

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

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***Dr. Jennifer P. Byars***  
***Superintendent of Schools***

**AMITY REGIONAL BOARD OF EDUCATION REGULAR MEETING AGENDA**

***Monday, November 9, 2020 6:30 pm***

***100 Ohman Avenue, Orange, CT***

**[CLICK HERE TO VIEW THIS MEETING](#)**

***Attendance in-person at this meeting is closed to the public; however, public comment can be emailed to [pamela.pero@amityregion5.org](mailto:pamela.pero@amityregion5.org) by 2:00 p.m. on November 9, 2020. Emails received after 2:00 p.m. on November 9, 2020 will be forwarded to the Amity Regional School District No. 5 Board of Education as Correspondence but will not be admitted as part of this meeting. Anonymous items will be forwarded to the Amity Regional School District No. 5 Board of Education as Correspondence but will not be admitted as Public Comment for this meeting.***

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. APPROVAL OF MINUTES**
  - a. Regular Board of Education Meeting – October 19, 2020 *Page 4*
- 4. PRESENTATION AND DISCUSSION OF THIRD QUARTER 2020 EXECUTIVE SUMMARY  
REVIEW OF AMITY PENSION FUND, SICK AND SEVERANCE ACCOUNT, AND OPEB**  
*Page 10*
- 5. STUDENT REPORT**
  - a. Monthly Report
- 6. PUBLIC COMMENT**
- 7. SUPERINTENDENT'S REPORT**
  - a. Personnel Report *Page 80*
  - b. Superintendent Report *Page 81*
  - c. COVID Status Update

**8. PRESENTATION OF 2021-2022 SCHOOL CALENDAR** *Page 84*

**9. CORRESPONDENCE**

**10. CHAIRMAN'S REPORT**

- a. Committee Reports
  - 1. ACES
  - 2. Ad Hoc School Safety
  - 3. CABE
  - 4. Curriculum
  - 5. District Health and Safety
  - 6. District Technology
    - a. Monthly Report *Page 85*
  - 7. Facilities
    - a. Monthly Report *Page 86*
  - 8. Finance
    - a. Discussion and Possible Action on Capital Projects
      - 1. Roof projects *Page 87*
      - 2. Orange Modular Demolition *Page 88*
    - b. Discussion of Monthly Financial Statements *Page 89*
    - c. Director of Finance and Administration Approved Transfers Under \$3,000 *Page 118*
    - d. Discussion and Possible Action on Budget Transfers of \$3,000 or More *Page 119*
    - e. Other
      - 1. Adult and Continuing Education
- 9. Policy
  - a. First Read
    - 1. Policy 3532 Liability Insurance *Page 122*
    - 2. Policy 3532.3 Responsibility for Loss or Damage of Personal Property on School Premises *Page 123*
    - 3. Policy 3541.32 Special Transportation for School-Related Trips *Page 124*
    - 4. Policy 3541.44 Transportation Equipment - Privately Owned Vehicles *Page 125*
    - 5. Policy 5131.6 Alcohol, Drugs, and Tobacco *Page 126*
    - 6. Policy 6171 Special Education *Page 134*
  - b. Second Read
    - 1. Policy 5141.4 Reporting of Child Abuse, Neglect, and Sexual Assault *Page 136*
    - 2. Policy 5122 Assigning Students to a Grade Level *Page 141*
    - 3. Policy 3516 Safety and Secure School Facilities, Equipment, and Grounds *Page 143*

4. Policy 3517 Security of Buildings and Grounds  
*Page 147*
5. Policy 3524.2 Hazardous Materials in Schools  
*Page 149*
6. Policy 3533 Employee Bonds *Page 151*
7. Policy 3541 Transportation *Page 152*
10. Personnel

**11. NEW BUSINESS**

**12. ITEMS FOR THE NEXT AGENDA – Due to Chairperson by November 23, 2020**

**13. 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***

|   |
|---|
| <p>If you require accommodations to participate because of a disability,<br/>please contact the office of the Superintendent of Schools in advance at 203-397-4811.</p> |
|---|

AMITY REGIONAL SCHOOL DISTRICT NO. 5 BOARD OF EDUCATION  
OCTOBER 19, 2020 REGULAR MEETING MINUTES  
6:30 P.M., 100 Ohman Avenue, Orange, CT

**BOARD MEMBERS PRESENT**

John Belfonti, Robyn Berke (remote), Christopher Browe, Patricia Cardozo, Shannan Carlson, Paul Davis, Steven DeMaio, Carla Eichler, George Howard, Andrea Hubbard (remote), Patrick Reed, Dr. Jennifer Turner (remote)

**BOARD MEMBERS ABSENT**

Sheila McCreven

**STUDENT REPRESENTATIVES PRESENT**

Alison Bowler (remote), Caroline Chen

**STAFF MEMBERS PRESENT**

Dr. Jennifer Byars, Theresa Lumas, Thomas Brant, Kathy Burke, Shaun DeRosa, Kathy Kovalik, Jill LaPlante, Anna Mahon, Stephen Martoni, Dr. Marie McPadden, Joseph Robinson, Dr. Jason Tracy

**1. CALL TO ORDER**

Chairperson Belfonti called meeting to order at 6:32 p.m.

**2. PLEDGE OF ALLEGIANCE**

Recited by those present

**3. APPROVAL OF MINUTES**

**a. Regular Board of Education Meeting – September 14, 2020**

*MOTION by Shannan Carlson, Second by Patrick Reed, to approve minutes as submitted*

*VOTES IN FAVOR, 12 (unanimous)*

*MOTION CARRIED*

**b. Special Board of Education Meeting -- September 29, 2020**

*MOTION by Carla Eichler, Second by Christopher Browe, to approve minutes as submitted*

*VOTES IN FAVOR, 10 (Belfonti, Berke, Browe, Cardozo, Davis, DeMaio, Eichler, Howard, Hubbard, Turner)*

*ABSTAINED, 2 (Carlson, Reed)*

*MOTION CARRIED*



**4. RECOGNITION OF AMITY REGIONAL HIGH SCHOOL NATIONAL MERIT SCHOLARSHIP PROGRAM  
SEMI-FINALISTS AND COMMENDED SCHOLARS**

Anna Mahon publicly congratulated and read aloud the names of the Amity Regional High School National Merit Scholarship Program Semi-Finalists

**5. STUDENT REPORT**

**a. Monthly Report**

**6. PUBLIC COMMENT**

Carla Eichler summarized letters received from a parent and a staff member

**7. DISCUSSION AND POSSIBLE ACTION ON 2021 BOARD OF EDUCATION REGULAR MEETING SCHEDULE**

*MOTION by Patricia Cardozo, Second by Shannan Carlson, to approve as submitted*

*VOTES IN FAVOR, 12 (unanimous)*

*MOTION CARRIED*

**8. DISCUSSION AND POSSIBLE ACTION ON SETTING 2021 GRADUATION DATE**

*MOTION by Patrick Reed, Second by George Howard, to approve setting June 8, 2021 as Graduation Date*  
*VOTES IN FAVOR, 11 (Belfonti, Berke, Cardozo, Carlson, Davis, DeMaio, Eichler, Howard, Hubbard, Reed, Turner)*

*OPPOSED, 1 (Browe)*

*MOTION CARRIED*

**9. SUPERINTENDENT'S REPORT**

**a. COVID Status Update**

*POINT OF ORDER by Steven DeMaio that items presented during Public Comment should not be discussed during this section of the meeting*

*Chairperson Belfonti approved Point of Order that items presented during Public Comment should not be discussed during this section of meeting*

AMITY REGIONAL SCHOOL DISTRICT NO. 5 BOARD OF EDUCATION  
OCTOBER 19, 2020 REGULAR MEETING MINUTES  
6:30 P.M., 100 Ohman Avenue, Orange, CT

**b. Personnel Report**

**c. Superintendent Report**

**10. CORRESPONDENCE**

None

**11. CHAIRMAN'S REPORT**

**a. Committee Reports**

**1. ACES**

**2. Ad Hoc School Safety**

**3. CABE**

**4. Curriculum**

**5. District Health and Safety**

**6. District Technology**

**a. Monthly Report**

**7. Facilities**

**a. Monthly Report**

**8. Finance**

**a. October 1 Enrollment Report**

**b. Discussion of Monthly Financial Statements**

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

AMITY REGIONAL SCHOOL DISTRICT NO. 5 BOARD OF EDUCATION  
OCTOBER 19, 2020 REGULAR MEETING MINUTES  
6:30 P.M., 100 Ohman Avenue, Orange, CT

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

*MOTION by Patrick Reed, Second by Patricia Cardozo, to approve the following budget transfer to cover the cost of a long-term substitute administrator for the Coordinator of Pupil Services:*

| ACCOUNT NUMBER  | ACCOUNT NAME                    | FROM     | TO       |
|-----------------|---------------------------------|----------|----------|
| 04-12-1200-5330 | Professional Technical Services | \$61,800 |          |
| 05-15-1026-5111 | Salaries                        |          | \$61,800 |

*VOTES IN FAVOR, 11 (Belfonti, Browe, Cardozo, Carlson, Davis, DeMaio, Eichler, Howard, Hubbard, Reed, Turner)*

*ABSTAINED, 1 (Berke)*

*MOTION CARRIED*

**9. Policy**

**a. First Read**

- 1. Policy 5141.4 Reporting of Child Abuse, Neglect, and Sexual Assault**
- 2. Policy 5122 Assigning Students to a Grade Level**
- 3. Policy 3516 Safety and Secure School Facilities, Equipment, and Grounds**
- 4. Policy 3516.3 Safety & Health Committee**
- 5. Policy 3517 Security of Buildings and Grounds**
- 6. Policy 3524.2 Hazardous Materials in Schools**
- 7. Policy 3533 Employee Bonds**
- 8. Policy 3541 Transportation**

**b. Second Read**

- 1. Policy 5142.41 Armed School Security Officers**

*MOTION by Steven DeMaio, Second by Christopher Browe, to approve as submitted*

*VOTES IN FAVOR, 12 (unanimous)*

*MOTION CARRIED*

**2. Policy 6114.81 Pandemic/Epidemic Emergencies**

*MOTION by Steven DeMaio, Second by Shannan Carlson, to approve as submitted*  
*VOTES IN FAVOR, 12 (unanimous)*  
*MOTION CARRIED*

**10. Personnel**

*Chairperson Belfonti called Executive Session for Discussion of Superintendent Contract and Superintendent Evaluation and invited Dr. Byars*

*MOTION by Steven DeMaio, Second by Shannan Carlson, to enter Executive Session for Discussion of Superintendent Contract and Superintendent Evaluation and invite Dr. Byars*  
*VOTES IN FAVOR, 12 (unanimous)*  
*MOTION CARRIED*

Entered Executive Session at 8:21 p.m.

- a. Discussion of Superintendent Evaluation (Executive Session)**
- b. Discussion of Superintendent Contract (Executive Session)**

Exited Executive Session at 9:47 p.m.

- c. Action on Superintendent Evaluation**

*MOTION by Shannan Carlson, Second by Christopher Browe, for Chairperson Belfonti to meet individually with Dr. Byars regarding Superintendent Evaluation*  
*VOTES IN FAVOR, 12 (unanimous)*  
*MOTION CARRIED*

- d. Action on Superintendent Contract**

*MOTION by Christopher Browe, Second by Patricia Cardozo, for Chairperson Belfonti to meet individually with Dr. Byars regarding Superintendent Contract*  
*VOTES IN FAVOR, 12 (unanimous)*  
*MOTION CARRIED*

AMITY REGIONAL SCHOOL DISTRICT NO. 5 BOARD OF EDUCATION  
OCTOBER 19, 2020 REGULAR MEETING MINUTES  
6:30 P.M., 100 Ohman Avenue, Orange, CT

**12. NEW BUSINESS**

None

**13. ITEMS FOR THE NEXT AGENDA – Due to Chairperson by November 2, 2020**

**14. ADJOURNMENT**

*MOTION by Christopher Browe, Second by George Howard, to adjourn meeting*  
*VOTES IN FAVOR, 12 (unanimous)*  
*MOTION CARRIED*

Respectfully submitted,  
*Pamela Pero*  
Pamela Pero, Recording Secretary

# Amity Regional School District #5

## Executive Summary - Third Quarter 2020

**Important Disclosure Information:** Past performance may not be indicative of future results. Account information has been compiled solely by Fiduciary Investment Advisors, LLC, has not been independently verified, and does not reflect the impact of taxes on non-qualified accounts. In preparing this report, Fiduciary Investment Advisors, LLC has relied upon information provided by third party sources. A copy of our current written disclosure statement discussing our advisory services and fees continues to remain available for your review upon request. Historical performance results for investment indices and/or categories have been provided for general comparison purposes only, and generally do not reflect the deduction of transaction and/or custodial charges, the deduction of an investment management fee, nor the impact of taxes, the incurrence of which would have the effect of decreasing historical performance results. It should not be assumed that your account holdings correspond directly to any comparative indices.

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## Section 1

*Fiduciary Governance Calendar*

## Section 2

*Capital Markets Overview*

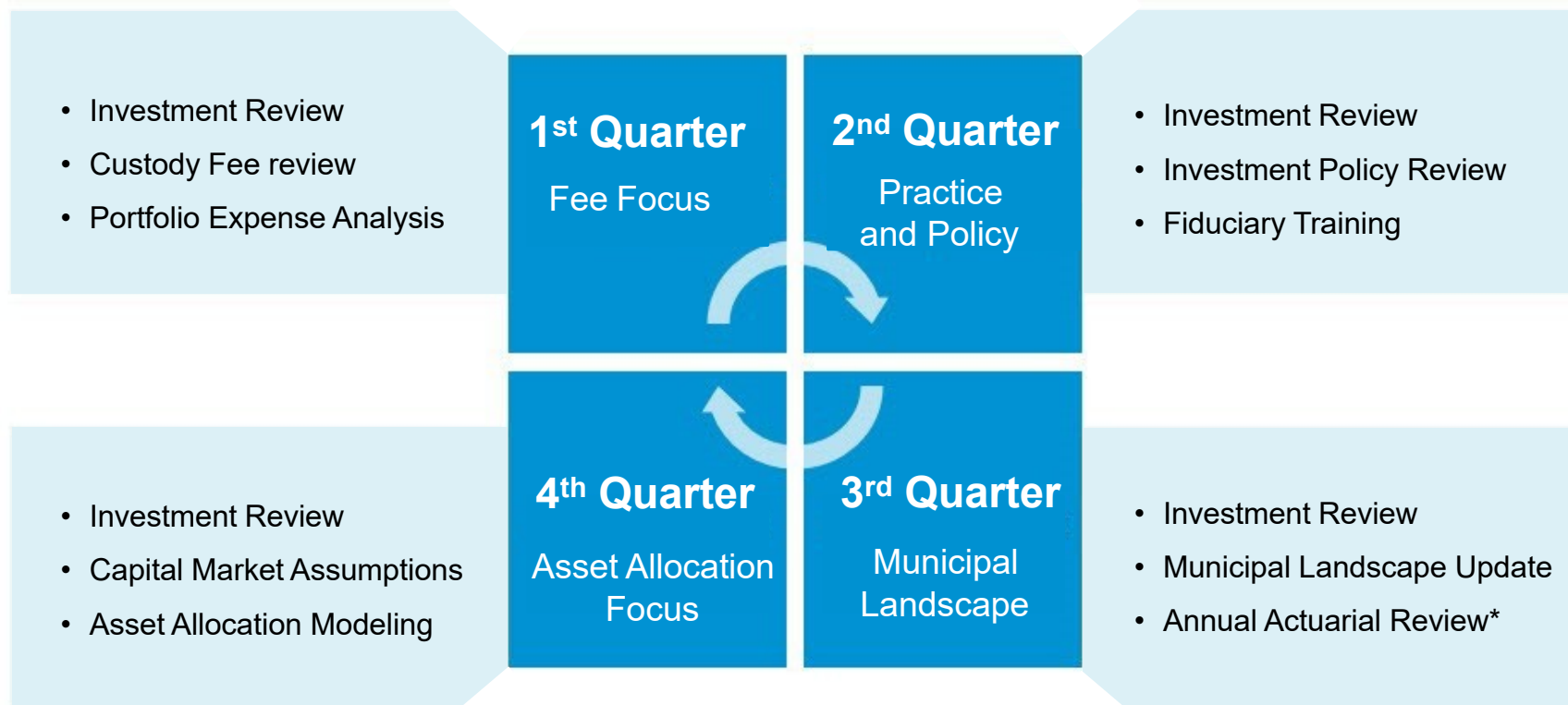
## Section 3

*Portfolio Review*



# Fiduciary Governance Calendar

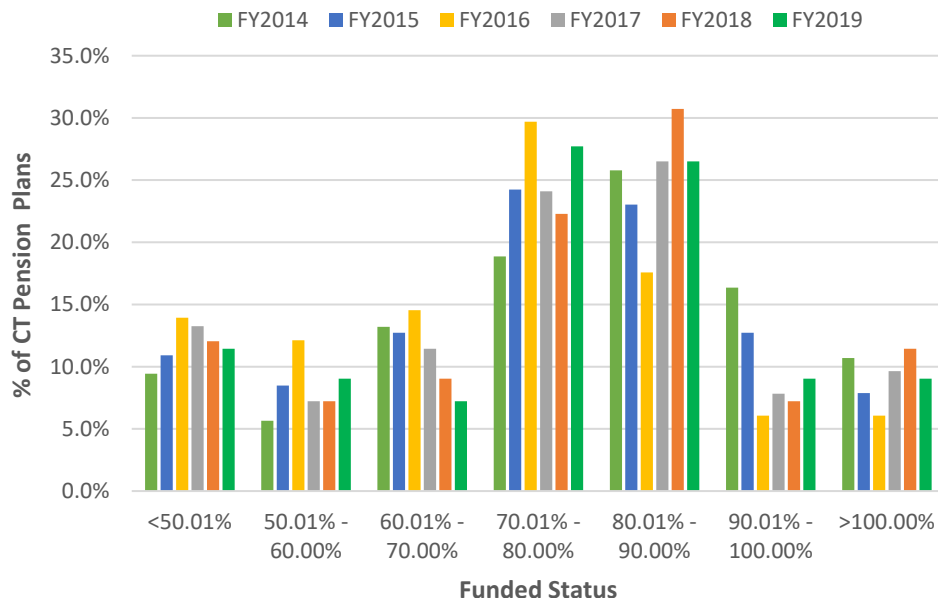
# Defined Benefit Fiduciary Governance Calendar



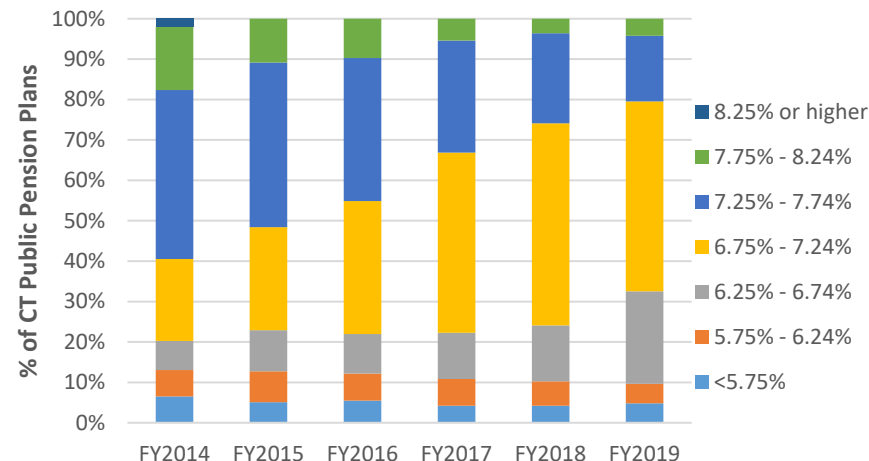
\*Timing of actuarial review is dependent on client's individual plan and/or fiscal year and actuarial input.

# Funded Status Trends in Connecticut Municipal Pension Plans

**Funded Status for Connecticut Municipal Pension Plans**



**Discount Rate - Previous 6 Years**



## Funded Status Observations

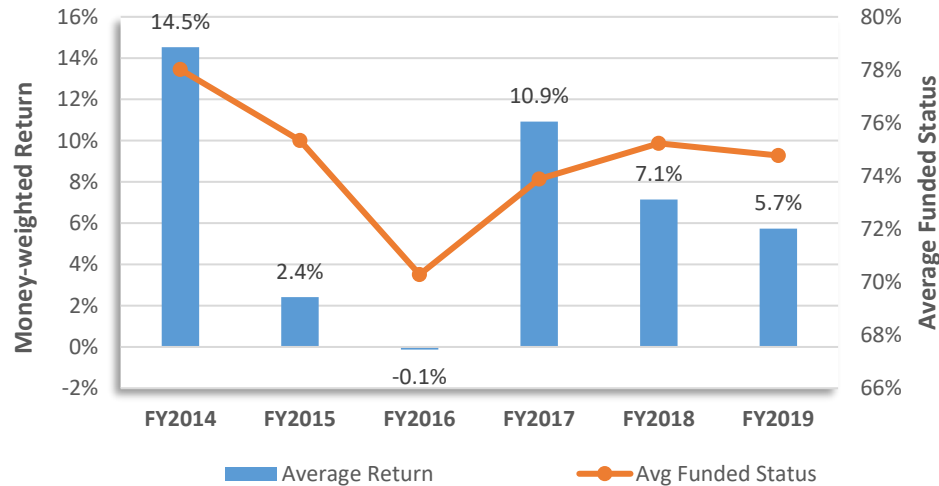
- Average funded status for fiscal year ending 6/30/2019 for municipal pension plans in Connecticut averaged 75% across the 166 pension plans included in the study.
- The majority of pension plans studied (54%) have a funded status between 70-90%.
- FY2019 shows funded status becoming slightly less disbursed, a reversal to what we have seen over the previous 5 years.
- Funded status is directly related to the discount rate used to value the liabilities. The discount rate used by CT municipalities have converged since FY2014 with 47% of municipalities using a rate between 6.75% and 7.24% in FY2019 (right graph, yellow bar) and 23% choosing a discount rate between 6.25% to 6.74% (gray bar). The average rate for FY2019 was 6.76%.

Disclosure: Summary by Fiduciary Investment Advisors with data sourced from FYE2019 Comprehensive Financial Annual Reports (CAFRs) for 166 CT Municipal Pension Plans that had reported data available at the time of the analysis in September 2020<sup>1</sup>. All averages shown are equal-weighted and not weighted on assets or liabilities.

<sup>1</sup>Disclaimer: Information regarding plan status, discount rates and investment returns used in this analysis has been provided by outside parties. FIA is not responsible for any errors or omissions.

# Investment Returns Across CT Pension Plans

**Actual Investment Returns for Connecticut  
Municipal Pension Plans**



## Investment Performance

- Money-weighted returns, which depend on both investment performance and cash flow timing, were 5.7% for FY2019 and averaged 7.9% and 5.2% for the trailing 3- and 5-year periods, respectively.
- Funded status declined slightly as investments failed to keep pace with liabilities in FY2019 (investment returns trailed assumed rate of return).
- The decline in the average funded status from 77% in FY2014 to 70% in FY2016 was impacted by poor investment performance and plan sponsors' decision to lower discount rates used to value liabilities.
  - A reversal of these two variables helped to improve funded status in FY2017 and FY2018.

Disclosure: Summary by Fiduciary Investment Advisors with data sourced from FYE2019 Comprehensive Financial Annual Reports (CAFRs) for 166 CT Municipal Pension Plans that had reported data available at the time of the analysis in September 2020<sup>1</sup>. All averages shown are equal-weighted and not weighted on assets or liabilities. Investment returns represent an equal-weighted average of money-weighted fiscal year returns for those plans that were included in the analysis.

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# Actuarial Review

## Amity Regional #5

| Hooker & Holcombe Actuarial Valuation Report July 1, 2019 |                |                |
|---|----------------|----------------|
|   | As of 7/1/2019 | As of 7/1/2018 |
| Actuarial Value of Assets                                 | \$12,575,375   | \$11,679,558   |
| Total Accrued Liability                                   | \$16,772,015   | \$16,033,281   |
| Funded Ratio  | 76.1%          | 72.8%          |
| Actuarial Return Assumption                               | 7.0%           | 7.0%           |

Source: Hooker & Holcombe, 2019 Valuation Report

# Wells Fargo & Principal Custody Transition Update

## Timeline:

- *December 2019 – January 2020:* Service continuity packets and consent letters sent to clients
- *June 2021:* System integration expected to be complete
- *Late 2021:* Migration of client assets
  - Asset migration will occur on a bank holiday weekend in order to minimize disruption.

## Contracts:

- Principal Financial will accept all existing contracts in place with Wells Fargo Institutional Retirement Trust clients.
  - Importantly, this will include **continuation of all current fee schedules**.
  - The only change in the documentation will be the legal entity of the contract issuer (from Wells Fargo to Principal).

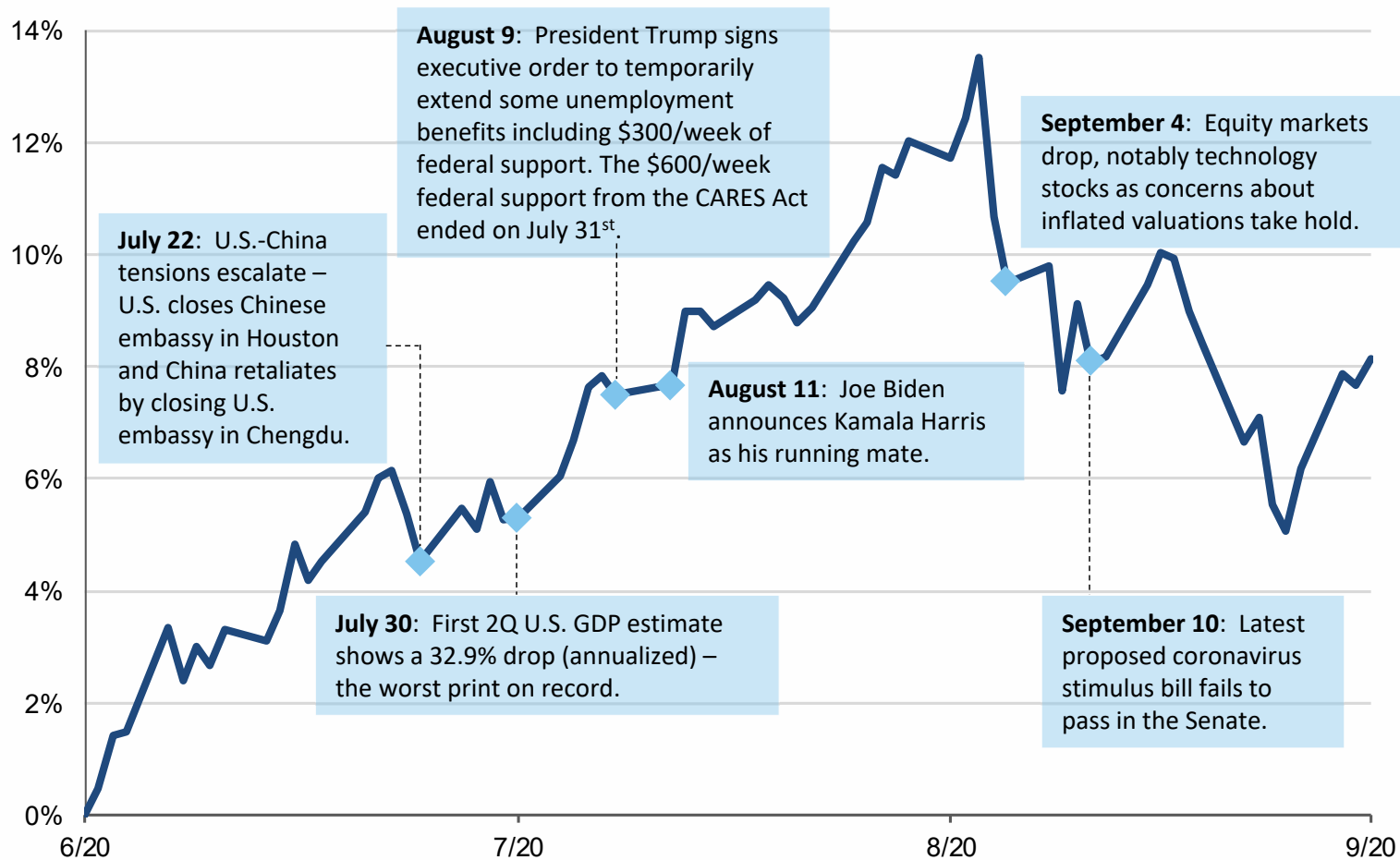
## Benefit Payments:

- For clients who use Wells Fargo Institutional Retirement Trust to issue benefit payments, an Institutional Retirement Trust representative will proactively reach out to provide guidance and assistance with regard to the change in payment services.
  - Wells Fargo/Principal is **willing and able to prepare all beneficiary communications** to inform beneficiaries of the change.
  - Clients who wish to maintain control over beneficiary communications rather than having Wells Fargo/Principal handle communications may do so. Wells Fargo/Principal will be as involved (or uninvolved) in the communication efforts as each client desires.

# Capital Markets Overview

# 3Q 2020 Market Events

Global Equity Total Return (6/30/20 - 9/30/20)



## Key 4Q 2020 Dates

### October

- 15:** Second presidential debate
- 22:** Final presidential debate
- 29:** First estimate of 3Q U.S. GDP

### November

- 3:** U.S. Election Day
- 4-5:** FOMC Meeting

### December

- 15-16:** FOMC Meeting



# Financial Market Performance

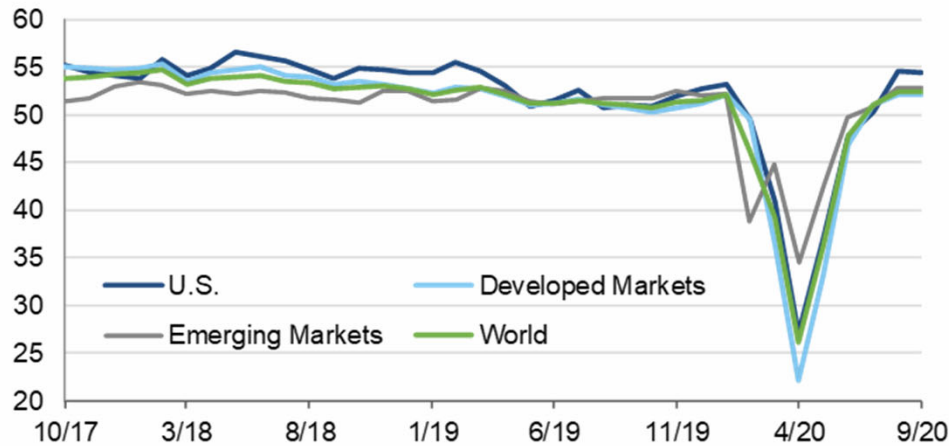
| Global Fixed Income Markets                          | QTD    | YTD    | 1YR    | 3YR    | 5YR    | 7YR    | 10YR  | 15YR  |
|--|--------|--------|--------|--------|--------|--------|-------|-------|
| Bloomberg Barclays 1-3-Month T-Bill                  | 0.0%   | 0.5%   | 1.0%   | 1.6%   | 1.1%   | 0.8%   | 0.6%  | 1.2%  |
| Bloomberg Barclays U.S. TIPS                         | 3.0%   | 9.2%   | 10.1%  | 5.8%   | 4.6%   | 3.4%   | 3.6%  | 4.2%  |
| Bloomberg Barclays Municipal Bond (5 Year)           | 1.3%   | 3.5%   | 4.6%   | 3.3%   | 2.8%   | 2.8%   | 2.8%  | 3.7%  |
| Bloomberg Barclays High Yield Municipal Bond         | 3.1%   | 0.4%   | 1.3%   | 5.8%   | 6.0%   | 6.1%   | 6.0%  | 5.2%  |
| Bloomberg Barclays U.S. Aggregate                    | 0.6%   | 6.8%   | 7.0%   | 5.2%   | 4.2%   | 4.0%   | 3.6%  | 4.5%  |
| Bloomberg Barclays U.S. Corporate High Yield         | 4.6%   | 0.6%   | 3.3%   | 4.2%   | 6.8%   | 5.3%   | 6.5%  | 7.1%  |
| Bloomberg Barclays Global Aggregate ex-U.S. Hedged   | 0.7%   | 3.0%   | 1.8%   | 4.9%   | 4.3%   | 4.5%   | 4.1%  | 4.3%  |
| Bloomberg Barclays Global Aggregate ex-U.S. Unhedged | 4.1%   | 4.8%   | 5.5%   | 3.1%   | 3.6%   | 1.3%   | 1.3%  | 3.2%  |
| Bloomberg Barclays U.S. Long Gov / Credit            | 1.2%   | 14.2%  | 12.9%  | 10.2%  | 8.8%   | 8.5%   | 7.4%  | 7.4%  |
| JPMorgan GBI-EM Global Diversified                   | 0.6%   | -6.3%  | -1.4%  | 0.2%   | 4.8%   | 0.0%   | 0.5%  | 4.6%  |
| Global Equity Markets                                | QTD    | YTD    | 1YR    | 3YR    | 5YR    | 7YR    | 10YR  | 15YR  |
| S&P 500  | 8.9%   | 5.6%   | 15.1%  | 12.3%  | 14.1%  | 12.7%  | 13.7% | 9.2%  |
| Dow Jones Industrial Average                         | 8.2%   | -0.9%  | 5.7%   | 10.0%  | 14.0%  | 11.7%  | 12.7% | 9.4%  |
| NASDAQ Composite                                     | 11.2%  | 25.4%  | 41.1%  | 21.1%  | 20.7%  | 18.2%  | 18.2% | 12.9% |
| Russell 3000   | 9.2%   | 5.4%   | 15.0%  | 11.6%  | 13.7%  | 12.1%  | 13.5% | 9.1%  |
| Russell 1000   | 9.5%   | 6.4%   | 16.0%  | 12.4%  | 14.1%  | 12.5%  | 13.8% | 9.3%  |
| Russell 1000 Growth                                  | 13.2%  | 24.3%  | 37.5%  | 21.7%  | 20.1%  | 17.4%  | 17.3% | 12.0% |
| Russell 1000 Value                                   | 5.6%   | -11.6% | -5.0%  | 2.6%   | 7.6%   | 7.3%   | 9.9%  | 6.3%  |
| Russell Mid Cap                                      | 7.5%   | -2.3%  | 4.5%   | 7.1%   | 10.1%  | 9.4%   | 11.8% | 8.6%  |
| Russell Mid Cap Growth                               | 9.4%   | 13.9%  | 23.2%  | 16.2%  | 15.5%  | 13.2%  | 14.5% | 10.5% |
| Russell Mid Cap Value                                | 6.4%   | -12.8% | -7.3%  | 0.8%   | 6.4%   | 6.6%   | 9.7%  | 7.0%  |
| Russell 2000   | 4.9%   | -8.7%  | 0.4%   | 1.7%   | 8.0%   | 6.4%   | 9.8%  | 7.0%  |
| Russell 2000 Growth                                  | 7.2%   | 3.9%   | 15.7%  | 8.1%   | 11.4%  | 9.2%   | 12.3% | 8.9%  |
| Russell 2000 Value                                   | 2.6%   | -21.6% | -14.9% | -5.1%  | 4.1%   | 3.3%   | 7.1%  | 4.9%  |
| MSCI ACWI  | 8.1%   | 1.4%   | 10.4%  | 7.1%   | 10.3%  | 7.8%   | 8.5%  | 6.5%  |
| MSCI ACWI ex. U.S.                                   | 6.3%   | -5.4%  | 3.0%   | 1.2%   | 6.2%   | 3.2%   | 4.0%  | 4.1%  |
| MSCI EAFE  | 4.8%   | -7.1%  | 0.5%   | 0.6%   | 5.3%   | 3.0%   | 4.6%  | 3.7%  |
| MSCI EAFE Growth                                     | 8.4%   | 4.6%   | 13.4%  | 7.1%   | 9.2%   | 6.2%   | 7.0%  | 5.6%  |
| MSCI EAFE Value                                      | 1.2%   | -18.3% | -11.9% | -5.9%  | 1.1%   | -0.3%  | 2.1%  | 1.8%  |
| MSCI EAFE Small Cap                                  | 10.3%  | -4.2%  | 6.8%   | 1.4%   | 7.4%   | 5.7%   | 7.3%  | 5.6%  |
| MSCI Emerging Markets                                | 9.6%   | -1.2%  | 10.5%  | 2.4%   | 9.0%   | 3.7%   | 2.5%  | 5.8%  |
| Alternatives   | QTD    | YTD    | 1YR    | 3YR    | 5YR    | 7YR    | 10YR  | 15YR  |
| Consumer Price Index*                                | 1.0%   | 0.5%   | 1.2%   | 1.8%   | 1.8%   | 1.5%   | 1.8%  | 1.8%  |
| FTSE NAREIT Equity REITs                             | 1.4%   | -17.5% | -18.2% | 0.2%   | 3.9%   | 6.1%   | 7.9%  | 5.9%  |
| S&P Developed World Property x U.S.                  | 4.8%   | -16.7% | -12.3% | -0.3%  | 3.7%   | 2.7%   | 5.1%  | 4.3%  |
| S&P Developed World Property                         | 3.1%   | -17.0% | -15.3% | -0.1%  | 3.6%   | 4.1%   | 6.2%  | 4.9%  |
| Bloomberg Commodity Total Return                     | 9.1%   | -12.1% | -8.2%  | -4.2%  | -3.1%  | -7.2%  | -6.0% | -4.8% |
| HFRI Fund of Funds Composite*                        | 4.5%   | 2.8%   | 6.0%   | 3.0%   | 3.1%   | 3.1%   | 2.9%  | 2.7%  |
| HFRI Fund Weighted Composite*                        | 5.3%   | 1.6%   | 5.3%   | 3.1%   | 4.3%   | 3.7%   | 3.7%  | 4.2%  |
| Alerian MLP  | -16.3% | -46.2% | -48.4% | -20.8% | -11.6% | -11.9% | -4.2% | 1.2%  |

\*One-month lag. Source: Bloomberg as of 9/30/20. Total returns as of 9/30/20. Periods greater than 1 year are annualized. All returns are in U.S. dollar terms. Past performance does not indicate future performance and there is a possibility of a loss.

# Economic Review

## PMI Composites

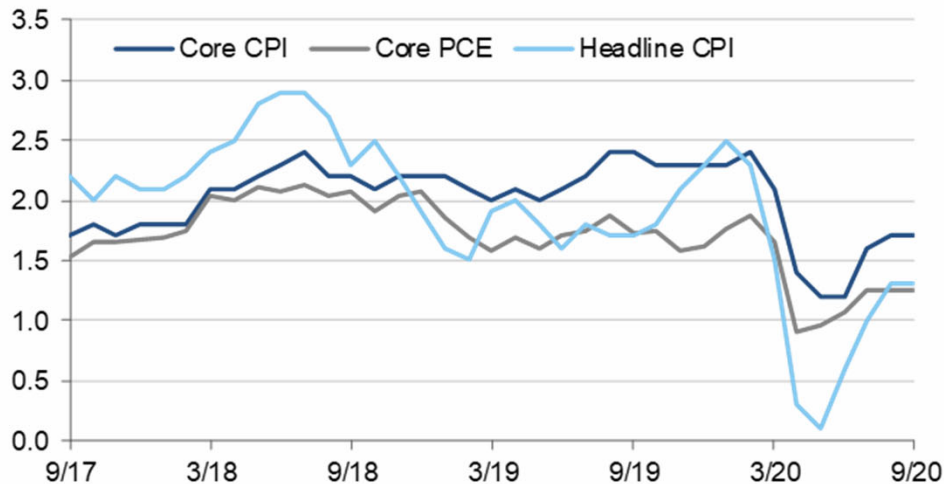
PMI data came in slightly above 50 indicating economic expansion. Investors will continue to closely monitor the trajectory of these reports.



Sources: Markit, JPMorgan. Subject to one-month lag.

## U.S. Inflation

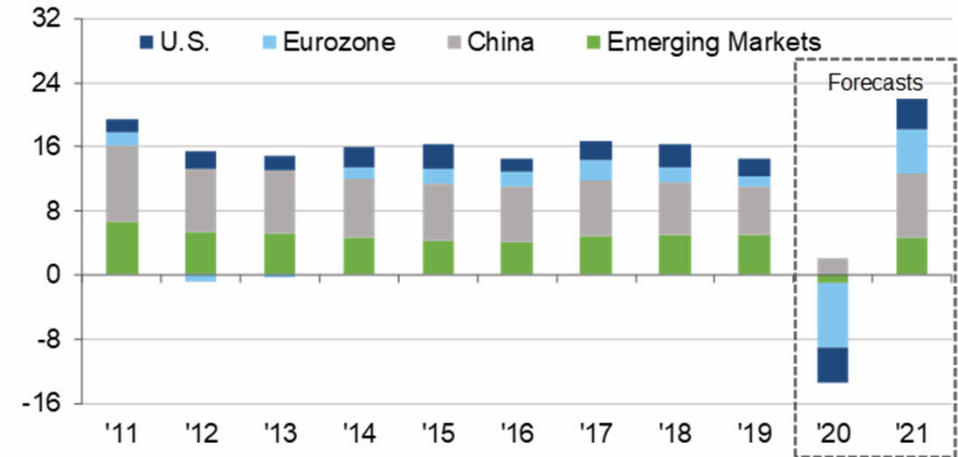
Inflation prints rose in the third quarter as consumer spending and business activity normalized further.



Sources: Bureau of Labor Statistics (BLS), Bureau of Economic Analysis (BEA)

## Real GDP Growth (YoY)

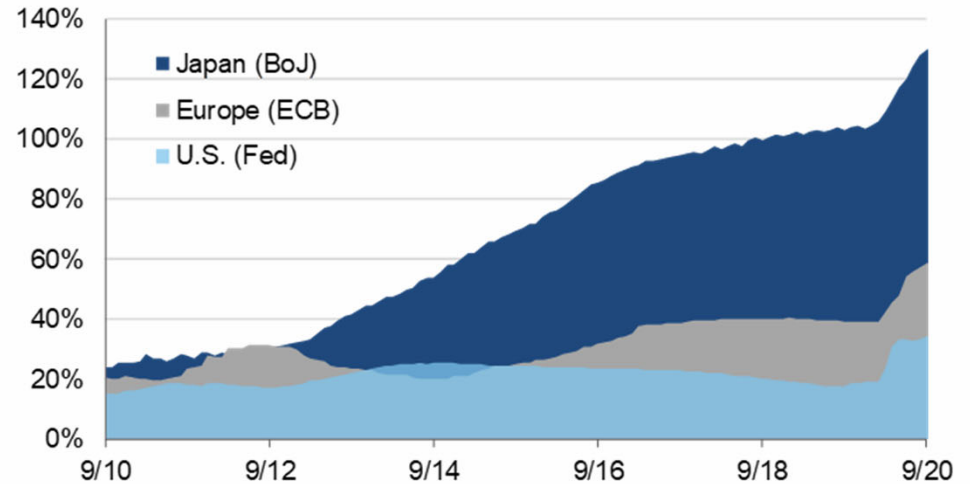
GDP growth forecasts for 2020 remain negative for most of the world except China; however, 2021 estimates are more optimistic.



Source: Bloomberg. Forecasts based on Bloomberg survey.

## Central Bank Balance Sheets as a Percentage of GDP

Despite unprecedented levels of monetary easing, the Fed has a lot more policy room to support economic activity.

