Education. Several students who were budgeted to be outplaced were not for a number of reasons. Some transportation needs were coordinated with the elementary districts to reduce the number of singletons on busses for outplacements. Any one of these events can have a significant impact, positive or negative, on the District's special education expenditures. The State reimbursement rate fluctuates throughout the year. Expenses were down \$790,238 which reduced revenue by \$477,890. The budget forecasted 70% reimbursement rate and the final rate was 76.9%.

SALARIES, MEDICAL, PURCHASED SERVICES (OTHER): **\$ 756,654**

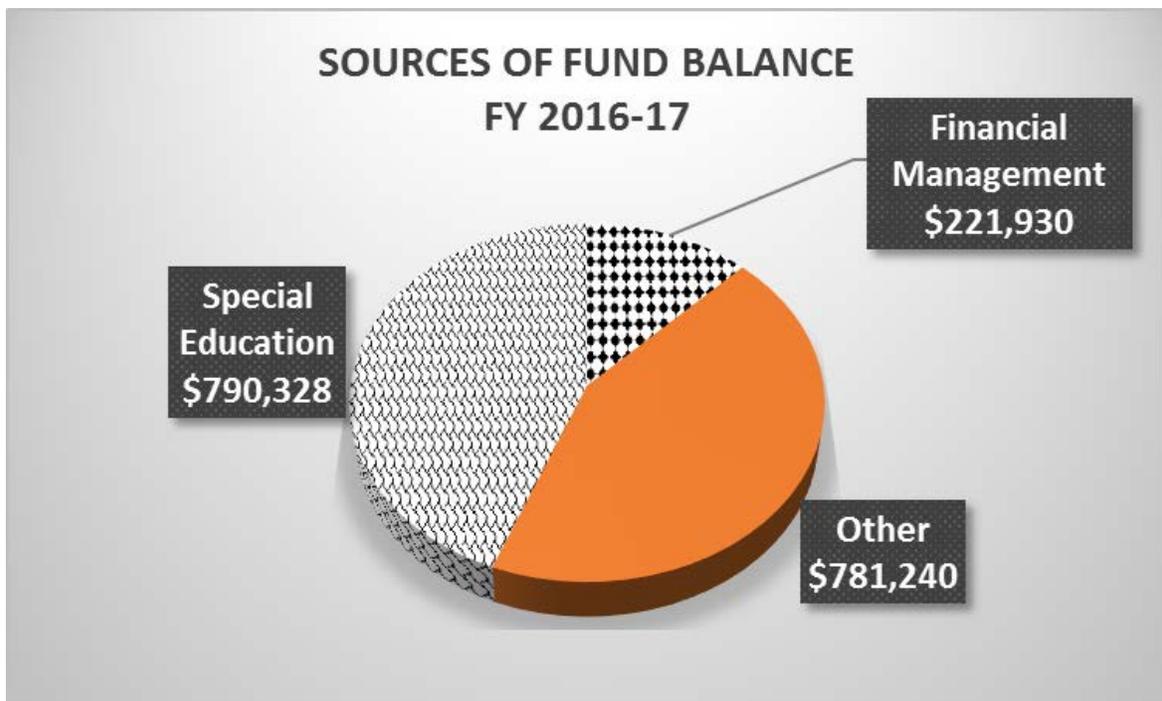
\$230,437 SALARIES (OTHER): "Turnover savings" from replacing teachers and other staff who retired or resigned is over budget and savings from unpaid leaves-of-absence. Athletic salaries were down from unfilled coaching positions at the middle school including cheerleading and several assistant coaching positions. Teacher coverages, summer work costs, substitute costs, degree changes and homebound services were less than anticipated.

\$351,480 MEDICAL (OTHER): The net balance of the medical account was under budget. Claims and fees were lower than budgeted. The savings was offset by other

components of the account including employer contributions to HSA accounts, retiree payments, and employee co-share contributions.

\$113,767 PURCHASED SERVICES (OTHER): Purchased services costs were lower due to a number of factors. There were less interns than anticipated. Fewer home athletic contests at the high school which required fewer officials, monitors, and scorekeepers; and less than anticipated need for psychiatric consults, professional's attendance at PPTs and behavior specialists' services.

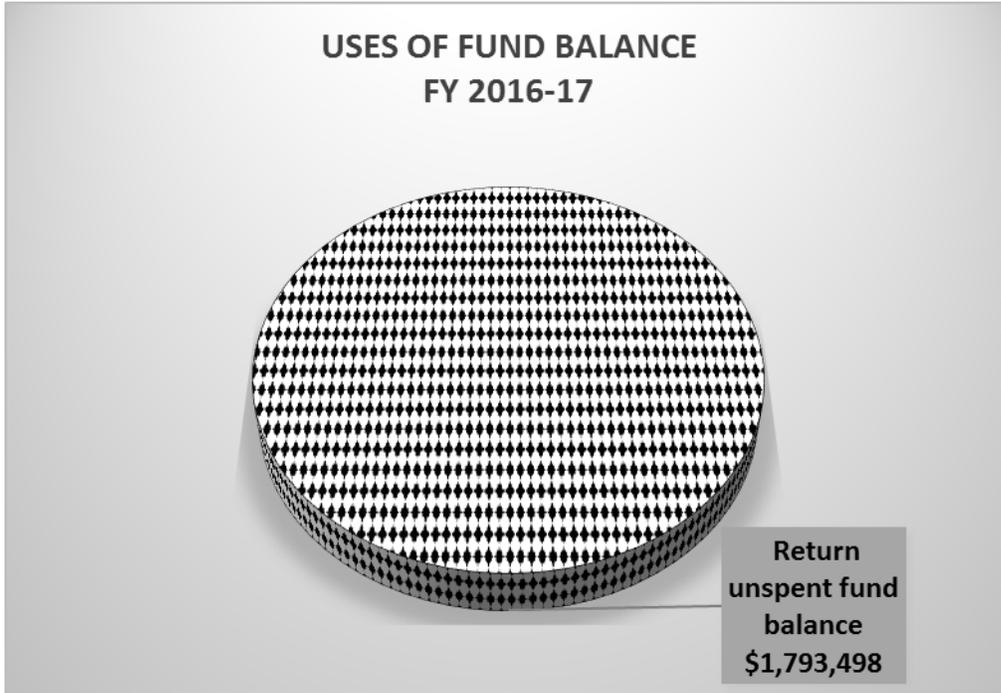
The primary sources of the fund balance are shown graphically below:



The Board of Education approved uses of the fund balance are, as follows:

1. **\$1,793,498** - Return of unspent fund balance per audit.

The uses of the fund balance are shown graphically below:



Return Unspent Fund Balance:

The *audited* unspent fund balance were returned to the Member Towns, as follows:

Bethany	\$ 365,676
Orange	\$ 874,151
Woodbridge	<u>\$ 553,671</u>
Total	\$1,793,498

APPENDIX D

RECAP OF 2017-2018

Return Unspent Fund Balance:

The cancellation of 2016-2017 encumbrances of \$86,227 was returned to the Member Towns. We encumber funds for goods and services received by June 30th but not yet billed. In some cases, the estimated amount encumbered varies from the actual invoice (e.g., utility bill; water bill, pending special education settlements) and we do not need to spend the entire encumbrance. Once the audit was final for 2017-2018, the funds were returned.

<i>Bethany</i>	<i>\$17,581</i>
<i>Orange</i>	<i>\$42,027</i>
<i>Woodbridge</i>	<i><u>\$26,619</u></i>
<i>Total</i>	<i><u>\$86,227</u></i>

The audited fund balance for 2017-2018 is \$3,127,505. The source of the available funds is described below.

FINANCIAL MANAGEMENT:

\$ 78,987

Our efforts to foster a District culture of finding cost savings and efficiencies has been successful producing savings of \$38,753. Grant money was applied for and awarded to offset the cost of the CEN for savings of \$27,440. The District applied for a grant for displaced students to due hurricanes but received the grant award notice and funds after the fiscal year ended. Restraints of the grant did not allow us to spend it after the fiscal year so it became part of the fund balance.