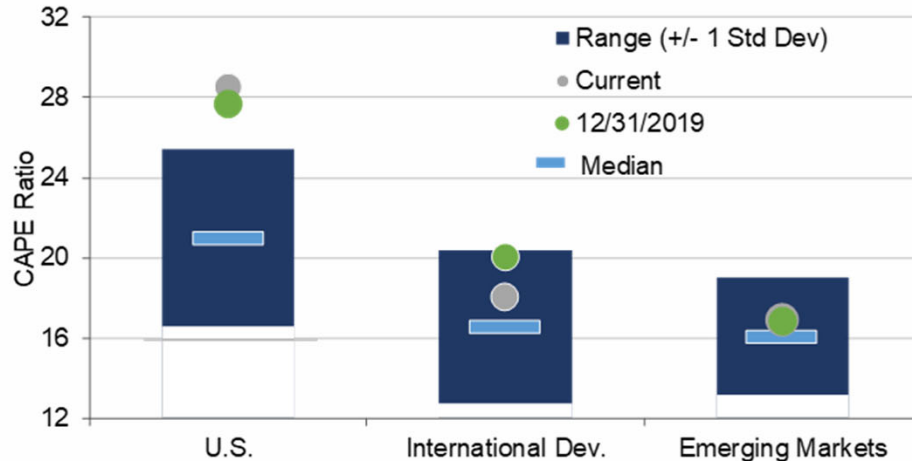


Source: Bloomberg

# Equity Market Update

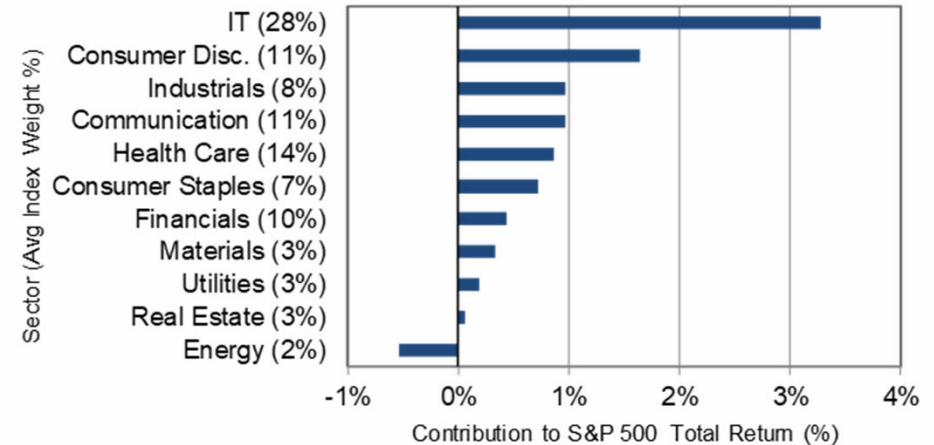
## Equity Valuations (Trailing 15 Years)

Strong third quarter performance pushed valuations higher, notably in the U.S. and emerging markets, which are now trading near pre-COVID levels.



## U.S. Equities – Contribution to Return by Sector (3Q20)

Technology contributed over one third of the 8.9% S&P 500 quarterly return, led by Apple, Nvidia, Microsoft and Salesforce.

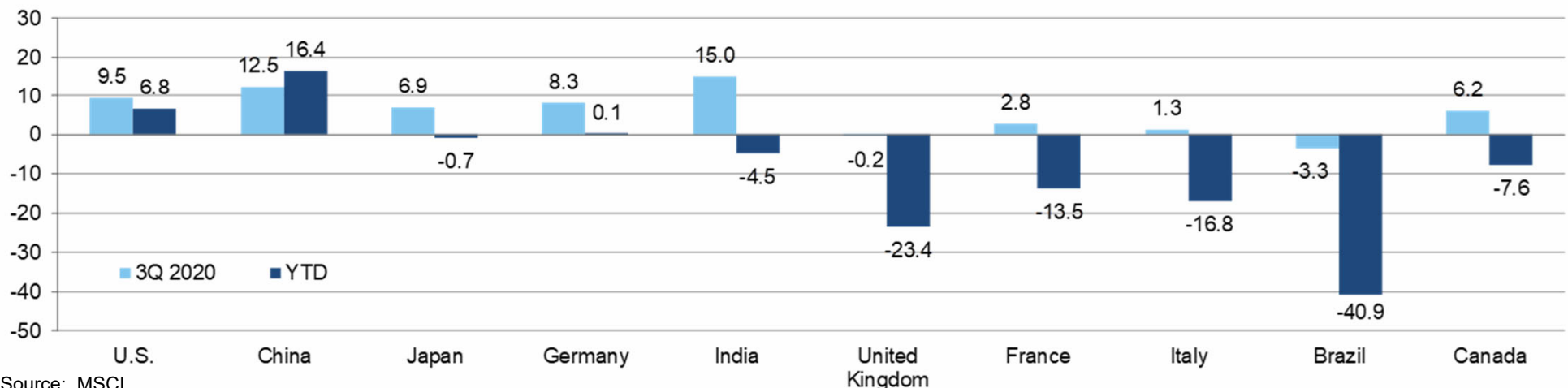


Source: MSCI as of 9/30/20. U.S = USA Price Return USD Index, Int. Dev = World Excluding United States Index, EM = Emerging Markets Index.

Source: S&P.

## Country Total Returns (%) – Top 10 Largest Economies

Global equity performance was mixed with India and China generating the largest positive returns and Brazil as the main laggard. Despite India's accelerating COVID case count, investor optimism and inflows supported that market. On the other hand, Brazil's political instability remains a headwind.



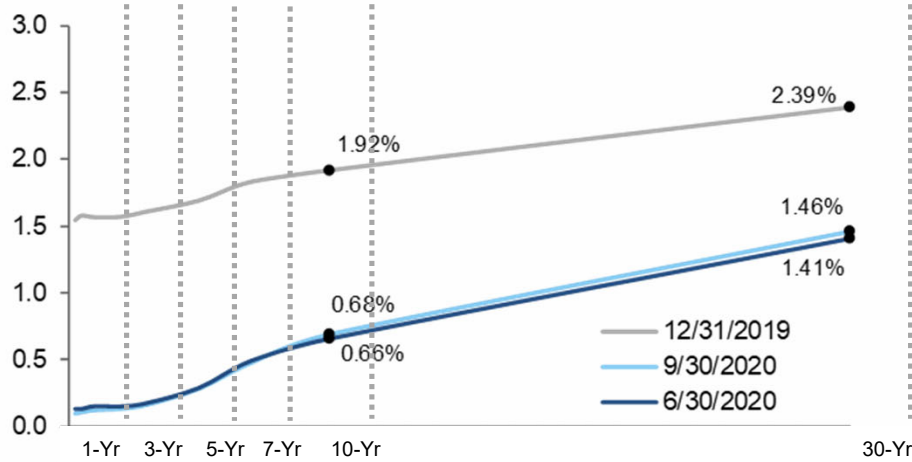
Source: MSCI.

See disclosures for list of indices representing each asset class, region or country. CAPE = cyclically adjusted price/earnings ratio. Past performance does not indicate future performance and there is a possibility of a loss.

# Fixed Income Market Update

## U.S. Treasury Curve

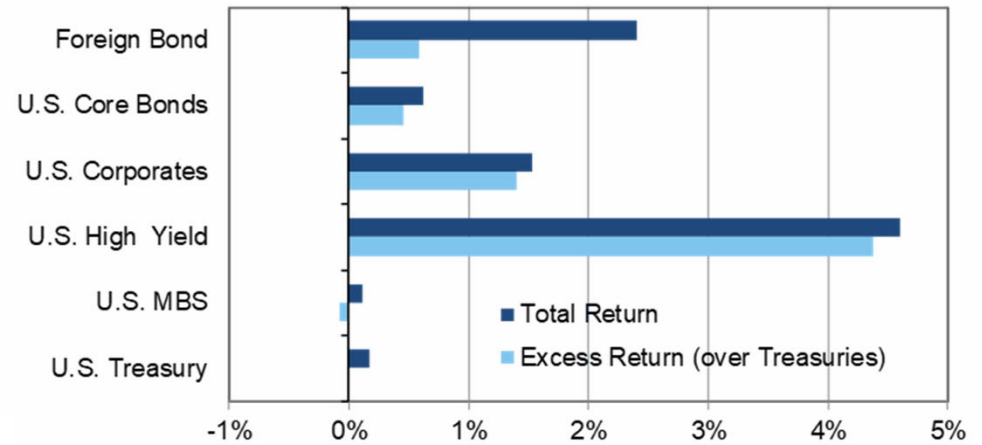
Similar to the second quarter, U.S. Treasury yields were rangebound and ended the quarter relatively flat.



Source: Bloomberg.

## Index Performance Attribution (3Q20)

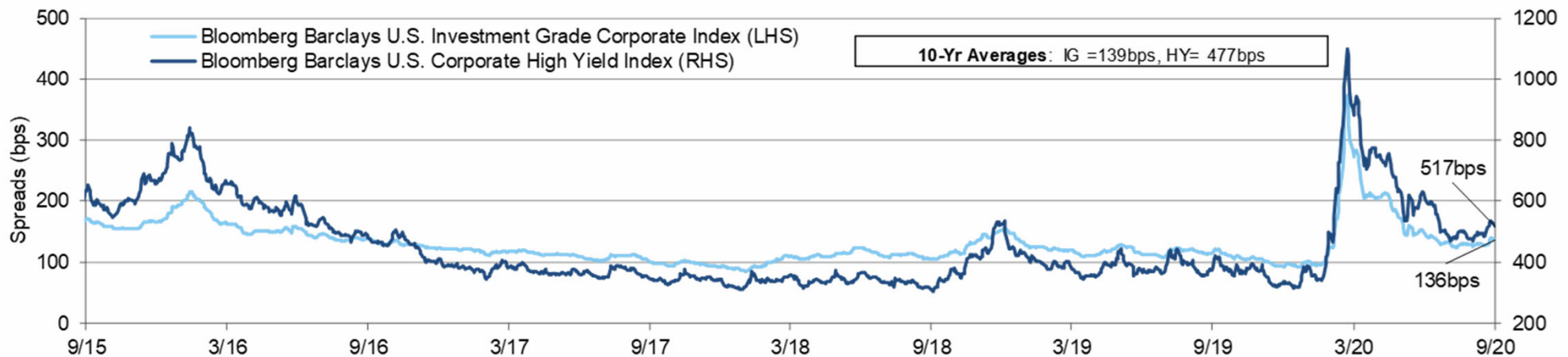
Spread tightening, particularly in riskier parts of the market, drove fixed income performance. U.S. dollar weakness benefitted foreign bonds.



Source: Bloomberg.

## Credit Market Spreads – Trailing 5 Years

Investment grade and high yield spreads tightened through much of the third quarter until late September when risk-off sentiment spurred modest widening. Investment grade spreads are trading near the 10-year average, whereas high yield valuations appear slightly more attractive than the 10-year average.



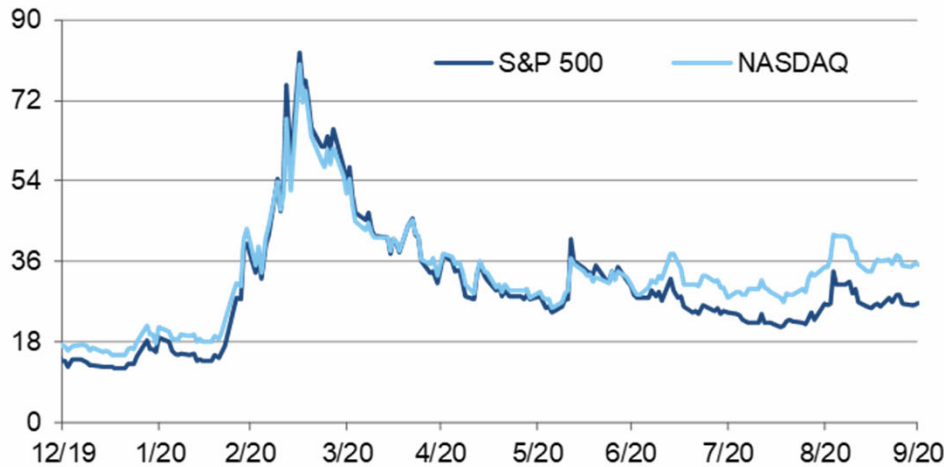
Source: Bloomberg.

See disclosures for list of indices representing each asset class.

# Market Themes

## Volatility – S&P 500 and NASDAQ

The tech-heavy Nasdaq Index led the equity rally since March but bottomed in August. Rising volatility may govern incremental valuation expansion.



Source: Bloomberg

## Equity – Growth vs. Value

Growth stocks' outperformance of value stocks persisted for much of the third quarter apart from a couple weeks in September.

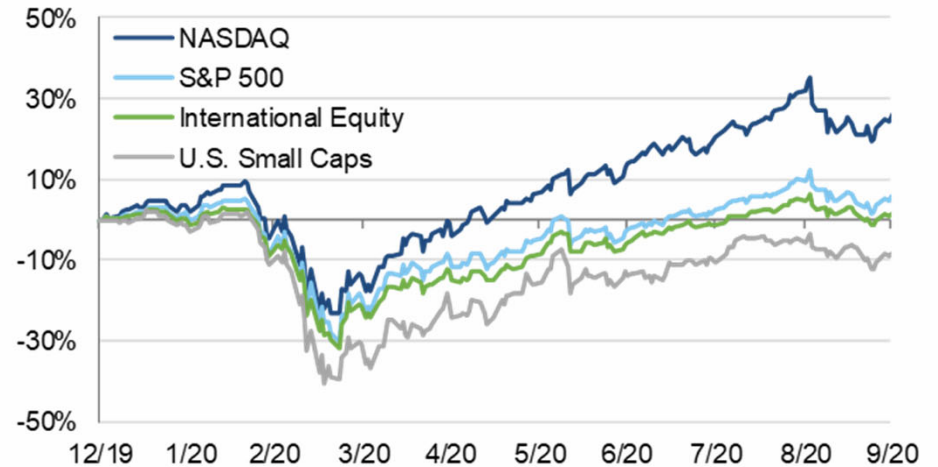


Source: S&P.

Past performance does not indicate future performance and there is a possibility of a loss.

## Equity Performance – Sector, Region, Market Cap

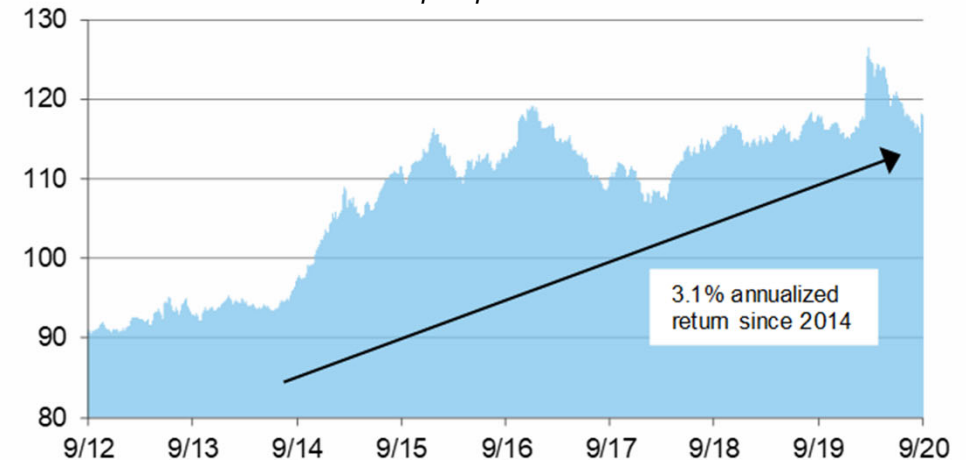
Equities pulled back in September led by weakness in technology, but the sector remains one of the strongest performers year-to-date.



Sources: NASDAQ, S&P, MSCI, Russell.

## Trade Weighted U.S. Dollar

The U.S. dollar weakened in 3Q amid heightened concerns about the containment of the virus and the prospects for more fiscal stimulus.



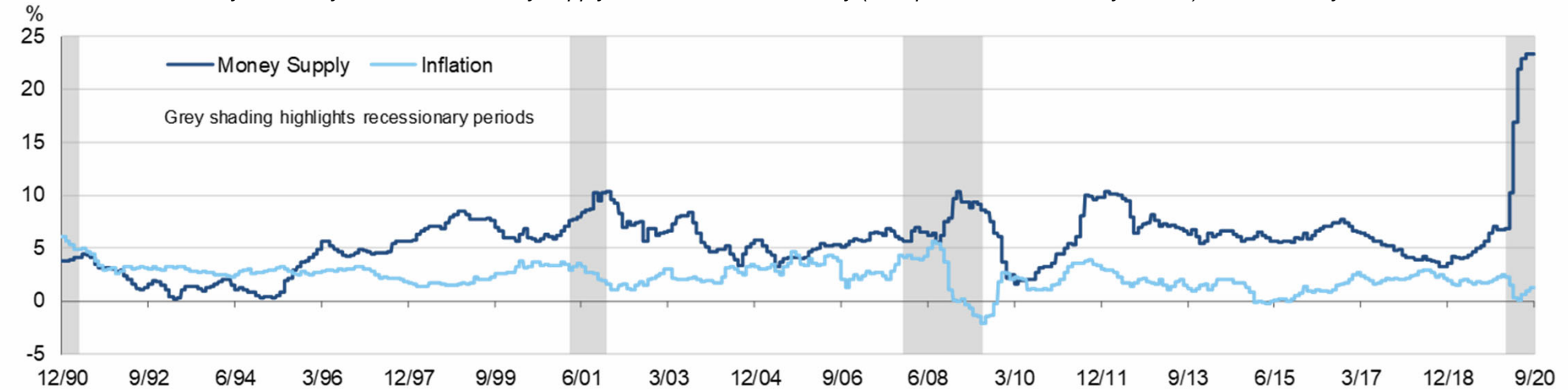
Source: Federal Reserve based on H.10 exchange rate data.



# Market Themes

## U.S. Money Supply and Inflation

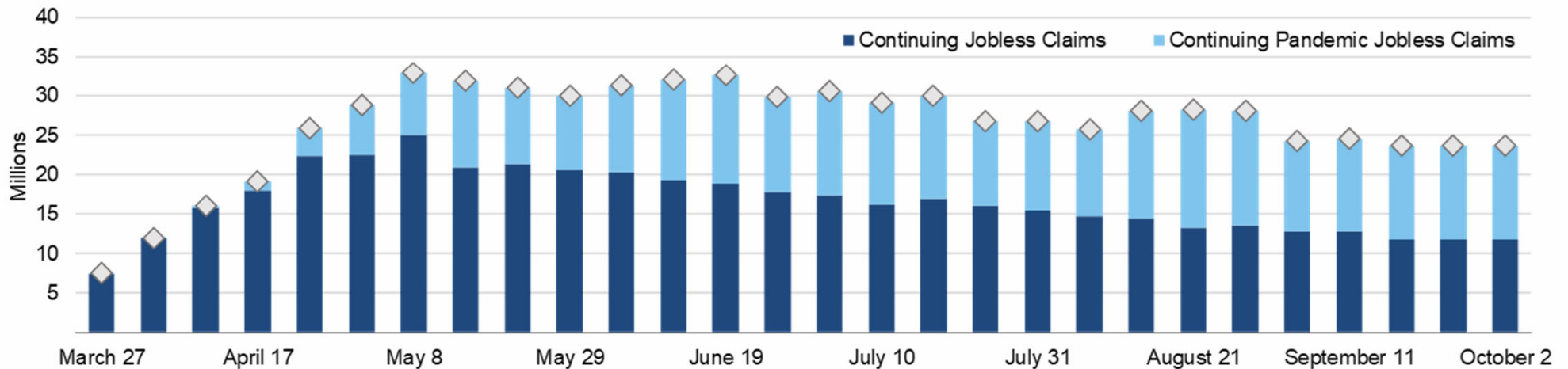
The unprecedented amount of stimulus has spurred some concerns about rising inflation, but recent history shows that increased money supply has coincided with lower year-over-year inflation. Money supply is one factor, but velocity (the speed at which money moves) is another key element.



Sources: Federal Reserve and U.S. Bureau of Labor Statistics (BLS).

## U.S. Unemployment Claims

While the unemployment rate has fallen to 7.9%, continuing claims for unemployment benefits remain stubbornly high (24 million as of 9/30/20). The Pandemic Unemployment Assistance (PUA) program, which extended benefits to a larger part of the population, is set to expire at year-end.

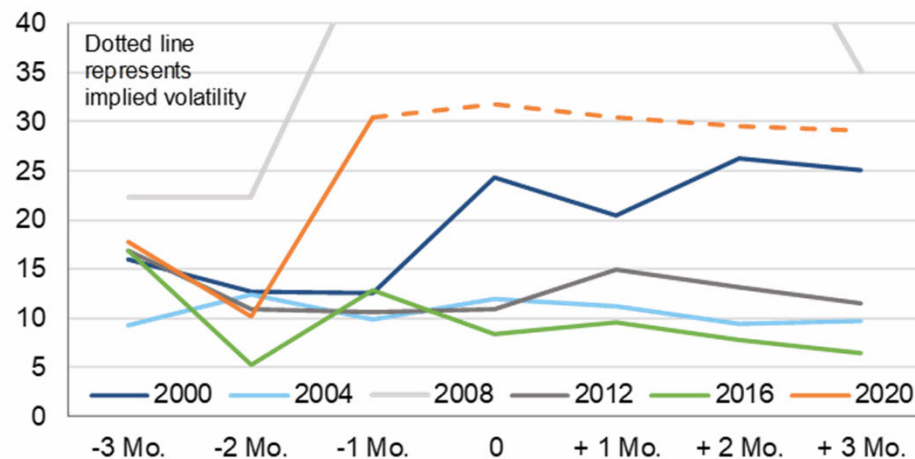


Source: U.S. Department of Labor, U.S. Bureau of Labor Statistics (BLS)

# Market Themes – U.S. Election

## S&P 500 Index Volatility around Elections

Realized volatility leading up to this election has been higher than most other years, and market indicators suggest it will remain elevated.



Source: Bloomberg, CBOE Volatility Index (VIX) +/- 3 Mo. of the U.S. presidential election.

## Key Election Dates

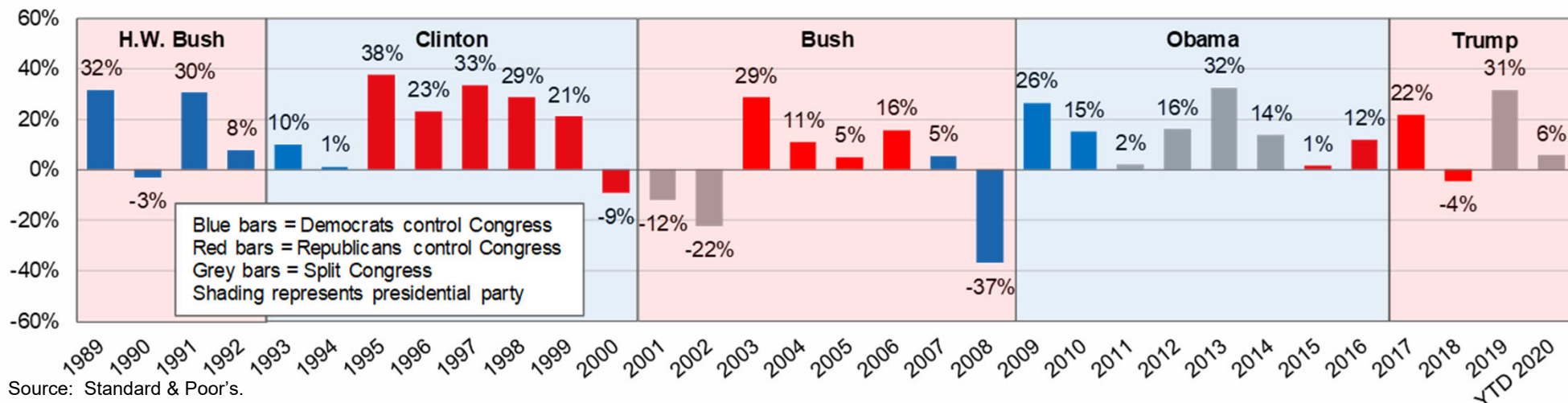
Concerns remain around the integrity of the election and timing of results given the circumstances, but below are the key dates to watch.

| Date        | Event   |
|-------------|---|
| November 3  | Election Day                                    |
| December 8  | Deadline for Election Disputes                  |
| December 14 | Electoral College Casts Votes                   |
| January 6   | Congress meets to count Electoral College votes |
| January 20  | Inauguration Day                                |

Source: DiMeo Schneider & Associates, L.L.C.

## Annual S&P 500 Index Performance by President

An evaluation of performance over the last century might show that a split government has coincided with strong equity returns, but more recent history suggests that party-control may be less important when reflecting on potential future market performance.

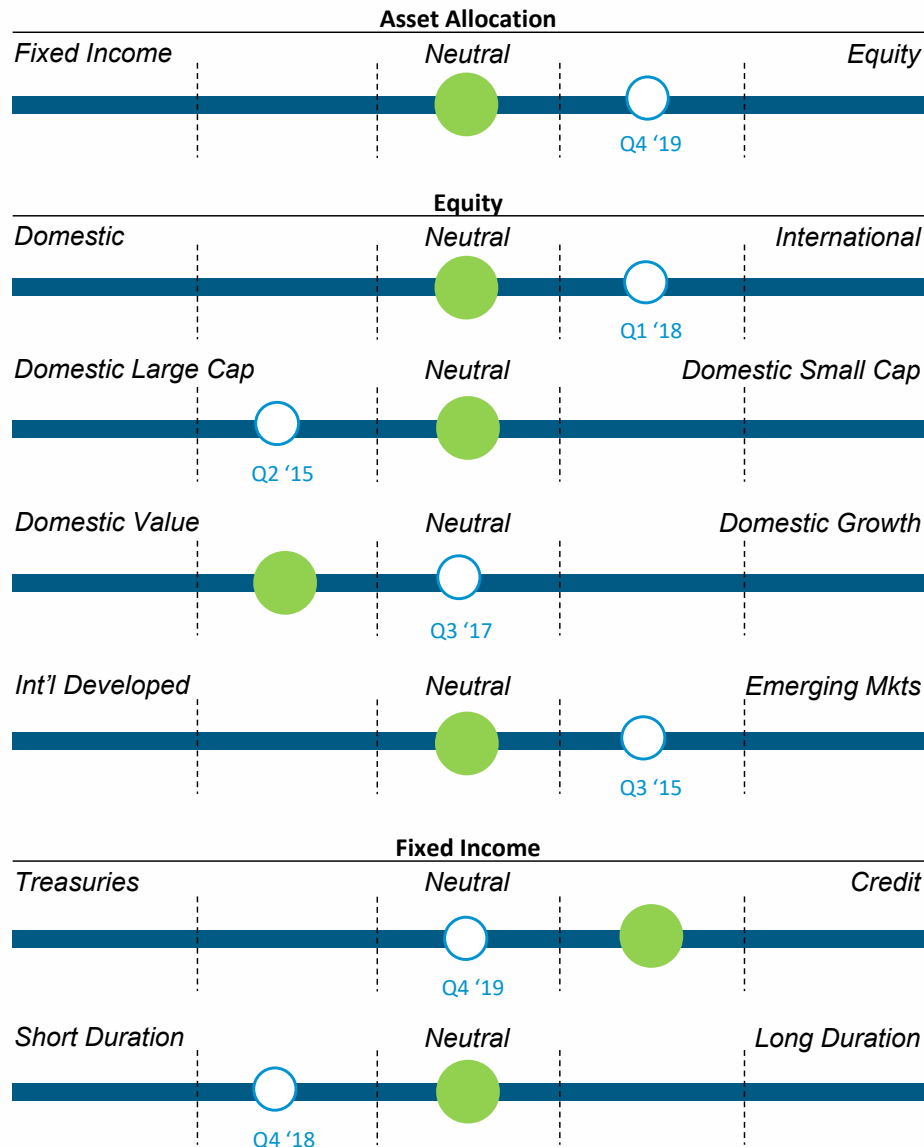


Source: Standard & Poor's.

Past performance does not indicate future performance and there is a possibility of a loss.

# Investing Viewpoints

- Current Stance
- Previous Stance (date indicates when we last changed our stance)



## Rationale

An appetite for risk persists and is stoked by the unprecedented magnitude of stimulus, marginal improvements on the economic data front, and a somewhat better than consensus earnings season, yet is countered by worrisome trends on the health crisis front, elevated geopolitical risks, and a likely fractious election cycle.

Valuation metrics lean in favor of international equities as do prospects for more U.S. dollar weakness (a more likely than not outcome should the global economy continue to stabilize). However, our views are neutralized by the persistent appeal of the domestic equity market's concentration of "COVID-defensive" (technology and healthcare) names.

While a continuing economic recovery, somewhat lower valuations, and a higher paced earnings recovery work in favor of the small cap cohort, the relative financial strength and durability of large cap stocks remain advantageous given the somewhat uncertain investing backdrop. As such, we retain a neutral view on market capitalization.

Growth equities continue to outpace their value peers, a trend punctuated by the continued dominance of certain large technology names. The recent performance differential between the styles now hovers at an all-time extreme, and the ensuing valuation advantage and the consistent historical evidence of mean reversion slightly tilt in favor of value.

The strong relative performance of emerging markets has largely dissipated the valuation advantage compared to developed markets, and the cohort may draw additional near-term strength from emerging Asia's (China & South Korea) "head start" toward a more sustained economic recovery; however, the coordinated stimulus efforts and the cyclically-oriented nature of the developed market opportunity set should be noted.

Credit spreads remain well-behaved, drawing strength from a modicum of economic stability, the support of the Fed in the form of its targeted purchases in the arena, and investors' enduring search for yield. We expect these factors to persist near-term, which informs our preference.

Interest rates remain near historically low levels. The Fed's recently revamped sentiment regarding inflation should anchor the front end of the curve, and there remains enough general trepidation around economic stability to alleviate immediate concerns of a material steepening of the back end of the yield curve.

These viewpoints represent FIA's general assessment of the highlighted capital markets comparisons over the next 18 months. These opinions are subject to modification as conditions in the markets or forecasting periods change. Clients should utilize these rankings in conjunction with other considerations that may be relevant to their particular circumstances.



# Portfolio and Manager Review

# Pension Plan Review

## Asset Allocation

### Amity Pension

As of September 30, 2020

|  | Asset<br>Allocation<br>(\$) | Asset<br>Allocation<br>(%) | Target<br>Allocation<br>(%) | Differences<br>(%) |
|--|-----------------------------|----------------------------|-----------------------------|--------------------|
| <b>Amity Pension</b>                       | <b>14,659,416</b>           | <b>100.0</b>               | <b>100.0</b>                | <b>0.0</b>         |
| <b>Short Term Liquidity</b>                | <b>264,446</b>              | <b>1.8</b>                 | <b>0.0</b>                  | <b>1.8</b>         |
| Wells Fargo Government Money Market Fund I | 264,446                     | 1.8                        | 0.0                         | 1.8                |
| <b>Fixed Income</b>                        | <b>4,723,854</b>            | <b>32.2</b>                | <b>35.0</b>                 | <b>-2.8</b>        |
| Vanguard Total Bond Market Index Adm       | 2,346,780                   | 16.0                       | 17.5                        | -1.5               |
| BlackRock Strategic Income Opportunities K | 2,377,074                   | 16.2                       | 17.5                        | -1.3               |
| <b>Domestic Equity</b>                     | <b>7,524,908</b>            | <b>51.3</b>                | <b>50.0</b>                 | <b>1.3</b>         |
| Vanguard 500 Index Adm                     | 1,509,648                   | 10.3                       | 10.0                        | 0.3                |
| Vanguard Value Index Adm                   | 2,051,310                   | 14.0                       | 15.0                        | -1.0               |
| Vanguard Growth Index Adm                  | 2,492,551                   | 17.0                       | 15.0                        | 2.0                |
| Vanguard Mid Cap Index Adm                 | 743,830                     | 5.1                        | 5.0                         | 0.1                |
| Vanguard Small Cap Index Adm               | 727,570                     | 5.0                        | 5.0                         | 0.0                |
| <b>International Equity</b>                | <b>2,146,208</b>            | <b>14.6</b>                | <b>15.0</b>                 | <b>-0.4</b>        |
| Vanguard Developed Markets Adm             | 2,146,208                   | 14.6                       | 15.0                        | -0.4               |

Investments with a zero balance were held in the portfolio during the reporting period and will be removed once they no longer impact portfolio performance.

Asset Allocation weightings may not add up to 100% due to rounding.

## Total Portfolio Performance Summary

Amity Pension

As of September 30, 2020

### Account Reconciliation

|                        | QTR        | YTD        | Since Inception | Inception Date    |
|------------------------|------------|------------|-----------------|-------------------|
| <b>Amity Pension</b>   |            |            |                 | <b>01/01/2007</b> |
| Beginning Market Value | 13,648,540 | 13,890,987 | 5,911,809       |                   |
| Net Contributions      | 203,599    | 240,782    | 1,019,011       |                   |
| Total Gain/Loss        | 807,277    | 527,646    | 7,728,596       |                   |
| Ending Market Value    | 14,659,416 | 14,659,416 | 14,659,416      |                   |

### Amity Pension Benchmark Composition

| Allocation Mandate                  | Weight (%) |
|-------------------------------------|------------|
| <b>Mar-2014</b>                     |            |
| Blmbg. Barc. U.S. Aggregate Index   | 35.00      |
| S&P 500 Index                       | 10.00      |
| CRSP U.S. Large Cap Value TR Index  | 15.00      |
| CRSP U.S. Large Cap Growth TR Index | 15.00      |
| CRSP U.S. Mid Cap TR Index          | 5.00       |
| CRSP U.S. Small Cap TR Index        | 5.00       |
| FTSE Developed ex US Spliced Index  | 15.00      |

### Trailing Performance Summary

|                                | QTR        | YTD        | Jul-2020 To Sep-2020 | 1 Year      | 3 Years    | 5 Years    | 7 Years    | 10 Years   | Since Inception | Inception Date    |
|--------------------------------|------------|------------|----------------------|-------------|------------|------------|------------|------------|-----------------|-------------------|
| <b>Amity Pension</b>           | <b>5.8</b> | <b>3.8</b> | <b>5.8</b>           | <b>10.0</b> | <b>7.6</b> | <b>8.9</b> | <b>7.8</b> | <b>8.7</b> | <b>6.4</b>      | <b>01/01/2007</b> |
| <i>Amity Pension Benchmark</i> | <i>5.5</i> | <i>4.1</i> | <i>5.5</i>           | <i>10.0</i> | <i>7.9</i> | <i>9.2</i> | <i>8.1</i> | <i>8.9</i> | <i>6.6</i>      |                   |
| Difference                     | 0.3        | -0.3       | 0.3                  | 0.0         | -0.3       | -0.3       | -0.3       | -0.2       | -0.2            |                   |

### Calendar Year Performance Summary

|                                | 2019        | 2018        | 2017        | 2016       | 2015       | 2014       | 2013        | 2012        |
|--------------------------------|-------------|-------------|-------------|------------|------------|------------|-------------|-------------|
| <b>Amity Pension</b>           | <b>21.1</b> | <b>-4.8</b> | <b>15.6</b> | <b>7.2</b> | <b>0.3</b> | <b>7.2</b> | <b>18.8</b> | <b>13.0</b> |
| <i>Amity Pension Benchmark</i> | <i>21.8</i> | <i>-4.7</i> | <i>15.5</i> | <i>7.5</i> | <i>0.6</i> | <i>7.7</i> | <i>18.6</i> | <i>12.3</i> |
| Difference                     | -0.7        | -0.1        | 0.1         | -0.3       | -0.3       | -0.5       | 0.2         | 0.7         |

# Manager Performance Overview

Amity Pension

As of September 30, 2020

|  | QTD             | YTD             | 1<br>Year        | 3<br>Years       | 5<br>Years       | 7<br>Years       | 10<br>Years | Since<br>Inception | Inception<br>Date |
|--|-----------------|-----------------|------------------|------------------|------------------|------------------|-------------|--------------------|-------------------|
| <b>Short Term Liquidity</b>                        |                 |                 |                  |                  |                  |                  |             |                    |                   |
| <b>Wells Fargo Government Money Market Fund I</b>  | <b>0.0</b>      | <b>0.5</b>      | <b>0.9</b>       | <b>1.5</b>       | <b>1.0</b>       | <b>0.7</b>       | <b>0.5</b>  | <b>0.9</b>         | <b>01/01/2007</b> |
| <i>90 Day U.S. Treasury Bill</i>                   | <i>0.0</i>      | <i>0.6</i>      | <i>1.1</i>       | <i>1.7</i>       | <i>1.2</i>       | <i>0.8</i>       | <i>0.6</i>  | <i>1.0</i>         |                   |
| <b>Fixed Income</b>                                |                 |                 |                  |                  |                  |                  |             |                    |                   |
| <b>Blmbg. Barc. U.S. Aggregate Index</b>           | <b>0.6</b>      | <b>6.8</b>      | <b>7.0</b>       | <b>5.2</b>       | <b>4.2</b>       | <b>4.0</b>       | <b>3.6</b>  | <b>4.4</b>         |                   |
| <b>Vanguard Total Bond Market Index Adm</b>        | <b>0.6 (89)</b> | <b>7.0 (38)</b> | <b>7.0 (47)</b>  | <b>5.3 (33)</b>  | <b>4.2 (47)</b>  | <b>4.0 (39)</b>  | <b>N/A</b>  | <b>3.2 (47)</b>    | <b>09/01/2012</b> |
| <i>Blmbg. Barc. U.S. Aggregate Index</i>           | <i>0.6</i>      | <i>6.8</i>      | <i>7.0</i>       | <i>5.2</i>       | <i>4.2</i>       | <i>4.0</i>       | <i>N/A</i>  | <i>3.2</i>         |                   |
| IM U.S. Broad Market Core Fixed Income (MF) Median | 1.2             | 6.8             | 7.0              | 5.0              | 4.2              | 3.9              | N/A         | 3.2                |                   |
| <b>BlackRock Strategic Income Opportunities K</b>  |                 |                 |                  |                  |                  |                  |             |                    |                   |
| <i>Blmbg. Barc. U.S. Aggregate Index</i>           | <i>0.6</i>      | <i>6.8</i>      | <i>7.0</i>       | <i>5.2</i>       | <i>N/A</i>       | <i>N/A</i>       | <i>N/A</i>  | <i>5.2</i>         |                   |
| <i>Libor (3 month)</i>                             | <i>0.1</i>      | <i>1.0</i>      | <i>1.6</i>       | <i>2.0</i>       | <i>N/A</i>       | <i>N/A</i>       | <i>N/A</i>  | <i>2.0</i>         |                   |
| IM Alternative Credit Focus (MF) Median            | 2.5             | 0.6             | 2.1              | 2.4              | N/A              | N/A              | N/A         | 2.4                |                   |
| <b>Domestic Equity</b>                             |                 |                 |                  |                  |                  |                  |             |                    |                   |
| <b>Domestic Equity Composite Benchmark</b>         | <b>8.8</b>      | <b>4.3</b>      | <b>13.4</b>      | <b>11.2</b>      | <b>13.3</b>      | <b>12.0</b>      | <b>13.4</b> | <b>15.7</b>        | <b>04/01/2009</b> |
| <b>Vanguard 500 Index Adm</b>                      | <b>8.9 (45)</b> | <b>5.5 (38)</b> | <b>15.1 (37)</b> | <b>12.2 (28)</b> | <b>14.1 (18)</b> | <b>12.6 (14)</b> | <b>N/A</b>  | <b>13.7 (17)</b>   | <b>09/01/2012</b> |
| <i>S&amp;P 500 Index</i>                           | <i>8.9</i>      | <i>5.6</i>      | <i>15.1</i>      | <i>12.3</i>      | <i>14.1</i>      | <i>12.7</i>      | <i>N/A</i>  | <i>13.7</i>        |                   |
| IM U.S. Large Cap Core Equity (MF) Median          | 8.4             | 4.0             | 12.9             | 10.4             | 12.4             | 11.1             | N/A         | 12.3               |                   |
| <b>Vanguard Value Index Adm</b>                    |                 |                 |                  |                  |                  |                  |             |                    |                   |
| <i>CRSP US Large Cap Value Spliced Index</i>       | <i>5.6</i>      | <i>-10.7</i>    | <i>-3.3</i>      | <i>4.4</i>       | <i>9.3</i>       | <i>8.8</i>       | <i>N/A</i>  | <i>10.7</i>        |                   |
| IM U.S. Large Cap Value Equity (MF) Median         | 4.8             | -11.2           | -4.6             | 2.6              | 7.2              | 6.8              | N/A         | 8.7                |                   |
| <b>Vanguard Growth Index Adm</b>                   |                 |                 |                  |                  |                  |                  |             |                    |                   |
| <i>CRSP US Large Cap Growth Spliced Index</i>      | <i>13.0</i>     | <i>25.8</i>     | <i>38.3</i>      | <i>21.1</i>      | <i>19.3</i>      | <i>16.7</i>      | <i>N/A</i>  | <i>17.0</i>        |                   |
| IM U.S. Large Cap Growth Equity (MF) Median        | 11.5            | 22.8            | 34.5             | 20.6             | 18.5             | 15.9             | N/A         | 16.6               |                   |

Returns for periods less than one year are not annualized. Returns are net of fees unless otherwise noted.

## Manager Performance Overview

Amity Pension

As of September 30, 2020

|  | QTD             | YTD              | 1<br>Year       | 3<br>Years      | 5<br>Years       | 7<br>Years      | 10<br>Years | Since<br>Inception | Inception<br>Date |
|--|-----------------|------------------|-----------------|-----------------|------------------|-----------------|-------------|--------------------|-------------------|
| <b>Vanguard Mid Cap Index Adm</b>                  | <b>7.9 (19)</b> | <b>0.2 (15)</b>  | <b>7.1 (14)</b> | <b>8.0 (11)</b> | <b>10.3 (12)</b> | <b>9.8 (9)</b>  | <b>N/A</b>  | <b>12.1 (6)</b>    | <b>09/01/2012</b> |
| <i>CRSP US Mid Cap Spliced Index</i>               | <i>8.0</i>      | <i>0.2</i>       | <i>7.1</i>      | <i>8.0</i>      | <i>10.4</i>      | <i>9.9</i>      | <i>N/A</i>  | <i>12.2</i>        |                   |
| IM U.S. Mid Cap Core Equity (MF) Median            | 5.8             | -7.4             | -1.3            | 3.3             | 6.9              | 6.3             | N/A         | 8.9                |                   |
| <b>Vanguard Small Cap Index Adm</b>                | <b>5.8 (20)</b> | <b>-6.3 (15)</b> | <b>1.4 (15)</b> | <b>4.4 (6)</b>  | <b>9.0 (6)</b>   | <b>7.7 (5)</b>  | <b>N/A</b>  | <b>10.5 (6)</b>    | <b>09/01/2012</b> |
| <i>CRSP US Small Cap Spliced Index</i>             | <i>5.8</i>      | <i>-6.3</i>      | <i>1.3</i>      | <i>4.4</i>      | <i>8.9</i>       | <i>7.7</i>      | <i>N/A</i>  | <i>10.5</i>        |                   |
| IM U.S. Small Cap Core Equity (MF) Median          | 3.4             | -14.5            | -7.6            | -1.2            | 5.5              | 4.8             | N/A         | 7.9                |                   |
| <b>International Equity</b>                        | <b>5.7</b>      | <b>-5.7</b>      | <b>2.2</b>      | <b>0.9</b>      | <b>5.8</b>       | <b>3.5</b>      | <b>5.0</b>  | <b>8.3</b>         | <b>04/01/2009</b> |
| <i>International Equity Composite Benchmark</i>    | <i>5.9</i>      | <i>-6.2</i>      | <i>1.9</i>      | <i>0.7</i>      | <i>5.6</i>       | <i>3.3</i>      | <i>4.8</i>  | <i>8.2</i>         |                   |
| <b>Vanguard Developed Markets Adm</b>              | <b>5.7 (38)</b> | <b>-5.7 (36)</b> | <b>2.2 (35)</b> | <b>0.9 (32)</b> | <b>5.8 (27)</b>  | <b>3.5 (29)</b> | <b>N/A</b>  | <b>6.1 (22)</b>    | <b>09/01/2012</b> |
| <i>FTSE Developed ex US Spliced Index</i>          | <i>5.9</i>      | <i>-6.2</i>      | <i>1.9</i>      | <i>0.7</i>      | <i>5.6</i>       | <i>3.3</i>      | <i>N/A</i>  | <i>6.0</i>         |                   |
| IM International Multi-Cap Core Equity (MF) Median | 5.0             | -6.9             | 0.7             | 0.1             | 4.9              | 2.9             | N/A         | 5.4                |                   |

The inception date expressed on the Manager Performance Overview page(s) represents the first day of the first full month following the purchase of the investment. Performance figures shown at the fund level begin on this inception date. Inception dates for asset class composites reflect the start date at which these returns could be calculated using historical and existing system capabilities and may vary from the inception dates of underlying component strategies. Composite performance includes all funds held in the composite since inception.

Returns are net of fees unless otherwise stated. Mutual fund performance stated above may differ slightly from the current share class's historical performance due to share class exchanges.

## Manager Commentary

As of September 30, 2020

| Manager                                       | Manager Status |
|---|----------------|
| <b>Fixed Income</b>                           |                |
| Vanguard Short Term Government Bond Index Adm | Maintain       |
| Vanguard Short Term Inflation Protection Adm  | Maintain       |
| Vanguard Total Bond Market Index Adm          | Maintain       |
| BlackRock Strategic Income Opportunities K    | Maintain       |
| <b>Domestic Equity</b>                        |                |
| Vanguard 500 Index Adm                        | Maintain       |
| Vanguard Total Stock Market Idx Adm           | Maintain       |
| Vanguard Value Index Adm                      | Maintain       |
| Vanguard Growth Index Adm                     | Maintain       |
| Vanguard Mid Cap Index Adm                    | Maintain       |
| Vanguard Small Cap Index Adm                  | Maintain       |
| <b>International Equity</b>                   |                |
| Vanguard Developed Markets Index Fund Adm     | Maintain       |

## Manager Investment Gain/Loss Summary

### Amity Pension

|  | Market Value<br>As of<br>07/01/2020 | Net Flows      | Return On<br>Investment | Market Value<br>As of<br>09/30/2020 |
|--|-------------------------------------|----------------|-------------------------|-------------------------------------|
| <u>Short Term Liquidity</u>                |                                     |                |                         |                                     |
| Wells Fargo Government Money Market Fund I | 210,824                             | 53,599         | 23                      | 264,446                             |
| <b>Total Short Term Liquidity</b>          | <b>210,824</b>                      | <b>53,599</b>  | <b>23</b>               | <b>264,446</b>                      |
| <u>Fixed Income</u>                        |                                     |                |                         |                                     |
| Vanguard Total Bond Market Index Adm       | 2,183,755                           | 150,000        | 13,025                  | 2,346,780                           |
| BlackRock Strategic Income Opportunities K | 2,312,304                           | -              | 64,770                  | 2,377,074                           |
| <b>Total Fixed Income</b>                  | <b>4,496,059</b>                    | <b>150,000</b> | <b>77,795</b>           | <b>4,723,854</b>                    |
| <u>Domestic Equity</u>                     |                                     |                |                         |                                     |
| Vanguard 500 Index Adm                     | 1,386,034                           | -              | 123,614                 | 1,509,648                           |
| Vanguard Value Index Adm                   | 1,942,179                           | -              | 109,130                 | 2,051,310                           |
| Vanguard Growth Index Adm                  | 2,205,618                           | -              | 286,933                 | 2,492,551                           |
| Vanguard Mid Cap Index Adm                 | 689,079                             | -              | 54,751                  | 743,830                             |
| Vanguard Small Cap Index Adm               | 687,720                             | -              | 39,850                  | 727,570                             |
| <b>Total Domestic Equity</b>               | <b>6,910,630</b>                    | <b>-</b>       | <b>614,277</b>          | <b>7,524,908</b>                    |
| <u>International Equity</u>                |                                     |                |                         |                                     |
| Vanguard Developed Markets Adm             | 2,031,027                           | -              | 115,181                 | 2,146,208                           |
| <b>Total International Equity</b>          | <b>2,031,027</b>                    | <b>-</b>       | <b>115,181</b>          | <b>2,146,208</b>                    |
| <b>Amity Pension</b>                       | <b>13,648,540</b>                   | <b>203,599</b> | <b>807,277</b>          | <b>14,659,416</b>                   |



## Market Value and Flows Summary

### Amity Pension

Since Inception Ending September 30, 2020

| Periods Ending | Beginning<br>Market Value<br>(\$) | Net<br>Cash Flow<br>(\$) | Gain/Loss<br>(\$) | Ending<br>Market Value<br>(\$) | % Return |
|----------------|-----------------------------------|--------------------------|-------------------|--------------------------------|----------|
| Dec-2006       | -                                 | -                        | -                 | 5,911,809                      | N/A      |
| Mar-2007       | 5,911,809                         | -126,919                 | 108,227           | 5,893,116                      | 1.9      |
| Jun-2007       | 5,893,116                         | -127,417                 | 202,138           | 5,967,837                      | 3.4      |
| Sep-2007       | 5,967,837                         | 276,936                  | 123,140           | 6,367,912                      | 2.0      |
| Dec-2007       | 6,367,912                         | -128,226                 | -85,700           | 6,153,986                      | -1.4     |
| Mar-2008       | 6,153,986                         | -127,169                 | -311,685          | 5,715,132                      | -5.1     |
| Jun-2008       | 5,715,132                         | -128,659                 | -82,615           | 5,503,858                      | -1.6     |
| Sep-2008       | 5,503,858                         | 297,623                  | -407,460          | 5,394,022                      | -7.1     |
| Dec-2008       | 5,394,022                         | -141,344                 | -594,469          | 4,658,209                      | -11.1    |
| Mar-2009       | 4,658,209                         | -136,302                 | -351,150          | 4,170,757                      | -7.5     |
| Jun-2009       | 4,170,757                         | -131,817                 | 450,914           | 4,489,854                      | 11.0     |
| Sep-2009       | 4,489,854                         | 312,896                  | 557,229           | 5,359,979                      | 11.7     |
| Dec-2009       | 5,359,979                         | -134,759                 | 158,595           | 5,383,815                      | 3.0      |
| Mar-2010       | 5,383,815                         | -139,407                 | 202,610           | 5,447,017                      | 3.9      |
| Jun-2010       | 5,447,017                         | -137,079                 | -341,948          | 4,967,990                      | -6.4     |
| Sep-2010       | 4,967,990                         | 383,126                  | 439,625           | 5,790,741                      | 8.6      |
| Dec-2010       | 5,790,741                         | -138,166                 | 361,056           | 6,013,631                      | 6.4      |
| Mar-2011       | 6,013,631                         | -152,528                 | 237,524           | 6,098,627                      | 4.0      |
| Jun-2011       | 6,098,627                         | -147,208                 | 54,946            | 6,006,366                      | 0.9      |
| Sep-2011       | 6,006,366                         | 450,579                  | -658,611          | 5,798,334                      | -10.3    |
| Dec-2011       | 5,798,334                         | -144,369                 | 396,030           | 6,049,996                      | 6.9      |
| Mar-2012       | 6,049,996                         | -141,160                 | 502,103           | 6,410,939                      | 8.4      |
| Jun-2012       | 6,410,939                         | -145,381                 | -112,453          | 6,153,105                      | -1.8     |
| Sep-2012       | 6,153,105                         | 518,076                  | 304,381           | 6,975,562                      | 4.5      |
| Dec-2012       | 6,975,562                         | -161,257                 | 101,950           | 6,916,256                      | 1.5      |
| Mar-2013       | 6,916,256                         | -152,199                 | 429,788           | 7,193,844                      | 6.3      |
| Jun-2013       | 7,193,844                         | -154,883                 | 13,761            | 7,052,722                      | 0.2      |
| Sep-2013       | 7,052,722                         | -163,413                 | 369,080           | 7,258,389                      | 5.3      |
| Dec-2013       | 7,258,389                         | 546,074                  | 459,564           | 8,264,027                      | 5.9      |
| Mar-2014       | 8,264,027                         | -161,243                 | 123,395           | 8,226,179                      | 1.5      |

## Market Value and Flows Summary

### Amity Pension

Since Inception Ending September 30, 2020

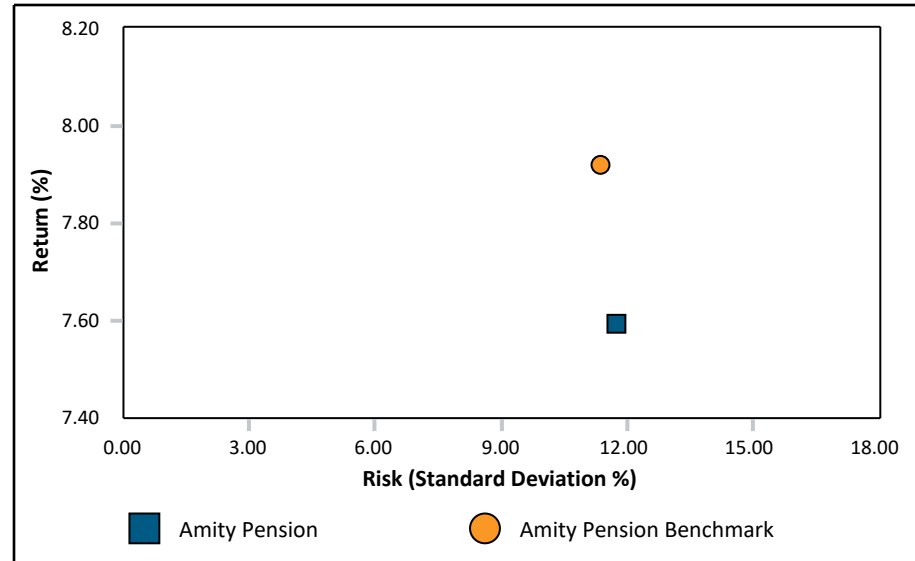
| Periods Ending | Beginning<br>Market Value<br>(\$) | Net<br>Cash Flow<br>(\$) | Gain/Loss<br>(\$) | Ending<br>Market Value<br>(\$) | % Return |
|----------------|-----------------------------------|--------------------------|-------------------|--------------------------------|----------|
| Jun-2014       | 8,226,179                         | -149,491                 | 324,061           | 8,400,749                      | 4.0      |
| Sep-2014       | 8,400,749                         | 207,706                  | -82,993           | 8,525,461                      | -1.0     |
| Dec-2014       | 8,525,461                         | -148,704                 | 216,237           | 8,592,994                      | 2.6      |
| Mar-2015       | 8,592,994                         | 223,388                  | 201,466           | 9,017,848                      | 2.3      |
| Jun-2015       | 9,017,848                         | -150,175                 | -45,017           | 8,822,656                      | -0.5     |
| Sep-2015       | 8,822,656                         | 243,709                  | -406,523          | 8,659,843                      | -4.6     |
| Dec-2015       | 8,659,843                         | 258,601                  | 287,342           | 9,205,786                      | 3.4      |
| Mar-2016       | 9,205,786                         | -142,870                 | 111,571           | 9,174,486                      | 1.3      |
| Jun-2016       | 9,174,486                         | -137,601                 | 186,090           | 9,222,976                      | 2.0      |
| Sep-2016       | 9,222,976                         | 275,806                  | 301,355           | 9,800,136                      | 3.2      |
| Dec-2016       | 9,800,136                         | -147,075                 | 49,163            | 9,702,225                      | 0.5      |
| Mar-2017       | 9,702,225                         | 280,371                  | 440,274           | 10,422,869                     | 4.4      |
| Jun-2017       | 10,422,869                        | -144,352                 | 308,849           | 10,587,366                     | 3.0      |
| Sep-2017       | 10,587,366                        | 287,670                  | 356,674           | 11,231,710                     | 3.3      |
| Dec-2017       | 11,231,710                        | -149,941                 | 447,236           | 11,529,004                     | 4.0      |
| Mar-2018       | 11,529,004                        | 290,976                  | -73,289           | 11,746,691                     | -0.6     |
| Jun-2018       | 11,746,691                        | -146,829                 | 165,134           | 11,764,997                     | 1.4      |
| Sep-2018       | 11,764,997                        | 290,928                  | 445,225           | 12,501,149                     | 3.7      |
| Dec-2018       | 12,501,149                        | -150,429                 | -1,111,056        | 11,239,665                     | -8.9     |
| Mar-2019       | 11,239,665                        | 296,357                  | 1,066,103         | 12,602,125                     | 9.2      |
| Jun-2019       | 12,602,125                        | -150,217                 | 445,364           | 12,897,271                     | 3.6      |
| Sep-2019       | 12,897,271                        | 258,391                  | 142,679           | 13,298,341                     | 1.1      |
| Dec-2019       | 13,298,341                        | -182,394                 | 775,040           | 13,890,987                     | 5.9      |
| Mar-2020       | 13,890,987                        | 228,177                  | -2,055,585        | 12,063,579                     | -14.6    |
| Jun-2020       | 12,063,579                        | -190,994                 | 1,775,954         | 13,648,540                     | 14.8     |
| Sep-2020       | 13,648,540                        | 203,599                  | 807,277           | 14,659,416                     | 5.8      |

# Risk vs. Return

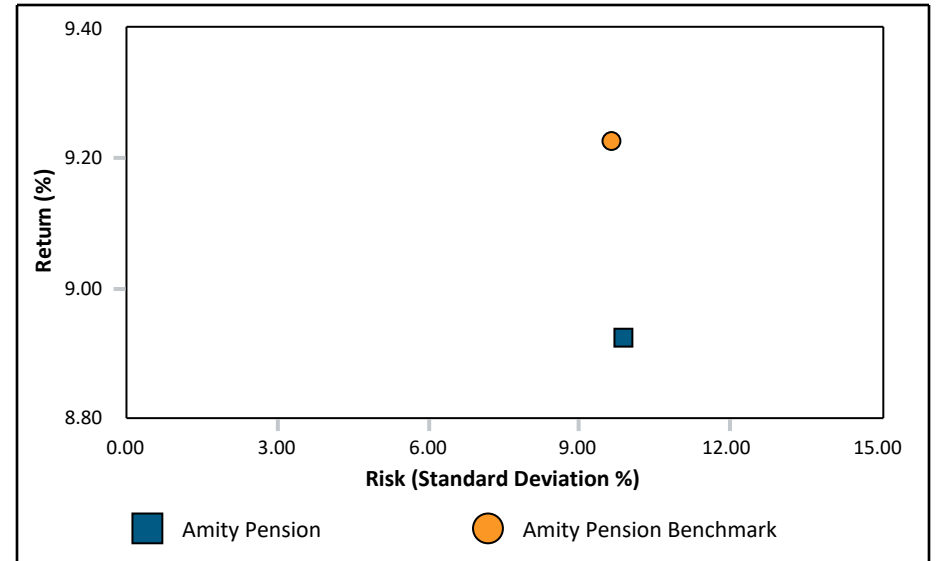
Amity Pension

As of September 30, 2020

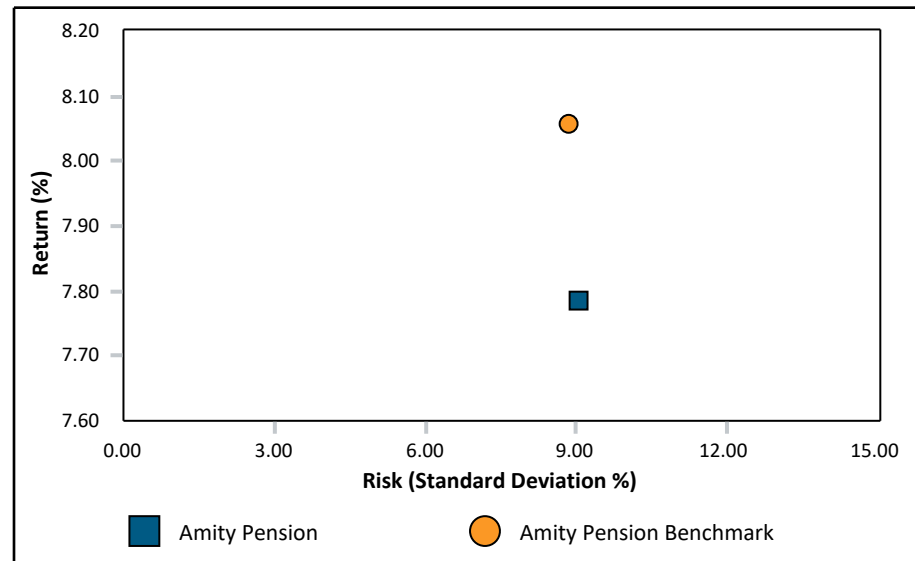
3 Year Risk and Return



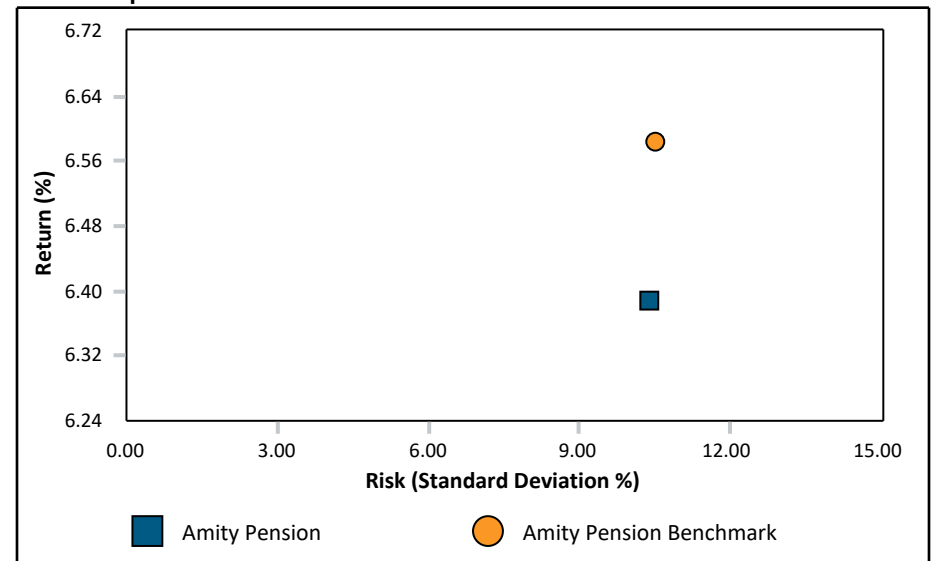
5 Year Risk and Return



7 Year Risk and Return



Since Inception Risk and Return



## MPT Statistics

### Amity Pension

As of September 30, 2020

#### 3 Year Historical MPT Statistics

|                           | Return | Standard Deviation | Downside Risk | Sharpe Ratio | Information Ratio | Tracking Error | R-Squared | Beta  | Alpha |
|---------------------------|--------|--------------------|---------------|--------------|-------------------|----------------|-----------|-------|-------|
| Amity Pension             | 7.59   | 11.79              | 8.31          | 0.54         | -0.34             | 0.76           | 1.00      | 1.03  | -0.52 |
| Amity Pension Benchmark   | 7.92   | 11.40              | 7.90          | 0.58         | N/A               | 0.00           | 1.00      | 1.00  | 0.00  |
| 90 Day U.S. Treasury Bill | 1.69   | 0.25               | 0.00          | N/A          | -0.58             | 11.51          | 0.17      | -0.01 | 1.77  |

#### 5 Year Historical MPT Statistics

|                           | Return | Standard Deviation | Downside Risk | Sharpe Ratio | Information Ratio | Tracking Error | R-Squared | Beta  | Alpha |
|---------------------------|--------|--------------------|---------------|--------------|-------------------|----------------|-----------|-------|-------|
| Amity Pension             | 8.92   | 9.88               | 6.67          | 0.79         | -0.40             | 0.64           | 1.00      | 1.02  | -0.44 |
| Amity Pension Benchmark   | 9.22   | 9.67               | 6.38          | 0.84         | N/A               | 0.00           | 1.00      | 1.00  | 0.00  |
| 90 Day U.S. Treasury Bill | 1.18   | 0.27               | 0.01          | N/A          | -0.84             | 9.75           | 0.07      | -0.01 | 1.25  |

#### 7 Year Historical MPT Statistics

|                           | Return | Standard Deviation | Downside Risk | Sharpe Ratio | Information Ratio | Tracking Error | R-Squared | Beta  | Alpha |
|---------------------------|--------|--------------------|---------------|--------------|-------------------|----------------|-----------|-------|-------|
| Amity Pension             | 7.78   | 9.05               | 6.04          | 0.78         | -0.41             | 0.59           | 1.00      | 1.02  | -0.38 |
| Amity Pension Benchmark   | 8.06   | 8.88               | 5.80          | 0.82         | N/A               | 0.00           | 1.00      | 1.00  | 0.00  |
| 90 Day U.S. Treasury Bill | 0.85   | 0.27               | 0.01          | N/A          | -0.82             | 8.93           | 0.03      | -0.01 | 0.90  |

#### Since Inception Historical MPT Statistics

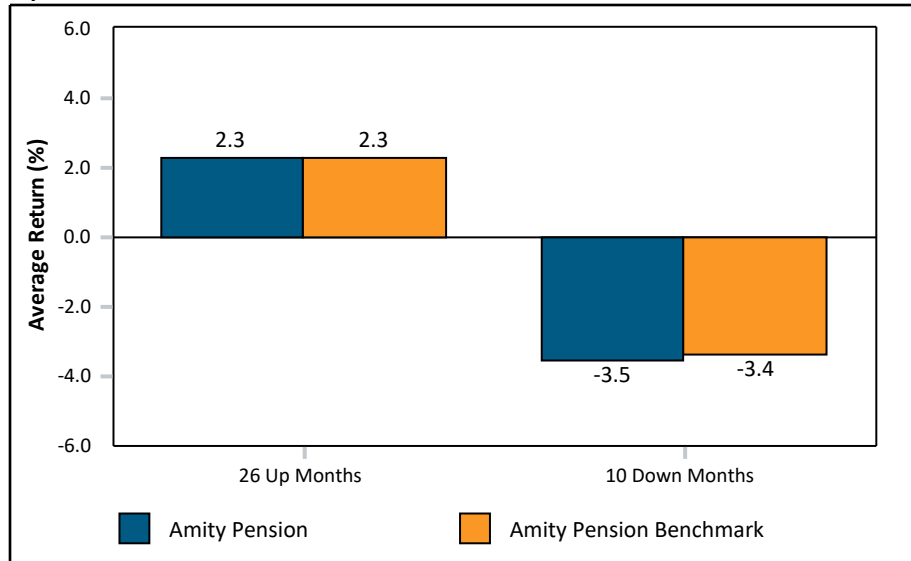
|                           | Return | Standard Deviation | Downside Risk | Sharpe Ratio | Information Ratio | Tracking Error | R-Squared | Beta  | Alpha | Inception Date |
|---------------------------|--------|--------------------|---------------|--------------|-------------------|----------------|-----------|-------|-------|----------------|
| Amity Pension             | 6.39   | 10.39              | 7.20          | 0.55         | -0.22             | 0.93           | 0.99      | 0.98  | -0.07 | 01/01/2007     |
| Amity Pension Benchmark   | 6.58   | 10.55              | 7.28          | 0.56         | N/A               | 0.00           | 1.00      | 1.00  | 0.00  | 01/01/2007     |
| 90 Day U.S. Treasury Bill | 0.97   | 0.42               | 0.01          | N/A          | -0.56             | 10.63          | 0.03      | -0.01 | 1.02  | 01/01/2007     |

# Market Capture Report

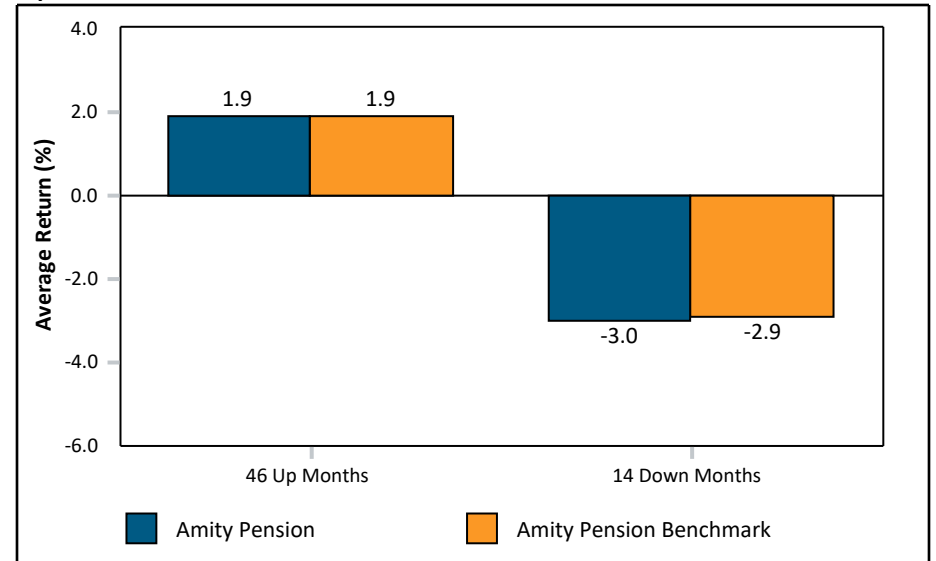
Amity Pension

As of September 30, 2020

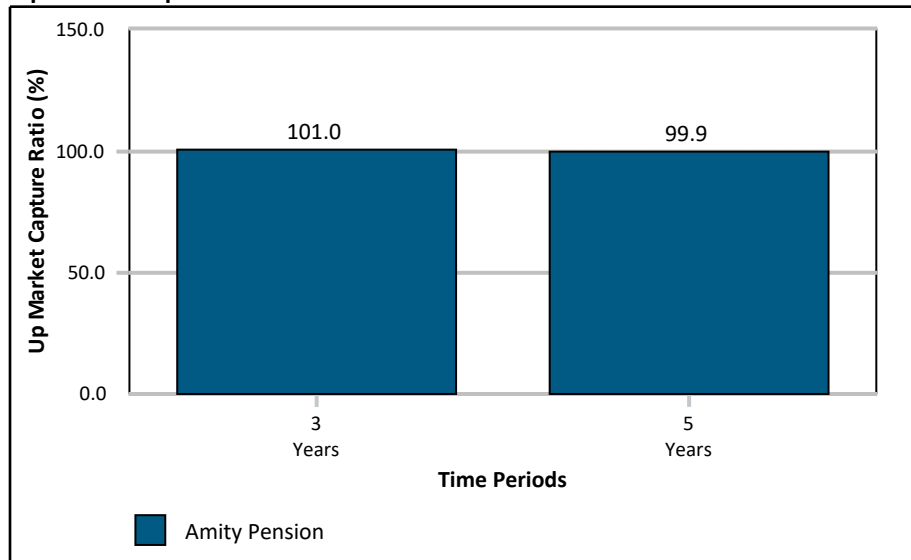
Up/Down Markets - 3 Years



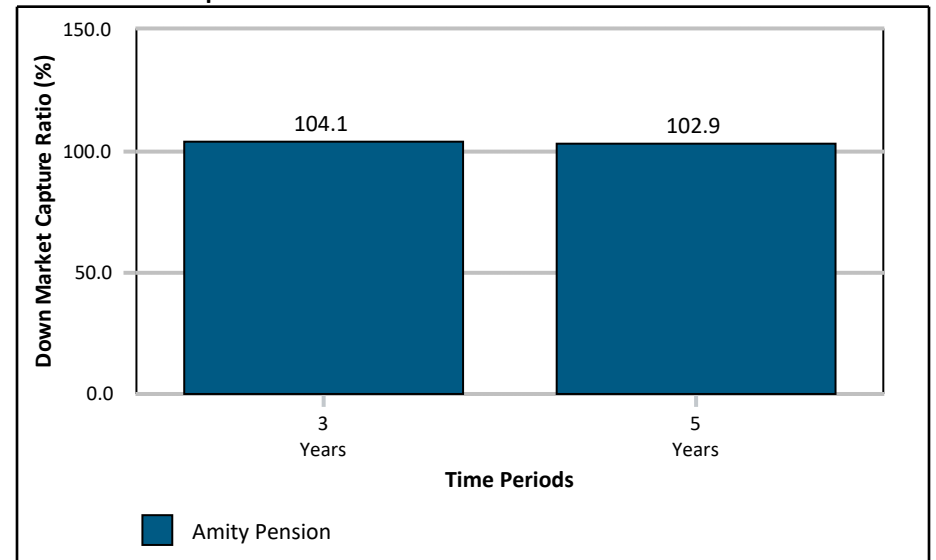
Up/Down Markets - 5 Years



Up Market Capture Ratio



Down Market Capture Ratio



# OPEB Review

## Asset Allocation

### Amity OPEB

As of September 30, 2020

|  | Asset<br>Allocation<br>(\$) | Asset<br>Allocation<br>(%) | Target<br>Allocation<br>(%) | Differences<br>(%) |
|--|-----------------------------|----------------------------|-----------------------------|--------------------|
| <b>Amity OPEB</b>                            | <b>2,708,705</b>            | <b>100.0</b>               | <b>100.0</b>                | <b>0.0</b>         |
| <b>Short Term Liquidity</b>                  | <b>53,602</b>               | <b>2.0</b>                 | <b>0.0</b>                  | <b>2.0</b>         |
| Wells Fargo Government Money Market Fund I   | 53,602                      | 2.0                        | 0.0                         | 2.0                |
| <b>Fixed Income</b>                          | <b>955,102</b>              | <b>35.3</b>                | <b>40.0</b>                 | <b>-4.7</b>        |
| Vanguard Short Term Inflation Protection Adm | 229,114                     | 8.5                        | 10.0                        | -1.5               |
| Vanguard Total Bond Market Index Adm         | 232,128                     | 8.6                        | 10.0                        | -1.4               |
| BlackRock Strategic Income Opportunities K   | 493,860                     | 18.2                       | 20.0                        | -1.8               |
| <b>Domestic Equity</b>                       | <b>1,164,489</b>            | <b>43.0</b>                | <b>40.0</b>                 | <b>3.0</b>         |
| Vanguard 500 Index Adm                       | 878,822                     | 32.4                       | 30.0                        | 2.4                |
| Vanguard Small Cap Index Adm                 | 285,667                     | 10.5                       | 10.0                        | 0.5                |
| <b>International Equity</b>                  | <b>535,513</b>              | <b>19.8</b>                | <b>20.0</b>                 | <b>-0.2</b>        |
| Vanguard Developed Markets Index Fund Adm    | 535,513                     | 19.8                       | 20.0                        | -0.2               |

Investments with a zero balance were held in the portfolio during the reporting period and will be removed once they no longer impact portfolio performance.

Asset Allocation weightings may not add up to 100% due to rounding.

## Total Portfolio Performance Summary

Amity OPEB

As of September 30, 2020

### Account Reconciliation

|                        | QTR       | YTD       | Since Inception | Inception Date    |
|------------------------|-----------|-----------|-----------------|-------------------|
| <b>Amity OPEB</b>      |           |           |                 | <b>12/01/2007</b> |
| Beginning Market Value | 2,574,365 | 2,610,377 | 507,703         |                   |
| Net Contributions      | -717      | 38,914    | 902,861         |                   |
| Total Gain/Loss        | 135,056   | 59,414    | 1,298,141       |                   |
| Ending Market Value    | 2,708,705 | 2,708,705 | 2,708,705       |                   |

### Amity OPEB Benchmark Composition

| Allocation Mandate                        | Weight (%) |
|---|------------|
| <b>Oct-2017</b>                           |            |
| Blmbg. Barc. U.S. Aggregate Index         | 30.00      |
| Bloomberg Barclays US TIPS 0-5 Year Index | 10.00      |
| S&P 500 Index                             | 30.00      |
| CRSP U.S. Small Cap TR Index              | 10.00      |
| FTSE Developed ex US Spliced Index        | 20.00      |

### Trailing Performance Summary

|                             | QTR        | YTD        | Jul-2020 To Sep-2020 | 1 Year     | 3 Years    | 5 Years    | 7 Years    | 10 Years   | Since Inception | Inception Date    |
|-----------------------------|------------|------------|----------------------|------------|------------|------------|------------|------------|-----------------|-------------------|
| <b>Amity OPEB</b>           | <b>5.2</b> | <b>2.2</b> | <b>5.2</b>           | <b>7.9</b> | <b>6.1</b> | <b>7.7</b> | <b>6.4</b> | <b>7.2</b> | <b>6.4</b>      | <b>12/01/2007</b> |
| <i>Amity OPEB Benchmark</i> | 4.8        | 2.8        | 4.8                  | 8.3        | 6.5        | 8.1        | 6.7        | 7.6        | 5.6             |                   |
| Difference                  | 0.4        | -0.6       | 0.4                  | -0.4       | -0.4       | -0.4       | -0.3       | -0.4       | 0.8             |                   |

### Calendar Year Performance Summary

|                             | 2019        | 2018        | 2017        | 2016       | 2015       | 2014       | 2013        | 2012        |
|-----------------------------|-------------|-------------|-------------|------------|------------|------------|-------------|-------------|
| <b>Amity OPEB</b>           | <b>18.9</b> | <b>-5.0</b> | <b>14.2</b> | <b>6.8</b> | <b>0.2</b> | <b>4.5</b> | <b>15.5</b> | <b>12.1</b> |
| <i>Amity OPEB Benchmark</i> | 19.6        | -5.0        | 14.1        | 7.6        | -0.5       | 5.1        | 15.0        | 12.4        |
| Difference                  | -0.7        | 0.0         | 0.1         | -0.8       | 0.7        | -0.6       | 0.5         | -0.3        |



# Manager Performance Overview

Amity OPEB

As of September 30, 2020

|   | QTD             | YTD              | 1<br>Year        | 3<br>Years       | 5<br>Years       | 7<br>Years       | 10<br>Years | Since<br>Inception | Inception<br>Date |
|---|-----------------|------------------|------------------|------------------|------------------|------------------|-------------|--------------------|-------------------|
| <b>Short Term Liquidity</b>                         |                 |                  |                  |                  |                  |                  |             |                    |                   |
| <b>Wells Fargo Government Money Market Fund I</b>   | <b>0.0</b>      | <b>0.3</b>       | <b>0.7</b>       | <b>1.5</b>       | <b>1.0</b>       | <b>0.7</b>       | <b>0.5</b>  | <b>0.7</b>         | <b>12/01/2007</b> |
| <i>90 Day U.S. Treasury Bill</i>                    | <i>0.0</i>      | <i>0.6</i>       | <i>1.1</i>       | <i>1.7</i>       | <i>1.2</i>       | <i>0.8</i>       | <i>0.6</i>  | <i>0.7</i>         |                   |
| <b>Fixed Income</b>                                 |                 |                  |                  |                  |                  |                  |             |                    |                   |
| <b>Fixed Income Composite Benchmark</b>             | <b>2.0</b>      | <b>4.2</b>       | <b>5.4</b>       | <b>4.0</b>       | <b>3.2</b>       | <b>2.7</b>       | <b>2.8</b>  | <b>3.5</b>         | <b>01/01/2009</b> |
| <i>Fixed Income Composite Benchmark</i>             | <i>0.9</i>      | <i>6.0</i>       | <i>6.5</i>       | <i>4.7</i>       | <i>3.7</i>       | <i>3.0</i>       | <i>3.1</i>  | <i>4.0</i>         |                   |
| <b>Vanguard Short Term Inflation Protection Adm</b> | <b>1.7 (96)</b> | <b>3.6 (85)</b>  | <b>4.7 (87)</b>  | <b>3.0 (80)</b>  | <b>2.4 (86)</b>  | <b>1.5 (86)</b>  | <b>N/A</b>  | <b>1.5 (86)</b>    | <b>10/01/2013</b> |
| <i>Bloomberg Barclays US TIPS 0-5 Year Index</i>    | <i>1.8</i>      | <i>3.7</i>       | <i>4.9</i>       | <i>3.1</i>       | <i>2.5</i>       | <i>1.6</i>       | <i>N/A</i>  | <i>1.6</i>         |                   |
| IM U.S. TIPS (MF) Median                            | 3.0             | 7.6              | 8.5              | 4.8              | 3.8              | 2.4              | N/A         | 2.4                |                   |
| <b>Vanguard Total Bond Market Index Adm</b>         | <b>0.6 (89)</b> | <b>7.0 (38)</b>  | <b>7.0 (47)</b>  | <b>5.3 (33)</b>  | <b>4.2 (46)</b>  | <b>4.0 (41)</b>  | <b>N/A</b>  | <b>3.2 (47)</b>    | <b>09/01/2012</b> |
| <i>Blmbg. Barc. U.S. Aggregate Index</i>            | <i>0.6</i>      | <i>6.8</i>       | <i>7.0</i>       | <i>5.2</i>       | <i>4.2</i>       | <i>4.0</i>       | <i>N/A</i>  | <i>3.2</i>         |                   |
| IM U.S. Broad Market Core Fixed Income (MF) Median  | 1.2             | 6.8              | 7.0              | 5.0              | 4.2              | 3.9              | N/A         | 3.2                |                   |
| <b>BlackRock Strategic Income Opportunities K</b>   | <b>2.8 (38)</b> | <b>3.0 (16)</b>  | <b>4.7 (17)</b>  | <b>3.7 (13)</b>  | <b>N/A</b>       | <b>N/A</b>       | <b>N/A</b>  | <b>3.7 (13)</b>    | <b>10/01/2017</b> |
| <i>Blmbg. Barc. U.S. Aggregate Index</i>            | <i>0.6</i>      | <i>6.8</i>       | <i>7.0</i>       | <i>5.2</i>       | <i>N/A</i>       | <i>N/A</i>       | <i>N/A</i>  | <i>5.2</i>         |                   |
| <i>Libor (3 month)</i>                              | <i>0.1</i>      | <i>1.0</i>       | <i>1.6</i>       | <i>2.0</i>       | <i>N/A</i>       | <i>N/A</i>       | <i>N/A</i>  | <i>2.0</i>         |                   |
| IM Alternative Credit Focus (MF) Median             | 2.5             | 0.6              | 2.1              | 2.4              | N/A              | N/A              | N/A         | 2.4                |                   |
| <b>Domestic Equity</b>                              |                 |                  |                  |                  |                  |                  |             |                    |                   |
| <b>Domestic Equity Composite Benchmark</b>          | <b>8.1</b>      | <b>3.0</b>       | <b>12.1</b>      | <b>10.4</b>      | <b>12.9</b>      | <b>11.5</b>      | <b>12.9</b> | <b>13.6</b>        | <b>01/01/2009</b> |
| <i>Domestic Equity Composite Benchmark</i>          | <i>8.1</i>      | <i>2.6</i>       | <i>11.7</i>      | <i>10.3</i>      | <i>12.9</i>      | <i>11.5</i>      | <i>13.1</i> | <i>13.8</i>        |                   |
| <b>Vanguard 500 Index Adm</b>                       | <b>8.9 (45)</b> | <b>5.5 (38)</b>  | <b>15.1 (37)</b> | <b>12.2 (28)</b> | <b>14.1 (18)</b> | <b>12.6 (15)</b> | <b>N/A</b>  | <b>13.7 (18)</b>   | <b>09/01/2012</b> |
| <i>S&amp;P 500 Index</i>                            | <i>8.9</i>      | <i>5.6</i>       | <i>15.1</i>      | <i>12.3</i>      | <i>14.1</i>      | <i>12.7</i>      | <i>N/A</i>  | <i>13.7</i>        |                   |
| IM U.S. Large Cap Core Equity (MF) Median           | 8.4             | 4.0              | 12.9             | 10.4             | 12.4             | 11.1             | N/A         | 12.3               |                   |
| <b>Vanguard Small Cap Index Adm</b>                 | <b>5.8 (20)</b> | <b>-6.3 (15)</b> | <b>1.3 (15)</b>  | <b>4.4 (6)</b>   | <b>8.9 (6)</b>   | <b>7.7 (5)</b>   | <b>N/A</b>  | <b>10.5 (6)</b>    | <b>09/01/2012</b> |
| <i>CRSP US Small Cap Spliced Index</i>              | <i>5.8</i>      | <i>-6.3</i>      | <i>1.3</i>       | <i>4.4</i>       | <i>8.9</i>       | <i>7.7</i>       | <i>N/A</i>  | <i>10.5</i>        |                   |
| IM U.S. Small Cap Core Equity (MF) Median           | 3.4             | -14.5            | -7.6             | -1.2             | 5.5              | 4.8              | N/A         | 7.9                |                   |

Returns for periods greater than one year are annualized.

Returns are expressed as percentages.

## Manager Performance Overview

Amity OPEB

As of September 30, 2020

|  | QTD             | YTD              | 1<br>Year       | 3<br>Years      | 5<br>Years      | 7<br>Years      | 10<br>Years | Since<br>Inception | Inception<br>Date |
|--|-----------------|------------------|-----------------|-----------------|-----------------|-----------------|-------------|--------------------|-------------------|
| <b>International Equity</b>                        | <b>5.7</b>      | <b>-5.7</b>      | <b>2.2</b>      | <b>0.9</b>      | <b>5.8</b>      | <b>3.5</b>      | <b>5.0</b>  | <b>6.5</b>         | <b>01/01/2009</b> |
| <i>International Equity Composite Benchmark</i>    | 5.9             | -6.2             | 1.9             | 0.7             | 6.0             | 3.4             | 4.9         | 6.7                |                   |
| <b>Vanguard Developed Markets Index Fund Adm</b>   | <b>5.7 (38)</b> | <b>-5.7 (35)</b> | <b>2.2 (34)</b> | <b>0.9 (31)</b> | <b>5.8 (26)</b> | <b>3.5 (28)</b> | <b>N/A</b>  | <b>6.2 (22)</b>    | <b>09/01/2012</b> |
| <i>FTSE Developed ex US Spliced Index</i>          | 5.9             | -6.2             | 1.9             | 0.7             | 5.6             | 3.3             | N/A         | 6.0                |                   |
| IM International Multi-Cap Core Equity (MF) Median | 5.0             | -6.9             | 0.7             | 0.1             | 4.9             | 2.9             | N/A         | 5.4                |                   |

The inception date expressed on the Manager Performance Overview page(s) represents the first day of the first full month following the purchase of the investment. Performance figures shown at the fund level begin on this inception date. Inception dates for asset class composites reflect the start date at which these returns could be calculated using historical and existing system capabilities and may vary from the inception dates of underlying component strategies. Composite performance includes all funds held in the composite since inception.

Returns are net of fees unless otherwise stated. Mutual fund performance stated above may differ slightly from the current share class's historical performance due to share class exchanges.

Returns for periods greater than one year are annualized.

Returns are expressed as percentages.