SPECIAL EDUCATION (NET)

\$ 996,157

These accounts are extremely difficult to forecast. As examples, special need students can be hospitalized; move into the district or leave the district at any time; withdraw from Amity and enroll in Adult Education. Several students who were budgeted to be outplaced were not for a number of reasons. Some transportation needs were coordinated with the elementary districts to reduce the number of singletons on busses for outplacements. Any one of these events can have a significant impact, positive or negative, on the District's special education expenditures. The Director of Pupil Services has been successful in establishing suitable programs for students within the District and a number of students have returned from outplacement.

OTHER:

\$ 2,052,361

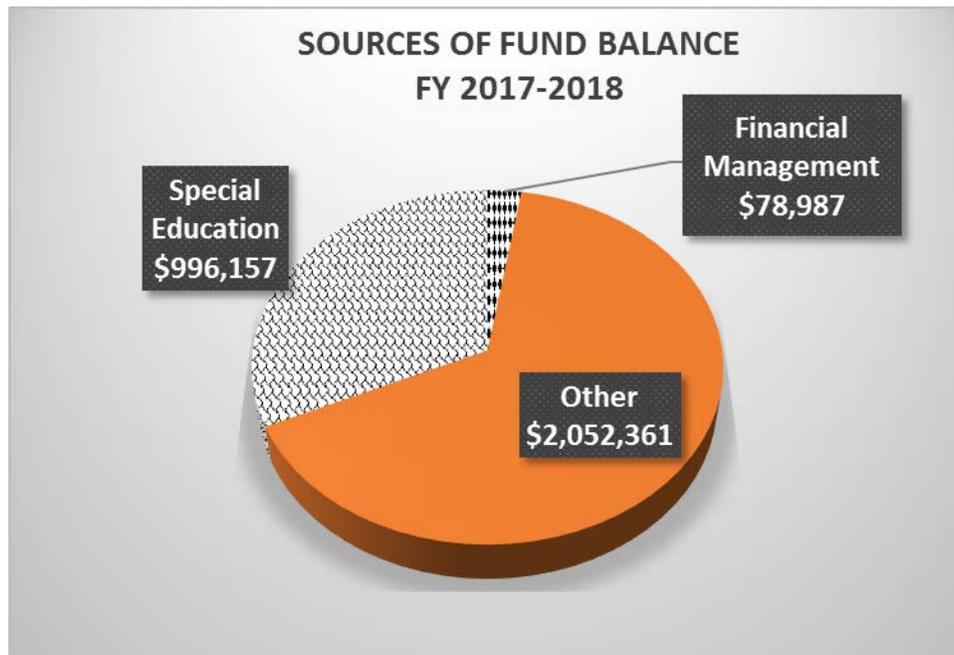
\$342,994 SALARIES (OTHER): "Turnover savings" from replacing teachers and other staff who retired or resigned is over budget and savings from unpaid leaves-of-absence. Athletic salaries were down from unfilled coaching positions at the middle school including cheerleading and several assistant coaching positions. Teacher coverages, summer work costs, substitute costs, degree changes and homebound services were less than anticipated.

\$1,395,839 MEDICAL (OTHER): The net balance of the medical account was under budget. Claims and fees were much lower than budgeted, only costing 72% of expected claims. The savings was offset by other components of the account including employer contributions to HSA accounts, retiree payments, and employee co-share contributions.

\$29,913 FACILITIES (OTHER): The Director of Facilities manages projects and supplies in a very conservative manner. Many projects were completed in-house including tuck-point repair of the field house, concrete sidewalk patches and step repair, and electrical repairs.

\$29,177 STAFF TRAVEL, CONFERENCES AND DUES & FEES: Schedule conflicts precluding some staff from attending conferences, other staff were presenters at conferences and registration fees were waived, and a few less requests from students for contest entries. The appropriate funding level for these accounts will be reviewed in the upcoming budget cycle.

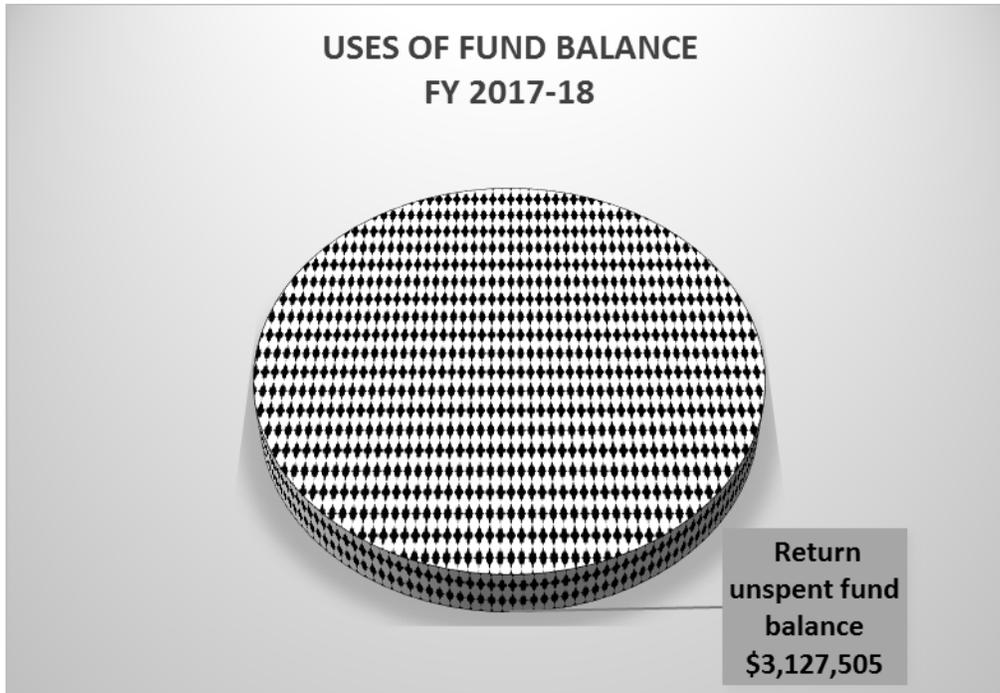
The primary sources of the fund balance are shown graphically below:



The use of the fund balance as voted on in the September 2108 AFC and BOE meetings is as follows:

1. **\$3,127,505** - Return of unspent fund balance per audit.

The uses of the fund balance are shown graphically below:



Return Unspent Fund Balance:

The audited unspent fund balance was returned to the Member Towns, as follows:

<i>Town of Bethany</i>	<i>\$ 615,493</i>
<i>Town of Orange</i>	<i>\$1,556,778</i>
<i>Town of Woodbridge</i>	<i><u>\$ 955,234</u></i>
<i>Total</i>	<i>\$3,127,505</i>

APPENDIX E
RECAP OF 2018-2019

Return Unspent Fund Balance:

The cancellation of 2017-2018 encumbrances of \$166,245 was returned to the Member Towns. We encumber funds for goods and services received by June 30th but not yet billed. In some cases, the estimated amount encumbered varies from the actual invoice (e.g., utility bill; water bill, pending special education settlements) and we do not need to spend the entire encumbrance. Once the audit was final for 2018-2019, the funds were returned.

<i>Bethany</i>	<i>\$32,717</i>
<i>Orange</i>	<i>\$82,752</i>
<i>Woodbridge</i>	<i><u>\$50,776</u></i>
<i>Total</i>	<i><u>\$166,245</u></i>

The audited fund balance for 2018-2019 is \$2,033,027 plus \$409,259 designated at year-end for security projects. The source of the available funds is described below.

FINANCIAL MANAGEMENT:

\$ 204,608

Our efforts to foster a District culture of finding cost savings and efficiencies has been successful in producing savings of \$52,451. Grant money was applied for and awarded to offset the cost of the CEN for savings of \$27,440. \$5,000 less postage used due to digital communications. The District refinanced bonds and saved \$27,738 in interest payments. The District chose leasing 1:1 mobile devices as a more cost effective and technological practice, \$108,493. The device can be kept current for curriculum needs and the District is not responsible for disposals. Computers from the current computer labs at the middle schools provided a source of replacement computers and repair parts avoiding new purchases.

SPECIAL EDUCATION (NET)

\$ 539,798

These accounts are extremely difficult to forecast. As examples, special need students can be hospitalized; move into the district or leave the district at any time; withdraw from Amity and enroll in Adult Education. Several students who were budgeted to be outplaced were not for a number of reasons. Some transportation needs were coordinated with the elementary districts to reduce the number of singletons on busses for outplacements. Any one of these events can have a significant impact, positive or negative, on the District's special education expenditures. The Director of Pupil Services has been successful in establishing suitable programs for students within the District and a number of students have returned from outplacement.