## Manager Investment Gain/Loss Summary

### Amity OPEB

|  | Market Value<br>As of<br>07/01/2020 | Net Flows   | Return On<br>Investment | Market Value<br>As of<br>09/30/2020 |
|--|-------------------------------------|-------------|-------------------------|-------------------------------------|
| <u>Short Term Liquidity</u>                  |                                     |             |                         |                                     |
| Wells Fargo Government Money Market Fund I   | 54,315                              | -717        | 3                       | 53,602                              |
| <b>Total Short Term Liquidity</b>            | <b>54,315</b>                       | <b>-717</b> | <b>3</b>                | <b>53,602</b>                       |
| <u>Fixed Income</u>                          |                                     |             |                         |                                     |
| Vanguard Short Term Inflation Protection Adm | 225,282                             | -           | 3,832                   | 229,114                             |
| Vanguard Total Bond Market Index Adm         | 230,710                             | -           | 1,418                   | 232,128                             |
| BlackRock Strategic Income Opportunities K   | 480,404                             | -           | 13,457                  | 493,860                             |
| <b>Total Fixed Income</b>                    | <b>936,396</b>                      | <b>-</b>    | <b>18,706</b>           | <b>955,102</b>                      |
| <u>Domestic Equity</u>                       |                                     |             |                         |                                     |
| Vanguard 500 Index Adm                       | 806,862                             | -           | 71,960                  | 878,822                             |
| Vanguard Small Cap Index Adm                 | 270,020                             | -           | 15,646                  | 285,667                             |
| <b>Total Domestic Equity</b>                 | <b>1,076,882</b>                    | <b>-</b>    | <b>87,607</b>           | <b>1,164,489</b>                    |
| <u>International Equity</u>                  |                                     |             |                         |                                     |
| Vanguard Developed Markets Index Fund Adm    | 506,773                             | -           | 28,739                  | 535,513                             |
| <b>Total International Equity</b>            | <b>506,773</b>                      | <b>-</b>    | <b>28,739</b>           | <b>535,513</b>                      |
| <b>Amity OPEB</b>                            | <b>2,574,365</b>                    | <b>-717</b> | <b>135,056</b>          | <b>2,708,705</b>                    |

## Market Value and Flows Summary

Amity OPEB

Since Inception Ending September 30, 2020

| Periods Ending | Beginning<br>Market Value<br>(\$) | Net<br>Cash Flow<br>(\$) | Gain/Loss<br>(\$) | Ending<br>Market Value<br>(\$) | % Return |
|----------------|-----------------------------------|--------------------------|-------------------|--------------------------------|----------|
| Dec-2007       | -                                 | -                        | -                 | 503,165                        | N/A      |
| Mar-2008       | 503,165                           | -                        | -20,366           | 482,800                        | -4.0     |
| Jun-2008       | 482,800                           | -                        | -3,927            | 478,872                        | -0.9     |
| Sep-2008       | 478,872                           | 300,763                  | -10,630           | 769,006                        | -1.3     |
| Dec-2008       | 769,006                           | -                        | -3,356            | 765,650                        | -0.4     |
| Mar-2009       | 765,650                           | -                        | -56,724           | 708,926                        | -7.4     |
| Jun-2009       | 708,926                           | -306,395                 | 79,763            | 482,294                        | 11.1     |
| Sep-2009       | 482,294                           | 419,352                  | 53,677            | 955,323                        | 9.7      |
| Dec-2009       | 955,323                           | -                        | 16,221            | 971,544                        | 1.7      |
| Mar-2010       | 971,544                           | -                        | 17,233            | 988,777                        | 1.8      |
| Jun-2010       | 988,777                           | -137,439                 | -35,065           | 816,273                        | -3.5     |
| Sep-2010       | 816,273                           | 61,250                   | 46,295            | 923,818                        | 5.5      |
| Dec-2010       | 923,818                           | 183,750                  | 38,153            | 1,145,721                      | 3.7      |
| Mar-2011       | 1,145,721                         | 122,557                  | 32,965            | 1,301,243                      | 2.7      |
| Jun-2011       | 1,301,243                         | -367,549                 | 12,585            | 946,279                        | 1.1      |
| Sep-2011       | 946,279                           | 376,753                  | -85,614           | 1,237,419                      | -8.1     |
| Dec-2011       | 1,237,419                         | -                        | 80,550            | 1,317,969                      | 6.5      |
| Mar-2012       | 1,317,969                         | -165                     | 96,522            | 1,414,326                      | 7.3      |
| Jun-2012       | 1,414,326                         | -326,337                 | -31,383           | 1,056,606                      | -1.7     |
| Sep-2012       | 1,056,606                         | 393,700                  | 53,993            | 1,504,298                      | 4.4      |
| Dec-2012       | 1,504,298                         | -663                     | 26,940            | 1,530,575                      | 1.8      |
| Mar-2013       | 1,530,575                         | -665                     | 80,911            | 1,610,821                      | 5.3      |
| Jun-2013       | 1,610,821                         | -666                     | -12,641           | 1,597,514                      | -0.8     |
| Sep-2013       | 1,597,514                         | -395,012                 | 83,008            | 1,285,510                      | 5.3      |
| Dec-2013       | 1,285,510                         | -615                     | 64,184            | 1,349,079                      | 5.0      |
| Mar-2014       | 1,349,079                         | -650                     | 17,817            | 1,366,246                      | 1.3      |
| Jun-2014       | 1,366,246                         | -128,041                 | 44,117            | 1,282,323                      | 3.4      |
| Sep-2014       | 1,282,323                         | 54,654                   | -22,090           | 1,314,887                      | -1.7     |
| Dec-2014       | 1,314,887                         | -657                     | 18,598            | 1,332,827                      | 1.4      |
| Mar-2015       | 1,332,827                         | -657                     | 29,530            | 1,361,700                      | 2.2      |

## Market Value and Flows Summary

Amity OPEB

Since Inception Ending September 30, 2020

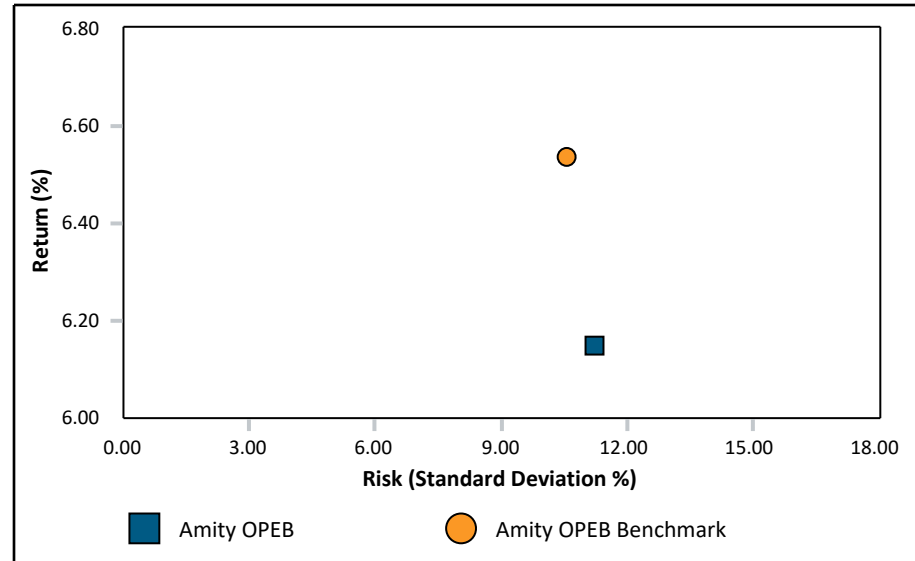
| Periods Ending | Beginning<br>Market Value<br>(\$) | Net<br>Cash Flow<br>(\$) | Gain/Loss<br>(\$) | Ending<br>Market Value<br>(\$) | % Return |
|----------------|-----------------------------------|--------------------------|-------------------|--------------------------------|----------|
| Jun-2015       | 1,361,700                         | -9,018                   | -150              | 1,352,531                      | 0.0      |
| Sep-2015       | 1,352,531                         | 174,338                  | -67,962           | 1,458,908                      | -4.8     |
| Dec-2015       | 1,458,908                         | -665                     | 42,569            | 1,500,812                      | 2.9      |
| Mar-2016       | 1,500,812                         | -664                     | 15,299            | 1,515,446                      | 1.0      |
| Jun-2016       | 1,515,446                         | -666                     | 25,883            | 1,540,664                      | 1.7      |
| Sep-2016       | 1,540,664                         | 144,858                  | 48,079            | 1,733,601                      | 3.1      |
| Dec-2016       | 1,733,601                         | -674                     | 13,759            | 1,746,686                      | 0.8      |
| Mar-2017       | 1,746,686                         | -675                     | 71,156            | 1,817,166                      | 4.1      |
| Jun-2017       | 1,817,166                         | 148,290                  | 47,542            | 2,012,998                      | 2.6      |
| Sep-2017       | 2,012,998                         | -685                     | 63,889            | 2,076,202                      | 3.2      |
| Dec-2017       | 2,076,202                         | -687                     | 75,817            | 2,151,333                      | 3.7      |
| Mar-2018       | 2,151,333                         | -688                     | -11,538           | 2,139,107                      | -0.5     |
| Jun-2018       | 2,139,107                         | 104,849                  | 26,826            | 2,270,782                      | 1.3      |
| Sep-2018       | 2,270,782                         | -686                     | 70,825            | 2,340,920                      | 3.1      |
| Dec-2018       | 2,340,920                         | -695                     | -200,517          | 2,139,708                      | -8.6     |
| Mar-2019       | 2,139,708                         | -694                     | 179,563           | 2,318,577                      | 8.4      |
| Jun-2019       | 2,318,577                         | 62,214                   | 76,168            | 2,456,959                      | 3.2      |
| Sep-2019       | 2,456,959                         | -667                     | 15,682            | 2,471,974                      | 0.6      |
| Dec-2019       | 2,471,974                         | -707                     | 139,110           | 2,610,377                      | 5.6      |
| Mar-2020       | 2,610,377                         | -656                     | -386,574          | 2,223,147                      | -14.8    |
| Jun-2020       | 2,223,147                         | 40,287                   | 310,932           | 2,574,365                      | 14.0     |
| Sep-2020       | 2,574,365                         | -717                     | 135,056           | 2,708,705                      | 5.2      |

## Risk vs. Return

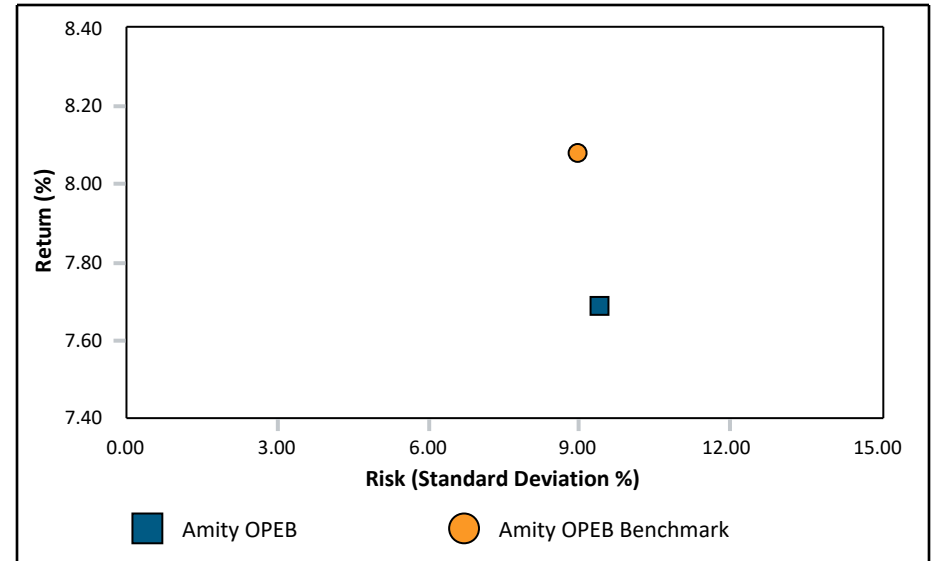
Amity OPEB

As of September 30, 2020

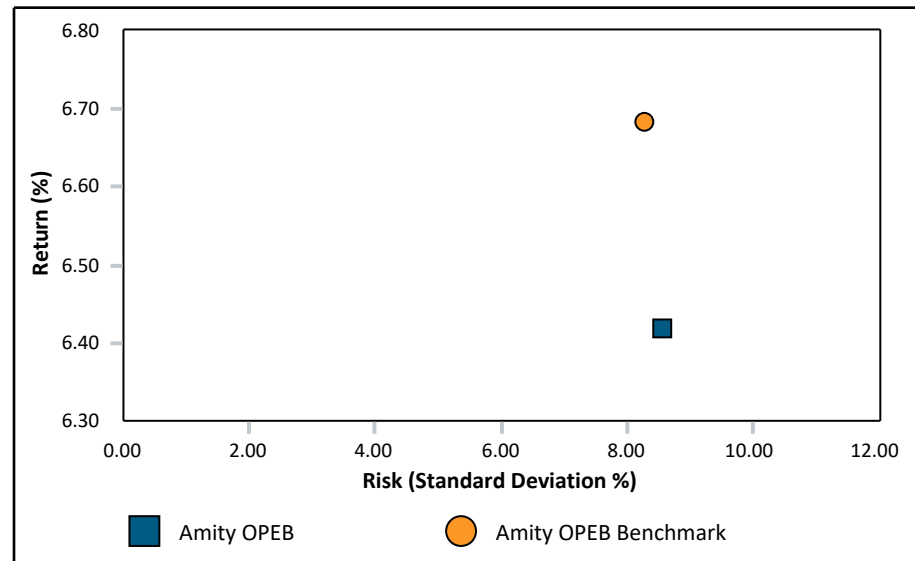
3 Year Risk and Return



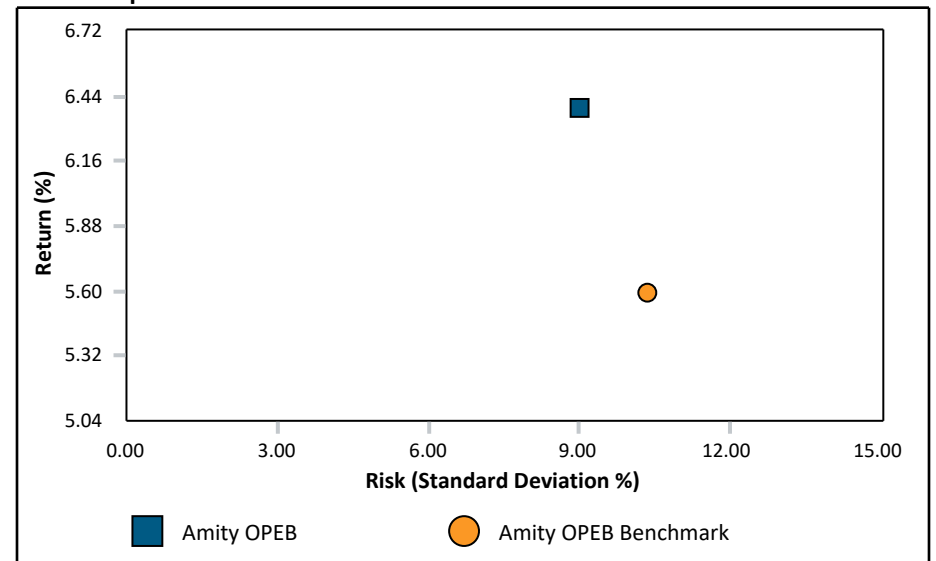
5 Year Risk and Return



7 Year Risk and Return



Since Inception Risk and Return



## MPT Statistics

### Amity OPEB

As of September 30, 2020

#### 3 Year Historical MPT Statistics

|                           | Return | Standard Deviation | Downside Risk | Sharpe Ratio | Information Ratio | Tracking Error | R-Squared | Beta  | Alpha |
|---------------------------|--------|--------------------|---------------|--------------|-------------------|----------------|-----------|-------|-------|
| Amity OPEB                | 6.15   | 11.27              | 8.14          | 0.43         | -0.28             | 1.01           | 1.00      | 1.06  | -0.70 |
| Amity OPEB Benchmark      | 6.53   | 10.61              | 7.50          | 0.49         | N/A               | 0.00           | 1.00      | 1.00  | 0.00  |
| 90 Day U.S. Treasury Bill | 1.69   | 0.25               | 0.00          | N/A          | -0.49             | 10.71          | 0.17      | -0.01 | 1.76  |

#### 5 Year Historical MPT Statistics

|                           | Return | Standard Deviation | Downside Risk | Sharpe Ratio | Information Ratio | Tracking Error | R-Squared | Beta  | Alpha |
|---------------------------|--------|--------------------|---------------|--------------|-------------------|----------------|-----------|-------|-------|
| Amity OPEB                | 7.68   | 9.41               | 6.52          | 0.71         | -0.38             | 0.86           | 0.99      | 1.04  | -0.66 |
| Amity OPEB Benchmark      | 8.08   | 9.00               | 6.05          | 0.77         | N/A               | 0.00           | 1.00      | 1.00  | 0.00  |
| 90 Day U.S. Treasury Bill | 1.18   | 0.27               | 0.01          | N/A          | -0.77             | 9.08           | 0.08      | -0.01 | 1.25  |

#### 7 Year Historical MPT Statistics

|                           | Return | Standard Deviation | Downside Risk | Sharpe Ratio | Information Ratio | Tracking Error | R-Squared | Beta  | Alpha |
|---------------------------|--------|--------------------|---------------|--------------|-------------------|----------------|-----------|-------|-------|
| Amity OPEB                | 6.42   | 8.59               | 5.91          | 0.67         | -0.28             | 0.78           | 0.99      | 1.03  | -0.45 |
| Amity OPEB Benchmark      | 6.68   | 8.29               | 5.55          | 0.72         | N/A               | 0.00           | 1.00      | 1.00  | 0.00  |
| 90 Day U.S. Treasury Bill | 0.85   | 0.27               | 0.01          | N/A          | -0.72             | 8.34           | 0.03      | -0.01 | 0.89  |

#### Since Inception Historical MPT Statistics

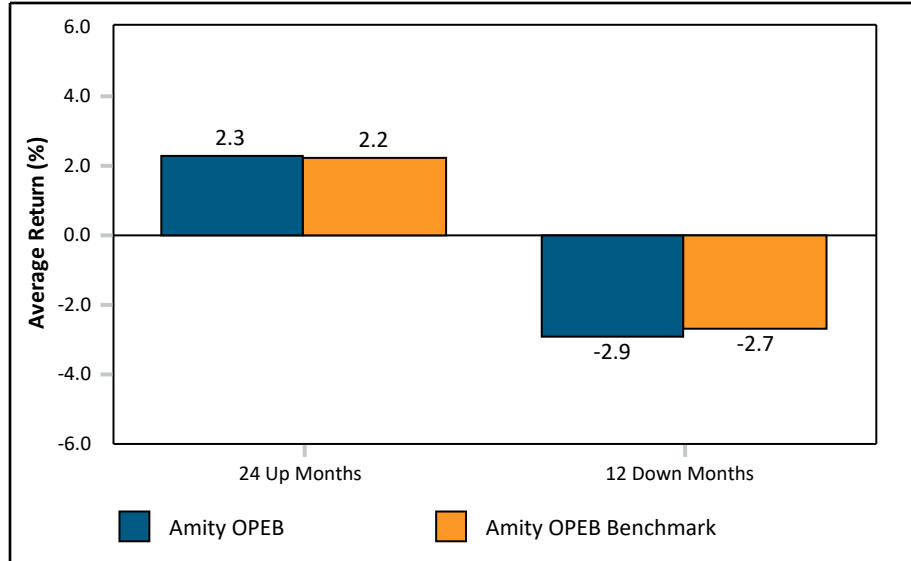
|                           | Return | Standard Deviation | Downside Risk | Sharpe Ratio | Information Ratio | Tracking Error | R-Squared | Beta  | Alpha | Inception Date |
|---------------------------|--------|--------------------|---------------|--------------|-------------------|----------------|-----------|-------|-------|----------------|
| Amity OPEB                | 6.38   | 9.02               | 5.92          | 0.65         | 0.15              | 4.12           | 0.84      | 0.80  | 1.83  | 12/01/2007     |
| Amity OPEB Benchmark      | 5.59   | 10.35              | 7.30          | 0.51         | N/A               | 0.00           | 1.00      | 1.00  | 0.00  | 12/01/2007     |
| 90 Day U.S. Treasury Bill | 0.68   | 0.29               | 0.01          | N/A          | -0.51             | 10.43          | 0.07      | -0.01 | 0.73  | 12/01/2007     |

# Market Capture Report

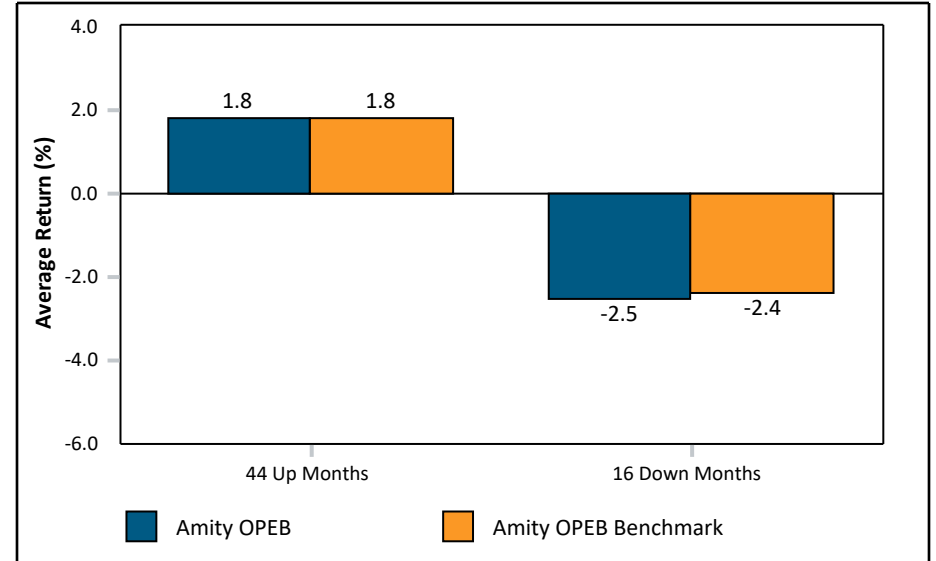
Amity OPEB

As of September 30, 2020

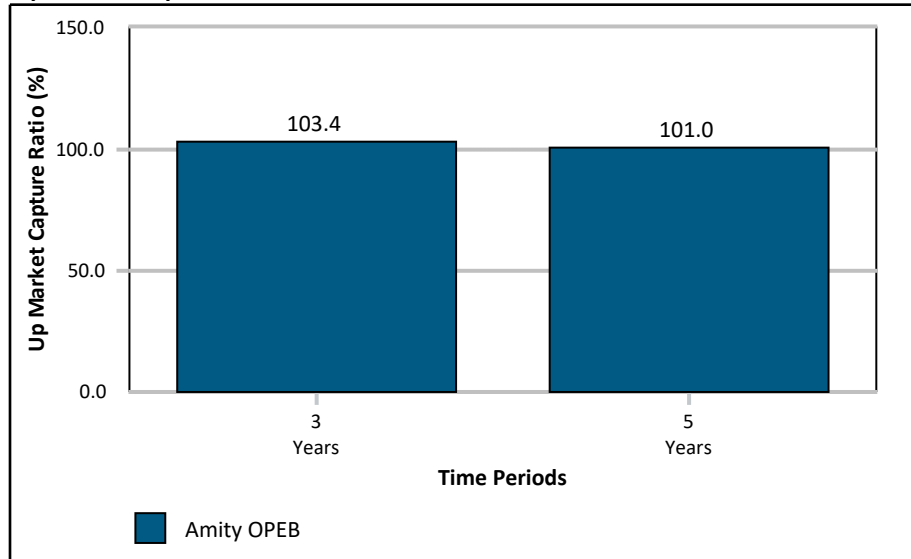
Up/Down Markets - 3 Years



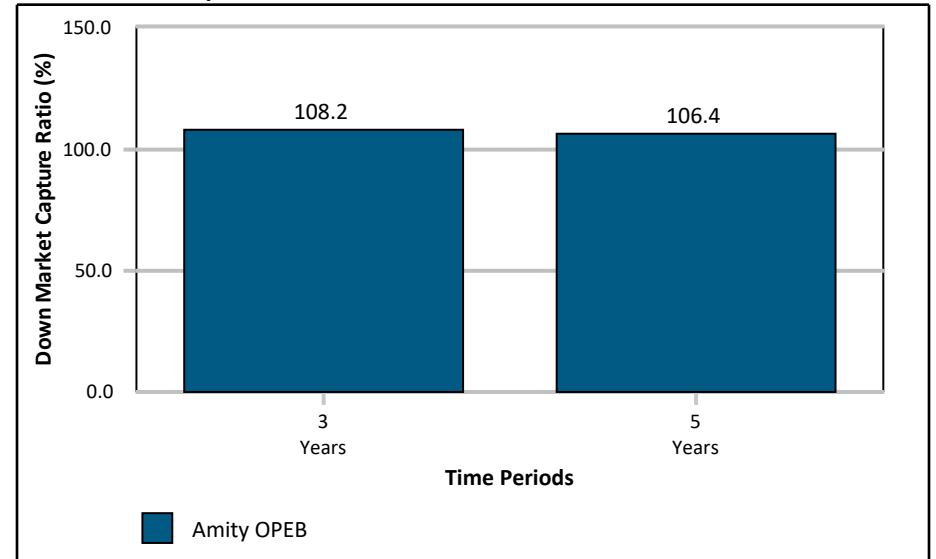
Up/Down Markets - 5 Years



Up Market Capture Ratio



Down Market Capture Ratio





## Estimated Fee Analysis

As of September 30, 2020

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| Manager   | Current Target % | Fee Schedule |
|---|------------------|--------------|
| Vanguard Short Term Inflation Protection Adm      | 10.0%            | 0.06%        |
| Vanguard Total Bond Market Index Adm              | 10.0%            | 0.05%        |
| BlackRock Strategic Income Opportunities K        | 20.0%            | 0.76%        |
| Vanguard 500 Index Adm                            | 30.0%            | 0.04%        |
| Vanguard Small Cap Index Adm                      | 10.0%            | 0.05%        |
| Vanguard Developed Markets Index Fund Adm         | 20.0%            | 0.07%        |
| <b>Weighted Average Investment Management Fee</b> |                  | <b>0.19%</b> |

DISCLOSURE: The figures on this page have been obtained from sources we deem to be reliable, including Morningstar. FIA has not independently verified this information.

# Sick & Severance Fund Review

## Asset Allocation

### Amity Sick & Severance

As of September 30, 2020

|   | Asset<br>Allocation<br>(\$) | Asset<br>Allocation<br>(%) | Target<br>Allocation<br>(%) | Differences<br>(%) |
|---|-----------------------------|----------------------------|-----------------------------|--------------------|
| <b>Amity Sick &amp; Severance</b>             | <b>715,561</b>              | <b>100.0</b>               | <b>100.0</b>                | <b>0.0</b>         |
| <b>Short Term Liquidity</b>                   | <b>741</b>                  | <b>0.1</b>                 | <b>0.0</b>                  | <b>0.1</b>         |
| Wells Fargo Government Money Market Fund I    | 741                         | 0.1                        | 0.0                         | 0.1                |
| <b>Fixed Income</b>                           | <b>331,915</b>              | <b>46.4</b>                | <b>50.0</b>                 | <b>-3.6</b>        |
| Vanguard Short-Term Government Bond Index Adm | 144,536                     | 20.2                       | 22.5                        | -2.3               |
| Vanguard Short Term Inflation Protection Adm  | 33,668                      | 4.7                        | 5.0                         | -0.3               |
| Vanguard Total Bond Market Index Adm          | 153,710                     | 21.5                       | 22.5                        | -1.0               |
| <b>Domestic Equity</b>                        | <b>311,040</b>              | <b>43.5</b>                | <b>40.0</b>                 | <b>3.5</b>         |
| Vanguard Total Stock Market Index Adm         | 311,040                     | 43.5                       | 40.0                        | 3.5                |
| <b>International Equity</b>                   | <b>71,865</b>               | <b>10.0</b>                | <b>10.0</b>                 | <b>0.0</b>         |
| Vanguard Developed Markets Adm                | 71,865                      | 10.0                       | 10.0                        | 0.0                |

Investments with a zero balance were held in the portfolio during the reporting period and will be removed once they no longer impact portfolio performance.

Asset Allocation weightings may not add up to 100% due to rounding.

## Total Portfolio Performance Summary

Amity Sick & Severance

As of September 30, 2020

### Account Reconciliation

|                                   | QTR     | YTD      | Since Inception | Inception Date    |
|-----------------------------------|---------|----------|-----------------|-------------------|
| <b>Amity Sick &amp; Severance</b> |         |          |                 | <b>01/01/2007</b> |
| Beginning Market Value            | 684,421 | 785,792  | 897,135         |                   |
| Net Contributions                 | -533    | -106,095 | -761,182        |                   |
| Total Gain/Loss                   | 31,673  | 35,863   | 579,608         |                   |
| Ending Market Value               | 715,561 | 715,561  | 715,561         |                   |

### Amity Sick & Severance Benchmark Composition

| Allocation Mandate                     | Weight (%) |
|--|------------|
| <b>Mar-2014</b>                        |            |
| Bloomberg Barclays U.S. TIPS Index     | 5.00       |
| Bloomberg Barclays 1-3 Year Govt Index | 22.50      |
| Blmbg. Barc. U.S. Aggregate Index      | 22.50      |
| CRSP U.S. Total Market TR Index        | 40.00      |
| FTSE Developed ex US Spliced Index     | 10.00      |

### Trailing Performance Summary

|   | QTR        | YTD        | Jul-2020 To Sep-2020 | 1 Year      | 3 Years    | 5 Years    | 7 Years    | 10 Years   | Since Inception | Inception Date    |
|---|------------|------------|----------------------|-------------|------------|------------|------------|------------|-----------------|-------------------|
| <b>Amity Sick &amp; Severance</b>           | <b>4.6</b> | <b>5.1</b> | <b>4.6</b>           | <b>10.1</b> | <b>7.3</b> | <b>7.9</b> | <b>6.8</b> | <b>7.4</b> | <b>5.9</b>      | <b>01/01/2007</b> |
| <i>Amity Sick &amp; Severance Benchmark</i> | 4.6        | 4.9        | 4.6                  | 9.8         | 7.2        | 7.9        | 6.8        | 7.3        | 5.9             |                   |
| Difference                                  | 0.0        | 0.2        | 0.0                  | 0.3         | 0.1        | 0.0        | 0.0        | 0.1        | 0.0             |                   |

### Calendar Year Performance Summary

|   | 2019        | 2018        | 2017        | 2016       | 2015       | 2014       | 2013        | 2012       |
|---|-------------|-------------|-------------|------------|------------|------------|-------------|------------|
| <b>Amity Sick &amp; Severance</b>           | <b>17.4</b> | <b>-3.1</b> | <b>12.2</b> | <b>6.1</b> | <b>0.3</b> | <b>6.0</b> | <b>14.5</b> | <b>9.2</b> |
| <i>Amity Sick &amp; Severance Benchmark</i> | 17.5        | -3.1        | 11.7        | 6.4        | 0.5        | 6.1        | 13.9        | 9.7        |
| Difference                                  | -0.1        | 0.0         | 0.5         | -0.3       | -0.2       | -0.1       | 0.6         | -0.5       |

# Manager Performance Overview

Amity Sick & Severance

As of September 30, 2020

|  | QTD             | YTD             | 1<br>Year        | 3<br>Years       | 5<br>Years       | 7<br>Years       | 10<br>Years | Since<br>Inception | Inception<br>Date |
|--|-----------------|-----------------|------------------|------------------|------------------|------------------|-------------|--------------------|-------------------|
| <b>Short Term Liquidity</b>                          |                 |                 |                  |                  |                  |                  |             |                    |                   |
| <b>Wells Fargo Government Money Market Fund I</b>    | <b>0.0</b>      | <b>0.3</b>      | <b>0.5</b>       | <b>1.3</b>       | <b>0.9</b>       | <b>0.7</b>       | <b>0.5</b>  | <b>0.9</b>         | <b>01/01/2007</b> |
| <i>90 Day U.S. Treasury Bill</i>                     | <i>0.0</i>      | <i>0.6</i>      | <i>1.1</i>       | <i>1.7</i>       | <i>1.2</i>       | <i>0.8</i>       | <i>0.6</i>  | <i>1.0</i>         |                   |
| <b>Fixed Income</b>                                  |                 |                 |                  |                  |                  |                  |             |                    |                   |
| <b>Fixed Income Composite Benchmark</b>              | <b>0.5</b>      | <b>4.9</b>      | <b>5.2</b>       | <b>3.9</b>       | <b>2.9</b>       | <b>2.6</b>       | <b>2.4</b>  | <b>2.3</b>         | <b>01/01/2009</b> |
| <i>Fixed Income Composite Benchmark</i>              | <i>0.6</i>      | <i>5.4</i>      | <i>5.8</i>       | <i>4.1</i>       | <i>3.2</i>       | <i>2.8</i>       | <i>2.6</i>  | <i>2.6</i>         |                   |
| <b>Vanguard Short-Term Government Bond Index Adm</b> | <b>0.1 (72)</b> | <b>3.1 (56)</b> | <b>3.5 (50)</b>  | <b>2.6 (35)</b>  | <b>1.7 (46)</b>  | <b>1.5 (48)</b>  | <b>N/A</b>  | <b>1.3 (38)</b>    | <b>09/01/2012</b> |
| <i>Bloomberg Barclays 1-3 Year Govt Index</i>        | <i>0.1</i>      | <i>3.1</i>      | <i>3.6</i>       | <i>2.7</i>       | <i>1.8</i>       | <i>1.5</i>       | <i>1.3</i>  | <i>1.4</i>         |                   |
| IM U.S. Short Term Treasury/Govt Bonds (MF) Median   | 0.2             | 3.2             | 3.5              | 2.4              | 1.7              | 1.4              | 1.2         | 1.1                |                   |
| <b>Vanguard Short Term Inflation Protection Adm</b>  | <b>1.7 (96)</b> | <b>3.6 (85)</b> | <b>4.7 (87)</b>  | <b>3.0 (80)</b>  | <b>2.4 (86)</b>  | <b>1.5 (86)</b>  | <b>N/A</b>  | <b>1.5 (86)</b>    | <b>10/01/2013</b> |
| <i>Bloomberg Barclays US TIPS 0-5 Year Index</i>     | <i>1.8</i>      | <i>3.7</i>      | <i>4.9</i>       | <i>3.1</i>       | <i>2.5</i>       | <i>1.6</i>       | <i>1.8</i>  | <i>1.6</i>         |                   |
| IM U.S. TIPS (MF) Median                             | 3.0             | 7.6             | 8.5              | 4.8              | 3.8              | 2.4              | 2.8         | 2.4                |                   |
| <b>Vanguard Total Bond Market Index Adm</b>          | <b>0.6 (89)</b> | <b>7.0 (38)</b> | <b>7.0 (47)</b>  | <b>5.3 (33)</b>  | <b>4.2 (46)</b>  | <b>4.0 (40)</b>  | <b>N/A</b>  | <b>3.2 (45)</b>    | <b>08/01/2012</b> |
| <i>Blmbg. Barc. U.S. Aggregate Index</i>             | <i>0.6</i>      | <i>6.8</i>      | <i>7.0</i>       | <i>5.2</i>       | <i>4.2</i>       | <i>4.0</i>       | <i>3.6</i>  | <i>3.2</i>         |                   |
| IM U.S. Broad Market Core Fixed Income (MF) Median   | 1.2             | 6.8             | 7.0              | 5.0              | 4.2              | 3.9              | 3.6         | 3.2                |                   |
| <b>Domestic Equity</b>                               |                 |                 |                  |                  |                  |                  |             |                    |                   |
| <b>Domestic Equity Composite Benchmark</b>           | <b>9.2</b>      | <b>5.5</b>      | <b>15.0</b>      | <b>11.6</b>      | <b>13.7</b>      | <b>12.1</b>      | <b>13.4</b> | <b>14.1</b>        | <b>01/01/2009</b> |
| <i>Domestic Equity Composite Benchmark</i>           | <i>9.2</i>      | <i>5.5</i>      | <i>15.0</i>      | <i>11.7</i>      | <i>13.7</i>      | <i>12.1</i>      | <i>13.5</i> | <i>14.2</i>        |                   |
| <b>Vanguard Total Stock Market Index Adm</b>         | <b>9.2 (29)</b> | <b>5.5 (26)</b> | <b>15.0 (22)</b> | <b>11.6 (19)</b> | <b>13.7 (12)</b> | <b>12.1 (11)</b> | <b>N/A</b>  | <b>13.4 (15)</b>   | <b>09/01/2012</b> |
| <i>CRSP US Total Market Spliced Index</i>            | <i>9.2</i>      | <i>5.5</i>      | <i>15.0</i>      | <i>11.7</i>      | <i>13.7</i>      | <i>12.1</i>      | <i>13.5</i> | <i>13.4</i>        |                   |
| IM U.S. Multi-Cap Core Equity (MF) Median            | 8.0             | 2.1             | 10.2             | 8.6              | 10.9             | 9.8              | 11.5        | 11.7               |                   |

Returns for periods less than one year are not annualized. Returns are net of fees unless otherwise noted.

## Manager Performance Overview

Amity Sick & Severance

As of September 30, 2020

|  | QTD             | YTD              | 1<br>Year       | 3<br>Years      | 5<br>Years      | 7<br>Years      | 10<br>Years | Since<br>Inception | Inception<br>Date |
|--|-----------------|------------------|-----------------|-----------------|-----------------|-----------------|-------------|--------------------|-------------------|
| <b>International Equity</b>                        | <b>5.7</b>      | <b>-5.7</b>      | <b>2.2</b>      | <b>0.9</b>      | <b>5.8</b>      | <b>3.5</b>      | <b>5.0</b>  | <b>6.5</b>         | <b>01/01/2009</b> |
| <i>International Equity Composite Benchmark</i>    | 5.9             | -6.2             | 1.9             | 0.7             | 5.6             | 3.3             | 4.8         | 6.6                |                   |
| <b>Vanguard Developed Markets Adm</b>              | <b>5.7 (38)</b> | <b>-5.7 (35)</b> | <b>2.2 (34)</b> | <b>0.9 (31)</b> | <b>5.8 (27)</b> | <b>3.5 (29)</b> | <b>N/A</b>  | <b>6.1 (22)</b>    | <b>09/01/2012</b> |
| <i>FTSE Developed ex US Spliced Index</i>          | 5.9             | -6.2             | 1.9             | 0.7             | 5.6             | 3.3             | 4.8         | 6.0                |                   |
| IM International Multi-Cap Core Equity (MF) Median | 5.0             | -6.9             | 0.7             | 0.1             | 4.9             | 2.9             | 4.3         | 5.4                |                   |

The inception date expressed on the Manager Performance Overview page(s) represents the first day of the first full month following the purchase of the investment. Performance figures shown at the fund level begin on this inception date. Inception dates for asset class composites reflect the start date at which these returns could be calculated using historical and existing system capabilities and may vary from the inception dates of underlying component strategies. Composite performance includes all funds held in the composite since inception.

Returns are net of fees unless otherwise stated. Mutual fund performance stated above may differ slightly from the current share class's historical performance due to share class exchanges.

## Manager Investment Gain/Loss Summary

### Amity Sick & Severance

|   | Market Value<br>As of<br>07/01/2020 | Net Flows   | Return On<br>Investment | Market Value<br>As of<br>09/30/2020 |
|---|-------------------------------------|-------------|-------------------------|-------------------------------------|
| <u>Short Term Liquidity</u>                   |                                     |             |                         |                                     |
| Wells Fargo Government Money Market Fund I    | 1,274                               | -533        | -                       | 741                                 |
| <b>Total Short Term Liquidity</b>             | <b>1,274</b>                        | <b>-533</b> | <b>-</b>                | <b>741</b>                          |
| <u>Fixed Income</u>                           |                                     |             |                         |                                     |
| Vanguard Short-Term Government Bond Index Adm | 144,434                             | -           | 102                     | 144,536                             |
| Vanguard Short Term Inflation Protection Adm  | 33,105                              | -           | 563                     | 33,668                              |
| Vanguard Total Bond Market Index Adm          | 152,771                             | -           | 939                     | 153,710                             |
| <b>Total Fixed Income</b>                     | <b>330,310</b>                      | <b>-</b>    | <b>1,604</b>            | <b>331,915</b>                      |
| <u>Domestic Equity</u>                        |                                     |             |                         |                                     |
| Vanguard Total Stock Market Index Adm         | 284,828                             | -           | 26,212                  | 311,040                             |
| <b>Total Domestic Equity</b>                  | <b>284,828</b>                      | <b>-</b>    | <b>26,212</b>           | <b>311,040</b>                      |
| <u>International Equity</u>                   |                                     |             |                         |                                     |
| Vanguard Developed Markets Adm                | 68,008                              | -           | 3,857                   | 71,865                              |
| <b>Total International Equity</b>             | <b>68,008</b>                       | <b>-</b>    | <b>3,857</b>            | <b>71,865</b>                       |
| <b>Amity Sick &amp; Severance</b>             | <b>684,421</b>                      | <b>-533</b> | <b>31,673</b>           | <b>715,561</b>                      |

## Market Value and Flows Summary

### Amity Sick & Severance

Since Inception Ending September 30, 2020

| Periods Ending | Beginning<br>Market Value<br>(\$) | Net<br>Cash Flow<br>(\$) | Gain/Loss<br>(\$) | Ending<br>Market Value<br>(\$) | % Return |
|----------------|-----------------------------------|--------------------------|-------------------|--------------------------------|----------|
| Dec-2006       | -                                 | -                        | -                 | 897,135                        | N/A      |
| Mar-2007       | 897,135                           | -85,176                  | 16,277            | 828,236                        | 1.8      |
| Jun-2007       | 828,236                           | 85,103                   | 22,664            | 936,003                        | 2.7      |
| Sep-2007       | 936,003                           | -1,250                   | 25,016            | 959,769                        | 2.7      |
| Dec-2007       | 959,769                           | -1,250                   | 1,696             | 960,215                        | 0.2      |
| Mar-2008       | 960,215                           | -1,250                   | -21,379           | 937,586                        | -2.2     |
| Jun-2008       | 937,586                           | -24,586                  | -17,358           | 895,642                        | -1.9     |
| Sep-2008       | 895,642                           | -1,260                   | -33,357           | 861,025                        | -3.7     |
| Dec-2008       | 861,025                           | -1,250                   | -55,768           | 804,007                        | -6.5     |
| Mar-2009       | 804,007                           | -1,250                   | -36,625           | 766,132                        | -4.6     |
| Jun-2009       | 766,132                           | -190,578                 | 33,279            | 608,833                        | 4.5      |
| Sep-2009       | 608,833                           | 3,629                    | 55,104            | 667,566                        | 9.0      |
| Dec-2009       | 667,566                           | -1,250                   | 15,810            | 682,125                        | 2.4      |
| Mar-2010       | 682,125                           | -1,250                   | 20,801            | 701,676                        | 3.1      |
| Jun-2010       | 701,676                           | -1,250                   | -36,542           | 663,884                        | -5.2     |
| Sep-2010       | 663,884                           | 41,888                   | 46,933            | 752,706                        | 6.9      |
| Dec-2010       | 752,706                           | -1,250                   | 37,200            | 788,655                        | 4.9      |
| Mar-2011       | 788,655                           | -1,156                   | 24,415            | 811,914                        | 3.1      |
| Jun-2011       | 811,914                           | -225,111                 | 394               | 587,197                        | 1.1      |
| Sep-2011       | 587,197                           | -4,138                   | -36,623           | 546,437                        | -6.3     |
| Dec-2011       | 546,437                           | -1,250                   | 26,614            | 571,801                        | 4.9      |
| Mar-2012       | 571,801                           | -584                     | 31,420            | 602,636                        | 5.5      |
| Jun-2012       | 602,636                           | -584                     | -6,460            | 595,592                        | -1.1     |
| Sep-2012       | 595,592                           | 129,342                  | 27,908            | 752,842                        | 3.8      |
| Dec-2012       | 752,842                           | -587                     | 6,519             | 758,775                        | 0.9      |
| Mar-2013       | 758,775                           | -585                     | 37,075            | 795,264                        | 4.9      |
| Jun-2013       | 795,264                           | -584                     | 1,787             | 796,467                        | 0.2      |
| Sep-2013       | 796,467                           | -1,939                   | 32,608            | 827,136                        | 4.1      |
| Dec-2013       | 827,136                           | -665                     | 38,196            | 864,667                        | 4.6      |
| Mar-2014       | 864,667                           | -600                     | 11,711            | 875,778                        | 1.4      |