OTHER:

\$ 1,288,621

\$346,235 SALARIES (OTHER): "Turnover savings" from replacing teachers and other staff who retired or resigned is over budget and savings from unpaid leaves-of-absence. Athletic salaries were down from unfilled coaching positions at the middle school including cheerleading and several assistant coaching positions. Teacher coverages,

summer work costs, substitute costs, degree changes and homebound services were less than anticipated.

\$387,507 MEDICAL (OTHER): The net balance of the medical account was under budget. Claims and fees were slightly lower than budgeted, \$328,426, costing 92.2% of expected claims. There were some other savings with other components of the account including employer contributions to HSA accounts, retiree payments, and employee co-share contributions.

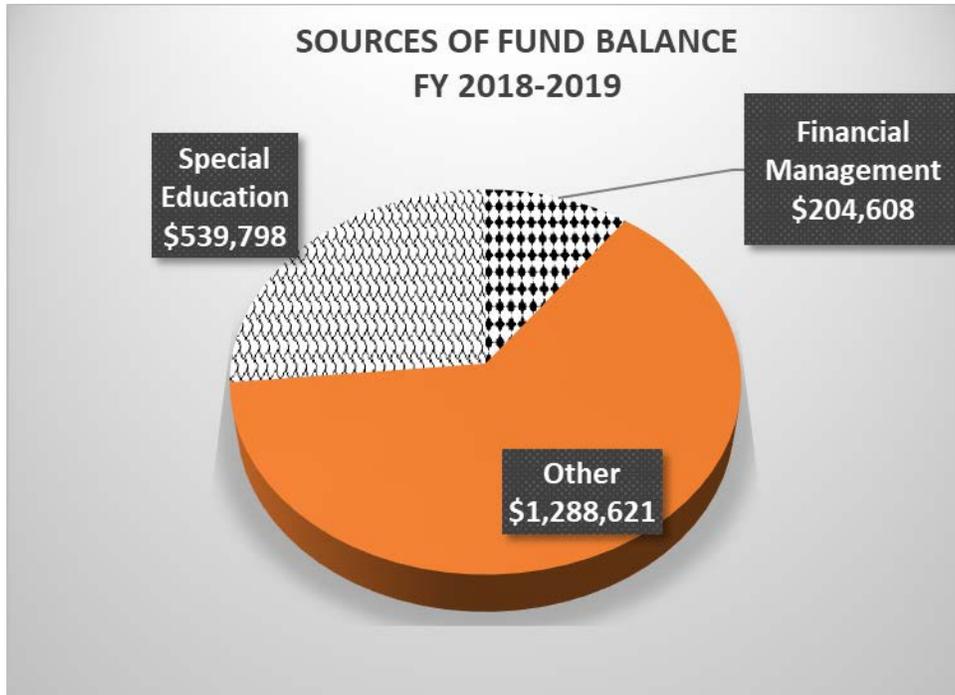
\$378,012 REVENUE: The Special Education Grant was higher than budgeted by \$224,297 based on actual special education costs and a higher reimbursement rate. The interest earned on the District's accounts was \$100,966 more than budgeted as interest rates were higher than budgeted. These accounts were adjusted for the current budget cycle, 2019-2020.

\$79,974 SUPPLIES: Instructional supplies and transportation fuel were underbudget. The transportation fuel bid price was lower than budgeted and less fuel was used with some routes being reassigned. Mid-year staff changes may have impacted the spending in some instructional supply accounts. These areas were reviewed during the 2019-2020 budget and will be reviewed again during the upcoming budget process.

\$39,009 RENTALS: Athletic rentals were down \$19,552 due to lower ice rentals contract negotiated with new venue and the Town of Orange pool was being upgraded and was not available for part of the year. Another facility was used at lower cost. Special education rental of lease space was lower than anticipated and partially covered by a grant, \$17,400.

\$39,934 STAFF TRAVEL, CONFERENCES AND DUES & FEES: Schedule conflicts precluding some staff from attending conferences, grants funded some conferences, new staff attended fewer conferences and a few less requests from students for contest entries. The appropriate funding level for these accounts will be reviewed in the upcoming budget cycle.

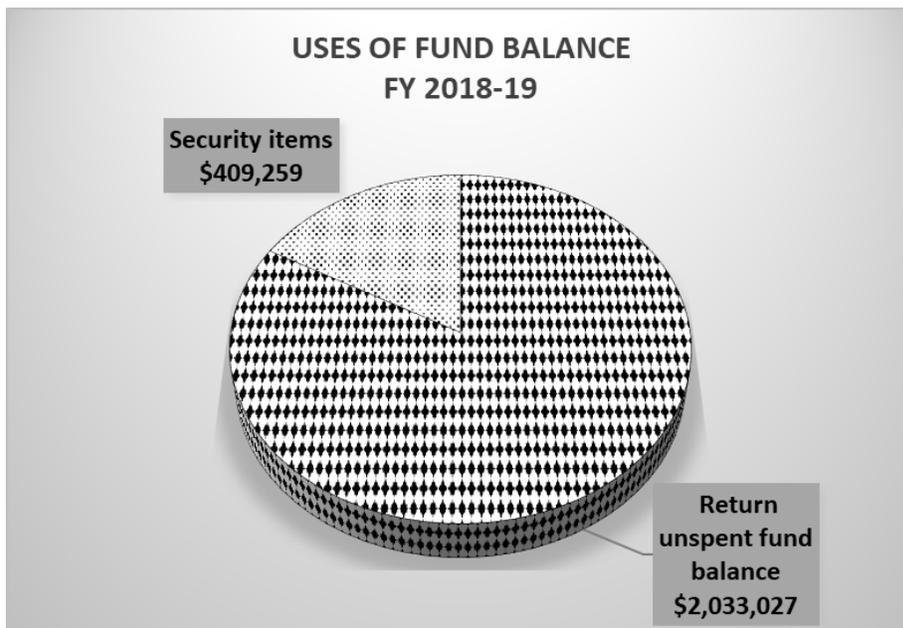
The primary sources of the fund balance are shown graphically below:



The use of the fund balance is proposed to return to the member towns:

1. **\$409,259** was designated in June 2019 for security projects
2. **\$2,033,027** - Return of unspent fund balance upon audit completion.

The uses of the fund balance are shown graphically below:



Return Unspent Fund Balance:

The final audited unspent fund balance was returned to the Member Towns, as follows:

<i>Town of Bethany</i>	<i>\$ 392,171</i>
<i>Town of Orange</i>	<i>\$1,020,173</i>
<i>Town of Woodbridge</i>	<i><u>\$ 620,683</u></i>
<i>Total</i>	<i>\$2,033,027</i>

AMITY REGIONAL SCHOOL DISTRICT NO. 5

Bethany Orange Woodbridge
25 Newton Road, Woodbridge Connecticut 06525



Kathleen Kovalik
4801
Assistant Director of Finance and Administration
4864

Phone (203) 397-

Fax (203) 397-

To: Dr. Jennifer P. Byars, Superintendent of Schools
From: Kathleen Kovalik, Assistant Director of Finance and Administration
cc: Theresa Lumas, Director of Finance and Administration
Re: Food Service Management Contract Amendment
Date: May 29, 2020

I am recommending that the Board of Education extend its contract to operate the food service program for the year 2020-2021 with Compass Group, USA, Inc. (Chartwells). The District is entering the fifth year of a five-year contract with Chartwells. The State Department of Child Nutrition reviews and approves a food service bid documents, contract language and amendments. The amendment was approved at the State level and must be fully executed prior to July 1. The amendment proposes a negotiated 2.5% increase, which is less than the maximum allowed based on the consumer price index (CPI) per the original agreement. The increase applies to the Management Fee rate and the Administrative Fee rate.

“Section 12.11(C) is being amended to reflect that Chartwells Management Fee shall be a flat rate of Two Thousand Two Hundred and Fifty-Seven Dollars and Eighty Cents (\$2,257.80) per month for 10 months (September through June).