## Market Value and Flows Summary

Amity Sick & Severance

Since Inception Ending September 30, 2020

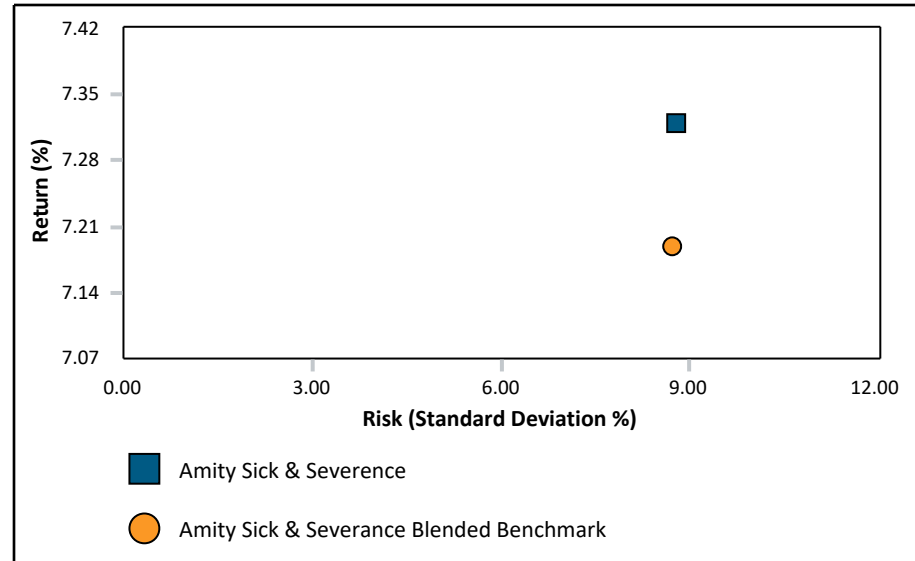
| Periods Ending | Beginning<br>Market Value<br>(\$) | Net<br>Cash Flow<br>(\$) | Gain/Loss<br>(\$) | Ending<br>Market Value<br>(\$) | % Return |
|----------------|-----------------------------------|--------------------------|-------------------|--------------------------------|----------|
| Jun-2014       | 875,778                           | -194,883                 | 26,184            | 707,080                        | 3.1      |
| Sep-2014       | 707,080                           | -654                     | -4,645            | 701,781                        | -0.7     |
| Dec-2014       | 701,781                           | -593                     | 14,622            | 715,810                        | 2.1      |
| Mar-2015       | 715,810                           | -593                     | 12,324            | 727,541                        | 1.7      |
| Jun-2015       | 727,541                           | -592                     | -1,599            | 725,350                        | -0.2     |
| Sep-2015       | 725,350                           | -603                     | -26,050           | 698,697                        | -3.6     |
| Dec-2015       | 698,697                           | -585                     | 17,450            | 715,562                        | 2.5      |
| Mar-2016       | 715,562                           | -586                     | 8,114             | 723,090                        | 1.1      |
| Jun-2016       | 723,090                           | -584                     | 12,663            | 735,169                        | 1.8      |
| Sep-2016       | 735,169                           | -583                     | 17,552            | 752,138                        | 2.4      |
| Dec-2016       | 752,138                           | -576                     | 5,593             | 757,155                        | 0.7      |
| Mar-2017       | 757,155                           | -575                     | 25,898            | 782,478                        | 3.4      |
| Jun-2017       | 782,478                           | -573                     | 17,197            | 799,101                        | 2.2      |
| Sep-2017       | 799,101                           | -565                     | 21,789            | 820,325                        | 2.7      |
| Dec-2017       | 820,325                           | -564                     | 27,233            | 846,994                        | 3.3      |
| Mar-2018       | 846,994                           | -562                     | -5,958            | 840,474                        | -0.7     |
| Jun-2018       | 840,474                           | -60,984                  | 14,708            | 794,199                        | 1.8      |
| Sep-2018       | 794,199                           | -574                     | 25,681            | 819,305                        | 3.2      |
| Dec-2018       | 819,305                           | -555                     | -58,183           | 760,568                        | -7.1     |
| Mar-2019       | 760,568                           | -556                     | 58,395            | 818,407                        | 7.7      |
| Jun-2019       | 818,407                           | -85,706                  | 22,024            | 754,726                        | 3.0      |
| Sep-2019       | 754,726                           | -11,828                  | 8,217             | 751,115                        | 1.1      |
| Dec-2019       | 751,115                           | -543                     | 35,220            | 785,792                        | 4.7      |
| Mar-2020       | 785,792                           | -104,974                 | -63,097           | 617,722                        | -9.4     |
| Jun-2020       | 617,722                           | -587                     | 67,286            | 684,421                        | 10.9     |
| Sep-2020       | 684,421                           | -533                     | 31,673            | 715,561                        | 4.6      |

## Risk vs. Return

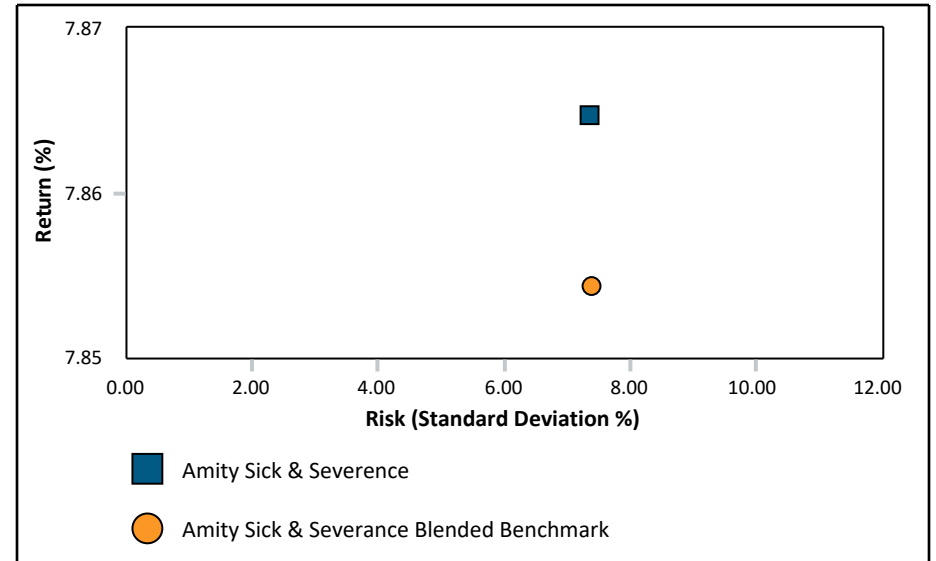
Amity Sick & Severence

As of September 30, 2020

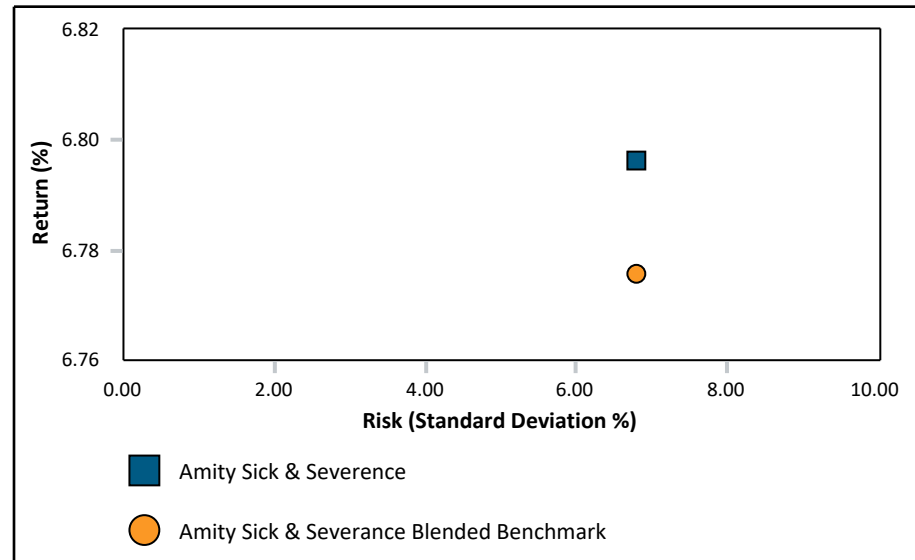
3 Year Risk and Return



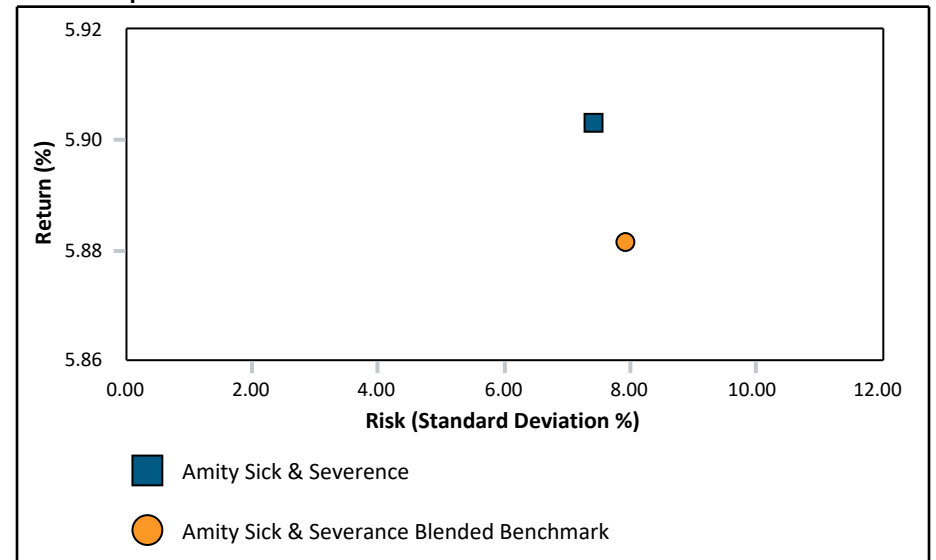
5 Year Risk and Return



7 Year Risk and Return



Since Inception Risk and Return



## MPT Statistics

### Amity Sick & Severence

As of September 30, 2020

#### 3 Year Historical MPT Statistics

|  | Return | Standard Deviation | Downside Risk | Sharpe Ratio | Information Ratio | Tracking Error | R-Squared | Beta  | Alpha |
|--|--------|--------------------|---------------|--------------|-------------------|----------------|-----------|-------|-------|
| Amity Sick & Severence                   | 7.32   | 8.82               | 5.94          | 0.65         | 0.20              | 0.63           | 0.99      | 1.00  | 0.10  |
| Amity Sick & Severance Blended Benchmark | 7.19   | 8.75               | 5.86          | 0.64         | N/A               | 0.00           | 1.00      | 1.00  | 0.00  |
| 90 Day U.S. Treasury Bill                | 1.69   | 0.25               | 0.00          | N/A          | -0.64             | 8.85           | 0.16      | -0.01 | 1.78  |

#### 5 Year Historical MPT Statistics

|  | Return | Standard Deviation | Downside Risk | Sharpe Ratio | Information Ratio | Tracking Error | R-Squared | Beta  | Alpha |
|--|--------|--------------------|---------------|--------------|-------------------|----------------|-----------|-------|-------|
| Amity Sick & Severence                   | 7.86   | 7.39               | 4.78          | 0.90         | 0.02              | 0.55           | 0.99      | 0.99  | 0.05  |
| Amity Sick & Severance Blended Benchmark | 7.85   | 7.41               | 4.73          | 0.89         | N/A               | 0.00           | 1.00      | 1.00  | 0.00  |
| 90 Day U.S. Treasury Bill                | 1.18   | 0.27               | 0.01          | N/A          | -0.89             | 7.48           | 0.07      | -0.01 | 1.25  |

#### 7 Year Historical MPT Statistics

|  | Return | Standard Deviation | Downside Risk | Sharpe Ratio | Information Ratio | Tracking Error | R-Squared | Beta  | Alpha |
|--|--------|--------------------|---------------|--------------|-------------------|----------------|-----------|-------|-------|
| Amity Sick & Severence                   | 6.80   | 6.82               | 4.37          | 0.87         | 0.04              | 0.50           | 0.99      | 1.00  | 0.04  |
| Amity Sick & Severance Blended Benchmark | 6.78   | 6.82               | 4.33          | 0.87         | N/A               | 0.00           | 1.00      | 1.00  | 0.00  |
| 90 Day U.S. Treasury Bill                | 0.85   | 0.27               | 0.01          | N/A          | -0.87             | 6.87           | 0.03      | -0.01 | 0.90  |

#### Since Inception Historical MPT Statistics

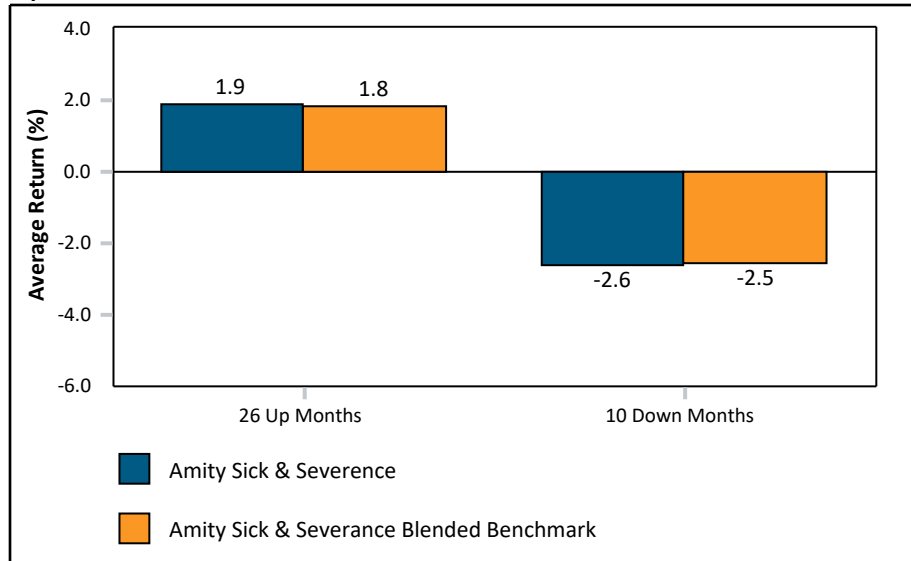
|  | Return | Standard Deviation | Downside Risk | Sharpe Ratio | Information Ratio | Tracking Error | R-Squared | Beta  | Alpha | Inception Date |
|--|--------|--------------------|---------------|--------------|-------------------|----------------|-----------|-------|-------|----------------|
| Amity Sick & Severence                   | 5.90   | 7.45               | 4.99          | 0.67         | -0.02             | 1.15           | 0.98      | 0.93  | 0.41  | 01/01/2007     |
| Amity Sick & Severance Blended Benchmark | 5.88   | 7.95               | 5.39          | 0.63         | N/A               | 0.00           | 1.00      | 1.00  | 0.00  | 01/01/2007     |
| 90 Day U.S. Treasury Bill                | 0.97   | 0.42               | 0.01          | N/A          | -0.63             | 8.01           | 0.02      | -0.01 | 1.02  | 01/01/2007     |

# Market Capture Report

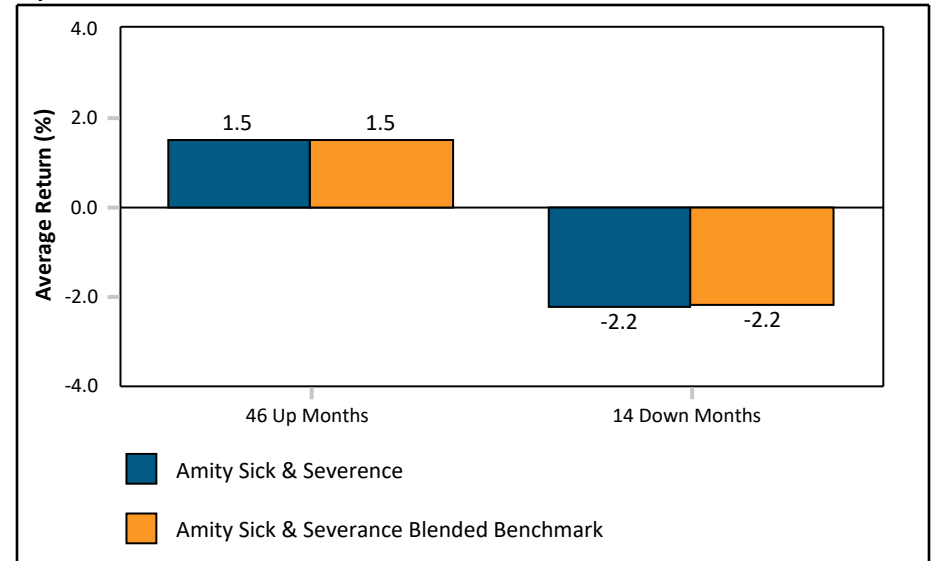
Amity Sick & Severance

As of September 30, 2020

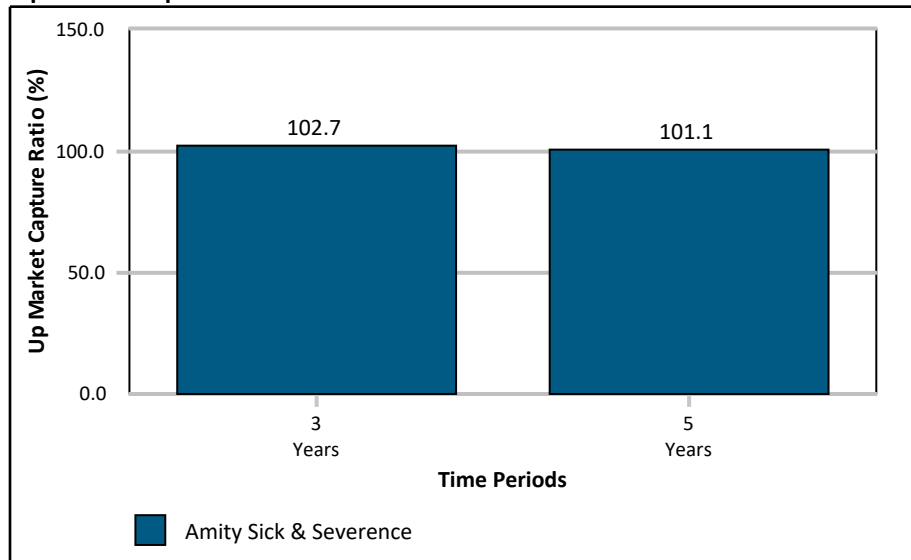
Up/Down Markets - 3 Years



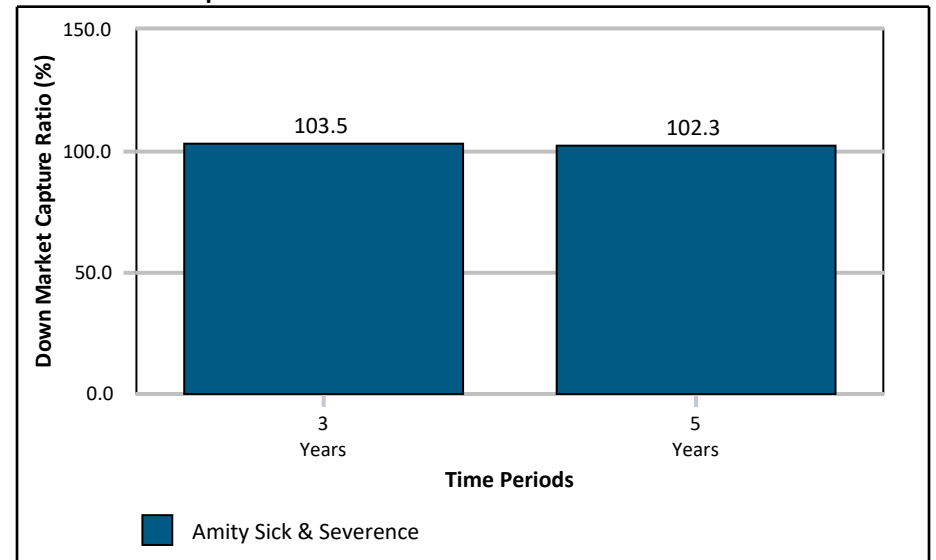
Up/Down Markets - 5 Years



Up Market Capture Ratio



Down Market Capture Ratio



## Estimated Fee Analysis

As of September 30, 2020

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| Manager   | Current Target % | Fee Schedule |
|---|------------------|--------------|
| Vanguard Short-Term Government Bond Index Adm     | 22.5%            | 0.07%        |
| Vanguard Total Bond Market Index Adm              | 22.5%            | 0.05%        |
| Vanguard Short Term Inflation Protection Adm      | 5.0%             | 0.06%        |
| Vanguard Total Stock Market Index Adm             | 40.0%            | 0.04%        |
| Vanguard Developed Markets Adm                    | 10.0%            | 0.07%        |
| <b>Weighted Average Investment Management Fee</b> |                  | <b>0.05%</b> |

DISCLOSURE: The figures on this page have been obtained from sources we deem to be reliable, including Morningstar. FIA has not independently verified this information.

## Benchmark Composition

Amity OPEB Benchmark

As of September 30, 2020

| Allocation Mandate                        | Weight (%) | Allocation Mandate                 | Weight (%) |
|---|------------|------------------------------------|------------|
| <b>Oct-2017</b>                           |            | <b>Mar-1997</b>                    |            |
| Blmbg. Barc. U.S. Aggregate Index         | 30.0       | Blmbg. Barc. U.S. Aggregate Index  | 20.0       |
| Bloomberg Barclays US TIPS 0-5 Year Index | 10.0       | Bloomberg Barclays U.S. TIPS Index | 20.0       |
| S&P 500 Index                             | 30.0       | S&P 500 Index                      | 30.0       |
| CRSP U.S. Small Cap TR Index              | 10.0       | Russell 2000 Index                 | 10.0       |
| FTSE Developed ex US Spliced Index        | 20.0       | MSCI EAFE (Net) Index              | 20.0       |
| <b>Jan-2014</b>                           |            |                                    |            |
| Blmbg. Barc. U.S. Aggregate Index         | 20.0       |                                    |            |
| Bloomberg Barclays US TIPS 0-5 Year Index | 20.0       |                                    |            |
| S&P 500 Index                             | 30.0       |                                    |            |
| CRSP U.S. Small Cap TR Index              | 10.0       |                                    |            |
| FTSE Global All Cap ex US Spliced Index   | 20.0       |                                    |            |
| <b>Sep-2013</b>                           |            |                                    |            |
| Blmbg. Barc. U.S. Aggregate Index         | 20.0       |                                    |            |
| Bloomberg Barclays US TIPS 0-5 Year Index | 20.0       |                                    |            |
| S&P 500 Index                             | 30.0       |                                    |            |
| MSCI US Small Cap 1750                    | 10.0       |                                    |            |
| FTSE Developed ex US Spliced Index        | 20.0       |                                    |            |
| <b>Jun-2013</b>                           |            |                                    |            |
| Blmbg. Barc. U.S. Aggregate Index         | 20.0       |                                    |            |
| Bloomberg Barclays U.S. TIPS Index        | 20.0       |                                    |            |
| S&P 500 Index                             | 30.0       |                                    |            |
| MSCI US Small Cap 1750                    | 10.0       |                                    |            |
| FTSE Developed ex US Spliced Index        | 20.0       |                                    |            |
| <b>Sep-2012</b>                           |            |                                    |            |
| Blmbg. Barc. U.S. Aggregate Index         | 20.0       |                                    |            |
| Bloomberg Barclays U.S. TIPS Index        | 20.0       |                                    |            |
| S&P 500 Index                             | 30.0       |                                    |            |
| MSCI US Small Cap 1750                    | 10.0       |                                    |            |
| FTSE Developed ex US Spliced Index        | 20.0       |                                    |            |

## Benchmark Composition

Amity OPEB Fixed Income Hybrid Composite  
As of September 30, 2020

| Allocation Mandate                        | Weight (%) |
|---|------------|
| <b>Oct-2017</b>                           |            |
| Blmbg. Barc. U.S. Aggregate Index         | 75.0       |
| Bloomberg Barclays US TIPS 0-5 Year Index | 25.0       |
| <b>Sep-2013</b>                           |            |
| Blmbg. Barc. U.S. Aggregate Index         | 50.0       |
| Bloomberg Barclays US TIPS 0-5 Year Index | 50.0       |
| <b>Mar-1997</b>                           |            |
| Blmbg. Barc. U.S. Aggregate Index         | 50.0       |
| Bloomberg Barclays U.S. TIPS Index        | 50.0       |

## Benchmark Composition

Amity OPEB Domestic Equity Hybrid Composite  
As of September 30, 2020

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| Allocation Mandate           | Weight (%) |
|------------------------------|------------|
| <b>Jan-2014</b>              |            |
| S&P 500 Index                | 75.0       |
| CRSP U.S. Small Cap TR Index | 25.0       |
| <b>Sep-2012</b>              |            |
| S&P 500 Index                | 75.0       |
| MSCI US Small Cap 1750       | 25.0       |
| <b>Jun-1992</b>              |            |
| S&P 500 Index                | 75.0       |
| Russell 2000 Index           | 25.0       |



## Benchmark Composition

Amity OPEB International Equity Hybrid Composite

As of September 30, 2020

| Allocation Mandate                      | Weight (%) |
|---|------------|
| <b>Oct-2017</b>                         |            |
| FTSE Developed ex US Spliced Index      | 100.0      |
| <b>Jan-2014</b>                         |            |
| FTSE Global All Cap ex US Spliced Index | 100.0      |
| <b>Sep-2012</b>                         |            |
| FTSE Developed ex US Spliced Index      | 100.0      |
| <b>Jun-1992</b>                         |            |
| MSCI EAFE (Net) Index                   | 100.0      |

## Benchmark Composition

Amity Pension Benchmark

As of September 30, 2020

| Allocation Mandate                  | Weight (%) | Allocation Mandate                | Weight (%) |
|-------------------------------------|------------|-----------------------------------|------------|
| <b>Mar-2014</b>                     |            | <b>Feb-1978</b>                   |            |
| Blmbg. Barc. U.S. Aggregate Index   | 35.0       | Blmbg. Barc. U.S. Aggregate Index | 35.0       |
| S&P 500 Index                       | 10.0       | S&P 500 Index                     | 10.0       |
| CRSP U.S. Large Cap Value TR Index  | 15.0       | Russell 1000 Value Index          | 15.0       |
| CRSP U.S. Large Cap Growth TR Index | 15.0       | Russell 1000 Growth Index         | 15.0       |
| CRSP U.S. Mid Cap TR Index          | 5.0        | Russell Midcap Index              | 5.0        |
| CRSP U.S. Small Cap TR Index        | 5.0        | Russell 2000 Index                | 5.0        |
| FTSE Developed ex US Spliced Index  | 15.0       | MSCI EAFE (Net) Index             | 15.0       |
| <b>Jun-2013</b>                     |            |                                   |            |
| Blmbg. Barc. U.S. Aggregate Index   | 35.0       |                                   |            |
| S&P 500 Index                       | 10.0       |                                   |            |
| MSCI US Prime Market Value          | 15.0       |                                   |            |
| MSCI US Prime Market Growth         | 15.0       |                                   |            |
| MSCI US Mid Cap 450 Index           | 5.0        |                                   |            |
| MSCI US Small Cap 1750              | 5.0        |                                   |            |
| FTSE Developed ex US Spliced Index  | 15.0       |                                   |            |
| <b>Sep-2012</b>                     |            |                                   |            |
| Blmbg. Barc. U.S. Aggregate Index   | 35.0       |                                   |            |
| S&P 500 Index                       | 10.0       |                                   |            |
| MSCI US Prime Market Value          | 15.0       |                                   |            |
| MSCI US Prime Market Growth         | 15.0       |                                   |            |
| MSCI US Mid Cap 450 Index           | 5.0        |                                   |            |
| MSCI US Small Cap 1750              | 5.0        |                                   |            |
| FTSE Developed ex US Spliced Index  | 15.0       |                                   |            |

## Benchmark Composition

Amity Pension Domestic Equity Hybrid History  
As of September 30, 2020

| Allocation Mandate                  | Weight (%) |
|-------------------------------------|------------|
| <b>Mar-2014</b>                     |            |
| S&P 500 Index                       | 20.0       |
| CRSP U.S. Large Cap Value TR Index  | 30.0       |
| CRSP U.S. Large Cap Growth TR Index | 30.0       |
| CRSP U.S. Mid Cap TR Index          | 10.0       |
| CRSP U.S. Small Cap TR Index        | 10.0       |
| <b>Sep-2012</b>                     |            |
| S&P 500 Index                       | 20.0       |
| MSCI US Prime Market Value          | 30.0       |
| MSCI US Prime Market Growth         | 30.0       |
| MSCI US Mid Cap 450 Index           | 10.0       |
| MSCI US Small Cap 1750              | 10.0       |
| <b>Mar-1997</b>                     |            |
| S&P 500 Index                       | 20.0       |
| Russell 1000 Value Index            | 30.0       |
| Russell 1000 Growth Index           | 30.0       |
| Russell Midcap Index                | 10.0       |
| Russell 2000 Index                  | 10.0       |

## Benchmark Composition

Amity Pension International Equity Hybrid Composite

As of September 30, 2020

| Allocation Mandate                 | Weight (%) |
|------------------------------------|------------|
| <b>Sep-2012</b>                    |            |
| FTSE Developed ex US Spliced Index | 100.0      |
| <b>Mar-1997</b>                    |            |
| MSCI EAFE (Net) Index              | 100.0      |

## Benchmark Composition

Amity Sick & Severance Blended Benchmark

As of September 30, 2020

| Allocation Mandate                     | Weight (%) |
|--|------------|
| <b>Mar-2014</b>                        |            |
| Bloomberg Barclays U.S. TIPS Index     | 5.0        |
| Bloomberg Barclays 1-3 Year Govt Index | 22.5       |
| Blmbg. Barc. U.S. Aggregate Index      | 22.5       |
| CRSP U.S. Total Market TR Index        | 40.0       |
| FTSE Developed ex US Spliced Index     | 10.0       |
| <b>Jun-2013</b>                        |            |
| Bloomberg Barclays U.S. TIPS Index     | 5.0        |
| Bloomberg Barclays 1-3 Year Govt Index | 22.5       |
| Blmbg. Barc. U.S. Aggregate Index      | 22.5       |
| MSCI US Broad Market Index             | 40.0       |
| FTSE Developed ex US Spliced Index     | 10.0       |
| <b>Sep-2012</b>                        |            |
| Bloomberg Barclays U.S. TIPS Index     | 5.0        |
| Bloomberg Barclays 1-3 Year Govt Index | 22.5       |
| Blmbg. Barc. U.S. Aggregate Index      | 22.5       |
| MSCI US Broad Market Index             | 40.0       |
| FTSE Developed ex US Spliced Index     | 10.0       |
| <b>Nov-2009</b>                        |            |
| Bloomberg Barclays U.S. TIPS Index     | 5.0        |
| Bloomberg Barclays 1-3 Year Govt Index | 22.5       |
| Blmbg. Barc. U.S. Aggregate Index      | 22.5       |
| Russell 3000 Index                     | 40.0       |
| MSCI EAFE (Net) Index                  | 10.0       |
| <b>Mar-1997</b>                        |            |
| Bloomberg Barclays 1-3 Year Govt Index | 22.5       |
| Blmbg. Barc. U.S. Treasury: 7-10 Year  | 22.5       |
| Bloomberg Barclays U.S. TIPS Index     | 5.0        |
| Russell 3000 Index                     | 40.0       |
| MSCI EAFE (Net) Index                  | 10.0       |

## Benchmark Composition

Amity S&S Fixed Income Hybrid Composite

As of September 30, 2020

| Allocation Mandate                     | Weight (%) |
|--|------------|
| <b>Nov-2009</b>                        |            |
| Bloomberg Barclays U.S. TIPS Index     | 10.0       |
| Bloomberg Barclays 1-3 Year Govt Index | 45.0       |
| Blmbg. Barc. U.S. Aggregate Index      | 45.0       |
| <b>Mar-1997</b>                        |            |
| Bloomberg Barclays U.S. TIPS Index     | 10.0       |
| Bloomberg Barclays 1-3 Year Govt Index | 45.0       |
| Blmbg. Barc. U.S. Treasury: 7-10 Year  | 45.0       |

## Benchmark Composition

Amity S&S Domestic Equity Hybrid Composite

As of September 30, 2020

| Allocation Mandate              | Weight (%) |
|---------------------------------|------------|
| <b>Mar-2014</b>                 |            |
| CRSP U.S. Total Market TR Index | 100.0      |
| <b>Sep-2012</b>                 |            |
| MSCI US Broad Market Index      | 100.0      |
| <b>Mar-1997</b>                 |            |
| Russell 3000 Index              | 100.0      |

## Benchmark Composition

Amity S&S International Equity Hybrid Composite

As of September 30, 2020

| Allocation Mandate                 | Weight (%) |
|------------------------------------|------------|
| <b>Sep-2012</b>                    |            |
| FTSE Developed ex US Spliced Index | 100.0      |
| <b>Mar-1997</b>                    |            |
| MSCI EAFE (Net) Index              | 100.0      |



## Prospectus Links

As of September 30, 2020

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| <b>FUND FAMILY</b> |  | <b>WEB SITE</b>  |
|--------------------|--|--|
| Vanguard           |  | <a href="http://www.vanguard.com">www.vanguard.com</a>   |
| BlackRock          |  | <a href="http://www.blackrock.com">www.blackrock.com</a> |

## Investment Statistics – Descriptions

| Statistic                            | Description   |
|--------------------------------------|---|
| <b>Active Return</b>                 | Arithmetic difference between the manager's return and the benchmark return over a specified period.  |
| <b>Excess Return</b>                 | Arithmetic difference between the manager's return and the risk-free return over a specified period.  |
| <b>Standard Deviation</b>            | Represents the degree of variation, or dispersion, of a portfolio's return in relation to its mean return. It is a measure of volatility or investment risk.  |
| <b>Downside Risk</b>                 | A measure of the standard deviation, or volatility, of a portfolio's negative returns in relation to the mean of the negative returns over a specified period. The higher the figure, the riskier the portfolio in negative performance environments.   |
| <b>Sharpe Ratio</b>                  | Represents the excess return over the risk-free return divided by the standard deviation of the portfolio's return. The ratio shows how well a portfolio performs versus a risk-free investment. The higher the value, the better the portfolio's historical risk-adjusted performance.               |
| <b>Tracking Error</b>                | A measure of the standard deviation of a portfolio's excess return over the return of appropriate market benchmark. Tracking error measures how closely a portfolio follows or tracks the index to which it is benchmarked.   |
| <b>Information Ratio</b>             | A measure of a portfolio's active return over its benchmark divided by the tracking error. A higher ratio indicates a manager's ability to consistently add active return relative to a benchmark.  |
| <b>Beta</b>                          | A measure of the sensitivity of a portfolio to the movements in the market. It is a measure of a portfolio's non-diversifiable or systematic risk. A beta of 1.0 implies a portfolio is perfectly correlated to the market.   |
| <b>Alpha</b>                         | A measure of the portfolio's value added relative to a benchmark, given its level of systematic risk as measured by beta. It is a measure of the portfolio's historical performance not explained by movements of the market, or a portfolio's non-systematic return.                                 |
| <b>Consistency</b>                   | Also known as batting average, the percentage of quarters that a portfolio achieved a rate of return higher than that of its benchmark. The higher the consistency figure, the more value a manager has contributed to the portfolio's active performance.  |
| <b>R-Squared</b>                     | Also known as the coefficient of determination, R-Squared ( $R^2$ ) represents the percentage of a portfolio's performance explained by the behavior of the appropriate benchmark. A high $R^2$ means a higher correlation of the portfolio's performance to that of the appropriate benchmark.       |
| <b>Up Market Capture</b>             | The ratio of a portfolio's average return over the benchmark during periods of positive benchmark return. Higher values indicate better performance in positive markets compared to the benchmark.  |
| <b>Down Market Capture</b>           | The ratio of a portfolio's average return over the benchmark during periods of negative benchmark return. Lower values indicate better performance (and better protection of capital) in down markets compared to the benchmark.  |
| <b>Style Map</b>                     | Using returns-based style analysis, the style map gauges the adherence of a portfolio to its style mandate. The trend of the style plots identifies style drift, or lack thereof.   |
| <b>Private Equity Investments</b>    |   |
| <b>Internal Rate of Return (IRR)</b> | An annualized money weighted return used primarily to measure performance of private equity investments. It represents the discount rate that makes the present value of the since inception paid-in capital and distributions associated with an investment equal to zero.                           |
| <b>Investment Multiple (TVPI)</b>    | Also known as the total value paid-in capital. Multiple is calculated by dividing the fund's cumulative distributions and net asset value by the paid-in capital. The TVPI shows an investor the fund's total value as a multiple of its cost basis since inception.                                  |
| <b>Realization Multiple (DPI)</b>    | Also known as the distributions to paid-in capital (DPI) multiple. This is calculated by dividing the cumulative distributions by paid-in capital. It represents how much of an investor's invested capital has been returned to investors. A fund has broken even when multiple is greater than 1.0. |
| <b>RVPI Multiple (RVPI)</b>          | Calculated by dividing residual value, or net asset value, by paid-in capital including fees paid and other expenses incurred. It measures how much of the fund's return is unrealized and dependent on the market value of its investments.  |
| <b>PIC Multiple (PIC)</b>            | Calculated by dividing paid-in capital by committed capital. This ratio allows a potential investor to see the percentage of a fund's committed capital that has been drawn down to date.   |

## Data Source Acknowledgements, Links and Disclaimers

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# 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

November 9, 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:** NONE
- **Amity Regional Middle School – Bethany:** NONE
- **Amity Regional Middle School – Orange:** NONE

## **NEW HIRES-SUBSTITUTES:**

*Amanda Mills* – 5 Day Bench Substitute – Amity Middle School-Bethany  
*William Steinbrick* – 5 Day Bench Substitute – Amity Regional High School  
*David Epstein* – 5 Day Bench Substitute – Amity Middle School-Orange

## **NEW HIRES-NON-CERTIFIED:** NONE

## **NEW HIRES-COACHES:** NONE

## **TRANSFERS:**

*Debora Kistner* – Full Time Category IV Accounting Clerk in the District Offices to the Full Time Category IV Payroll & Benefits Assistant in the District Offices, eff. 10/23/2020

*Cecelia Castillon* – 10 month Category I Administrative Assistant at Amity Regional High School to the 12 month Category III Administrative Assistant-Registrar in the District Offices, eff. 11/20/2020

## **RESIGNATIONS:**

*Jay Karlin* – Boys Basketball Coach – AMSO, eff. 10/20/2020  
*Jeremy Iverson* – Indoor Track Coach – ARHS, eff. 10/20/2020

## **RETIREMENTS:** NONE

## **COVID REMOTE WORK:**

### **CERTIFIED STAFF**

| Week          | AMSB |      | AMSO |      | ARHS |      |
|---------------|------|------|------|------|------|------|
|               | F/T  | Int. | F/T  | Int. | F/T  | Int. |
| 10/5 - 10/19  | 1    | 1    | 4    | 0    | 9    | 4    |
| 10/12 - 10/16 | 1    | 1    | 4    | 0    | 9    | 4    |
| 10/19 - 10/23 | 2    | 1    | 5    | 0    | 7    | 5    |
| 10/26-10/30   | 6    | 1    | 5    | 0    | 9    | 6    |
| 11/2-11/6     | 9    | 1    | 8    | 1    | 16   | 5    |

### **NON CERT. STAFF**

| Week          | AMSB |      | AMSO |      | ARHS |      |
|---------------|------|------|------|------|------|------|
|               | F/T  | Int. | F/T  | Int. | F/T  | Int. |
| 10/5 - 10/19  | 0    | 0    | 1    | 1    | 0    | 0    |
| 10/12 - 10/16 | 0    | 0    | 1    | 1    | 0    | 0    |
| 10/19 - 10/23 | 0    | 0    | 1    | 1    | 0    | 0    |
| 10/26-10/30   | 2    | 0    | 1    | 1    | 0    | 0    |
| 11/2-11/6     | 4    | 0    | 3    | 1    | 0    | 0    |

\*F/T = full time continuous remote work / \*Int. = periodic remote work day or days each week

# 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 – November 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.

### Instruction

**Virtual Parent-Teacher Conferences Night:** Teachers will meet with parents through virtual meetings for the three designated meeting times in November and December. This will be an opportunity for teachers to discuss student progress directly with parents. The technology department has been a great support to set up this process and ensure that the staff and parents are prepared to meaningfully engage.

**School-Wide Mock Presidential Elections:** As part of the Spartan Seminar Advisory program, the entire high school community watched 4 student-created presidential “campaign ads” created by 12<sup>th</sup> grade students in the popular social studies elective “Critical Issues” before filling out a ballot to vote for a presidential candidate. The Spartan Seminar activity offered the opportunity to showcase student work, participate in an activity that was civically minded and offered the opportunity to have respectful dialogue regarding the presidential race.

**October Professional Learning:** Professional Learning sessions continued throughout October on Thursday afternoons. Sessions were focused on technology tools and apps that are particularly useful for hybrid/remote instruction. Teachers were also given dedicated time to work on their goals for this year. Per the adoption of the SDE Flexibility Guidelines for Teacher/Administrator, teachers will identify *one goal focused on social and emotional learning for students, or student and/or family engagement, or academic performance*. Goals can be demonstrated by implementation of school-wide or individual strategies.

**November 3 Professional Learning Day:** Outside consultants provided workshops during the full-day Professional Learning Day. Presenters from the Pacific Educational Group (PEG) provided the morning session titled *Introduction to Courageous Conversations about Race*. One of the afternoon sessions featured Dr. Isobel Stevenson, consultant with the CT Center for School Change, who presented a continuation of her October 9<sup>th</sup> session focused on Social Emotional Learning and An Introduction to the Developmental Relationship Framework from the Search Institute. Other afternoon sessions provided by in-house staff included a variety of technology tools and Google Classroom tips.

**Middle School Students Start Second Quarter:** With the start of the second quarter on November 5, 2020, middle school students will have the opportunity to experience a different life arts class.

**ARHS Adjusts Schedule Based on Collaborative Feedback:** After a successful first marking period of instituting the Reopening of Schools plan, the administration has worked collaboratively with teacher and student representatives to make appropriate adjustments to the hallway directionals, letter day schedule

and bell schedule in order to continue to work to maximize instructional time, traffic within the building and students'/teachers' approach to the school day.

**AMSO Debate Team:** Congratulations to the AMSO debate team on their success at their first debate scrimmage. The team won 2 rounds and are excited to use the feedback they received to prepare for the next tournament in December.

**AMSO Newspaper:** The AMSO newspaper club has started. The first edition of the paper should be released in early January.

**AMSO Band Performance:** Through the creative use of technology, the AMSO band shared a performance of "Creature Feature" with their peers on October 31<sup>st</sup>. Please see this [link](#) for the performance.

**National School Psychology Week:** During the week of November 9-13, 2020 Amity will celebrate National School Psychology Week (NSPW) to highlight the important work school psychologists and other educators do to help all students thrive. This year's theme is "The Power of Possibility." The word "possibility" implies hope, growth, resilience and renewal.

**Work Goes on Virtually:** Mrs. Mahon attended the fall NEASC Commission on Public Secondary Schools meeting in October virtually; it usually meets in Burlington, MA, as well as the annual meeting for the Advisory Council for NMSQT which normally meets in Chicago, IL.

**African American/Black and Puerto Rican/Latino Course:** The Connecticut Department of Education mandated African American/Black and Puerto Rican/Latino course of studies curricular framework will be available in spring 2021. In fall 2022, all Connecticut high schools must offer this 1-credit yearlong course as an elective.

## **Resources**

**PPS Professional Learning:** Through Amity's partnership with Beacon Services of Connecticut, we are providing our paraprofessional staff additional training in Applied Behavior Analysis and Data Collection at no additional cost to the district. Ms. Guthrie, Pupil Services Coordinator, completed a two part professional development on transition planning and assessment. Ms. Schwartz, Special Education/Reading Teacher at ARHS completed the Wilson Reading Foundations Training (3 full days) which will prepare her to complete the process and training associated with becoming a Wilson Dyslexia Practitioner (Certification Level I).

## **Climate**

**AMSB Color Run 2020:** The Second Annual AMSB Color Run has gone virtual. Following the recommendations of QVHD, the color run was held virtually this year with families participating from home. Video submissions are still coming in and will be compiled into a video montage in the coming weeks.

**OBOA Books and a Blanket:** Throughout a few afternoons in October, members of the OBOA committee (both students and teachers) hosted book discussion groups where students and faculty members were invited to discuss their experience of reading an individually-chosen memoir during the summer. The discussion group session provided some much-needed face-to-face time among people and offered a sense of a somewhat "normal" after-school activity.

**Middle School SAILS:** Students in Ms. Galiani's 7-8 SAILS program decorated pumpkins while working on their group social language skills. A special thank you to Ms. Affinito for facilitating the session.

**Halloween Celebrations:** The students and staff of AMSB celebrated the Halloween season with a school-wide costume contest. Teachers voted for student winners in a number of categories, and the PTSO provided Amity Gear prizes for the winners. There was also a staff contest, and winners were given gift cards and Amity Gear. Woodbridge Youth Services provided all students with a small treat as they exited school.

**AMSB Mask Breaks:** With the longer time in school and anticipated colder weather coming, AMSB has created a school-wide mask break schedule with designated mask break stations around the campus. This will ensure that students and staff get a break, but do so in a physically distant manner. With the upcoming weather change, all students are encouraged to dress warmly, as all mask breaks will be outdoors.

**Escalation of Hate Training:** At the AMSB November faculty meeting, teachers led the staff through an activity that helped them to recognize unconscious bias. It also provided staff an opportunity to examine the escalating nature of hate and to consider the difficulty of stopping the progression once it begins. Teachers have been encouraged to share the activity with students in upcoming advisory sessions.

**AMSO Red Ribbon Week:** AMSO students and staff celebrated Red Ribbon Week Oct.22<sup>th</sup> – Oct. 30<sup>th</sup>. Each day students discussed strategies to make positive healthy choices while enjoying school wide spirit week.