This increase is based on Section 12.11(G) of the Agreement permitting the CPI adjustment of 2.5%, or \$55.07 added to the existing Management Fee of \$2,202.73.

Section 12.11(D) is being amended to reflect that Chartwells Administrative Fee shall be a flat rate of Eight Thousand Two Hundred and Seventy Dollars and Fifty Six Cents (\$8,270.56) per month for 10 months (September through June).

This increase is based on Section 12.11(G) of the Agreement permitting the CPI adjustment of 2.5%, or \$201.72 added to the existing Administrative Fee of \$8,068.84.”

For Amity Finance Committee:

Move to recommend that the Amity Board of Education award a one-year contract extension for 2020-2021 to Compass Group, USA, Inc. (Chartwells) per the proposed Amendment and the Director of Finance and Administration is authorized to sign the Amendment.

For Amity Board of Education:

Move to award a one-year contract extension for food service operations for 2020-2021 to Compass Group, USA, Inc. (Chartwells) per the proposed Amendment and the Director of Finance and Administration is authorized to sign the Amendment.

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



Theresa Lumas
Director of Finance and Administration
terry.lumas@amityregion5.org

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

To: Dr. Jennifer Byars, Superintendent of Schools

From: Theresa Lumas, Director of Finance and Administration

Re: Award of Contracts of \$35,000 or More FISCAL YEAR 2020-2021

Date: June 1, 2020

I recommend the following contracts over \$35,000 be awarded by the Amity Board of Education and waive the bid process as outlined in the Board's Policy on purchasing procedures:

1. District Chiller Maintenance Contract:

I am recommending the Amity Board of Education award year one of a three contract for the district chiller maintenance to Trane Building Services.

Trane Building Services provides preventive maintenance and seasonal service on the Trane chillers at our three schools. Trane has provided these services on the chillers since they were installed fourteen years ago. This contract is proprietary since it is Trane equipment, and Trane has done a good job supporting and servicing our equipment.

Amity Finance Committee:

Move to recommend the Amity Board of Education approve –

Amity Board of Education:

Move to award –

...the district chiller maintenance contract to Trane Building Services (local Trane office in Rocky Hill, Connecticut) for the first year of a three-year contract commencing July 2020, through June 2021, for \$13,894.00. The total of the three-year contract is \$42,949.00. This is a sole source vendor for the District's Trane equipment, and thereby, the sealed bid requirements are not required. The Board reserves the right to cancel the contract if Trane Building Services fails to perform in a satisfactory manner.

2. Siemens Building Controls:

The District has been using Siemens Industry, Inc. for servicing of the building controls at Amity Regional High School. This is a sole source vendor. The first year of an annual contract is \$28,166.00.

Amity Finance Committee:

Move to recommend the Amity Board of Education approve –

Amity Board of Education:

Move to award –

... the building controls contract to Siemens Industry, Inc. for the annual contract at the price of \$28,166.00 The Board reserves the right to cancel the contract if Siemens Industry, Inc. fails to perform in a satisfactory manner.

3. Site-Based Grounds Maintenance Program:

Sports Turf was awarded a three-year contract beginning July 1, 2019. The vendor has been serving the District since 1999. Sports Turf of Connecticut of Orange, CT has provided outstanding service and many extra services above the contract requirements. The District is negotiating with the contractor to amend the contract if necessary on sports usage and field replacement. Supplemental work was incorporated into the monthly services to offset fieldwork. These include filling concrete planters at each school and planting grasses at Bethany where trees fell. I am recommending the Board award the contract for year two of a three-year period, beginning July 1, 2020 at the current price of \$218,000.00.

Amity Finance Committee

Move to recommend the Board award ...

Amity Board of Education

Move to award...

.... the site-based grounds maintenance program for July 1, 2020 to June 30, 2021 to Sports Turf of Connecticut of Orange, Connecticut, at the price of \$218,000.00 for year two of a three-year contract period. The Board reserves the right to cancel the contract if Sports Turf of Connecticut of Orange, Connecticut, fails to perform in a satisfactory manner.

4. Laptops – Student Devices:

The high school was scheduled for 1:1 implementation for the next school year when the COVID-19 pandemic put us into an immediate distance-learning environment this year. We have revisited our implementation schedule to meet our current needs. The original plan was to lease teacher devices and student devices for grade 9 and 10 starting July 1, 2020. There is an expectation that there may be a continuation of distance learning in some format during the next school year. We need to be prepared for a second wave of COVID-19 and any closure ordered. We are recommending we use the funds in next year's budget to include grade 11 student laptops to better serve the students and

use the end-of-year funds from this year's budget to *purchase* the teacher laptops. Nine vendors bid a variety of products and after thorough review by the technology staff; our recommendation is to lease the student devices for grades 9-11 from Consolidated Computing. They submitted the lowest qualified bid and the devices will meet our needs at \$155,525 per year for 3 years. The budget for the teacher devices and student devices in FY21 is \$159,947.

Amity Finance Committee

Move to recommend the Board award ...

Amity Board of Education

Move to award...

...a 3-year lease for student devices from Consolidated Computing, of Easton, CT for a price of \$155,525 per year for 1,150 devices including Accidental Protection Coverage.

5. Laptops – Teacher Devices :

The high school was scheduled for 1:1 implementation for the next school year when the COVID-19 pandemic put us into an immediate distance-learning environment this year. We have revisited our implementation schedule to meet our current needs. The original plan was to lease teacher devices and student devices for grade 9 and 10 starting July 1, 2020. There is an expectation that there may be a continuation of distance learning in some format during the next school year. We need to be better prepared for a second wave and any closure ordered. We are recommending we use the funds in next year's budget to include grade 11 student laptops to better serve the students and use the end-of-year funds from this year's budget to *purchase* the teacher laptops. Our laptop loaner program demonstrated the care teachers take of a device assigned to them. It is our expectation we will get more than 3 years life from the device if we secure the accidental protection plan and it will be more cost-effective to purchase the devices for teacher use. The teacher devices were bid with both options of lease pricing and purchase pricing. Eleven vendors bid a variety of products and after thorough review by the technology staff; our recommendation is to purchase the teacher device from Consolidated Computing. They submitted one the lowest qualified bids and the device will meet our needs. A budget request to fund this purchase is in this month packet.

Amity Finance Committee

Move to recommend the Board award ...

Amity Board of Education

Move to award...

.... the purchase of teacher devices from Consolidated Computing, of Easton, CT for a purchase price of \$131,762.75 for 175 devices including Accidental Protection Coverage.

6. Thermal Cameras:

We would like to purchase 4 HikVision thermal cameras to aid in the identification of people entering the school buildings who may be running a fever or not wearing a mask. This will be particularly useful when students are allowed to return to school so that a nurse does not have to take individual temperatures of hundreds of people entering the building. The camera system we are recommending will also set off an alert when an individual is not wearing a facemask. The system will screen up to 100 people per minute or 30 people simultaneously. It will only flag and photo document those that have a high temperature or are not wearing a facemask. Initial cost estimates are approximately \$10,000 per unit. We would like to order and install one at each middle school and two at the high school. We would like to request a bid waiver to have them supplied and installed by our current, trusted vendor, Business Technologies LLC, of Shelton CT, to ensure we could have them at the start of the school year and not include delays the bid process may present.

Amity Finance Committee

Move to recommend the Board award ...

Amity Board of Education

Move to award...

.... The contract to Business Technologies LLC, of Shelton, CT and waive the bid process to provide 4 thermal cameras for the District. The estimated cost is \$40,000 for the thermal cameras, software, support, and installation.

Amity Regional School District No. 5 - Budget Transfers 2019-2020

<u>MONTH/YR</u>	<u>JNL#</u>	<u>ACCOUNT NUMBER & DESCRIPTION</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
2020-Aug	58	02-11-1011-5611 INSTRUCTIONAL SUPPLIES	(2200.00)	8/16/2019 GYM EQUIPMENT
2020-Aug	58	02-11-1011-5730 EQUIPMENT - NEW	2200.00	8/16/2019 GYM EQUIPMENT
2020-Sept	31	03-11-1001-5730 EQUIPMENT - NEW	2900.00	CAMERAS FOR ADDED PHOTO CLASS
2020-Sept	31	03-11-1001-5611 INSTRUCTIONAL SUPPLIES	(2900.00)	CAMERAS FOR ADDED PHOTO CLASS
2020-Sept	46	04-12-6110-5510 PUPIL TRANSPORTATION	(1470.00)	TRANSPORTATION - ERZA ACADEMY
2020-Sept	46	05-14-2700-5513 IN DISTRICT PRIVATE REG ED	1470.00	TRANSPORTATION - ERZA ACADEMY
2020-Sept	49	02-13-2400-5731 EQUIPMENT - REPLACEMENT	500.00	ERGONOMIC CHAIR
2020-Sept	49	02-13-2400-5330 OTHER PROFESSIONAL & TECH SVCS	(500.00)	ERGONOMIC CHAIR
2020-Sept	128	04-12-6110-5510 PUPIL TRANSPORTATION	(297.00)	TRANSPORTATION - TO ACES ECA
2020-Sept	125	05-14-2700-5515 OUT DISTRICT - PUBLIC REG ED	297.00	TRANSPORTATION - ACES
2020-Sept	210	02-13-2400-5581 TRAVEL - CONFERENCES	(50.00)	MEMBERSHIP/CONFERENCE REG
2020-Sept	210	02-11-1008-5810 DUES&FEES	50.00	MEMBERSHIP/CONFERENCE REG
2020-Oct	79	01-11-1008-5810 DUES&FEES	100.00	CONFERENCE FEE INCREASE
2020-Oct	79	01-11-1008-5611 INSTRUCTIONAL SUPPLIES	(100.00)	CONFERENCE FEE INCREASE
2020-Oct	149	03-11-1014-5611 INSTRUCTIONAL SUPPLIES	(15.00)	NEED MORE MAH TEXTS
2020-Oct	149	03-11-1014-5641 TEXTBOOKS	15.00	NEED MORE MAH TEXTS
2020-Oct	149	03-11-1014-5690 OTHER SUPPLIES	(458.00)	NEED MORE MAH TEXTS
2020-Oct	149	03-11-1014-5641 TEXTBOOKS	458.00	NEED MORE MAH TEXTS
2020-Oct	149	03-11-1014-5810 DUES&FEES	(5.00)	NEED MORE MAH TEXTS
2020-Oct	149	03-11-1014-5641 TEXTBOOKS	5.00	NEED MORE MAH TEXTS
2020-Oct	251	01-11-1014-5611 INSTRUCTIONAL SUPPLIES	(396.00)	MOBY MAX LICENSE
2020-Oct	251	05-14-2350-5690 OTHER SUPPLIES	396.00	MOBY MAX LICENSE
2020-Oct	255	02-11-1009-5611 INSTRUCTIONAL SUPPLIES	(199.00)	MOBY MAX LICENSE
2020-Oct	255	05-14-2350-5690 OTHER SUPPLIES	199.00	MOBY MAX LICENSE
2020-Nov	144	01-11-1010-5330 OTHER PROFESSIONAL & TECH SVCS	(300.00)	SUPPLIES FOR WINTER CONCERT
2020-Nov	144	01-11-1010-5611 INSTRUCTIONAL SUPPLIES	300.00	SUPPLIES FOR WINTER CONCERT
2020-Dec	15	04-12-6117-5560 TUITION	(2984.00)	TRANSPORTATION - MEDICAL
2020-Dec	15	05-14-2700-5514 IN DISTRICT PUBLIC REG ED-MED	2984.00	TRANSPORTATION - MEDICAL
2020-Dec	72	04-13-2190-5330 OTHER PROFESSIONAL & TECH SRVC	(55.00)	MEMBERSHIP DUES ASHA
2020-Dec	72	04-13-2190-5810 DUES & FEES	55.00	MEMBERSHIP DUES ASHA
2020-Dec	85	05-15-1026-5111 CERTIFIED SALARIES	(2600.00)	COVERAGE FOR S & L VACANCY
2020-Dec	85	04-12-2150-5330 OTHER PROFESSIONAL & TECH SRVC	2600.00	COVERAGE FOR S & L VACANCY
2020-Jan	173	02-11-1008-5420 REPAIRS, MAINTENANCE & CLEANING	(500.00)	PURCHASE FOR ELECTIVE CLASS
2020-Jan	173	02-11-1008-5690 OTHER SUPPLIES	500.00	PURCHASE FOR ELECTIVE CLASS
2020-Jan	187	04-13-2190-5330 OTHER PROFESSIONAL & TECH SRVC	(302.00)	FRONTLINE IEP/MEDICAID
2020-Jan	187	04-13-2190-5590 OTHER PURCHASED SERVICES	302.00	FRONTLINE IEP/MEDICAID
2020-Jan	213	05-13-2213-5810 DUES & FEES	(25.00)	CONFERENCE
2020-Jan	213	05-13-2213-5581 TRAVEL - CONFERENCES	25.00	CONFERENCE
2020-Jan	216	01-11-1014-5810 DUES & FEES	(42.00)	COVER COST OF TEXTBOOKS
2020-Jan	216	01-11-1014-5641 TEXTBOOKS	42.00	COVER COST OF TEXTBOOKS
2020-Jan	217	01-14-2600-5715 IMPROVEMENTS TO BUILDINGS	(2067.00)	WINDOW FILM
2020-Jan	217	02-14-2600-5715 IMPROVEMENTS TO BUILDINGS	2067.00	WINDOW FILM
2020-Feb	125	05-13-2212-5590 OTHER PURCHASED SERVICES	(1306.00)	G.STACK AIA
2020-Feb	125	05-13-2213-5590 OTHER PURCHASED SERVICES	(950.00)	G.STACK AIA
2020-Feb	125	05-13-2212-5322 INSTRUCTIONAL PROG IMPROVEMENT	2256.00	G.STACK AIA
2020-Feb	138	04-12-1200-5330 OTHER PROFESSIONAL & TECH SRVC	(495.00)	SUBSTITUTE FOR SPEECH TEACHER
2020-Feb	138	04-12-2150-5330 OTHER PROFESSIONAL & TECH SRVC	495.00	SUBSTITUTE FOR SPEECH TEACHER
2020-Feb	139	02-11-1010-5611 INSTRUCTIONAL SUPPLIES	(100.00)	INSTRUMENT REPAIR
2020-Feb	139	02-11-1010-5420 REPAIRS, MAINTENANCE & CLEANING	100.00	INSTRUMENT REPAIR
2020-Feb	172	03-13-2400-5333 NEASC	(2200.00)	POWERSCHOOL UNIV. FRANK BARRETTA
2020-Feb	172	03-13-2400-5581 TRAVEL - CONFERENCES	2200.00	POWERSCHOOL UNIV. FRANK BARRETTA
2020-Feb	178	01-11-1010-5420 REPAIRS, MAINTENANCE & CLEANING	(900.00)	PA SPEAKER - CONNECT MORE INSTRU
2020-Feb	178	01-11-1010-5730 EQUIPMENT - NEW	900.00	PA SPEAKER - CONNECT MORE INSTRU
2020-Feb	197	03-13-2400-5333 NEASC	(1200.00)	REPLACE BREATHALYZERS
2020-Feb	197	03-13-2400-5731 EQUIPMENT - REPLACEMENT	1200.00	REPLACE BREATHALYZERS
2020-Feb	198	03-13-2120-5330 OTHER PROFESSIONAL & TECH SRVC	(241.00)	PSAT BILL
2020-Feb	198	03-13-2120-5590 OTHER PURCHASED SERVICES	241.00	PSAT BILL
2020-Feb	199	03-13-2120-5611 INSTRUCTIONAL SUPPLIES	(765.00)	PSAT BILL
2020-Feb	199	03-13-2120-5590 OTHER PURCHASED SERVICES	765.00	PSAT BILL