# Amity Regional School District No. 5

## 2021-2022 District Calendar



Draft V3 10.20.2020

| Date                    | Event or Holiday                                      |
|-------------------------|---|
| August 25               | Prof. Dev. - Teachers Only                            |
| August 26               | Prof. Dev. - Teachers Only                            |
| August 30               | First Day of School - Students <i>Early Dismissal</i> |
| August 31               | Students <i>Early Dismissal</i>                       |
| September 6             | Labor Day - No School                                 |
| September 7             | Rosh Hashana - No School                              |
| September 8             | Back to School Night - ARHS - Grades 9&12             |
| September 9             | Back to School Night - Middle Schools                 |
| September 15            | Yom Kippur - No School                                |
| September 16            | Back to School Night - ARHS - Grades 10&11            |
| September 23            | Early Dismissal - Professional Development            |
| October 11              | Columbus/Indigenous Peoples Day - No School           |
| October 14              | Early Dismissal - Professional Development            |
| November 2              | Prof. Dev. - Teachers Only                            |
| November 10             | Parent Conferences - Middle Schools                   |
| November 11             | Parent Conferences - High School                      |
| November 17             | Parent Conferences - High School                      |
| November 18             | Parent Conferences - Middle Schools                   |
| November 24             | Early Dismissal                                       |
| November 25, 26         | Thanksgiving - No School                              |
| December 1              | Parent Conferences - MS/HS - <i>Early Dismissal</i>   |
| December 9              | Early Dismissal - Professional Development            |
| December 23             | Early Dismissal                                       |
| December 24 - January 2 | Holiday Recess  |
| January 13              | Early Dismissal - Professional Development            |
| January 17              | Martin Luther King, Jr. Day - No School               |
| February 2              | Parent Conferences - High School                      |
| February 3              | Parent Conferences - Middle Schools                   |
| February 9              | Parent Conferences - Middle Schools                   |
| February 17             | Early Dismissal - Professional Development            |
| February 21, 22         | Winter Recess   |
| March 18                | Prof. Dev. - Teachers Only                            |
| April 11 - April 15     | Spring Recess   |
| April 28                | Early Dismissal - Professional Development            |
| May 30                  | Memorial Day - No School                              |
| June 9                  | Last Day of School - Students                         |

| August 2021 (2/2) |    |    |    |    |    |    |
|-------------------|----|----|----|----|----|----|
| S                 | M  | T  | W  | R  | F  | S  |
|                   |    |    |    |    |    |    |
| 1                 | 2  | 3  | 4  | 5  | 6  | 7  |
| 8                 | 9  | 10 | 11 | 12 | 13 | 14 |
| 15                | 16 | 17 | 18 | 19 | 20 | 21 |
| 22                | 23 | 24 | 25 | 26 | 27 | 28 |
| 29                | 30 | 31 |    |    |    |    |

| September 2021 (19/21) |    |    |    |    |    |    |
|------------------------|----|----|----|----|----|----|
| S                      | M  | T  | W  | R  | F  | S  |
|                        |    |    | 1  | 2  | 3  | 4  |
| 5                      | 6  | 7  | 8  | 9  | 10 | 11 |
| 12                     | 13 | 14 | 15 | 16 | 17 | 18 |
| 19                     | 20 | 21 | 22 | 23 | 24 | 25 |
| 26                     | 27 | 28 | 29 | 30 |    |    |

| October 2021 (20/41) |    |    |    |    |    |    |
|----------------------|----|----|----|----|----|----|
| S                    | M  | T  | W  | R  | F  | S  |
|                      |    |    |    |    | 1  | 2  |
| 3                    | 4  | 5  | 6  | 7  | 8  | 9  |
| 10                   | 11 | 12 | 13 | 14 | 15 | 16 |
| 17                   | 18 | 19 | 20 | 21 | 22 | 23 |
| 24                   | 25 | 26 | 27 | 28 | 29 | 30 |
| 31                   |    |    |    |    |    |    |

| November 2021 (19/60) |    |    |    |    |    |    |
|-----------------------|----|----|----|----|----|----|
| S                     | M  | T  | W  | R  | F  | S  |
|                       | 1  | 2  | 3  | 4  | 5  | 6  |
| 7                     | 8  | 9  | 10 | 11 | 12 | 13 |
| 14                    | 15 | 16 | 17 | 18 | 19 | 20 |
| 21                    | 22 | 23 | 24 | 25 | 26 | 27 |
| 28                    | 29 | 30 |    |    |    |    |

| December 2021 (17/77) |    |    |    |    |    |    |
|-----------------------|----|----|----|----|----|----|
| S                     | M  | T  | W  | R  | F  | S  |
|                       |    |    | 1  | 2  | 3  | 4  |
| 5                     | 6  | 7  | 8  | 9  | 10 | 11 |
| 12                    | 13 | 14 | 15 | 16 | 17 | 18 |
| 19                    | 20 | 21 | 22 | 23 | 24 | 25 |
| 26                    | 27 | 28 | 29 | 30 | 31 |    |

| January 2022 (20/97) |    |    |    |    |    |    |
|----------------------|----|----|----|----|----|----|
| S                    | M  | T  | W  | R  | F  | S  |
|                      |    |    |    |    |    | 1  |
| 2                    | 3  | 4  | 5  | 6  | 7  | 8  |
| 9                    | 10 | 11 | 12 | 13 | 14 | 15 |
| 16                   | 17 | 18 | 19 | 20 | 21 | 22 |
| 23                   | 24 | 25 | 26 | 27 | 28 | 29 |
| 30                   | 31 |    |    |    |    |    |

| February 2022 (18/115) |    |    |    |    |    |    |
|------------------------|----|----|----|----|----|----|
| S                      | M  | T  | W  | R  | F  | S  |
|                        |    | 1  | 2  | 3  | 4  | 5  |
| 6                      | 7  | 8  | 9  | 10 | 11 | 12 |
| 13                     | 14 | 15 | 16 | 17 | 18 | 19 |
| 20                     | 21 | 22 | 23 | 24 | 25 | 26 |
| 27                     | 28 |    |    |    |    |    |

| March 2022 (22/137) |    |    |    |    |    |    |
|---------------------|----|----|----|----|----|----|
| S                   | M  | T  | W  | R  | F  | S  |
|                     |    | 1  | 2  | 3  | 4  | 5  |
| 6                   | 7  | 8  | 9  | 10 | 11 | 12 |
| 13                  | 14 | 15 | 16 | 17 | 18 | 19 |
| 20                  | 21 | 22 | 23 | 24 | 25 | 26 |
| 27                  | 28 | 29 | 30 | 31 |    |    |

| April 2022 (16/153) |    |    |    |    |    |    |
|---------------------|----|----|----|----|----|----|
| S                   | M  | T  | W  | R  | F  | S  |
|                     |    |    |    |    | 1  | 2  |
| 3                   | 4  | 5  | 6  | 7  | 8  | 9  |
| 10                  | 11 | 12 | 13 | 14 | 15 | 16 |
| 17                  | 18 | 19 | 20 | 21 | 22 | 23 |
| 24                  | 25 | 26 | 27 | 28 | 29 | 30 |

| May 2022 (21/174) |    |    |    |    |    |    |
|-------------------|----|----|----|----|----|----|
| S                 | M  | T  | W  | R  | F  | S  |
|                   |    |    |    |    |    |    |
| 1                 | 2  | 3  | 4  | 5  | 6  | 7  |
| 8                 | 9  | 10 | 11 | 12 | 13 | 14 |
| 15                | 16 | 17 | 18 | 19 | 20 | 21 |
| 22                | 23 | 24 | 25 | 26 | 27 | 28 |
| 29                | 30 | 31 |    |    |    |    |

| June 2022 (7/181) |    |    |    |    |    |    |
|-------------------|----|----|----|----|----|----|
| S                 | M  | T  | W  | R  | F  | S  |
|                   |    |    | 1  | 2  | 3  | 4  |
| 5                 | 6  | 7  | 8  | 9  | 10 | 11 |
| 12                | 13 | 14 | 15 | 16 | 17 | 18 |
| 19                | 20 | 21 | 22 | 23 | 24 | 25 |
| 26                | 27 | 28 | 29 | 30 |    |    |

| July 2022 (0) |    |    |    |    |    |    |
|---------------|----|----|----|----|----|----|
| S             | M  | T  | W  | R  | F  | S  |
|               |    |    |    |    | 1  | 2  |
| 3             | 4  | 5  | 6  | 7  | 8  | 9  |
| 10            | 11 | 12 | 13 | 14 | 15 | 16 |
| 17            | 18 | 19 | 20 | 21 | 22 | 23 |
| 24            | 25 | 26 | 27 | 28 | 29 | 30 |
| 31            |    |    |    |    |    |    |

2021-2022

If emergency closings extend beyond June 30, 2022, then any additional days will be taken from Spring Recess, beginning with April 11, 2022. Amity Regional High School  
Graduation is traditionally held on the actual last day of school for students. Total Days For Students = 181; Total Days For Teachers = 185



November, 2020

## Oct. Ticket Summary

Tickets addressed and closed: 87

Tickets open: 1

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:

- All new access points are installed and run back to closets in all three buildings
  - Access points (APs) in all three schools are operational
  - New Wi-Fi network is live
    - Access points in every classroom as well as high density APs in the gyms, cafes and library media centers
    - Almost 5 times the bandwidth of the old network
    - Capable of supporting approximately 3 times as many clients per AP
    - Data transmission rates are averaging 4 to 5 times faster than the previous network
- All switches have been replaced
- New VRTX Servers in Orange have been installed and configured

### Projects in process:

- Infrastructure update project
  - VRTX Server installation in Bethany is scheduled for 11/10/2020
  - Firewall appliance installation in Bethany and Orange is scheduled for 11/12/2020
  - Final testing and configuration is scheduled for the week of 11/16/2020
  - Project completion is scheduled for 11/20/2020
- We are waiting for replacement switches from our project vendor to address the noise level of the switches in 4 classroom environments
- Aristotle deployment is complete, all features are working, we are troubleshooting some issues with students needing to restart their machines to join a class with the vendor.
- Scanners for every classroom to handle student attendance have arrived, installation at all three locations is complete, custom programming to support our current schedule is in process.
- We have received 16 more indoor/outdoor security cameras and are working with building administration to identify exact locations for installation
- Options for off-site, cloud based backup repositories are being assessed to address the need for isolated storage of critical data backups
- Building next year's budget based on complete review of existing line items as well as assessing current budget requests
- Technicians have been addressing support tickets for both students and staff to support the transition to the current hybrid model.

CLEAN

SAFE

HEALTHY

SCHOOLS

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

### Facilities Department Monthly Report

#### Completed Projects:

- The two larger ductless split A/C units for the data room at Amity High School were installed by the district building maintainers.
- The bleachers for field three have been installed.
- Preventive maintenance work on snow removal equipment was completed by our building maintainer (oil changes, spark plugs, carb cleaning etc.).
- Many classrooms were rearranged by both custodial and maintenance staffs to allow the maximum number of desks at proper distancing protocols. This involved not only moving out excess furniture, but in certain instances needing countertops and cubicle style desks taken apart and removed and electrical lines and outlets removed and capped off.
- UI/FCE successfully completed a test of the micro grid on 10/24/2020.

#### Projects in process:

- The scoreboard for field three is in progress.
- Winter preventive maintenance work on the boilers has been started by F+F Mechanical.
- Our building maintainer is working with the technology students and teacher to guide them in building custom partitions for their computer workstations.
- Amity High School dishwasher is being repaired.
- Looking at the District's storage needs and options for the modular buildings at both middle schools.
- UI found a bad metering transformer on one of the power poles at Amity High School, which was causing a fuse to pop and losing power to the field house.
- An acoustical study is being done in both middle schools to decide the best product and design to help the noise problems in the gymnasiums and cafeterias.

#### Outstanding issues to be addressed:

- Demolition of the modular building at Amity Middle School in Orange.

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

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



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**Theresa Lumas**  
**Director of Finance and Administration**  
[terry.lumas@amityregion5.org](mailto:terry.lumas@amityregion5.org)

**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: Capital Projects FY 2020-21

Date: November 2, 2020

## **Roof Projects:**

Steve Martoni met with representatives from Tremco Roofing to review roof condition reports for all three schools. After inspecting the roofs and reviewing the report data, it is recommended we proceed with a thermal scan of the 135,341 square feet of roof restored in 2012 as well as another 18,894 square feet of roof at the high school. The scan on the 2012 project will indicate if the roof warranty can be extended for 5 years beyond the 2022 existing warranty, if another restoration is possible or full replacement is needed. The additional areas scanned will provide data on sections that may need immediate attention. There is a 6,319 square foot area identified with crumbling capstone and possible water intrusion that is deemed restore immediately. Once the thermal scans are complete we will proceed with replacing and restoring sections as funds support. The funds in the capital project were designated for a specific area of the roof and our request is to expand that to any of the building roofs in the District. The estimate for the thermal scan is \$8,750. These charges will be paid from the Capital and Nonrecurring Account. The AFC and BOE approved a transfer for the 2012 section of roof of \$495,482 in September.

## **Motions:**

### **For the Amity Finance Committee:**

*Recommend the Amity Board of Education approve...*

### **For the Amity Board of Education:**

*Move to approve –*

*Expand the designation of capital fund for 2012 roof section to include all of the building roofs in the District.*

### **Modular Buildings:**

The current fiscal year operating budget designates funds for roof replacement on the modular buildings at Amity Middle School Bethany. Steve Martoni reviewed the condition of the modular at both middle schools. The principal of Amity Middle School Orange, Kathy Burke had requested Mr. Martoni inspect the modular in Orange since it appeared to be deteriorating to an unsafe condition. The Facilities Committee viewed pictures of the modular deterioration provided by Mr. Martoni at its November 2, 2020 meeting. The Administration is recommending the modular at Amity Middle School Orange be demolished. There are minimal items stored in the unit and there is no intent to use the items in the future, most will be discarded with the unit. Mr. Martoni estimates the cost at \$8,000. We will obtain quotes and utilize some of the funds from the Bethany line item. A transfer is requested this month. One of the modular buildings at Bethany may be demolished and the other may be repaired. The Administration plans to work with the Amity Regional High School Career and Technology Education Department to explore construction of additional storage sheds at the middle schools.

### **Motions:**

#### **For the Amity Finance Committee:**

*Recommend the Amity Board of Education approve...*

#### **For the Amity Board of Education:**

*Move to approve –*

*The demolition of the modular building at Amity Middle School Orange.*

**AMITY REGIONAL SCHOOL DISTRICT NO. 5**  
**REVENUES AND EXPENDITURES**  
**FOR FY 2020-2021**

|             |   | <b>COLUMN 1</b>   | <b>COLUMN 2</b>   | <b>COLUMN 3</b>   | <b>COLUMN 4</b>        | <b>COLUMN 5</b>   | <b>COLUMN 6</b>     | <b>COL 7</b> |
|-------------|---|-------------------|-------------------|-------------------|------------------------|-------------------|---------------------|--------------|
|             |   | <b>2019-2020</b>  | <b>2020-2021</b>  | <b>SEPT 2020</b>  | <b>CHANGE</b>          | <b>OCT 2020</b>   | <b>VARIANCE</b>     | <b>FAV</b>   |
| <b>LINE</b> | <b>CATEGORY</b>                                 | <b>ACTUAL</b>     | <b>BUDGET</b>     | <b>FORECAST</b>   | <b>INCR./((DECR.))</b> | <b>FORECAST</b>   | <b>OVER/(UNDER)</b> | <b>UNF</b>   |
| 1           | MEMBER TOWN ALLOCATIONS                         | 48,627,967        | 49,760,789        | 49,760,789        | 0                      | 49,760,789        | 0                   | FAV          |
| 2           | OTHER REVENUE                                   | 262,141           | 248,317           | 158,453           | (6,839)                | 151,614           | (96,703)            | UNF          |
| 3           | OTHER STATE GRANTS                              | 758,946           | 731,653           | 942,439           | 0                      | 942,439           | 210,786             | FAV          |
| 4           | MISCELLANEOUS INCOME                            | 70,134            | 43,750            | 36,750            | 0                      | 36,750            | (7,000)             | UNF          |
| 5           | BUILDING RENOVATION GRANTS                      | 0                 | 0                 | 0                 | 0                      | 0                 | 0                   | FAV          |
| 6           | <b>TOTAL REVENUES</b>                           | <b>49,719,188</b> | <b>50,784,509</b> | <b>50,898,431</b> | <b>(6,839)</b>         | <b>50,891,592</b> | <b>107,083</b>      | <b>FAV</b>   |
| 7           | SALARIES  | 25,967,645        | 27,168,752        | 27,263,946        | (29,346)               | 27,234,600        | 65,848              | UNF          |
| 8           | BENEFITS  | 5,141,056         | 6,186,149         | 6,182,452         | 0                      | 6,182,452         | (3,697)             | FAV          |
| 9           | PURCHASED SERVICES                              | 7,565,040         | 9,450,642         | 9,508,926         | (125,181)              | 9,383,745         | (66,897)            | FAV          |
| 10          | DEBT SERVICE                                    | 4,559,210         | 4,453,835         | 4,453,835         | 0                      | 4,453,835         | 0                   | FAV          |
| 11          | SUPPLIES (INCLUDING UTILITIES)                  | 2,935,589         | 2,907,974         | 2,739,507         | 0                      | 2,739,507         | (168,467)           | FAV          |
| 12          | EQUIPMENT                                       | 771,215           | 134,053           | 134,053           | 0                      | 134,053           | 0                   | FAV          |
| 13          | IMPROVEMENTS / CONTINGENCY                      | 222,666           | 305,940           | 305,940           | 0                      | 305,940           | 0                   | FAV          |
| 14          | DUES AND FEES                                   | 110,508           | 177,164           | 170,013           | 0                      | 170,013           | (7,151)             | FAV          |
| 15          | TRANSFER ACCOUNT                                | 495,482           | 0                 | 0                 | 0                      | 0                 | 0                   | FAV          |
| 16          | <b>TOTAL EXPENDITURES</b>                       | <b>47,768,411</b> | <b>50,784,509</b> | <b>50,758,672</b> | <b>(154,527)</b>       | <b>50,604,145</b> | <b>(180,364)</b>    | <b>FAV</b>   |
| 17          | <b>SUBTOTAL</b>                                 | <b>1,950,777</b>  | <b>0</b>          | <b>139,759</b>    | <b>147,688</b>         | <b>287,447</b>    | <b>287,447</b>      | <b>FAV</b>   |
| 18          | PLUS: CANCELLATION OF PRIOR YEAR'S ENCUMBRANCES | <b>35,457</b>     | <b>0</b>          | <b>0</b>          | <b>0</b>               | <b>0</b>          | <b>0</b>            | <b>FAV</b>   |
| 19          | DESIGNATED FOR SUBSEQUENT YEAR'S BUDGET:        | <b>0</b>          | <b>0</b>          | <b>0</b>          | <b>0</b>               | <b>0</b>          | <b>0</b>            | <b>FAV</b>   |
| 20          | <b>NET BALANCE / (DEFICIT)</b>                  | <b>1,986,234</b>  | <b>0</b>          | <b>139,759</b>    | <b>147,688</b>         | <b>287,447</b>    | <b>287,447</b>      | <b>FAV</b>   |

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

**AMITY REGIONAL SCHOOL DISTRICT NO. 5**  
**REVENUES AND EXPENDITURES**  
**FOR FY 2020-2021**

|             |                                   | <b>COLUMN 1</b>   | <b>COLUMN 2</b>   | <b>COLUMN 3</b>   | <b>COLUMN 4</b>        | <b>COLUMN 5</b>   | <b>COLUMN 6</b>     | <b>COL 7</b> |
|-------------|-----------------------------------|-------------------|-------------------|-------------------|------------------------|-------------------|---------------------|--------------|
|             |                                   | <b>2019-2020</b>  | <b>2020-2021</b>  | <b>SEPT 2020</b>  | <b>CHANGE</b>          | <b>OCT 2020</b>   | <b>VARIANCE</b>     | <b>FAV</b>   |
| <b>LINE</b> | <b>CATEGORY</b>                   | <b>ACTUAL</b>     | <b>BUDGET</b>     | <b>FORECAST</b>   | <b>INCR./((DECR.))</b> | <b>FORECAST</b>   | <b>OVER/(UNDER)</b> | <b>UNF</b>   |
| 1           | BETHANY ALLOCATION                | 8,926,150         | 9,000,731         | 9,000,731         | 0                      | 9,000,731         | 0                   | FAV          |
| 2           | ORANGE ALLOCATION                 | 24,736,074        | 25,003,802        | 25,003,802        | 0                      | 25,003,802        | 0                   | FAV          |
| 3           | WOODBIDGE ALLOCATION              | 14,965,743        | 15,756,256        | 15,756,256        | 0                      | 15,756,256        | 0                   | FAV          |
| 4           | <b>MEMBER TOWN ALLOCATIONS</b>    | <b>48,627,967</b> | <b>49,760,789</b> | <b>49,760,789</b> | <b>0</b>               | <b>49,760,789</b> | <b>0</b>            | <b>FAV</b>   |
| 5           | ADULT EDUCATION                   | 3,748             | 3,042             | 3,042             | 0                      | 3,042             | 0                   | FAV          |
| 6           | PARKING INCOME                    | 20,865            | 32,000            | 16,000            | (1,039)                | 14,961            | (17,039)            | UNF          |
| 7           | INVESTMENT INCOME                 | 52,292            | 35,000            | 10,000            | 0                      | 10,000            | (25,000)            | UNF          |
| 8           | ATHLETICS                         | 25,300            | 22,000            | 11,000            | 0                      | 11,000            | (11,000)            | UNF          |
| 9           | TUITION REVENUE                   | 133,936           | 129,675           | 91,811            | 0                      | 91,811            | (37,864)            | UNF          |
| 10          | TRANSPORTATION INCOME             | 26,000            | 26,600            | 26,600            | (5,800)                | 20,800            | (5,800)             | UNF          |
| 11          | TRANSPORTATION BOWA AGREEMENT     | 0                 | 0                 | 0                 | 0                      | 0                 | 0                   | FAV          |
| 12          | <b>OTHER REVENUE</b>              | <b>262,141</b>    | <b>248,317</b>    | <b>158,453</b>    | <b>(6,839)</b>         | <b>151,614</b>    | <b>(96,703)</b>     | <b>UNF</b>   |
| 13          | OTHER STATE GRANT                 | 0                 | 0                 | 0                 | 0                      | 0                 | 0                   | FAV          |
| 14          | SPECIAL EDUCATION GRANTS          | 758,946           | 731,653           | 942,439           | 0                      | 942,439           | 210,786             | FAV          |
| 15          | <b>OTHER STATE GRANTS</b>         | <b>758,946</b>    | <b>731,653</b>    | <b>942,439</b>    | <b>0</b>               | <b>942,439</b>    | <b>210,786</b>      | <b>FAV</b>   |
| 16          | RENTAL INCOME                     | 18,177            | 14,000            | 7,000             | 0                      | 7,000             | (7,000)             | UNF          |
| 17          | INTERGOVERNMENTAL REVENUE         | 32,884            | 4,750             | 4,750             | 0                      | 4,750             | 0                   | FAV          |
| 18          | OTHER REVENUE                     | 19,073            | 25,000            | 25,000            | 0                      | 25,000            | 0                   | FAV          |
| 19          | TRANSFER IN                       | 0                 | 0                 | 0                 | 0                      | 0                 | 0                   | FAV          |
| 20          | <b>MISCELLANEOUS INCOME</b>       | <b>70,134</b>     | <b>43,750</b>     | <b>36,750</b>     | <b>0</b>               | <b>36,750</b>     | <b>(7,000)</b>      | <b>UNF</b>   |
| 21          | <b>BUILDING RENOVATION GRANTS</b> | <b>0</b>          | <b>0</b>          | <b>0</b>          | <b>0</b>               | <b>0</b>          | <b>0</b>            | <b>FAV</b>   |
| 22          | <b>TOTAL REVENUES</b>             | <b>49,719,188</b> | <b>50,784,509</b> | <b>50,898,431</b> | <b>(6,839)</b>         | <b>50,891,592</b> | <b>107,083</b>      | <b>FAV</b>   |

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

**AMITY REGIONAL SCHOOL DISTRICT NO. 5**  
**REVENUES AND EXPENDITURES**  
**FOR FY 2020-2021**

|             |   | <b>COLUMN 1</b>   | <b>COLUMN 2</b>   | <b>COLUMN 3</b>   | <b>COLUMN 4</b>       | <b>COLUMN 5</b>   | <b>COLUMN 6</b>     | <b>COL 7</b> |
|-------------|---|-------------------|-------------------|-------------------|-----------------------|-------------------|---------------------|--------------|
|             |   | <b>2019-2020</b>  | <b>2020-2021</b>  | <b>SEPT 2020</b>  | <b>CHANGE</b>         | <b>OCT 2020</b>   | <b>VARIANCE</b>     | <b>FAV</b>   |
| <b>LINE</b> | <b>CATEGORY</b>                           | <b>ACTUAL</b>     | <b>BUDGET</b>     | <b>FORECAST</b>   | <b>INCR./((DECR.)</b> | <b>FORECAST</b>   | <b>OVER/(UNDER)</b> | <b>UNF</b>   |
| 1           | 5111-CERTIFIED SALARIES                   | 21,243,071        | 22,123,005        | 22,217,447        | (60,114)              | 22,157,333        | 34,328              | UNF          |
| 2           | 5112-CLASSIFIED SALARIES                  | 4,724,574         | 5,045,747         | 5,046,499         | 30,768                | 5,077,267         | 31,520              | UNF          |
| 3           | <b>SALARIES</b>                           | <b>25,967,645</b> | <b>27,168,752</b> | <b>27,263,946</b> | <b>(29,346)</b>       | <b>27,234,600</b> | <b>65,848</b>       | <b>UNF</b>   |
| 4           | 5200-MEDICARE - ER                        | 354,550           | 393,384           | 393,384           | 0                     | 393,384           | 0                   | FAV          |
| 5           | 5210-FICA - ER                            | 293,447           | 315,690           | 315,690           | 0                     | 315,690           | 0                   | FAV          |
| 6           | 5220-WORKERS' COMPENSATION                | 203,071           | 237,774           | 215,228           | 0                     | 215,228           | (22,546)            | FAV          |
| 7           | 5255-MEDICAL & DENTAL INSURANCE           | 3,134,277         | 4,229,925         | 4,229,925         | 0                     | 4,229,925         | 0                   | FAV          |
| 8           | 5860-OPEB TRUST                           | 40,950            | 31,678            | 31,678            | 0                     | 31,678            | 0                   | FAV          |
| 9           | 5260-LIFE INSURANCE                       | 42,820            | 47,280            | 45,772            | 0                     | 45,772            | (1,508)             | FAV          |
| 10          | 5275-DISABILITY INSURANCE                 | 10,277            | 10,529            | 10,886            | 0                     | 10,886            | 357                 | UNF          |
| 11          | 5280-PENSION PLAN - CLASSIFIED            | 851,987           | 790,234           | 790,234           | 0                     | 790,234           | 0                   | FAV          |
| 12          | 5281-DEFINED CONTRIBUTION RETIREMENT PLAN | 99,079            | 120,224           | 120,224           | 0                     | 120,224           | 0                   | FAV          |
| 12          | 5282-RETIREMENT SICK LEAVE - CERT         | 0                 | 0                 | 0                 | 0                     | 0                 | 0                   | FAV          |
| 13          | 5283-RETIREMENT SICK LEAVE - CLASS        | 0                 | 0                 | 0                 | 0                     | 0                 | 0                   | FAV          |
| 14          | 5284-SEVERANCE PAY - CERTIFIED            | 0                 | 0                 | 0                 | 0                     | 0                 | 0                   | FAV          |
| 15          | 5290-UNEMPLOYMENT COMPENSATION            | 109,160           | 7,431             | 27,431            | 0                     | 27,431            | 20,000              | UNF          |
| 16          | 5291-CLOTHING ALLOWANCE                   | 1,438             | 2,000             | 2,000             | 0                     | 2,000             | 0                   | FAV          |
| 17          | <b>BENEFITS</b>                           | <b>5,141,056</b>  | <b>6,186,149</b>  | <b>6,182,452</b>  | <b>0</b>              | <b>6,182,452</b>  | <b>(3,697)</b>      | <b>FAV</b>   |
| 18          | 5322-INSTRUCTIONAL PROG IMPROVEMENT       | 21,594            | 22,200            | 22,200            | 0                     | 22,200            | 0                   | FAV          |
| 19          | 5327-DATA PROCESSING                      | 110,412           | 102,829           | 102,829           | 0                     | 102,829           | 0                   | FAV          |
| 20          | 5330-OTHER PROFESSIONAL & TECHNICAL SRVC  | 1,385,205         | 1,759,359         | 1,759,359         | 145,886               | 1,905,245         | 145,886             | UNF          |
| 21          | 5440-RENTALS - LAND, BLDG, EQUIPMENT      | 48,229            | 113,634           | 113,634           | 0                     | 113,634           | 0                   | FAV          |
| 22          | 5510-PUPIL TRANSPORTATION                 | 2,861,329         | 3,544,897         | 3,438,376         | (119,963)             | 3,318,413         | (226,484)           | FAV          |
| 23          | 5521-GENERAL LIABILITY INSURANCE          | 238,281           | 247,562           | 249,804           | 0                     | 249,804           | 2,242               | UNF          |
| 24          | 5550-COMMUNICATIONS: TEL, POST, ETC.      | 77,186            | 114,356           | 114,356           | (19,032)              | 95,324            | (19,032)            | FAV          |
| 25          | 5560-TUITION EXPENSE                      | 2,640,986         | 3,446,498         | 3,609,061         | (132,072)             | 3,476,989         | 30,491              | UNF          |
| 26          | 5590-OTHER PURCHASED SERVICES             | 181,818           | 99,307            | 99,307            | 0                     | 99,307            | 0                   | FAV          |
| 27          | <b>PURCHASED SERVICES</b>                 | <b>7,565,040</b>  | <b>9,450,642</b>  | <b>9,508,926</b>  | <b>(125,181)</b>      | <b>9,383,745</b>  | <b>(66,897)</b>     | <b>FAV</b>   |

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

**AMITY REGIONAL SCHOOL DISTRICT NO. 5**  
**REVENUES AND EXPENDITURES**  
**FOR FY 2020-2021**

|             |  | <b>COLUMN 1</b>   | <b>COLUMN 2</b>   | <b>COLUMN 3</b>   | <b>COLUMN 4</b>       | <b>COLUMN 5</b>   | <b>COLUMN 6</b>     | <b>COL 7</b> |
|-------------|--|-------------------|-------------------|-------------------|-----------------------|-------------------|---------------------|--------------|
|             |  | <b>2019-2020</b>  | <b>2020-2021</b>  | <b>SEPT 2020</b>  | <b>CHANGE</b>         | <b>OCT 2020</b>   | <b>VARIANCE</b>     | <b>FAV</b>   |
| <b>LINE</b> | <b>CATEGORY</b>                        | <b>ACTUAL</b>     | <b>BUDGET</b>     | <b>FORECAST</b>   | <b>INCR./((DECR.)</b> | <b>FORECAST</b>   | <b>OVER/(UNDER)</b> | <b>UNF</b>   |
| 28          | 5830-INTEREST                          | 809,210           | 788,835           | 788,835           | 0                     | 788,835           | 0                   | FAV          |
| 29          | 5910-REDEMPTION OF PRINCIPAL           | 3,750,000         | 3,665,000         | 3,665,000         | 0                     | 3,665,000         | 0                   | FAV          |
| 30          | <b>DEBT SERVICE</b>                    | <b>4,559,210</b>  | <b>4,453,835</b>  | <b>4,453,835</b>  | <b>0</b>              | <b>4,453,835</b>  | <b>0</b>            | <b>FAV</b>   |
| 31          | 5410-UTILITIES, EXCLUDING HEAT         | 620,438           | 709,866           | 703,219           | 0                     | 703,219           | (6,647)             | FAV          |
| 32          | 5420-REPAIRS, MAINTENANCE & CLEANING   | 774,787           | 761,354           | 761,354           | 0                     | 761,354           | 0                   | FAV          |
| 33          | 5611-INSTRUCTIONAL SUPPLIES            | 311,910           | 366,196           | 366,196           | 0                     | 366,196           | 0                   | FAV          |
| 34          | 5613-MAINTENANCE/CUSTODIAL SUPPLIES    | 228,327           | 229,557           | 229,557           | 0                     | 229,557           | 0                   | FAV          |
| 35          | 5620-OIL USED FOR HEATING              | 42,700            | 42,700            | 42,700            | 0                     | 42,700            | 0                   | FAV          |
| 36          | 5621-NATURAL GAS                       | 47,475            | 67,173            | 67,173            | 0                     | 67,173            | 0                   | FAV          |
| 37          | 5627-TRANSPORTATION SUPPLIES           | 96,789            | 124,202           | 124,202           | 0                     | 124,202           | 0                   | FAV          |
| 38          | 5641-TEXTS & DIGITAL RESOURCES         | 291,630           | 63,778            | 63,778            | 0                     | 63,778            | 0                   | FAV          |
| 39          | 5642-LIBRARY BOOKS & PERIODICALS       | 18,584            | 20,215            | 20,215            | 0                     | 20,215            | 0                   | FAV          |
| 40          | 5690-OTHER SUPPLIES                    | 502,949           | 522,933           | 361,113           | 0                     | 361,113           | (161,820)           | FAV          |
| 41          | <b>SUPPLIES (INCLUDING UTILITIES)</b>  | <b>2,935,589</b>  | <b>2,907,974</b>  | <b>2,739,507</b>  | <b>0</b>              | <b>2,739,507</b>  | <b>(168,467)</b>    | <b>FAV</b>   |
| 42          | 5730-EQUIPMENT - NEW                   | 332,148           | 70,947            | 70,947            | 0                     | 70,947            | 0                   | FAV          |
| 43          | 5731-EQUIPMENT - REPLACEMENT           | 439,067           | 63,106            | 63,106            | 0                     | 63,106            | 0                   | FAV          |
| 44          | <b>EQUIPMENT</b>                       | <b>771,215</b>    | <b>134,053</b>    | <b>134,053</b>    | <b>0</b>              | <b>134,053</b>    | <b>0</b>            | <b>FAV</b>   |
| 45          | 5715-IMPROVEMENTS TO BUILDING          | 160,841           | 55,940            | 55,940            | 0                     | 55,940            | 0                   | FAV          |
| 45a         | 5715-FACILITIES CONTINGENCY            | 100,000           | 100,000           | 100,000           | 0                     | 100,000           | 0                   | FAV          |
| 45b         | TRSF. FROM FACILITIES CONTINGENCY      | (100,000)         | 0                 | 0                 | 0                     | 0                 | 0                   | FAV          |
| 46          | 5720-IMPROVEMENTS TO SITES             | 61,825            | 0                 | 0                 | 0                     | 0                 | 0                   | 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                 | 0                 | 0                     | 0                 | 0                   | FAV          |
| 48          | <b>IMPROVEMENTS / CONTINGENCY</b>      | <b>222,666</b>    | <b>305,940</b>    | <b>305,940</b>    | <b>0</b>              | <b>305,940</b>    | <b>0</b>            | <b>FAV</b>   |
| 49          | 5580-STAFF TRAVEL                      | 10,723            | 24,850            | 22,365            | 0                     | 22,365            | (2,485)             | FAV          |
| 50          | 5581-TRAVEL - CONFERENCES              | 22,406            | 46,660            | 41,994            | 0                     | 41,994            | (4,666)             | FAV          |
| 51          | 5810-DUES & FEES                       | 77,379            | 105,654           | 105,654           | 0                     | 105,654           | 0                   | FAV          |
| 52          | <b>DUES AND FEES</b>                   | <b>110,508</b>    | <b>177,164</b>    | <b>170,013</b>    | <b>0</b>              | <b>170,013</b>    | <b>(7,151)</b>      | <b>FAV</b>   |
| 53          | <b>5856-TRANSFER ACCOUNT</b>           | 495,482           | 0                 | 0                 | 0                     | 0                 | 0                   | FAV          |
| 54          | <b>ESTIMATED UNSPENT BUDGETS</b>       |                   | 0                 | 0                 | 0                     | 0                 | 0                   | FAV          |
| 55          | <b>TOTAL EXPENDITURES</b>              | <b>47,768,411</b> | <b>50,784,509</b> | <b>50,758,672</b> | <b>(154,527)</b>      | <b>50,604,145</b> | <b>(180,364)</b>    | <b>FAV</b>   |

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



**AMITY REGIONAL SCHOOL DISTRICT NO. 5  
REVENUES & EXPENDITURES BY CATEGORY  
FINANCIAL ANALYSIS  
FOR THE FISCAL YEAR 2020-2021**



**OCTOBER 2020**

**2020-2021 FORECAST**

**OVERVIEW**

*The projected unspent fund balance for this fiscal year is \$287,447 FAV previously, \$139,759 FAV.*

**REVENUES BY CATEGORY**

The projected yearend balance of revenues is *\$107,083 FAV previously \$113,922 UNF*, which appears on page 2, column 6, line 22.

**LINE 5 on Page 2: ADULT EDUCATION:**

The forecast is based on historical State payments.

**LINE 6 on Page 2: PARKING INCOME:**

*The forecast estimates 50% of parking revenue will be collected, \$17,039 UNF, previously \$16,000 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, \$25,000 UNF previously \$25,000 UNF.*

| <u>Month</u> | <u>Peoples United</u> | <u>State Treasurer's<br/>Investment Fund</u> |
|--------------|-----------------------|--|
| July 2020    | .392%                 | .352%  |
| August       | .392%                 | .221%  |
| September    | .399%                 | .081%  |
| October      | .399%                 | .081%  |

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

*The forecast estimates a 50% reduction due to limited fan participation for at least one season, \$11,000 UNF.*

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

The budget is based on seven tuition students. The actual tuition charged is higher (\$71 per year) than budgeted since the rate is set after the budget referendum is past. Two new tuition students enrolled in the District. *One student disenrolled, three students are*

*moving into the District. The projected variance is \$37,864 UNF previously \$37,864 UNF.*

**LINE 10 on Page 2: TRANSPORTATION INCOME:**

The forecast is based on projected State payments and enrollment for magnet school transportation budgeted, *estimated at \$20,800 which is \$5,800 UNF.*

**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. *Excess cost grant is expected to increase due to an increase of services. Tuition is increased for students moving into the District with unanticipated costs which will be partially reimbursed through the grant, \$210,786 FAV previously, neutral.*

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

The forecast estimates a 50% reduction based on limiting the use of the building for at least a portion of the year due to COVID19, *\$7,000 UNF.*

**LINE 17 on Page 2: INTERGOVERNMENTAL INCOME:**

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

**LINE 18 on Page 2: OTHER REVENUE:**

The forecast is based on budget currently, *no change anticipated at this time, \$0 FAV.*

**EXPENDITURES BY CATEGORY**

The projected yearend balance of expenditures is *\$ 180,364 FAV previously \$25,837 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 need for additional coverage is anticipated. We intend to expand our use of bench subs to better ensure adequate class coverage and supervision in the buildings. All substitute position have not yet been filled. The District has not yet reached the budgeted amount of turnover savings, \$81,769 UNF. *The current projection is \$34,328 UNF previously \$94,442 UNF.* The forecast includes \$48,053 FAV grant funds pending State approval and \$61,818 FAV for vacancy filled by an outside consultant. *Substitute fill rates are trending 54% higher and costs which reflect the rate increase are trending 82% higher than last year at this time. The forecast projects that substitute costs will be \$195,168 higher UNF if the trend continues for the full school year.*

**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 need for additional support staff is anticipated as we increase building hours and occupancy.* The turnover factor is currently short of the budget projection by \$752 UNF previously, \$16,185 UNF. *There are still positions in transition and the turnover factor and classified budget is expected to be neutral. One*

*position was no longer eligible for grant funds though a certified salary replaced the request, \$31,520 UNF.*

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

The forecast is based on the budget for current staff.

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

The workers' compensation premium is less than budgeted and the forecast assumes the payroll audit will be as budgeted. Member equity distribution was received for \$9,190 FAV and a contract stabilization rate approved by the Board in May saved \$15,313 FAV. **Total savings YTD \$22,546 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. We expect claims will rise later in the year as employees and families return to routine care visits or possibly an increase in COVID treatments. Currently the account is running at 88.4% of claims, previously 89.9% of claims. The forecast projects the account will be neutral at this time.*

**CLAIMS OF CURRENT EMPLOYEES AND RETIREES**

| <b>MONTH</b>      | <b>2020-2021<br/>ACTUAL</b> | <b>2020-2021<br/>BUDGET</b> | <b>VARIANCE</b>     | <b>2019-2020<br/>ACTUAL</b> | <b>2018-2019<br/>ACTUAL</b> |
|-------------------|-----------------------------|-----------------------------|---------------------|-----------------------------|-----------------------------|
| <i><b>JUL</b></i> | <b>\$ 256,509</b>           | \$ 408,015                  | \$ (151,506)        | \$ 366,182                  | \$ 292,718                  |
| <i><b>AUG</b></i> | <b>\$ 200,490</b>           | \$ 446,937                  | \$ (246,447)        | \$ 383,765                  | \$ 282,192                  |
| <i><b>SEP</b></i> | <b>\$ 292,575</b>           | \$ 365,001                  | \$ (72,426)         | \$ 317,685                  | \$ 376,576                  |
| <i><b>OCT</b></i> | <b>\$ 293,360</b>           | \$ 363,318                  | \$ (69,958)         | \$ 383,369                  | \$ 245,938                  |
| <i><b>NOV</b></i> | \$ 453,630                  | \$ 453,630                  | \$ -                | \$ 370,672                  | \$ 418,110                  |
| <i><b>DEC</b></i> | \$ 484,052                  | \$ 484,052                  | \$ -                | \$ 403,126                  | \$ 334,678                  |
| <i><b>JAN</b></i> | \$ 354,535                  | \$ 354,535                  | \$ -                | \$ 348,820                  | \$ 331,129                  |
| <i><b>FEB</b></i> | \$ 307,567                  | \$ 307,567                  | \$ -                | \$ 124,317                  | \$ 384,149                  |
| <i><b>MAR</b></i> | \$ 389,184                  | \$ 389,184                  | \$ -                | \$ 276,832                  | \$ 363,660                  |
| <i><b>APR</b></i> | \$ 343,398                  | \$ 343,398                  | \$ -                | \$ 196,735                  | \$ 278,082                  |
| <i><b>MAY</b></i> | \$ 409,054                  | \$ 409,054                  | \$ -                | \$ 124,900                  | \$ 363,382                  |
| <i><b>JUN</b></i> | \$ 326,536                  | \$ 326,536                  | \$ -                | \$ 194,428                  | \$ 224,419                  |
| <b>TOTALS</b>     | <b>\$ 4,110,889</b>         | <b>\$ 4,651,225</b>         | <b>\$ (540,336)</b> | <b>\$ 3,490,831</b>         | <b>\$ 3,895,033</b>         |

**ACTUAL/FORECAST CLAIMS AS A PERCENTAGE OF EXPECTED CLAIMS**

| <b>2016-2017<br/>ACTUAL</b> | <b>2017-2018<br/>ACTUAL</b> | <b>2018-2019<br/>ACTUAL</b> | <b>2019-2020<br/>FORECAST</b> | <b>2020-2021<br/>FORECAST</b> |
|-----------------------------|-----------------------------|-----------------------------|-------------------------------|-------------------------------|
| 85.2%                       | 72.1%                       | 92.2%                       | 84.1%                         | <b>100.0%</b>                 |

**Note: 2020-2021 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)**

| <b>MONTH</b>  | <b>2020-2021<br/>ACTUAL</b> | <b>2020-2021<br/>BUDGET</b> | <b>VARIANCE</b>    | <b>2019-2020<br/>ACTUAL</b> | <b>2018-2019<br/>ACTUAL</b> |
|---------------|-----------------------------|-----------------------------|--------------------|-----------------------------|-----------------------------|
| <i>JUL</i>    | \$ 53,562                   | \$ 61,957                   | \$ (8,395)         | \$ 65,692                   | \$ 63,793                   |
| <i>AUG</i>    | \$ 50,187                   | \$ 65,755                   | \$ (15,568)        | \$ 62,661                   | \$ 60,070                   |
| <i>SEP</i>    | \$ 53,804                   | \$ 58,089                   | \$ (4,285)         | \$ 46,306                   | \$ 63,599                   |
| <i>OCT</i>    | \$ 55,100                   | \$ 61,041                   | \$ (5,941)         | \$ 70,245                   | \$ 63,213                   |
| NOV           | \$ 41,539                   | \$ 41,539                   | \$ -               | \$ 59,406                   | \$ 71,815                   |
| DEC           | \$ 37,299                   | \$ 37,299                   | \$ -               | \$ 62,365                   | \$ 70,016                   |
| JAN           | \$ 36,807                   | \$ 36,807                   | \$ -               | \$ 73,157                   | \$ 78,786                   |
| FEB           | \$ 36,239                   | \$ 36,239                   | \$ -               | \$ 57,592                   | \$ 66,033                   |
| MAR           | \$ 32,198                   | \$ 32,198                   | \$ -               | \$ 58,624                   | \$ 38,918                   |
| APR           | \$ 36,879                   | \$ 36,879                   | \$ -               | \$ 57,573                   | \$ 69,321                   |
| MAY           | \$ 36,343                   | \$ 36,343                   | \$ -               | \$ 56,459                   | \$ 76,505                   |
| JUN           | \$ 35,743                   | \$ 35,743                   | \$ -               | \$ 56,502                   | \$ 72,044                   |
| <b>TOTALS</b> | <b>\$ 505,699</b>           | <b>\$ 539,887</b>           | <b>\$ (34,188)</b> | <b>\$ 726,582</b>           | <b>\$ 794,113</b>           |

**LINE 9 on Page 3: 5260-LIFE INSURANCE:**

*The forecast is based on the actual staff, \$1,508 FAV.*

**LINE 10 on Page 3: 5275-DISABILITY INSURANCE:**

*The forecast is based on the current staff, \$357 UNF, previously, \$190 UNF.*

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

The current forecast projects this account will be **neutral**.