2020-Feb	238	01-13-2220-5642 LIBRARY BOOKS & PERIODICALS	(1200.00) AV RECEIVER FOR MEDIA CENTER
2020-Feb	238	01-13-2220-5731 EQUIPMENT - REPLACEMENT	1200.00 AV RECEIVER FOR MEDIA CENTER
2020-Mar	41	03-11-1016-5810 DUES & FEES	(675.00) READING TECHNOLOGY
2020-Mar	41	03-11-1016-5690 OTHER SUPPLIES	(453.00) READING TECHNOLOGY
2020-Mar	41	03-11-1016-5611 INSTRUCTIONAL SUPPLIES	(170.00) READING TECHNOLOGY
2020-Mar	41	03-11-1016-5690 OTHER SUPPLIES	1298.00 READING TECHNOLOGY
2020-Mar	42	05-13-2212-5810 DUES & FEES	(160.00) YEAR OF SERVICE AWARDS
2020-Mar	42	05-13-2213-5810 DUES & FEES	(325.00) YEAR OF SERVICE AWARDS
2020-Mar	42	05-13-2212-5611 INSTRUCTIONAL SUPPLIES	(184.00) YEAR OF SERVICE AWARDS
2020-Mar	42	05-13-2213-5580 STAFF TRAVEL	(200.00) YEAR OF SERVICE AWARDS
2020-Mar	42	05-13-2213-5690 OTHER SUPPLIES	869.00 YEAR OF SERVICE AWARDS
2020-Mar	113	03-11-1001-5730 EQUIPMENT - NEW	(547.00) REPLACE PRINTER FOR ART
2020-Mar	113	03-11-1001-5731 EQUIPMENT - REPLACEMENT	547.00 REPLACE PRINTER FOR ART
2020-Mar	113	03-11-1001-5611 INSTRUCTIONAL SUPPLIES	(725.00) REPLACE PRINTER FOR ART
2020-Mar	113	03-11-1001-5731 EQUIPMENT - REPLACEMENT	725.00 REPLACE PRINTER FOR ART
2020-Mar	127	03-11-3202-5420 REPAIRS, MAINTENANCE & CLEANING	(2000.00) NEEDED FOR LAX HELMETS
2020-Mar	127	03-11-3202-5690 OTHER SUPPLIES	2000.00 NEEDED FOR LAX HELMETS
2020-Apr	15	02-13-2220-5330 OTHER PROFESSIONAL & TECH SRVC	(1400.00) TECHNOLOGY FOR STUDENTS
2020-Apr	15	02-13-2220-5642 LIBRARY BOOKS & PERIODICALS	1400.00 TECHNOLOGY FOR STUDENTS
2020-Apr	71	03-14-2600-5410 UTILITIES, EXCLUDING HEAT	(402.00) PROPANE OVERAGE
2020-Apr	71	01-14-2600-5410 UTILITIES, EXCLUDING HEAT	402.00 PROPANE OVERAGE
2020-Apr	72	03-11-1001-5611 INSTRUCTIONAL SUPPLIES	(1800.00) KILN REPAIR AND PARTS
2020-Apr	72	03-11-1001-5420 REPAIRS, MAINTENANCE & CLEANING	1800.00 KILN REPAIR AND PARTS
2020-Apr	73	03-11-1010-5330 OTHER PROFESSIONAL & TECH SRVC	(2463.00) TO PURCHASE 3 CELLOS&1VIOLA
2020-Apr	73	03-11-1010-5731 EQUIPMENT - REPLACEMENT	2463.00 TO PURCHASE 3 CELLOS&1VIOLA
2020-Apr	74	03-11-1010-5611 INSTRUCTIONAL SUPPLIES	(4656.00) TO PURCHASE BARITONE SAX
2020-Apr	74	03-11-1010-5810 DUES & FEES	(375.00) TO PURCHASE BARITONE SAX
2020-Apr	74	03-11-1010-5730 EQUIPMENT - NEW	5031.00 TO PURCHASE BARITONE SAX
2020-Apr	92	05-13-2212-5580 STAFF TRAVEL	(124.00) RETIREMENT GIFTS
2020-Apr	92	05-13-2213-5590 OTHER PURCHASED SERVICES	(343.00) RETIREMENT GIFTS
2020-Apr	92	05-13-2213-5611 INSTRUCTIONAL SUPPLIES	(374.00) RETIREMENT GIFTS
2020-Apr	92	05-13-2213-5111 CERTIFIED SALARIES	(500.00) RETIREMENT GIFTS
2020-Apr	92	05-13-2213-5690 OTHER SUPPLIES	1341.00 RETIREMENT GIFTS
2020-Apr	154	03-13-2220-5810 DUES & FEES	(216.00) CONFERENCE CANCELED
2020-Apr	154	03-13-2220-5642 LIBRARY BOOKS & PERIODICALS	216.00 TO PURCHASE LIBRARY COLLECTION
2020-Apr	174	01-11-1006-5611 INSTRUCTIONAL SUPPLIES	(2584.00) NEW DEVICE FOR COUNSELORS
2020-Apr	174	05-14-2350-5731 EQUIPMENT - REPLACEMENT	2584.00 NEW DEVICE FOR COUNSELORS
2020-Apr	175	01-11-1013-5510 PUPIL TRANSPORTATION	(600.00) GOGGLES
2020-Apr	175	01-11-1013-5690 OTHER SUPPLIES	600.00 GOGGLES
2020-Apr	176	03-11-1016-5690 OTHER SUPPLIES	(1298.00) TECH SUPPLIES FOR READING DEPT.
2020-Apr	176	05-14-2350-5690 OTHER SUPPLIES	1298.00 TECH SUPPLIES FOR READING DEPT.
2020-Apr	187	02-13-2120-5330 OTHER PROFESSIONAL & TECH SRVC	(400.00) PURCHASE LAPTOP -SOCIAL WORKER
2020-Apr	187	02-13-2120-5590 OTHER PURCHASED SERVICES	(250.00) PURCHASE LAPTOP -SOCIAL WORKER
2020-Apr	187	05-14-2350-5731 EQUIPMENT - REPLACEMENT	650.00 PURCHASE LAPTOP -SOCIAL WORKER
2020-Apr	191	01-11-1006-5611 INSTRUCTIONAL SUPPLIES	(650.00) LAPTOP
2020-Apr	191	05-14-2350-5731 EQUIPMENT - REPLACEMENT	650.00 LAPTOP
2020-Apr	221	05-14-2320-5690 OTHER SUPPLIES	(1.00) TEST
2020-Apr	221	05-14-2320-5690 OTHER SUPPLIES	1.00 TEST
2020-Apr	222	01-11-1016-5641 TEXTBOOKS	(55.00) SUPPLIES
2020-Apr	222	01-11-1016-5611 INSTRUCTIONAL SUPPLIES	55.00 SUPPLIES
2020-Apr	223	01-14-2700-5510 PUPIL TRANSPORTATION	(1209.00) 3D PRINTER TO REPLACE TWO BROK
2020-Apr	223	01-11-1008-5731 EQUIPMENT - REPLACEMENT	1209.00 3D PRINTER TO REPLACE TWO BROK
2020-Apr	224	01-13-2400-5810 DUES & FEES	(226.00) TEACHER APPRECIATION GIFTS
2020-Apr	224	01-13-2400-5590 OTHER PURCHASED SERVICES	226.00 TEACHER APPRECIATION GIFTS
2020-Apr	225	01-13-2400-5420 REPAIRS, MAINTENANCE & CLEANING	(502.00) WALKIE TALKIE RADIOS
2020-Apr	225	01-13-2400-5550 COMMUNICATIONS: TEL, POST, ETC.	502.00 WALKIE TALKIE RADIOS
2020-Apr	225	01-13-2400-5581 TRAVEL - CONFERENCES	(461.00) WALKIE TALKIE RADIOS
2020-Apr	225	01-13-2400-5550 COMMUNICATIONS: TEL, POST, ETC.	461.00 WALKIE TALKIE RADIOS
2020-May	19	01-13-2130-5690 OTHER SUPPLIES	313.00 PPE for Nurse
2020-May	19	01-13-2130-5330 OTHER PROFESSIONAL & TECH SRVC	(33.00) PPE for Nurse
2020-May	19	01-13-2130-5581 TRAVEL - CONFERENCES	(140.00) PPE for Nurse
2020-May	19	01-13-2130-5810 DUES & FEES	(140.00) PPE for Nurse
2020-May	19	02-13-2130-5690 OTHER SUPPLIES	79.00 PPE for Nurse