**LINE 15 on Page 3: 5290-UNEMPLOYMENT:**

The forecast estimates the account may run \$20,000 UNF. The budget was reduced prior to the pandemic based on a low utilization for several years. Many of the current claimants will come off unemployment when we reopen. However, there are a number of claimants that are receiving benefits based on their past 24 months of work history with Amity and are not current employees. It is difficult to measure how many will remain on benefits. **\$20,000 UNF.**

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

Coverage is needed for an administrator on leave. Coverage is provided through an outside consultant, \$61,818 UNF. A transfer for these professional services was approved in October. ***Legal services are higher than budgeted due to COVID-19 environment. Legal expenses are running 25% higher than the first quarter last year. Many vendor contracts are reviewed to consider cancellations because of COVID-19, two bargaining units were scheduled to negotiate in the Spring of 2020 but were delayed until this fiscal year, and numerous labor and employment questions relating to COVID-19. The change in special education laws increased the use of legal services. The legal budget if it continues at 25% higher will be \$82,000 UNF over budget, total for these line items is forecasted at \$145,886 UNF.***

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

Special Education Transportation is projecting a **\$68,860 FAV**, *previously, \$106,521 FAV* balance partly due to the first summer session being held virtually. *Late busses and field trips will be reduced due to COVID-19, currently assuming a 50% or \$157,624 FAV, previously \$25,733 FAV projection.*

**LINE 23 on Page 3: 5521-GENERAL LIABILITY INSURANCE:** Student Accident insurance renewed slightly higher-\$922 UNF, LAP and several other policies came in lower-\$8,588 FAV and cyberinsurance is now a separate policy and not covered under general liability increases \$9,907 UNF for a total account increase of **\$2,242 UNF**

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

E-Rate funding is approved for the current fiscal year. *The District will receive discounted invoices for the CEN service provided by the State of Connecticut. The funding decision was announced this month and the District will save \$19,032 FAV.*

**LINE 25 on Page 3: 5560-TUITION EXPENSE:**

*Tuition is currently forecasted to have a \$30,491 UNF previously \$162,563 UNF variance.* The forecast is based on current students and their placements.

Tuition for the vo-ag schools has a projected variance of **\$56,581 FAV previously \$64,818 FAV.**

|                                  | <b>FY16-17<br/>ACTUAL</b> | <b>FY17-18<br/>ACTUAL</b> | <b>FY18-19<br/>ACTUAL</b> | <b>FY19-20<br/>ACTUAL</b> | <b>FY20-21<br/>BUDGET</b> | <b>FY20-21<br/>FORECAST</b> |
|----------------------------------|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|-----------------------------|
| Sound                            | 3                         | 4                         | 6                         | 6                         | 8                         | 5(5 )                       |
| Trumbull                         | 3                         | 6                         | 4                         | 4                         | 5                         | 3(4)                        |
| Nonnewaug                        | 3                         | 4                         | 6                         | 5                         | 7                         | 7(7)                        |
| Common<br>Ground<br>Charter HS   | 1                         | 0                         | 0                         | 0                         | 1                         | 1(0)                        |
| ACES<br>Wintergreen<br>Magnet    | 0                         | 0                         | 0                         | 0                         | 0                         | 0                           |
| King<br>Robinson<br>Magnet       | 1                         | 0                         | 0                         | 0                         | 0                         | 0                           |
| Engineering<br>Science<br>Magnet | 0                         | 1                         | 0                         | 0                         | 0                         | 0                           |
| Highville<br>Charter<br>School   | 0                         | 1                         | 0                         | 0                         | 0                         | 0                           |
| <b>Totals</b>                    | <b>11</b>                 | <b>16</b>                 | <b>16</b>                 | <b>15</b>                 | <b>21</b>                 | <b>16(16)</b>               |

ECA is projected variance *to be \$25,928 FAV previously \$16,200 FAV, below budget, with five less students enrolled than budgeted.*

|            | <b>FY16-17<br/>ACTUAL</b> | <b>FY17-18<br/>ACTUAL</b> | <b>FY18-19<br/>ACTUAL</b> | <b>FY19-20<br/>ACTUAL</b> | <b>FY20-21<br/>BUDGET</b> | <b>FY20-21<br/>FORECAST</b> |
|------------|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|-----------------------------|
| <b>ECA</b> | <b>15</b>                 | <b>19</b>                 | <b>24</b>                 | <b>21</b>                 | <b>21</b>                 | <b>16(18)</b>               |

*Public (ACES) and private out-of-district placements are currently less than anticipated, \$269,292 UNF previously \$243,581 UNF. There are more outplaced students who recently moved into the District.*

|               | <b>FY16-17<br/>ACTUAL</b> | <b>FY17-18<br/>ACTUAL</b> | <b>FY18-19<br/>ACTUAL</b> | <b>FY19-20<br/>ACTUAL</b> | <b>FY20-21<br/>BUDGET</b> | <b>FY20-21<br/>FORECAST</b> |
|---------------|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|-----------------------------|
| Public SPED   | 8                         | 8                         | 11                        | 8                         | 9                         | 7(8)                        |
| Private SPED  | 27                        | 20                        | 22                        | 18                        | 29                        | 30(30)                      |
| <b>Totals</b> | <b>35</b>                 | <b>28</b>                 | <b>33</b>                 | <b>26</b>                 | <b>38</b>                 | <b>37(38)</b>               |

**LINE 30 on Page 4: 5830 & 5910-DEBT SERVICE :**

Debt service is \$54,962 overbudget of the estimate for the new bond. There was premium paid by purchaser to offset this increase so the budget will remain neutral and this variance is paid from bond proceeds.

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

The 2020-2021 budget for electricity assumes the use of 3,189,868 kilowatt hours at an average price of \$0.19661 per kilowatt hour, or a cost of \$627,736. *Current kilowatt hours are down but with the increased full capacity run times for HVAC systems during the pandemic, it is anticipated the hours will rise over the next months. The usage is projected to be on budget, neutral.*

**ELECTRICITY (KILOWATT HOURS)**

| <b>MONTH</b>      | <b>2020-2021<br/>FORECAST</b> | <b>2020-2021<br/>BUDGET</b> | <b>VARIANCE</b>         | <b>2019-2020<br/>ACTUAL</b> | <b>2018-2019<br/>ACTUAL</b> |
|-------------------|-------------------------------|-----------------------------|-------------------------|-----------------------------|-----------------------------|
| <b><i>JUL</i></b> | <b><i>254,693</i></b>         | 261,716                     | <b><i>(7,023)</i></b>   | 306,744                     | 104,580                     |
| <b><i>AUG</i></b> | <b><i>96,300</i></b>          | 292,794                     | <b><i>(196,494)</i></b> | 298,187                     | 152,275                     |
| <b><i>SEP</i></b> | <b><i>297,628</i></b>         | 308,389                     | <b><i>(10,761)</i></b>  | 255,198                     | 314,178                     |
| <b><i>OCT</i></b> | <b><i>272,258</i></b>         | 282,314                     | <b><i>(10,056)</i></b>  | 294,827                     | 271,919                     |
| NOV               | 260,774                       | 260,774                     | -                       | 243,754                     | 249,759                     |
| DEC               | 260,198                       | 260,198                     | -                       | 250,944                     | 247,237                     |
| JAN               | 268,460                       | 268,460                     | -                       | 266,227                     | 274,992                     |
| FEB               | 269,090                       | 269,090                     | -                       | 251,802                     | 263,959                     |
| MAR               | 256,461                       | 256,461                     | -                       | 217,683                     | 248,762                     |
| APR               | 260,337                       | 260,337                     | -                       | 232,983                     | 262,037                     |
| MAY               | 246,095                       | 246,095                     | -                       | 145,568                     | 276,658                     |
| JUN               | 223,240                       | 223,240                     | -                       | 239,032                     | 91,898                      |
| <b>Totals</b>     | <b>2,965,534</b>              | <b>3,189,868</b>            | <b>(224,334)</b>        | <b>3,002,949</b>            | <b>2,758,254</b>            |

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

The budget assumes there will not be a Load Shed credit. Building had limited use in FY20 from March 13-June 30. The delivery charge has increased significantly since last year. Currently we anticipate this may be partially offset by shorter operating days even with extended run time for air handlers. However, the delivery charges may put the accounts over even if kilowatt usage is down.

The budget for propane is \$3,330. *The forecast is neutral at this time.*

The budget for water is \$47,800. *The forecast is neutral at this time.*

Sewer costs are budgeted at \$31,000, costs are projected to be \$24,353. *The forecast is \$6,647 FAV at this time.*

#### DEGREE DAYS

There are 172 degree days to date compared to 164 last year at this time.

#### LINE 35 & 36 on Page 4: 5620 & 5621-OIL & NATURAL GAS :

*These accounts may be overbudget, though it is difficult to estimate how much at this time. We are increasing the percentage of outdoor air flow into the HVAC system per CDC recommendations. The actual temperatures for the winter months will greatly influence the need for additional heating fuel.*

#### LINE 40 on Page 4: 5690-OTHER SUPPLIES:

*The forecast reflects the anticipated reimbursement from the Coronavirus Relief Fund grant, \$161,820 FAV.*

#### 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.

#### 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. *A transfer is requested this month for \$17,500 for critical security license to cover the additional devices purchase this fiscal year.*

#### LINES 49 & 50 on page 4: 5580 & 5581 STAFF TRAVEL AND TRAVEL - CONFERENCES :

A 10% reduction is estimated anticipating less travel between schools and to conferences. *The forecast is projected to on \$7,151 FAV.*

**COVID-19 EXPENDITURES:** *Currently expenditures related to preparing for reopening in the COVID-19 environment are estimated at \$895,793 total, \$755,230 from current fiscal year. The two largest purchases are in the area of PPE of approximately \$124,791, \$37,185 on cleaning supplies, \$176,863 for social distancing measures, and \$257,314 for technology. There is a potential of spending \$252,135 for additional personnel to provide coverage for absences, remote teaching, and additional supervision for appropriate COVID-19 protocols. Expenses are across all object codes and will be funded with the funds held as a 15% encumbrance, in the amount of \$968,619 in regular*

*accounts. A budget transfer will be requested after grant funds are approved and exhausted. Currently the District was approved for \$55,040 in ESSER funds. These grant funds were utilized for summer programs and curriculum writing not included in the COVID-19 estimates. A second grant, Coronavirus Relief Funds (CRF) has a preliminary award to the District for \$240,120. The application is pending State approval. There are still more purchases to restock supplies anticipated.*



**APPENDIX A**  
**COST SAVINGS AND**  
**EFFICIENCIES FOR FISCAL**  
**YEAR 2020-2021**

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**TOTAL ANNUAL SAVINGS TO-DATE OF:     \$120,884**

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**\$19,268 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.

**\$49,245 Pegpetia Grant:** Jeremy Iverson also applied for and received a grant from PEGPETIA.. Current advancements in video technology have overstepped the abilities of the current computer systems in use. In order to maintain effective practice in post production, the editing systems must see an enhancement. Utilizing a new computer system with a better integrated graphics solution, greater allocations of available RAM, and a faster multi-core processor, will not only maximize productivity, but will satisfy the needs of the program in the immediate future. This will effectively allow students to work at a more rigorous level. Time management and project completion will also be impacted, affording students more time in developing advanced skills during the production process. This reduces the amounts that would be funded through the general fund

**\$19,032 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.

**\$28,339 Polycarbonite and Sheet Dividers for Social Distancing:** The District's building maintainer has constructed approximately 113 protective barriers since March of 2020 for the classrooms and offices. The District orders polycarbonate and Randy Joiner skillfully measures, cuts and stabilizes the units for a custom fit. This includes science labs, offices and classrooms. Randy has also installed 41 curtain dividers in the District when more appropriate than a solid structure. The savings is estimated considering the cost of the polycarbonate and the estimate purchase of fully constructed dividers.

**\$5,000 Math Textbooks:** Dameon Kellogg, the Math Department chairperson consistently searches for used textbooks to replace lost books or fill enrollment needs.

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-committee>

- 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 2019-2020 - \$43,497 <https://www.amityregion5.org/boe/sub-committees/finance-committee>
- 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).

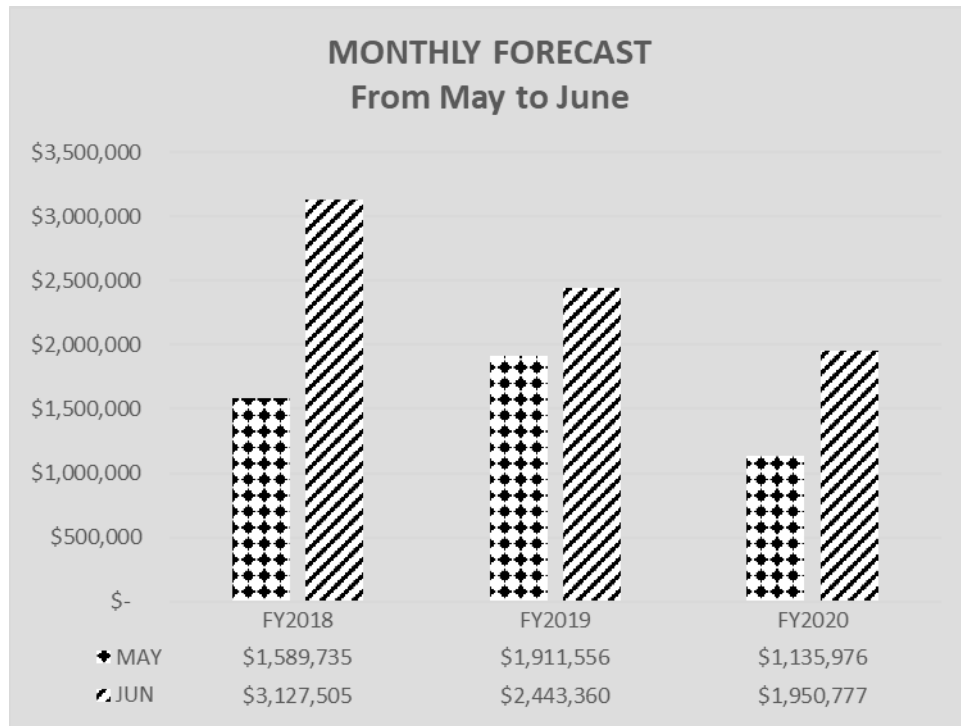
Revenues can be most impacted by decisions made at the State level for Special Education and Transportation grants. We have seen the reimbursement rate change in mid-year.

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.

### 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.

#### **FY2020:**

The unaudited fund balance is \$1,950,777 after \$515,077 in EOY purchases and assuming 1% or \$492,485 appropriated to Capital and Nonrecurring Account. The monthly forecast for May 2020 projected a fund balance of \$1,135,976. The change is **\$815,982 higher than the prior month's forecast**. The major reasons for the significant increase in the yearend fund balance was the unsettled environment of the COVID-19 global pandemic. As of the May 2020 meeting, the Governor had not announced if schools would reopen prior to the end of the school year. School was eventually cancelled for the remainder of the year and almost all accounts were impacted. The changes from one month to the next month were, as follows:

- **\$121,462:** Certified and classified salaries were lower due to the school closures. Spring coaches salaries were reduced, substitutes and coverages were not needed, staff development hours, homebound instruction, chaperone duties, and overtime were all near zero.
- **\$296,642:** Medical & dental claims were lower due to the COVID-19 global pandemic. Routine office visits and medical tests were postponed all spring across the region. Since we are self-insured, actual claims are not known until the end of the fiscal year. Unemployment claims, though high were lower than May's estimate. The District has not experienced claims of this magnitude and estimating the actual costs were difficult. Many claims were in dispute. The change was \$26,000 FAV.
- **\$155,607** Purchased services were lower due to the COVID-19 global pandemic. There were no athletic contests, which reduced the annual number of game day staff and officials paid. Less need for printed materials, postage, end of year celebrations, graduation and stepping up costs, and athletic rentals were less due to the social distancing requirements.
- **\$76,091:** Transportation and fuel costs for busses were lower due to the COVID-19 global pandemic. Contracts were renegotiated in May but with school cancellation final for the year, additional savings resulted. There were no late runs, athletic trips, or field trips at the end of the year.
- **\$70,483:** Instructional supplies were lower due to the COVID-19 global pandemic. Consumable materials could not be utilized in the remote learning environment so there was a significant decrease in food for culinary, lumber and other raw materials for technology education and science lab materials.
- **\$54,739:** Communication costs were lower due to the COVID-19 global pandemic. Less postage, copy paper, and catering needs due to the remote learning environment.
- **\$35,521:** Rentals for fields, tables, chairs, tents, etc. were lower due to the COVID-19 global pandemic. End of year athletic contests were cancelled and ceremonies were done in a socially distance manner which eliminated the need for many items used for large crowd gatherings.
- **\$14,945:** Electricity usage was lower due to the COVID-19 global pandemic. Buildings had a few occupants during the March through June timeframe.

## APPENDIX C

### **RECAP OF 2017-2018**

#### **Return Unspent Fund Balance:**

*The cancellation of 2016-2017 encumbrances of \$86,227 will be returned to the Member Towns. We encumber funds for goods and services received by June 30<sup>th</sup> 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 is final for 2017-2018, the funds will be 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>\$86,227</i>        |

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

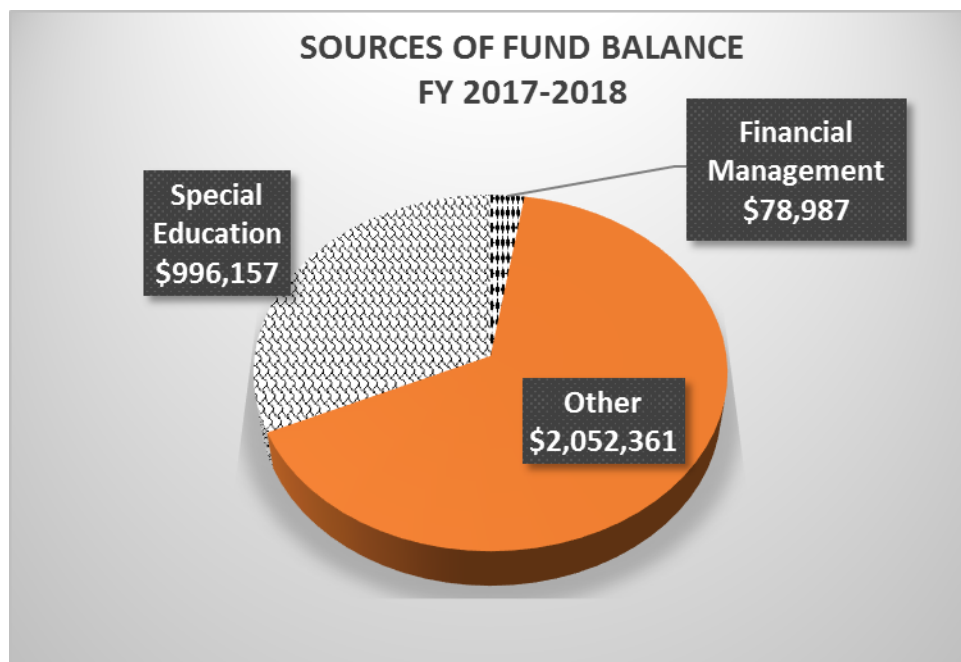
summer work costs, substitute costs, degree changes and homebound services were less than anticipated.

**\$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:

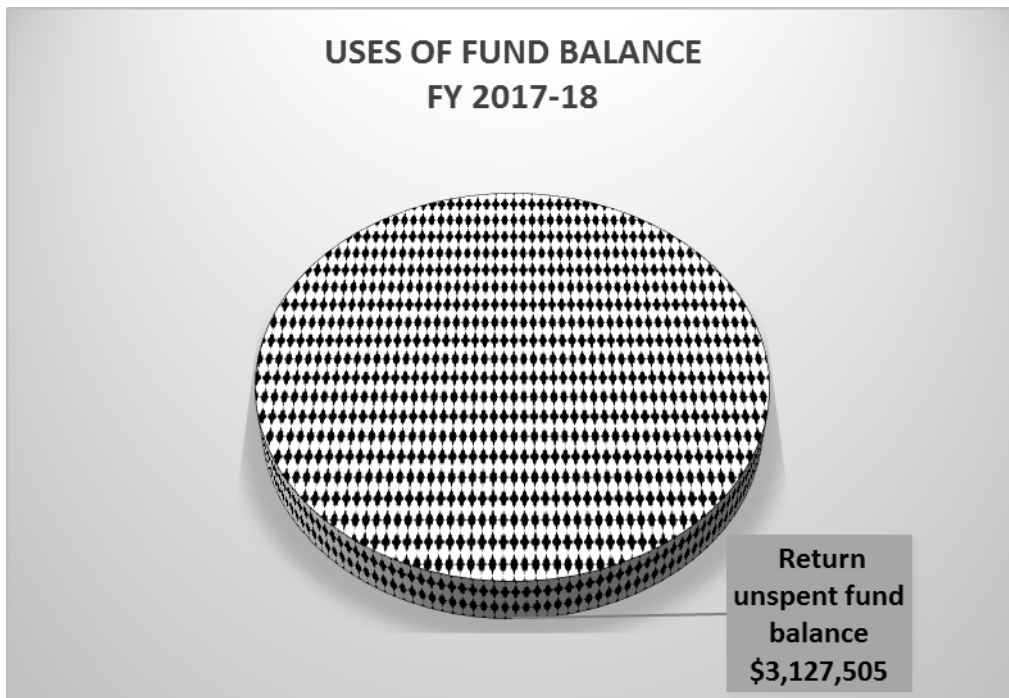




The use of the fund balance as voted on in the September 2108 AFC and BOE meetings is as follows:

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 will be 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 D

### RECAP OF 2018-2019

#### Return Unspent Fund Balance:

*The cancellation of 2017-2018 encumbrances of \$166,245 will be returned to the Member Towns. We encumber funds for goods and services received by June 30<sup>th</sup> 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 is final for 2018-2019, the funds will be 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 \$2,034,101 plus \$409,259 designated at year-end for security projects. These source of the available funds are described below.

#### FINANCIAL MANAGEMENT:

**\$ 204,608**

Our efforts to foster a District culture of finding cost savings and efficiencies has been successful 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:

**\$ 1,289,695**

**\$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.

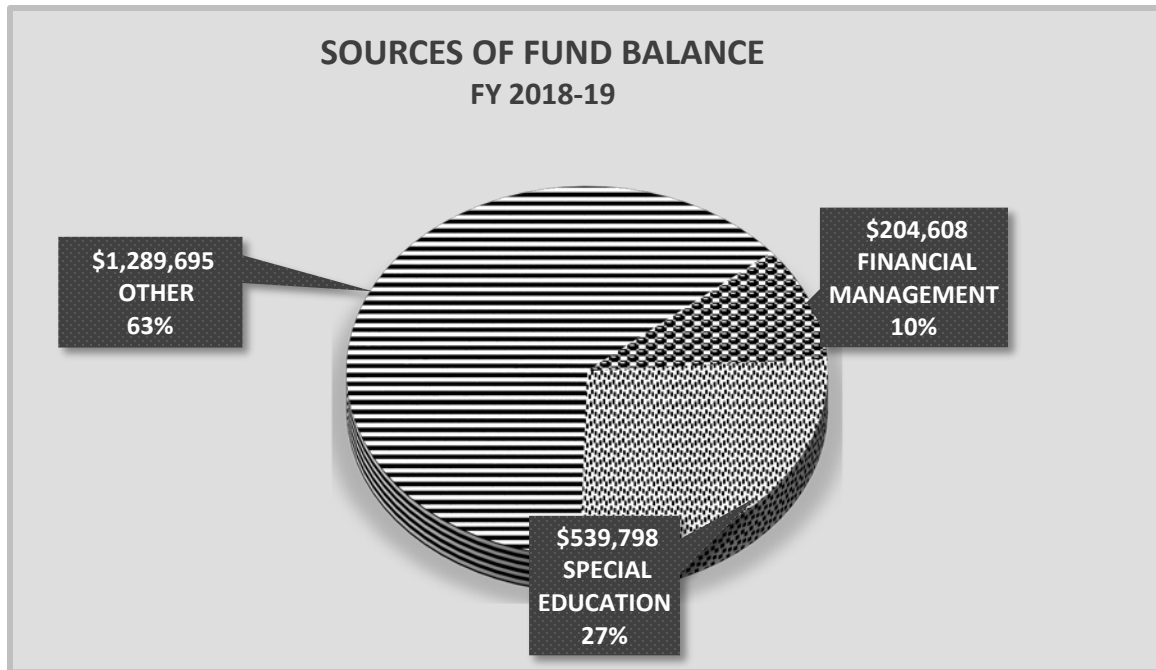
**\$378,012 REVENUE:** The Special Education Grant was higher than budgeted by \$224,297 based on actual special education costs and a higher reimbursement rate. The interest earned on the District's accounts was \$100,966 more than budgeted as interest rates were higher than budgeted. These accounts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

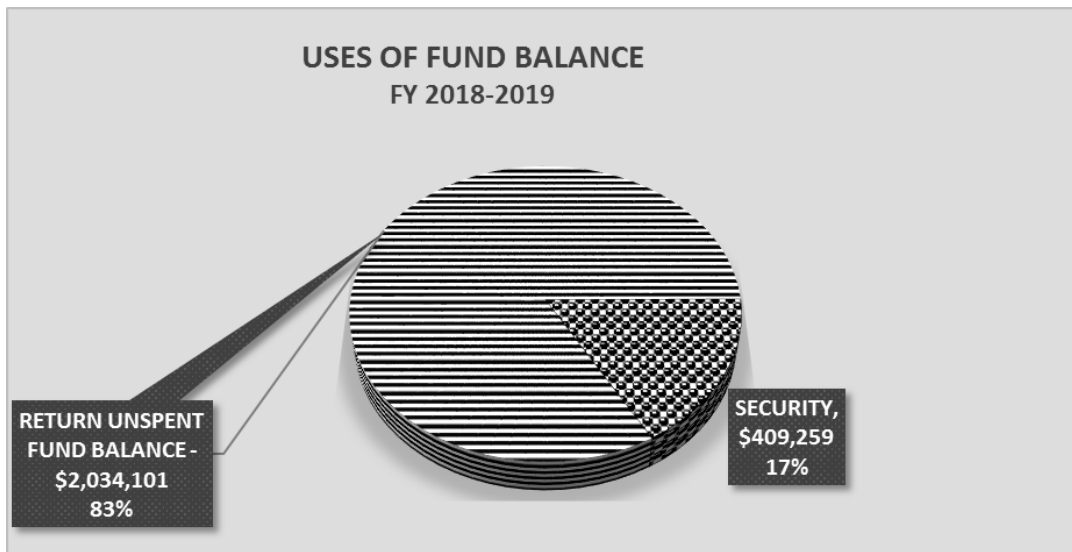
The primary sources of the fund balance are shown graphically below:



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

1. **\$409,259** was designated in June 2019 for security projects
2. **\$2,034,101** - Return of unspent fund balance upon audit completion.

The uses of the fund balance are shown graphically below:



**Return Unspent Fund Balance:**

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

|                           |                          |
|---------------------------|--------------------------|
| <i>Town of Bethany</i>    | <i>\$ 392,378</i>        |
| <i>Town of Orange</i>     | <i>\$1,020,712</i>       |
| <i>Town of Woodbridge</i> | <i><u>\$ 621,011</u></i> |
| <i>Total</i>              | <i>\$2,034,101</i>       |

## APPENDIX E

### RECAP OF 2019-2020

#### *Return Unspent Fund Balance:*

*The cancellation of 2018-2019 encumbrances of \$35,457 will be returned to the Member Towns. We encumber funds for goods and services received by June 30<sup>th</sup> 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 is final for 2019-2020, the funds will be returned.*

|                   |                         |
|-------------------|-------------------------|
| <i>Bethany</i>    | <i>\$ 6,839</i>         |
| <i>Orange</i>     | <i>\$ 17,792</i>        |
| <i>Woodbridge</i> | <i><u>\$ 10,825</u></i> |
| <i>Total</i>      | <i>\$ 35,457</i>        |

The *preliminary unaudited* fund balance for 2019-2020 is \$1,953,498, assuming the 1% or \$495,482 is transferred to the Capital Nonrecurring Account. The fund balance is net of \$515,077 of end-of-year expenditures that are posted in FY20. The source of the available funds are described below.

#### SUMMARY:

*The monthly financial report for February 2020 as reported at the March AFC & BOE meetings forecasted a fund balance of \$799,396. Days later, on March 12, 2020, the District cancelled in-person instruction and learning. Most employees continued to work with the exception of substitute teachers. The hours of operation were still severely impacted as all after-school, weekend and evening activities were cancelled. This came at a time when schools would typically operate on extended schedules to accommodate sporting activities, overnight field trips, school plays, award ceremonies, stepping up and graduation ceremonies. Busses did not operate for 58 days in the District. Buildings remained open but with minimal staff as the majority of staff worked remotely, reducing utilities consumption. Contracts for professional services were re-negotiated or cancelled as were rentals of other fields, tables, and tents. Overtime and staff travel was non-existent and only a few conferences were held (via remote features).*

#### FINANCIAL MANAGEMENT:

**\$ 107,610**

The turnover factor exceed the budget by \$70,559. Administrators carefully consider salary placement for new hires. Some part-time vacancies were not filled during the shut-down. Liability, workers' compensation, and student accident insurance coverages were negotiated at a lower rate than anticipated, \$37,051.

#### SPECIAL EDUCATION:

**\$ 580,502**

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 \$580,502 prior to the shutdown.

**SALARIES, MEDICAL, PURCHASED SERVICES (OTHER):** **\$2,273,224**

**\$627,603 SALARIES (OTHER):** Teacher coverages, substitute costs, coaching stipends, overtime, homebound services, and chaperone stipends were some of the budgeted items affected by the remote instruction environment. Payroll taxes were down as result of the lower payroll costs. All after-school, evening and weekend activities were cancelled for typically the busiest time of the school year.

**\$926,221 MEDICAL (OTHER):** The net balance of the medical account was under budget. Claims and fees were lower than budgeted as hospitals and doctors suspended routine visits, diagnostic tests, and non-emergency procedures amid the pandemic. The insurance claims were running at 95.7% of budget through February 2020 and fell to 81.3% by the end of the year. Dental claims were near zero during the final quarter of the fiscal year.

**\$228,156 TRANSPORTATION SERVICES: (OTHER):** School busses did not transport students for daily runs, late runs, athletic events or extra-curricular activities from mid-March through the end of the school year. The daily contract was re-negotiated with transportation contractors while other services were cancelled entirely. Fuel cost were reduced as a result of the shutdown.

**\$82,664 PURCHASED SERVICES (OTHER):** Purchased services costs were lower due to several factors. Cancellation of spring sports resulted in fewer athletic contests and fewer officials, monitors, and scorekeepers, \$32,000 FAV; \$26,000 FAV was saved for contracted services changes with a less expensive provider and training of in-house staff, \$14,000 FAV was not spent on end of year programs and events; \$8,955 FAV was left from the NEASC budget.

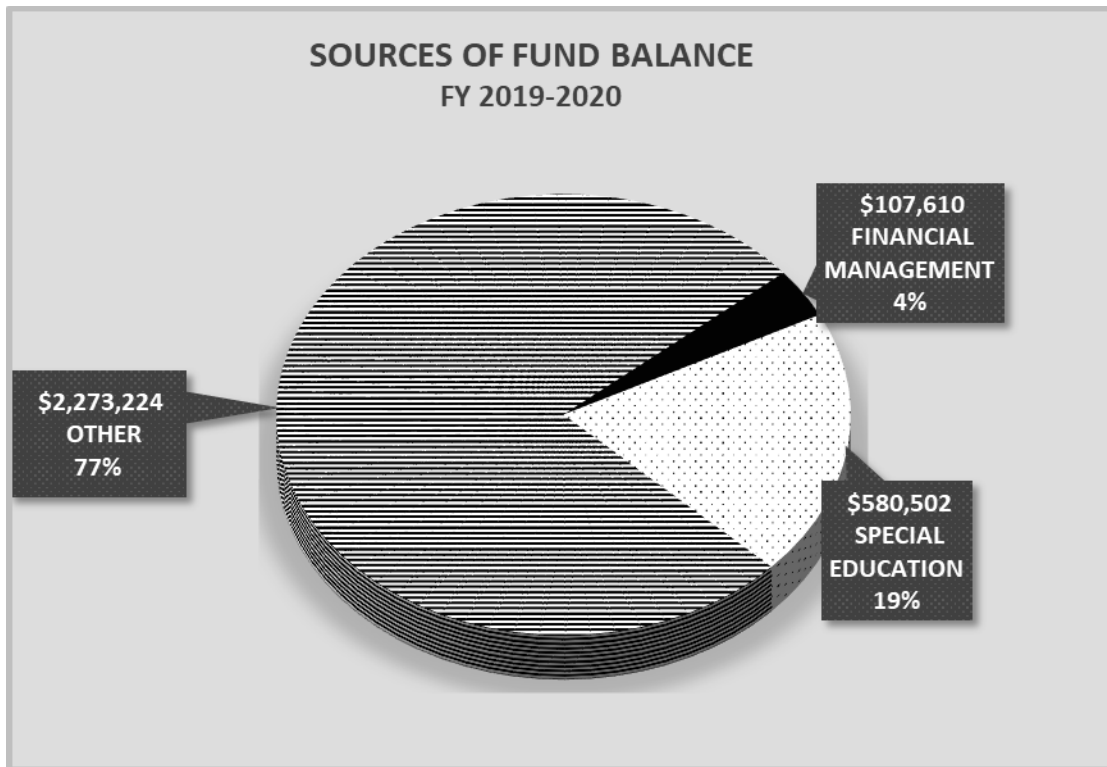
**\$93,339 UTILITIES (OTHER):** A mild winter combined with fuel cell operating properly to supply heat generated savings of \$17,731 FAV. Electricity usage was down due to the reduced occupancy in buildings, \$70,089 FAV.

**\$57,290 STAFF TRAVEL AND CONFERENCES:** Staff travel was halted in mid-March with many in-person conferences cancelled. Mileage payments for staff traveling between buildings and travel and accommodations for out of District travel were not needed during the final quarter of the school year.

**\$70,483 INSTRUCTIONAL SUPPLIES (OTHER):** Purchases and consumption of instructional materials was reduced during the remote instruction period. It was not feasible to use many art supplies, photography film, live specimens, lumber, and culinary supplies in a remote environment.

**\$38,170 COMMUNICATIONS: TEL, POST, ETC. (OTHER):** Less copy paper, postage, toner and other Xerox supplies were needed during the remote instruction period. The District also received a grant for internet 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. **\$1,950,777** - Return of unspent fund balance per audit.
2. **\$ 495,482** – Request for Capital Reserve (\*pending)
3. **\$ 515,077** - End of Year Purchases

**\$1,950,777 RETURN OF UNSPENT FUND BALANCE *pending audit*:** the annual audit is usually presented to the Amity Finance Committee and Board of Education for acceptance in December or January. Funds are returned to member towns after completion and acceptance of the audit.

**\$495,482 (1%) CAPITAL AND NONRECURRING ACCOUNT:** The Amity Finance Committee and Board of Education approved moving forward in the process to transfer 1% of the FY20 budget surplus into the Capital and Nonrecurring account. This process is not finalized yet.

**\$515,077 END OF YEAR PURCHASES (EOY):**

**\$229,311 SELF-INSURANCE FUNDING. (EOY):** The suspension of routine exams, diagnostic tests, dental appointments, and non-emergency surgeries reduced the medical claims for the final quarter of FY20. It is anticipated that once the State reopens the missed procedures will be scheduled, as well as those of age and need for the current year, and in a worse case scenario claims could rise due to COVID-19 treatments as the District reopens. This amount represents raising the self-insurance reserve from a 25% threshold of claims to 30% on a temporary basis of one year. If funds are not needed, the reserve

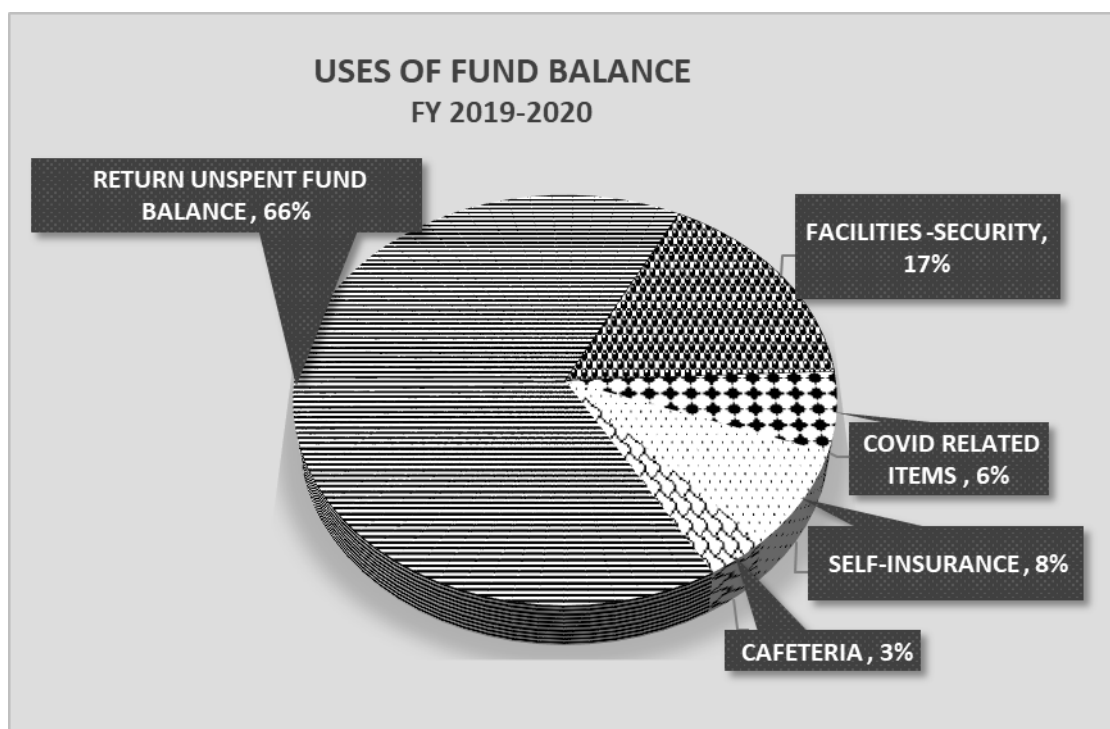


will be reduced to 25% and the funds will be utilized to offset the budget request for fiscal year 2021-22.

**\$185,766 COVID-19 (EOY):** Purchases of personal protective equipment such as masks, gowns, gloves, and face shields were made to prepare for reopening, recognizing none of these items were anticipated in developing the FY21 budget. Thermal security cameras were purchased to register temperatures and perform a mask check of staff and students arriving at main entrances of all three schools. Laptops for high school teachers were purchased to prepare for remote instruction upon reopening.

**\$100,000 CAFETERIA (EOY):** The District's fund to support school lunch program has been running a deficit for three straight years. The ongoing repair and maintenance of aging equipment contributed to the deficit and the State's change in eligibility status determination increased free and reduced lunch status. 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.

The uses of the fund balance are shown graphically below:



**Return Unspent Fund Balance:**

The *preliminary unaudited* unspent fund balance will be returned to the Member Towns, as follows:

|              |                    |
|--------------|--------------------|
| Bethany      | \$ 358,085         |
| Orange       | \$ 992,321         |
| Woodbridge   | \$ 600,371         |
| <b>Total</b> | <b>\$1,950,777</b> |

**Amity Regional School District No. 5 - Budget Transfers 2020-2021**

| <u>MONTH/YR</u> | <u>JNL#</u> | <u>ACCOUNT NUMBER &amp; DESCRIPTION</u>        | <u>AMOUNT</u> | <u>DESCRIPTION</u>              |
|-----------------|-------------|--|---------------|---------------------------------|
| 2021-Jul        | 56          | 03-14-2600-5613 MAINTENANCE/CUSTODIAL SUPPLIES | (678.00)      | SCHOOLDUDE SRVC CONT (15% HOLD) |
| 2021-Jul        | 56          | 05-14-2600-5690 OTHER SUPPLIES                 | 678.00        | SCHOOLDUDE SRVC CONT (15% HOLD) |
| 2021-Jul        | 57          | 03-14-2600-5613 MAINTENANCE/CUSTODIAL SUPPLIES | (90.00)       | EAGLE TRAILERS (15% HOLD)       |
| 2021-Jul        | 57          | 03-14-2600-5440 RENTALS-LAND,BLDG,EQUIPMENT    | 90.00         | EAGLE TRAILERS (15% HOLD)       |
| 2021-Jul        | 69          | 03-14-2600-5613 MAINTENANCE/CUSTODIAL SUPPLIES | (446.00)      | ADDITIONAL FUNDS EAGLE TRAILERS |
| 2021-Jul        | 69          | 03-14-2600-5440 RENTALS-LAND,BLDG,EQUIPMENT    | 446.00        | ADDITIONAL FUNDS EAGLE TRAILERS |
| 2021-Jul        | 106         | 03-11-3202-5440 RENTALS-LAND,BLDG,EQUIPMENT    | (150.00)      | 15% HOLD BACK-EAGLE LEASING     |
| 2021-Jul        | 106         | 02-11-3202-5440 RENTALS-LAND,BLDG,EQUIPMENT    | 150.00        | 15% HOLD BACK-EAGLE LEASING     |
| 2021-Sept       | 5           | 01-11-1005-5330 OTHER PROFESSIONAL & TECH SRVC | (600.00)      | COVER COSTS OF ONLINE LICENSE   |
| 2021-Sept       | 5           | 01-11-1005-5641 TEXTBOOKS                      | 600.00        | COVER COSTS OF ONLINE LICENSE   |
| 2021-Sept       | 7           | 03-13-2400-5330 OTHER PROFESSIONAL & TECH SRVC | (1200.00)     | UPDATE MASTERCAM SOFTWARE       |
| 2021-Sept       | 7           | 03-11-1008-5611 INSTRUCTIONAL SUPPLIES         | 1200.00       | UPDATE MASTERCAM SOFTWARE       |
| 2021-Sept       | 8           | 01-11-1010-5690 OTHER SUPPLIES                 | (29.00)       | COVER THE COST OF MEMBERSHIP F  |
| 2021-Sept       | 8           | 01-11-1010-5810 DUES & FEES                    | 29.00         | COVER THE COST OF MEMBERSHIP F  |
| 2021-Oct        | 11          | 04-12-6111-5560 TUITION                        | (110.00)      | TRANSPORTATION EZRA ACADEMY     |
| 2021-Oct        | 11          | 05-14-2700-5513 TRANSPORTATION                 | 110.00        | TRANSPORTATION EZRA ACADEMY     |
| 2021-Oct        | 78          | 02-11-1010-5420 REPAIR & MAINTENANCE           | (720.00)      | MUSICAL INSTRUMENT RENTAL       |
| 2021-Oct        | 78          | 02-11-1010-5440 RENTALS                        | 720.00        | MUSICAL INSTRUMENT RENTAL       |
| 2021-Oct        | 103         | 05-14-2310-5810 DUES & FEES                    | 166.00        | Cover cost of BOE Dues & Fees   |
| 2021-Oct        | 103         | 05-14-2320-5810 DUES & FEES                    | (166.00)      | Cover cost of BOE Dues & Fees   |
| 2021-Oct        | 106         | 03-12-1203-5611 INSTRUCTIONAL SUPPLIES         | (375.00)      | MEMBERSHIP FEES                 |
| 2021-Oct        | 106         | 04-13-2190-5810 DUES & FEES                    | 375.00        | MEMBERSHIP FEES                 |

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

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



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**Theresa Lumas**  
**Director of Finance and Administration**  
[terry.lumas@amityregion5.org](mailto:terry.lumas@amityregion5.org)

**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 over \$3,000 for FY 2020-21

Date: November 2, 2020

## **Technology:**

Additional licenses to protect against viruses are needed for the devices purchased in June for grade 11. This vulnerability leaves the system open to a ransomware attack. Leaving the devices exposed would leave the entire infrastructure exposed, which not only supports the learning environment but critical building systems. Board Policy 3160(a) outlines the authority for the Superintendent to make such transfers and communicate with the Amity Finance Committee and the Board of Education.