2020-May	19	02-13-2130-5330 OTHER PROFESSIONAL & TECH SRVC	(80.00)	PPE for Nurse
2020-May	19	02-13-2130-5810 DUES & FEES	1.00	Neg Bal Adj
2020-May	19	03-13-2130-5810 DUES & FEES	(59.00)	PPE for Nurse
2020-May	19	03-13-2130-5690 OTHER SUPPLIES	59.00	PPE for Nurse
2020-May	22	01-13-2220-5330 OTHER PROFESSIONAL & TECH SRVC	(600.00)	ITEMS NEEDED FOR REPAIRS
2020-May	22	01-13-2400-5420 REPAIRS, MAINTENANCE & CLEANING	600.00	ITEMS NEEDED FOR REPAIRS
2020-May	25	01-13-2220-5330 OTHER PROFESSIONAL & TECH SRVC	(800.00)	REPLACEMENT EQUIPMENT NEEDED
2020-May	25	01-13-2400-5731 EQUIPMENT - REPLACEMENT	800.00	REPLACEMENT EQUIPMENT NEEDED
2020-May	34	03-11-1001-5611 INSTRUCTIONAL SUPPLIES	(500.00)	PURCHASE NEW CAMERA FOR ART
2020-May	34	03-11-1001-5730 EQUIPMENT - NEW	500.00	PURCHASE NEW CAMERA FOR ART
2020-May	105	01-11-1009-5611 INSTRUCTIONAL SUPPLIES	(455.00)	WALKIE TALKIE RADIOS NEEDED
2020-May	105	01-13-2400-5550 COMMUNICATIONS: TEL, POST, ETC.	455.00	WALKIE TALKIE RADIOS NEEDED
2020-May	116	03-13-2400-5330 OTHER PROFESSIONAL & TECH SRVC	(60.00)	PURCHASE THERMOMETERS
2020-May	116	03-13-2130-5690 OTHER SUPPLIES	60.00	PURCHASE THERMOMETERS
2020-May	118	03-13-2400-5330 OTHER PROFESSIONAL & TECH SRVC	(130.00)	THERMOMETERS
2020-May	118	03-13-2400-5690 OTHER SUPPLIES	130.00	THERMOMETERS
2020-May	121	01-11-1006-5810 DUES & FEES	(500.00)	PICNIC TABLES FOR AMSB COURT
2020-May	121	01-14-2219-5690 OTHER SUPPLIES	500.00	PICNIC TABLES FOR AMSB COURT
2020-May	121	01-13-2120-5330 OTHER PROFESSIONAL & TECH SRVC	(1662.00)	PICNIC TABLES FOR AMSB COURT
2020-May	121	01-14-2219-5690 OTHER SUPPLIES	1662.00	PICNIC TABLES FOR AMSB COURT
2020-May	122	01-13-2120-5590 OTHER PURCHASED SERVICES	(159.00)	PHOTOGRAPHER NEEDED
2020-May	122	01-13-2400-5590 OTHER PURCHASED SERVICES	159.00	PHOTOGRAPHER NEEDED
2020-May	122	01-13-2120-5810 DUES & FEES	(300.00)	PHOTOGRAPHER NEEDED
2020-May	122	01-13-2400-5590 OTHER PURCHASED SERVICES	300.00	PHOTOGRAPHER NEEDED
2020-May	122	01-11-1009-5611 INSTRUCTIONAL SUPPLIES	(20.00)	PHOTOGRAPHER NEEDED
2020-May	122	01-13-2400-5590 OTHER PURCHASED SERVICES	20.00	PHOTOGRAPHER NEEDED
2020-May	122	01-11-1011-5611 INSTRUCTIONAL SUPPLIES	(45.00)	PHOTOGRAPHER NEEDED
2020-May	122	01-13-2400-5590 OTHER PURCHASED SERVICES	45.00	PHOTOGRAPHER NEEDED
2020-May	122	01-13-2220-5642 LIBRARY BOOKS & PERIODICALS	(113.00)	PHOTOGRAPHER NEEDED
2020-May	122	01-13-2400-5590 OTHER PURCHASED SERVICES	113.00	PHOTOGRAPHER NEEDED
2020-May	122	01-11-1001-5611 INSTRUCTIONAL SUPPLIES	(30.00)	PHOTOGRAPHER NEEDED
2020-May	122	01-13-2400-5590 OTHER PURCHASED SERVICES	30.00	PHOTOGRAPHER NEEDED
2020-May	123	03-11-1009-5641 TEXTBOOKS	(2000.00)	TRANSFER INTO SUPPLIES
2020-May	123	03-11-1009-5611 INSTRUCTIONAL SUPPLIES	2000.00	TRANSFER FROM TEXTBOOKS
2020-May	201	03-11-1011-5330 OTHER PROFESSIONAL & TECH SRVC	(2375.00)	STATIONARY BIKES FOR FITNESS
2020-May	201	03-11-1011-5731 EQUIPMENT - REPLACEMENT	2375.00	STATIONARY BIKES FOR FITNESS
2020-May	222	02-14-2219-5611 INSTRUCTIONAL SUPPLIES	(360.00)	TO PURCHASE MUSIC SUPPLIES
2020-May	222	02-11-1010-5611 INSTRUCTIONAL SUPPLIES	360.00	TO PURCHASE MUSIC SUPPLIES

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



Theresa Lumas
4813

Director of Finance and Administration
terry.lumas@amityregion5.org

Phone (203) 397-

Fax (203) 397-4864

To: Dr. Jennifer Byars, Superintendent of Schools
From: Theresa Lumas, Director of Finance and Administration
Re: Budget Transfers over \$3,000 - **Fiscal Year 2019-2020**
Date: May 31, 2020

I recommend the Amity Finance Committee and Amity Board of Education approve the following budget transfer request(s):

1. Thermal Cameras:

We would like to purchase 4 HikVision thermal cameras to aid in the identification of people entering the school buildings who may be running a fever or not wearing a mask. This will be particularly useful when students are allowed to return to school so that a nurse does not have to take individual temperatures of hundreds of people entering the building. The camera system we are recommending will also set off an alert when an individual is not wearing a facemask. The system will screen up to 100 people per minute or 30 people simultaneously. It will only flag and photo document those that have a high temperature or are not wearing a facemask. Initial cost estimates are approximately \$10,000 per unit. We would like to order and install one at each middle school and two at the high school. We would like to request a bid waiver to have them supplied and installed by our current, trusted vendor, Business Technologies LLC, of Shelton CT, to ensure we could have them at the start of the school year and not include delays the bid process may present.

For the Amity Finance Committee:

Recommend the Amity Board of Education approve ...

For the Amity Board of Education:

Move to approve...

The following budget transfer to cover the thermal camera system for all three schools at estimated \$40,000.

ACCOUNT NUMBER	ACCOUNT NAME	FROM	TO
05-15-2512-5255	Medical	\$ 40,000	
05-14-2660-5730	Equipment New		\$40,000

2. Personal Protective Equipment (PPE):

We continue to evaluate the appropriate amount of PPE to purchase in preparation of reopening, storage space and product availability. The science department at the high school is consolidating the balances in their account to purchase PPE for the school. The District is working with our RESC, ACES to secure quantities in bulk and preferred prices.

Motions:

For the Amity Finance Committee:

Recommend the Amity Board of Education approve ...

For the Amity Board of Education:

Move to approve...

The following budget transfer to cover the personal protective equipment (PPE) for all three schools at \$14,003.

ACCOUNT NUMBER	ACCOUNT NAME	FROM	TO
03-11-1013-5420	Repair and Maintenance	\$1,000	
03-11-1013-5581	Travel-Conference	\$ 323	
03-11-1013-5641	Textbooks	\$ 898	
03-11-1013-5810	Dues & Fees	\$1,782	
03-11-1013-5611	Instructional Supplies		\$4,003
05-15-2512-5255	Medical	\$10,000	
05-14-2660-5690	Instructional Supplies		\$10,000

3. Cafeteria Fund:

The District’s fund to support school lunch program has been running a deficit for the third straight year. The ongoing repair and maintenance of aging equipment contributed to the deficit. Next year appears to be even more challenging in the COVID-19 environment as we will have to change how service is provided, food is served, and food packaging. These necessary changes will increase costs with no anticipated increase in revenue. My earlier estimates anticipated the fund needed \$125,000, however reviewing the operations year-to-date I am requesting less, \$100,000, based on the latest information. This is due to less expenses as equipment was shut down in March, several grants were applied for to support the emergency feeding operation, one received to date, the increase in lunch prices approved in May, and the supply of commodities

and produce from the USDA increased during the emergency operations. Operating the emergency meal program provided some revenue to offset contracted costs.

Motions:

For the Amity Finance Committee:

Recommend the Amity Board of Education approve ...

For the Amity Board of Education:

Move to approve...

The following budget transfer to cover the operations of the School Lunch Program:

ACCOUNT NUMBER	ACCOUNT NAME	FROM	TO
05-15-2512-5255	Medical	\$ 100,000	
10-11-1009-5641	Cafeteria Fund		\$100,000

4. Software:

The District uses Munis and Frontline to manage employee attendance, substitute coverage and payroll. There is significant duplicate data entry from the onboarding process, years of service, and termination of an employee. Communications between the systems is manual export of data, manipulation and upload, or manual input depending on the task. PSST software is designed to make the transfer of data seamless between the programs. We have spoken with our counterparts in other Districts that use the same products and went on a site visit to view the software implemented. This item has been requested for the past two years in the budget process. We are working with Munis to analyze our payroll procedures and it is clear we would benefit from having this software bridge our processes. The total transfer requested includes implementation of \$6,500.

Motions:

For the Amity Finance Committee:

Recommend the Amity Board of Education approve ...

For the Amity Board of Education:

Move to approve...

The following budget transfer to purchase PSST software including implementation and training:

ACCOUNT NUMBER	ACCOUNT NAME	FROM	TO
05-14-2700-5627	Transportation Supplies	\$ 14,127	
05-14-2510-5327	Data Processing		\$14,127

5. Laptops – Teacher Devices:

The high school was scheduled for 1:1 implementation for the next school year when the COVID-19 pandemic put us into an immediate distance-learning environment this year. We have revisited our implementation schedule to suit our current needs. The original plan was to lease teacher devices and student devices for grade 9 and 10 starting July 1, 2020. There is an expectation that there may be a continuation of distance learning in some format during the next school year. We need to be better prepared for a second wave and any closure ordered. We are recommending we use the funds in next year’s budget to include grade 11 student laptops to better serve the students and use the end-of-year funds to purchase the teacher laptops. Our laptop loaner program demonstrated the care teachers take of a device assigned to them. It is our expectation we will get more than 3 years life from the device and it will be more cost-effective to purchase the devices for teacher use. The teacher devices were bid with both options of lease pricing and purchase pricing. Eleven vendors bid a variety of products and after thorough review by the technology staff; our recommendation is to purchase the teacher device from Consolidated Computing. They submitted one the lowest bid and the device will meet our needs. Approval to award the contract is in this month packet.

Motions:

For the Amity Finance Committee:

Recommend the Amity Board of Education ...

For the Amity Board of Education:

Move to approve the following budget transfer to cover the initial costs of the design, permitting, and layouts for the athletic facilities project.

ACCOUNT NUMBER	ACCOUNT NAME	FROM	TO
05-14-2512-5255	Medical	\$131,763	
05-14-2350-5730	Equipment - New		\$131,763

AMITY REGIONAL SCHOOL DISTRICT NO. 5

Bethany Orange Woodbridge
25 Newton Road, Woodbridge Connecticut 06525



Theresa Lumas
Director of Finance and Administration
terry.lumas@amityregion5.org

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

To: Dr. Jennifer Byars, Superintendent of Schools

From: Theresa Lumas, Director of Finance and Administration

Re: Self-Insurance Year-To-Date and Reserve

Date: May 29, 2020

The medical claims for the year are lower than budgeted, currently at 84.1%. The February forecast reflected claims on target at 95.7%. The COVID-19 pandemic put routine checkups and procedures as well as other non-life threatening treatments on hold. Now there is a slow return to providing these services *when patients are ready to seek treatment*.

I have regular conversations with my colleagues in the State and our insurance consultant from USI. There is an expectation that the spike in claims will come later this fall or early next year as members start to access these benefits or a second wave of COVID-19 illness occurs.

The budget for fiscal year 2020-2021 was developed on claim history through January and does not reflect a possible surge in claims.

The reserve for excessive claims is 25% of expected claims, or \$1,146,556. I am proposing we temporarily increase the reserve to 30% for the fiscal year 2020-21. This would be a deposit of \$229,311 to the insurance fund from the existing 2019-2020 medical line budget.

If a spike in claims occurs either due to COVID-19, which is also anticipated in the next year or a return to routine services and procedures, the fund could absorb those costs. If COVID-19 claims do not arise or the spike in regular claims does not happen, the reserve budget for fiscal year 2021-22 can be reduced by the 5%. On the other side, if we do nothing and claims spike next year, the increase will be greater for the 2021-22 budget to maintain the reserve at 25%.

It is my recommendation to increase the reserve for one-year. There is no budget transfer necessary, the current budget line item is projecting a favorable balance.

Motions:

For the Amity Finance Committee:

Motion to recommend the Amity Board of Education....

For the Board of Education:

Motion to...

... approve increasing the medical reserve to 30% of expected claims, an increase of \$229,311 for one year. If the reserve is not depleted to a level of 25% of claims, the additional funds will offset the following year's budget.

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Bethany Orange Woodbridge
25 Newton Road, Woodbridge Connecticut 06525



Theresa Lumas
Director of Finance and Administration
terry.lumas@reg5.k12.ct.us

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

To: Jennifer Byars, Ed. D., Superintendent of Schools
From: Theresa Lumas, Director of Finance and Administration
Re: Budget Transfers of \$3,000 or More **2019-2020**
Date: June 1, 2020

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 the end of year processing, 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. These budget transfers are part of the normal closing process.

Amity Finance Committee:

Move to recommend the Amity Board of Education authorize –

Amity Board of Education:

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.

AMITY REGIONAL SCHOOL DISTRICT NO. 5

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25 Newton Road, Woodbridge Connecticut 06525



Theresa Lumas
Director of Finance and Administration
terry.lumas@amityregion5.org

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

To: Dr. Jennifer Byars, Superintendent of Schools

From: Theresa Lumas, Director of Finance and Administration

Re: Infrastructure Financing Update

Date: May 29, 2020

The Amity Finance Committee and Board of Education approved the award of the infrastructure rebuild as recommended by the Administration in April. Committee members asked about negotiating a lower price. The Board Policy provides for negotiations with the lowest bidder and this is consistent with a bid process that requests each vendor provide their best price. A \$300,000 transfer was also approved to fund a portion of the project now.

Kathy Kovalik, Assistant Director of Finance & Administration, Shaun DeRosa, Director of Technology, and myself have worked on lowering the overall costs of the project. Purchasing \$778,585 of equipment provides access to E-Rate eligible funds. An E-Rate application was submitted and is under final review for \$311,434 of funding. As noted in the budget presentation for fiscal year 2020-21, we will use the security grant and open choice funds to support the purchase.

Additionally, Shaun DeRosa has identified funds available in his current budget to support the purchase. Reductions in the current technology budget include special pricing on smartboards that increased our buying power, using a PowerSchool module for parent conferences and eliminating a secondary software, the addition of 1:1 device at the 8th grade and the shortened physical time in the buildings has provided opportunity to repurpose many desktops that were scheduled for replacement.

E-Rate has identified approximately \$367,000 in funding available to Amity based on a 40% funding rate for approved projects. We have submitted the eligible items intending to secure these funds now. The level of funding is a cumulative amount from unused allotments (District did not have an eligible project) and the reimbursement rate is not guaranteed to remain in place.

Thus, the financing for the projects is outlined here:

Account		Infrastructure Project Per Quote in Bid	\$1,183,159.00
05-14-2350-5690		Other Supplies	\$1,006.94
05-14-2350-5730		Equipment - New	\$40,400.00
05-14-2350-5731		Equipment - Replacement	\$347,100.00
6-00008949-5899		Grant - Open Choice	\$42,552.88
6-00008953-5899		Grant - Security Funds	\$36,091.17
6-0000XXXX-5899		E-Rate	\$311,434.01
			\$778,585.00
Amount to be Financed			\$404,574.53

Financing the balance will result in a lower cost in fiscal year 2020-21 than budgeted by approximately \$57,000. The four remaining years will be less than the anticipated \$225,000 per year if the entire projected was financed and no E-Rate funds were applied. There are no transfers needed and this information is provided for informational purposes.