Neither the purchase of the device or the virus protection were budgeted for this year but the COVID-19 pandemic necessitated the immediate need to provide 1:1 environment. This amount blends with our current licenses for the balance of the 3-year contract.

## **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 cost of virus protection for the new devices purchased, \$17,500.***

| ACCOUNT<br>NUMBER | ACCOUNT NAME   | FROM     | TO       |
|-------------------|----------------|----------|----------|
| 05-14-2350-5690   | Other Supplies |          | \$17,500 |
| 05-15-5000-5850   | Contingency    | \$17,500 |          |

## **Special Education:**

Transportation to vocational agriculture, vocational technical and magnet schools has increased.

**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 increased transportation costs, \$7,721.*

| ACCOUNT<br>NUMBER | ACCOUNT NAME              | FROM    | TO      |
|-------------------|---------------------------|---------|---------|
| 05-14-2700-5515   | Transportation Public Out |         | \$7,721 |
| 04-12-6117-5560   | Tuition Public Out        | \$7,721 |         |

**Modular Buildings:**

The current fiscal year operating budget designates funds for roof replacement on the modular buildings at Amity Middle School Bethany. Steve Martoni reviewed the condition of the modular at both middle schools. The principal of Amity Middle School Orange, Kathy Burke had requested Mr. Martoni inspect the modular in Orange since it appeared to be deteriorating to an unsafe condition. The Facilities Committee viewed pictures of the modular deterioration provided by Mr. Martoni at its November 2, 2020 meeting. The Administration is recommending the modular at Amity Middle School Orange be demolished. There are minimal items stored in the unit and there is no intent to use the items in the future, most will be discarded with the unit. Mr. Martoni estimates the cost at \$8,000. We will obtain quotes and utilize some of the funds from the Bethany line item. One of the modular buildings at Bethany may be demolished and the other may be repaired. The Administration plans to work with the Amity Regional High School Career and Technology Education Department to explore construction of additional storage sheds at the middle schools.

**Motions:**

**For the Amity Finance Committee:**

*Recommend the Amity Board of Education approve...*

**For the Amity Board of Education:**

*Move to approve –*

*Transfer of funds for demolishing the modular building at Amity Middle School Orange.*

| <b>ACCOUNT<br/>NUMBER</b> | <b>ACCOUNT NAME</b>       | <b>FROM</b> | <b>TO</b> |
|---------------------------|---------------------------|-------------|-----------|
| 02-14-2600-5715           | Improvements to Buildings |             | \$8,000   |
| 01-14-2600-5715           | Improvements to Buildings | \$8,000     |           |

*Optional policy to consider.*

## **Business/Non-Instructional Operations**

### **Liability Insurance**

The insurance coverage of the district should provide the broadest, most complete coverage available, but should be secured at the most economical cost to the district consistent with sound insurance principles. Since good service is vital to an effective insurance program, the insurance agent who is awarded any part of the district's insurance business must be able to provide prompt and efficient service.

The school system shall maintain appropriate limits of liability insurance to protect it, its Board, its employees and volunteers while acting within the scope of their duties as authorized by the District, against possible catastrophic financial loss occasioned by court action brought outside the area of governmental immunity of the school system.

The Superintendent of Schools, or his/her designee, shall seek any needed legal advice in ascertaining areas in which the school system is not protected by governmental immunity.

The school system shall indemnify and hold harmless any member(s) of the Board of Education against whom any action is instituted or any judgment of money damages is obtained for the acts of such member(s) other than those of a reckless nature or which constitute gross negligence.

Legal Reference:        Connecticut General Statutes

10-235 Indemnification of teachers, board members and employees in damage suits; expenses of litigation.

10-236 Liability insurance.

10-236a Indemnification of educational personnel assaulted in the line of duty.

14-29 Insurance or bond of public service motor vehicle and service bus owners.

52-557 Injury to children being transported to school.

Policy adopted:

*Sample policy to consider.*

## **Business/Non-Instructional Operations**

### **Responsibility for Loss or Damage of Personal Property on School Premises**

The Board of Education will assume no responsibility for loss or damage to personal property on school premises.

Policy adopted:  
cps 2114



*An optional policy to consider.*

## **Business/Non-Instructional Operations**

### **Special Transportation for School Related Trips**

Transportation for educational trips, athletic contests, and other activities shall be provided without charge to students, within the limits of the school budget.

Private cars, driven by parents ~~or teachers~~ may be used on school sponsored trips by permission of the building principal and/or Athletic Director. Overnight or out of state trips must have prior approval by the Board of Education. If a ~~teacher or~~ parent is carrying student(s) in his/her personal car on an officially approved field trip and the automobile is involved in an accident, the insurance covering the vehicle is primary (i.e. any claims would be placed against the vehicle's insurance).

Policy adopted:

cps 7/07



*Existing policy, number 3541.44 adopted 11/14/05, appropriate as written except for addition of legal reference. A sample follows for comparison and consideration.*

## **Business/Non-Instructional Operations**

### **Transportation Equipment**

#### **Privately Owned Vehicles**

The Board of Education recognizes that, in special circumstances, District employees may need to use private vehicles in the performance of professional responsibilities.

Prior authorization may not be necessary in the event of a medical emergency. The District assumes no liability unless the employee has prior authorization for such transportation.

District administrators will exercise caution in authorizing transportation of students in private vehicles, since the District potentially assumes liability for any accident claim which exceeds the driver's automotive liability coverage.

**Legal Reference:** Connecticut General Statutes  
14-1 (i) Motor vehicles: definitions.  
14-242 (8) Definitions - "Student transportation vehicle." (as amended by PA 10-110)  
14-212 (2) Definitions - "Carrier." (as amended by PA 10-110)  
PA 07-224 An Act Concerning Operator's Licenses Bearing a School Bus Endorsement.

## Students

### Alcohol Use, Drugs, and Tobacco (including Performance Enhancing Substances)

Pursuant to the goal of the Amity Regional School District No. 5 (ARSD) Board of Education (Board) to maintain a drug, tobacco and alcohol-free school district, schools shall take positive action through education, counseling, parental involvement, and medical and police referral in handling incidents in the schools involving possession, sale, and/or use of behavior affecting substances. These substances shall include but not be limited to alcohol and controlled substances as defined in the Penal Code of the State of Connecticut.

Alcohol, tobacco, stimulants, street drugs, including but not limited to marijuana, heroin and cocaine; anabolic steroids, hormones and analogues, diuretics and other performance enhancing substances; including supplements, are addressed by this policy and accompanying administrative regulations.

Possessing, using, or transmitting any substance which is represented to be or looks like a narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana, alcoholic beverage, stimulant, depressant, or intoxicant of any kind, including such substances that contain chemicals which produce the same effect of illegal substances are addressed by this policy. The use, possession, sale or distribution of drugs, drug paraphernalia and/or alcoholic beverages is strictly prohibited at any time on the school premises or at any school-sponsored activity. Violators will be subject to disciplinary action, which may include suspension, expulsion and referral to the police.

### Definitions

**Drugs** are defined as any substance other than food or water that is intended to be taken or administered (ingested, injected, applied, implanted, inhaled, etc.) for the purpose of altering, sustaining, or controlling the recipient's physical, mental, or emotional state. Drugs may include, but not be limited to, alcoholic beverages; controlled substances such as marijuana, hallucinogens, cocaine, barbiturates, amphetamines, narcotics; and non-authorized prescription drugs.

**Controlled substances**, for purposes of this policy shall include all controlled substances prohibited by federal and state law, look-alike drugs, alcoholic beverages, anabolic steroids, drug paraphernalia, any volatile solvents or inhalants, such as but not limited to glue and aerosol products, and prescription or patent drugs, except those for which permission for use in school has been granted pursuant to Board policy.

**Under the influence**, for purposes of this policy shall include any consumption or ingestion of controlled substances by a student.

**Electronic nicotine delivery system** means an electronic device that may be used to simulate smoking in the delivery of nicotine or other substance to a person inhaling from the device, and includes, but is not limited to, an electronic cigarette, electronic cigar, electronic cigarillo,

electronic pipe or electronic hookah and any related device and any cartridge or other component of such device.

**Liquid nicotine container** means a container that holds a liquid substance containing nicotine that is sold, marketed or intended for use in an electronic nicotine delivery system or vapor product, except “liquid nicotine container” does not include such a container that is prefilled and sealed by the manufacturer and not intended to be opened by the consumer.

**Vapor product** means any product that employs a heating element, power source, electronic circuit or other electronic, chemical or mechanical means, regardless of shape or size, to produce a vapor that may or may not include nicotine that is inhaled by the user of such product.

**CBD**, for purposes of this policy, is defined under federal law as a cannabis product with less than 0.3% tetrahydrocannabinol (THC) on a dry weight basis. It is also referred to as hemp. (Nonprescription CBD products that are available have not been approved by the U. S. Food and Drug Administration (FDA) for any use.)

**Drug Paraphernalia** means any equipment, products and materials of any kind which are used, intended for use or designed for use in planting, propagating, cultivating, growing, harvesting, manufacturing, compounding, converting, producing, processing, preparing, testing, analyzing, packaging, repackaging, storing, containing or concealing, or injecting, ingesting, inhaling or otherwise introducing controlled drugs or controlled substances into the human body, including but not limited to all items specified in C.G.S. Section 21a-240(20)(A), such as "bongs," "pipes," "roach clips," miniature cocaine spoons, crack cocaine vials, tobacco rolling papers, and any object or container used, intended or designed for use in storing, concealing, possession, distributing or selling controlled drugs or controlled substances.

## **Privacy Rights**

Personal privacy rights of students shall be protected as provided by law. School properties may be inspected by school authorities to maintain health and safety. Searches to locate drugs, narcotics, liquor, weapons, poisons, and missing properties are matters relating to health and safety and may be regarded as reasonable grounds for searches by school personnel. Privileged communication between a certified or paraprofessional employee and a student concerning drug abuse shall remain confidential except in cases where the employee is obtaining physical evidence of a controlled substance, and/or where there is an immediate threat to, or where students' health, safety, and welfare may be jeopardized.

## **Illegal Activities**

Use, possession, sale or distribution of drugs, including prescription drugs, drug paraphernalia and/or alcoholic beverages in violation of state law or Board of Education policy is prohibited at any time on school premises or at any school-sponsored activity. If a student is under the influence of a drug or alcohol, or engaged in the illegal activity of possessing or selling drugs and/or alcohol, the police will be notified, his/her parent(s)/guardian will be contacted, he/she may be suspended from school, referred to a Student Support Team, and considered for expulsion. In cases of the

illegal activity of possessing or selling drugs or alcohol, students will be referred to the appropriate law enforcement authorities. If a student is arrested and is awaiting trial for possession of, or possession of with intent to sell drugs in or on school property or at a school-sponsored event, the student will not be allowed to attend school without the permission of the Superintendent, per the guidelines set forth on suspension/expulsion in ARSD Board Policy 5131.

### **Notification of Policy**

Annually, students will be notified through the student handbook, or through other means, of disciplinary sanctions for violation of this policy.

Principals shall include statements, appropriate to student maturity, in school handbooks and on District/school websites to the effect that:

1. The unlawful manufacture, distribution, sale, dispensing, possession or use of controlled substances, other illegal drugs, performance-enhancing substances, alcohol or tobacco, including electronic nicotine delivery systems and vapor products, is prohibited in school, on school grounds, on school transportation and at school sponsored activities;
2. Compliance with the standards of conduct stated in the handbook is mandatory;
3. A violation of its provisions will subject students to disciplinary action up to and including expulsion and referral for prosecution;
4. CIAC controlled activities at the high school and middle school levels sponsored by the District/school are included in this policy and accompanying administrative regulations; and
5. CIAC may impose sanctions beyond those applied by the District for the use of performance-enhancing substances, as defined in this policy, by athletes.

### **Disciplinary Action**

Students who violate this policy will be subject to disciplinary action which includes, but is not limited to, suspension or expulsion, and/or a program recommended by the Student Support Team. Student athletes who violate this policy, participating in CIAC-controlled activities shall also be declared ineligible for such activities in accordance with CIAC policy and regulation. Any disciplinary actions imposed will ensure that similar violations will be treated consistently. The Superintendent shall propose and the Board of Education shall approve procedures and regulations to ensure that any student violating this policy is subjected to disciplinary action, and that any disciplinary actions imposed for similar violations are treated consistently.

The following guidelines for reporting alleged violations are to be followed:

1. If an employee suspects student possession, use, abuse, distribution or sale of controlled substances, other illegal drugs, performance-enhancing drugs, alcohol, or tobacco/tobacco products the employee shall refer the matter to the Principal or his/her designee. The

Principal or designee will notify the student's parent/guardian, recommend a specific assessment, as appropriate, and contact law enforcement personnel as appropriate.

2. If an employee obtains physical evidence of a controlled substance, other illegal drug, drug paraphernalia, performance-enhancing drugs, alcohol, tobacco products or tobacco paraphernalia from a student in school, on school grounds, on school provided transportation or at a school sponsored event, the employee shall turn the student and the controlled substance over to the school principal or designee.

### **Drug-Free Awareness Program**

The Superintendent shall assure that the school District provides a drug-free awareness program for students including the following topics:

- health and safety-related dangers of drug abuse;
- review of the Board of Education's policy of maintaining drug-free schools;
- notification of the availability of drug counseling and rehabilitation programs; and
- official penalties for drug abuse violations in schools.

### **Drugs and Alcohol**

It is the policy of the Board to prevent and prohibit the use (except as duly authorized through the school nurse), possession, distribution or sale of any drug, drug paraphernalia, or alcohol by any student at any time on school property, at school-sponsored events or on school-provided transportation. The District provides (1) a supportive environment for recovering chemically dependent students during and/or after their involvement in a treatment program for chemical dependency; and will provide (2) assistance to those students who are affected by drug/alcohol possession or use by others. Any student in District schools found to be using, selling, distributing, in possession of or under the influence of intoxicants, mood altering drugs or substances, or look-alike drugs, or in possession of any related drug paraphernalia during a school session, on school premises, or anywhere at a school-sponsored activity or trip, on school-provided transportation, or otherwise off school grounds when such student's conduct violates the substance abuse policy and is seriously disruptive of the educational process shall be subject to consequences as stated in the student handbook.

A passive alcohol sensor is approved for use at events/activities such as dances and proms at the middle school and high school levels under the guidelines set forth in ARSD Board Policy 5145.124.

### **Inhalant Abuse**

In addition to the prohibitions pertaining to alcohol, drugs and tobacco contained in this policy, no student shall inhale, ingest, apply, use or possess an abusable glue, aerosol paint or substance containing a volatile chemical with intent to inhale, ingest, apply or use any of these in a manner:

1. Contrary to directions for use, cautions or warnings appearing on a label of a container of the glue, paint aerosol or substance; and
2. Designed to affect the central nervous system, create or induce a condition of intoxication, hallucination or elation, or change, distort, or disturb the person's eyesight, thinking process, balance or coordination.

For purposes of this policy, inhalants are defined as follows, but not limited to:

- Nitrous Oxide
- Amyl Nitrite
- Butyl Nitrite
- Chlorohydrocarbons
- Hydrocarbons

Further, no student, 18 years of age or older, shall intentionally, knowingly or recklessly deliver or sell potentially abusable inhalant materials as listed above to a minor student.

No student shall intentionally use or possess with intent to use inhalant paraphernalia to inhale, ingest, or otherwise introduce into the body an abusable glue, aerosol paint or substance or other substance that contains a volatile chemical.

Any student in the District schools found to be in possession of, using, distributing, or selling potentially abusable inhalant materials shall be subject to disciplinary action as outlined in this policy, up to and including suspension and a recommendation for expulsion. Violators of this policy may also be required to complete an appropriate rehabilitation program. The Superintendent shall propose and the Board of Education shall approve procedures and regulations to ensure that any student violating this policy is subjected to disciplinary action, and that any disciplinary actions imposed for similar violations are treated consistently.

The Board of Education shall incorporate into the curriculum at all levels education pertaining to potential inhalant abuse which is appropriate for students given their age, maturity, and grade level. Inhalant abuse educational programs/information for parents/guardians will be offered in a manner convenient to parents/guardians.

### **Performance-Enhancing Drugs**

In addition to the prohibition pertaining to alcohol, drugs, tobacco and inhalants, the Board of Education prohibits the use, possession, distribution or sale of performance-enhancing drugs, including androgenic/anabolic steroids, by students involved in school-related athletics or any co-curricular or extracurricular school activity/program, other than use for a valid medical purpose as documented by a physician. Bodybuilding and enhancement of athletic ability and performance are not considered valid medical purposes.

School personnel and coaches will not dispense any drugs, medication or food supplements except as in compliance with Connecticut State law, District policy, and as prescribed by a student's physician, dentist, physician assistant, or advanced practice registered nurse.

Students shall be made aware of the dangers of steroid abuse and that such abuse, unauthorized possession, purchase, or sale will subject them to disciplinary action and CIAC sanctions.

Students who violate this policy will be subject to disciplinary action. The Superintendent shall propose, and the Board of Education shall approve, procedures and regulations to ensure that any student violating this section is subjected to disciplinary action, and that any disciplinary actions imposed for similar violations are treated consistently.

It is the expectation of the Board that District schools, as members of the Connecticut Interscholastic Athletic Association (CIAC), require all athletes playing in CIAC-controlled sports to be chemical free.

### **Tobacco/E-Cigarette Use by Students**

There shall be no smoking or any other unauthorized use or possession of tobacco, tobacco products, including chewing tobacco or tobacco paraphernalia, and electronic nicotine delivery systems or vapor products by students in any school building or school vehicle at any time or on any school grounds during the school day, or at any time when the student is subject to the supervision of designated school personnel. Such as when the student is at any school function, extracurricular event, field trip, or school related activity such as a work-study program. An ongoing program of student support and counseling will be offered to provide support for students who wish to break the smoking habit.

Tobacco includes, but is not limited to cigarettes, cigars, snuff, smoking tobacco, smokeless tobacco, nicotine, nicotine delivering systems or vapor product, chemicals, or devices that produce the same flavor or physical effect of nicotine substances; and any other tobacco or nicotine innovations.

Students who violate this policy will be subject to disciplinary action. The Superintendent shall propose and the Board of Education shall approve procedures and regulations to ensure that any student violating this policy is subjected to disciplinary action, and that any disciplinary actions imposed for similar actions are treated consistently.

### **Medical Marijuana**

Although possession and use of marijuana for certain medical conditions, consistent with Connecticut's P.A. 12-55, "An Act Concerning the Palliative Use of Marijuana," as amended by P.A. 16-23, is no longer a crime in Connecticut, the possession and use of marijuana remains illegal under federal law. Consistent with federal law, including the Controlled Substances Act and the Drug-Free Schools and Communities Act, the use and or possession of marijuana continues to be prohibited while a student is on a school bus, at school, on school grounds or at a school-sponsored activity. The District will continue to enforce its policies regarding controlled substances and any

students who violate District policy prohibiting the use, sale or possession of illegal drugs in District facilities and school property will be subject to disciplinary and criminal action.

### **Use of CBD Products**

Students are prohibited from possessing, using, selling, delivering, manufacturing, or being under the influence of any substance containing cannabidiol (CBD) or tetrahydrocannabinol (THC), regardless of whether it constitutes a controlled substance under federal law.

(cf. 5131 – Conduct)

(cf. 5131.62 – Steroid Use)

(cf. 5131.8 – Out of School Grounds Misconduct)

(cf 5145.11 – Police in Schools)

(cf. 5145.12 – Search and Seizure)

(cf. 5145.124 – Breathalyzer Testing)

(cf. 6164.11 – Drugs, Alcohol, Tobacco)

Legal Reference: Connecticut General Statutes

1-21b Smoking prohibited in certain places.

10-19 Teaching about alcohol, nicotine or tobacco, drugs and acquired immune deficiency syndrome. Training of personnel.

10-154a Professional communications between teacher or nurse and student. Surrender or physical evidence obtained from students.

10-221(d) Boards of education to prescribe rules, policies and procedures re sale or possession of alcohol or controlled drugs.

21a-240 Definitions dependency producing drugs.

21a -240(8) Definitions “Controlled Drugs,” dependency producing drugs.

21a-240(9) Definitions “controlled substance.”

21a-243 Regulation re schedules of controlled substances.

21a-408 et. seq. Palliative Uses of Marijuana (as amended by P.A. 16-23)

53-198 Smoking in motor buses, railroad cars and school buses.

P.A. 11-73 An Act Regulating the Sale and Possession of Synthetic Marijuana and Salvia Divinorum.

P.A. 12-55 An Act Concerning the Palliative Use of Marijuana.

P.A. 16-23 An Act Concerning the Palliative Use of Marijuana.

P.A. 14-76 An Act Concerning the Governor’s Recommendations Regarding Electronic Nicotine Delivery Systems and Youth Smoking Prevention.



P.A. 15-206 An Act Regulating Electronic Nicotine Delivery Systems and Vapor Products

Federal Regulation 34 CFR Part 85 Drug-free Schools & Communities Act.

P.L. 114-95 Every Student Succeeds Act, Section 8573

Synthetic Drug Abuse Prevention Act of 2012. (part of s.3187, the Food and Drug Administration Safety and Innovation Act)

*New Jersey v. T.L.O.*, 469 U.S. 325 (1985).

*Veronia School District 47J v. Acton*, 515 U.S. 646. (1995)

*Board of Education of Independent School District No 92 of Pottawatomie County v. Earls* 01-332 U.S. (2002).

Policy adopted:

**Instruction**

**Special Education**

**Instruction**

**6171**

**Special Education**

The Amity Regional School District No. 5 (**ARSD**) Board of Education shall provide a free and appropriate public education and necessary related services to all children with disabilities within the district, required under the Individuals with Disabilities Education Act (IDEA).

Each student with a disability who is a resident of the ~~district~~ **District** shall be provided quality education programs and services that meet the student's needs for educational, instructional, transitional, and related services. The special education program shall be designed to comply with federal and state law.

The Superintendent of Schools or his/her designee is directed to develop a comprehensive plan for the compliance with all of the requirements of federal and state law for the education of students with disability in or attending school in ~~the school district~~ **ARSD**.

The Board of Education, in fulfilling its legal duties and responsibilities for providing special education programs for the student of the school district, shall be assisted through membership in the Regional **Educational** Services Center (**RESC**) and through cooperative associations with other school districts.

**Legal References:**

20 U.S.C. §§ 1401 et seq. – Individuals with Disabilities Education Act

34 C.F.R. Part 300 – Individuals with Disabilities Education Act

Conn. Gen. Stats. §§ 10-67 – 10-94e – Special Schools and Classes

Conn. Gen. Stat. § 10-220 – Duties of Boards of Education

R.C.S.A. §§ 10-76a-1 – 10-76a-2 – Definitions

R.C.S.A. §§ 10-76b-1 – 10-76b-4 – Administration and Supervision

**Policy Approved:**

**AMITY REGIONAL SCHOOL DISTRICT NO. 5**  
**Woodbridge, Connecticut**

**Instruction**

**Special Education**

R.C.S.A. §§ 10-76d-1 – 10-76d-19 – Conditions of Instruction

Policy Approved: AMITY REGIONAL SCHOOL DISTRICT NO. 5  
Woodbridge, Connecticut

## Students

### Reporting of Child Abuse, Neglect and Sexual Assault

The Amity Regional School District No. 5 (ARSD) Board of Education (Board) recognizes its legal and ethical obligations in the reporting of suspected child abuse and neglect. Any person applying for employment with the Board shall submit to a record check of the Department of Children and Families Child Abuse and Neglect Registry before the person may be hired. Mandated reporters include all school employees, specifically Superintendent, administrators, teachers, substitute teachers, guidance counselors, school counselors, paraprofessionals, coaches of intramural and interscholastic athletics, as well as licensed nurses, physicians, psychologists and social workers and licensed behavior analysts either employed by the Board or working in one of the District schools, or any other person who, in the performance of his or her duties, has regular contact with students and who provides services to or on behalf of students enrolled in District schools. Such individual(s) who have reasonable cause to suspect or believe that a child has been abused, neglected, placed in imminent risk of serious harm, or sexually assaulted by a school employee is required to report such abuse and/or neglect or risk and/or sexual assault.

A mandated reporter's suspicions may be based on factors including, but are not limited to, observations, allegations, facts by a child, victim or third party. Suspicion or belief does not require certainty or probably cause.

Furthermore, the Board of Education requires all personnel who have reasonable cause to suspect or believe that a child, under the age of eighteen (18), except in the case of sexual assault by a school employee, has been abused, neglected, has had non-accidental physical injury, or injury which is at variance with the history given of such injury, is placed in imminent danger of serious harm or has been sexually abused by a school employee to report such cases in accordance with the law, Board policy and administrative regulations. The mandatory reporting requirement regarding the sexual assault of a student by a school employee applies based on the person's status as a student, rather than his or her age.

A mandated reporter shall make an oral report, by telephone or in person, to the Department of Children and Families or a law enforcement agency as soon as possible, but not later than twelve (12) hours after the mandated reporter has reasonable cause to suspect or believe that a child has been abused, neglected or placed in imminent risk of serious harm. In addition, the mandated reporter shall inform the building principal or his/her designee that he/she will be making such a report. Not later than forty-eight hours of making the oral report, the mandated reporter shall file a written or electronic report with the department of Children and Families. (The Department of Children and Families has established a 24-hour Child Abuse and Neglect Hotline, "Careline" at [1-800-842-2288](tel:1-800-842-2288) for the purpose of making such oral reports.)

A mandated reporter may make the required oral report electronically in the manner prescribed by the Department of Children and Families. An employee making an electronic report shall respond to further inquiries from the Department of Children and Families made within twenty-four hours. Such employee shall inform the Superintendent or his/her designee as soon as possible as to the

## **Students**

### **Reporting of Child Abuse, Neglect and Sexual Assault**

nature of the further communication with the Commissioner or designee.

Online reports may be made to the Careline by mandated reporters if the report is of a non-emergent nature. A non-emergent situation is one in which a report is mandated but the child is not in immediate risk. Mandated reporters reporting electronically when they reasonably suspect that a child has been abused, neglected or placed at risk of imminent harm in a “non-emergent” situation, can do so without risk that they will be subject to a failure to report finding and subsequent penalties.

The oral and written reports shall include, if known: (1) the names and addresses of the child and his/her parents/guardians or other persons responsible for his/her care; (2) the child’s age; (3) the child’s gender; (4) the nature and extent of the child’s injury or injuries, maltreatment or neglect; (5) the approximate date and time the injury or injuries, maltreatment or neglect occurred; (6) information concerning any previous injury or injuries to, or maltreatment or neglect of, the child or his/her siblings; (7) the circumstances in which the injury or injuries, maltreatment or neglect came to be known to the reporter; (8) the name of the person(s) suspected to be responsible for causing such injury or injuries, maltreatment or neglect; (9) the reasons such person or persons are suspected of causing such injury or injuries, maltreatment or neglect; (10) any information concerning any prior cases in which such person or persons have been suspected of causing an injury, maltreatment or neglect of a child; and (11) whatever action, if any, was taken to treat, provide shelter or otherwise assist the child.

(For purposes of this section pertaining to the required reporting, a child includes any victim under eighteen years of age educated in a technical high school or District school. Any person who intentionally and unreasonably interferes with or prevents the making of the required report or attempts to conspire to do so shall be guilty of a class D felony, unless such individual is under eighteen years of age or educated in the technical high school system or in a District school, other than part of an adult education program.)

If the report of abuse, neglect or sexual assault involves an employee of the District as the perpetrator, the District may conduct its own investigation into the allegation, provided that such investigation shall not interfere with or impede any investigation conducted by the Department of Children and Families or by a law enforcement agency.

The Board recognizes that the Department of Children and Families is required to disclose records to the Superintendent of Schools in response to a mandated reporter’s written or oral report of abuse or neglect or if the Commissioner of Children and Families has reasonable belief that a school employee abused or neglected a student. Not later than five (5) working days after an investigation of child abuse or neglect by a school employee has been completed, DCF is required to notify the school employee and the Superintendent and the Commissioner of Education of the investigation’s results. If DCF has reasonable cause, and recommends the employee be placed on DCF’s Child Abuse and Neglect Registry, the Superintendent shall suspend such employee.

## **Students**

### **Reporting of Child Abuse, Neglect and Sexual Assault**

The Board, recognizing its responsibilities to protect children and in compliance with its statutory obligations, shall provide to each employee in-service training regarding the requirements and obligations of mandated reporters. District employees shall also participate in training offered by the Department of Children and Families. Each school employee is required to complete a refresher training program, not later than three years after completion of the initial training program and shall thereafter retake such refresher training course at least once every three years.

The Director of Curriculum & Staff Development shall annually certify to the Superintendent that each school employee working at such school has completed the required initial training and the refresher training.

State law prohibits retaliation against a mandated reporter for fulfilling his/her obligations to report suspected child abuse or neglect. The Board shall not retaliate against any mandated reporter for his/her compliance with the law and Board policy pertaining to the reporting of suspected child abuse and neglect.

In accordance with the mandates of the law and consistent with its philosophy, the Board in establishing this policy directs the Superintendent of Schools to develop and formalize the necessary rules and regulations to comply fully with the intent of the law.

This policy will be distributed annually to all employees. Documentation shall be maintained that all employees have, in fact, received the written policy and completed the required initial and refresher training related to mandated reporting of child abuse and neglect as required by law.

The Board of Education will post the telephone number of the Department of Children and Families' child abuse hotline, Careline, and the Internet web address that provides information about the Careline in each District school in a conspicuous location frequented by students. Such posting shall be in various languages most appropriate for the students enrolled in the school.

### **Establishment of the Confidential Rapid Response Team**

The Board of Education shall establish a confidential rapid response team to coordinate with DCF to (1) ensure prompt reporting of suspected child abuse or neglect; or 1st, 2nd, 3rd, or 4th degree sexual assault; 1st degree aggravated sexual assault; or 3rd degree sexual assault with a firearm of a student not enrolled in adult education by a school employee and (2) provide immediate access to information and individuals relevant to DCF's investigation of such cases.

The confidential rapid response team shall consist of (1) a local teacher and the Superintendent, (2) a local police officer, and (3) any other person the Board of Education deems appropriate.

DCF, along with a multidisciplinary team, is required to take immediate action to investigate and address each report of child abuse, neglect or sexual abuse in any school.

## Students

### Reporting of Child Abuse, Neglect and Sexual Assault

#### Hiring Prohibitions

The Board of Education will not employ anyone who was terminated or resigned after a suspension based on DCF's investigation, if he or she has been convicted of (1) child abuse or neglect or (2) 1st, 2nd, 3rd, or 4th degree sexual assault; 1st degree aggravated sexual assault; or 3rd degree sexual assault with a firearm of a student who is not enrolled in adult education.

The Boards of Education will not employ an individual who was terminated or resigned, if he or she (1) failed to report the suspicion of such crimes when required to do so or (2) intentionally and unreasonably interfered with or prevented a mandated reporter from carrying out this obligation or conspired or attempted to do so. This applies regardless of whether an allegation of abuse, neglect, or sexual assault has been substantiated.

(cf. [4112.6/4212.6](#) – Personnel Records)

(cf. [5141.511](#) – Sexual Abuse Prevention and Education Program)

Legal Reference: Connecticut General Statutes

[10-220a](#) Inservice training. Professional development committees. Institutes for educators. Cooperating teacher program, regulations (as amended by PA [11-93](#))

[10-221d](#) Criminal history records check of school personnel. Fingerprinting. Termination or dismissal (as amended by PA [11-93](#))

[10-221s](#) Investigations of child abuse and neglect. Disciplinary action. (as amended by PA 16-188)

[17a-28](#) Definitions. Confidentiality of and access to records; exceptions. Procedure for aggrieved persons. Regulations (as amended by PA [11-93](#))

[17a-101](#) Protection of children from abuse. Mandated reporters. Educational and training program. Model mandated reporting policy. (as amended by PA 96-246, PA 00-220, PA 02-106, PA 03-168, PA 09-242, PA [11-93](#) and PA 15-205, PA 18-15 and PA 18-17)

[17a-101a](#) Report of abuse, neglect by or injury of child or imminent risk of serious harm to the child. Penalty for failure to report. Notification of Chief State's Attorney. (as amended by PA 02-106, PA [11-93](#), and PA 15-205, PA 18-15 and PA 18-17) [17a-102](#) Report of danger of abuse. (as amended by PA 02-106)

[17a-101b](#) Report by mandated reporters. Notification of law enforcement agency when allegation of sexual abuse or serious physical abuse. Notification of person in charge of institution, facility or school when a staff member suspected of abuse or neglect.

[17a-101c](#) Written or electronic report by mandated reporter.

## Students

### Reporting of Child Abuse, Neglect and Sexual Assault

[17a-101d](#) Contents of reports.

[17a-101e](#) Employer prohibited from discriminating or retaliating against employee who makes a good faith report or testifies re child abuse or neglect. Immunity from civil or criminal liability. False report of child abuse. Referral to Office of the Chief State's Attorney. Penalty.

[17a-101g](#) Classification and evaluation of reports. Determination of abuse or neglect of child. Investigation. Notice, entry of recommended finding. Referral to local law enforcement authority. Home visit. Removal of child in imminent risk of harm. Family assessment response program. Development of service plans and plans of care. Monitoring. Disclosure of information to community providers. Annual report.

[17a-101i](#) Abuse or neglect by school employees or staff member of public or private institution or facility providing care for children. Notice. Adoption of policy. Employee training program.

[17a-101o](#) School employee failure or delay in reporting child abuse or neglect. Policy re delayed report by mandated reporters.

[17a-106](#) Cooperation in relation to prevention, identification and treatment of child abuse/neglect.

[10-151](#) Teacher Tenure Act

DCF Policy [22-1-3](#) Mandated Reporter's Failure to Report



## **Students**

### **Assigning Students to a Grade Level**

Each Principal or his/her designee will have the responsibility and the authority for assignment of each student to his or her grade level, class(es), and teacher(s) with the best interests of the student in mind. Principals will not take requests to place children with particular teachers or teams. Principals will make the final determination in placing all students.

Students transferring from a school accredited by a State Department of Education will enroll at the grade level and with the course credits indicated by the records of the previous school. Students transferring from a school that is non-accredited will be accepted for enrollment at the level school records indicate, but the level of mastery and the quality of their previous class work must be validated against the Amity Regional School District No. 5 (ARSD) performance standards and benchmarks.

#### **Grades 7-8**

Previous work will be validated for grade 7-8 students by successfully completing the grade in which they enroll. If upon enrollment, it appears that the student is not able to handle the assigned level after 20 school days, the school counselor, building principal, teachers, and parents involved will meet to determine the appropriateness of the placement of the student.

#### **Grades 9-12**

##### **Transfer from an Accredited School**

A student transferring from an accredited school must earn a minimum of 25 credits by the end of the senior year to receive a diploma from Amity Regional High School. The credits must also meet the specific requirements set for in Amity Regional School District No. 5 Board of Education Policy 6146. Students must complete all graduation requirements in order to participate in the commencement exercises.

##### **Transfer from a Non-accredited School (Including Home-Schooling)**

Previous high school work will be validated for a grade 9-12 student by successfully completing a placement assessment for every unit/course completed in a non-accredited high school or home-schooling (i.e. successful completion of the placement assessment of mathematics would validate the mathematics credit being transferred). If the placement assessment does not validate the credit, similar or equivalent work will be evaluated at the discretion of the Principal or his/her designee. Students transferring from non-accredited schools or home-schooling may transfer a maximum of five (5) equivalent units per school year. Ordinarily, students from non-accredited high schools or from home-schooling will not be eligible to graduate from Amity Regional High School with less than one year of full-time attendance.

Policy approved:

AMITY REGIONAL SCHOOL DISTRICT NO. 5  
Woodbridge, Connecticut

**Students**

**Assigning Students to a Grade Level**

(cf. [5123](#) - Promotion/Retention)

(cf. [6146](#) - Graduation Requirements)

Legal Reference:      Connecticut General Statutes  
                             [10-221\(b\)](#) Boards of education to prescribe rules

Policy approved:

AMITY REGIONAL SCHOOL DISTRICT NO. 5  
Woodbridge, Connecticut

## Business and Non-Instructional Operations

### Safety

#### Safe and Secure School Facilities, Equipment, and Grounds

**Goal:** It is the goal of the Amity Regional School District No. 5 (ARSD) Board of Education (Board) to ensure that all facilities, grounds, equipment, and vehicles meet accepted injury and violence prevention standards for design, installation, use, and maintenance.

**Safety and Hazard Assessments:** ARSD shall develop and implement a written school security and safety plan to conduct regular safety and hazard assessments of all classrooms, buildings, school grounds, gymnasiums, playgrounds, sports-related equipment, and buses and other vehicles used to transport students.

The school security and safety plan shall be an all-hazards approach to emergencies at schools and shall include, but not be limited to:

1. Involvement of local officials, including the First Selectman/Mayor/Town Manager, Superintendent of Schools, law enforcement, fire, public health, emergency management, and emergency medical services, in the plan's development.
2. A command center organization structure based on the federal National Incident Management System and a description of the responsibilities of such command center organization.
3. A requirement that a school security and safety committee be established at each school, in accordance with the provisions of C.G.S. 10-22m.
4. Crisis management procedures.
5. A requirement that local law enforcement and other local public safety officials evaluate, score and provide feedback on fire drills and crisis response drills.
6. A requirement that the Board submit annually reports to the Department of Emergency Services and Public Protection regarding fire drills and crisis response drills, conducted pursuant to C.G.S. 10-231.
7. Procedures for managing various types of emergencies.
8. A requirement that the Board conduct a security and vulnerability assessment for each school and develop a school security and safety plan for each school based upon the school security and safety plan standards developed by the Department of Emergency Services and Public Protection. (DESPP)
9. A requirement that the Safe School Climate Committee of each school, established pursuant to C.G.S. 10-222k, collect and evaluate information relating to instances of disturbing or threatening behavior that may not meet the statutory definition of bullying and report such information, as necessary, to the district's Safe School Climate Coordinator and the school's security and safety committee.
10. A requirement that each school provide an orientation pertaining to the security and safety plan to each employee and provide violence prevention training as prescribed in the school security and safety plan. (The Department of Emergency Services and Public Protection is required to make such standards available to the Board. The Department of

## **Business and Non-Instructional Operations**

### **Safety**

Education is required to distribute such standards to all public schools.)

The Board will annually submit each school's security and safety plan to the Department of Emergency Services and Public Protection, with the required documentation, in the manner requested.

The plan shall include provisions for reporting hazards to appropriate staff, prompt repairs or upgrade of identified hazards and other shortcomings, and appropriate communication of repair/upgrade plans to staff, students, and family members.

Safety and hazard assessments shall be conducted for building facilities and grounds including for classrooms, gymnasiums, sports-related equipment, laboratories, and industrial arts facilities. ARSD shall report annually on safety and hazard assessments to the Superintendent of Schools or his or her designee. Written inspection reports shall be kept on file for 10 years. ARSD shall correct identified hazards before used by students, staff, or community members.

**Maintenance:** ARSD shall develop maintenance plans for all classrooms, buildings, school grounds, gymnasiums, playgrounds, sports-related equipment, and buses and other vehicles used to transport students. The plan shall include provisions for reporting maintenance needs to appropriate staff, schedules of maintenance activities, and communication of details to appropriate staff, students, and family members. Maintenance reports shall be kept on file for 10 years.

**Supervision of Students:** All school-related activities shall be supervised by adults to enforce safety rules and prevent injuries. At least one adult trained in first aid, cardiopulmonary resuscitation, and infection control shall be available when students are present on school grounds to respond to injuries and medical emergencies. All adults supervising athletic fields, gymnasiums, science classrooms, industrial arts classrooms, and cafeterias shall have easy access to appropriate first aid supplies. Supervising adults shall be informed of any relevant medical guidance on file with the school concerning limits on the participation of individual students in physical activity. Such information will be treated with strict confidentiality.

**Staff Training:** ARSD will provide regular training and information to all school employees pertaining to the District's school emergency management systems and protocols, including violence prevention training and emergency response procedures.

**School Security and Safety Committee:** ARSD shall have a school security and safety committee under the jurisdiction of the Board. Such committee is responsible for assisting in the development of the school security and safety plan for the schools and administering the plan. Membership must consist of a local police officer, a local first responder, a teacher at the school, a school administrator, a mental health professional (school counselor, social worker, school psychologist, or school nurse), a parent/guardian of an enrolled student, and any other person the Board finds necessary. Parents/guardians on the committee shall not have access to information

## Business and Non-Instructional Operations

### Safety

about disturbing or threatening student behavior reported to the committee, as such access may compromise student confidentiality.

**Health & Safety Committee:** ARSD shall provide a workplace and an environment as free as possible from recognized hazards which could cause injury or death to our employees and/or students. The Health & Safety Committee is responsible for monitoring safety performance, safety inspections, and administering the safety program for ARSD.

### Membership

1. The Safety Committee will be composed of representatives from each of the ARSD's employee groups.
2. Whenever deemed necessary, interested employees will be invited to attend a specific meeting.
3. If a hazard is to be corrected through engineering methods, then the Town Engineer or Building Inspector or similarly skilled person should be invited to the meeting to give his/her professional advice.

### Responsibility

1. The Health & Safety Committee will be responsible for administering a health safety program. The committee will meet on a regular schedule with additional meetings when needed.
2. The committee will meet to:
  - a. review accident and injury reports and to assure there have been measures taken to correct the conditions that may have caused the accidents;
  - b. review any and all safety inspections and submit to departments for necessary corrections; and
  - c. review all maintenance work, orders pertaining to safety, and set priorities on these orders.

**Policy Evaluation:** The Health & Safety Committee shall regularly monitor, evaluate, and submit an annual report to the Superintendent on the implementation of this policy and its effectiveness in reducing injuries at school. The report shall include recommendations for improvements to the policy and its implementation.

**Use of School Security Consultants:** When determined necessary, the District will utilize qualified school security consultants operating in Connecticut. Such consultants used will be listed on the registry maintained by the Department of Emergency Services and Public Protection and published on its website.

(cf. [3517](#) – Security of Buildings and Grounds)

(cf. [4131](#)/4231 – Staff Development)

## **Business and Non-Instructional Operations**

### **Safety**

(cf. [5142](#) – Student Safety)

(cf. [6114](#) – Emergencies and Disaster Preparedness)

Legal Reference: Connecticut General Statutes

[10-203](#) Sanitation

[10-207](#) Duties of medical advisers

[10-220f](#) Safety Committee

[10-222k](#) District safe school climate coordinator. Safe school climate specialist.  
Safe school climate committee

[10-222m](#) School security and safety plans. School security and safety  
committees

[10-22n](#) School security and safety plan standards

[10-231](#) Fire Drills

[29-389](#) Stairways and fire escapes on certain buildings.

[52-557b](#) Immunity from liability for emergency medical assistance, first aid or  
medication by injection. School personnel not required to administer or render

P.A. 13-3 An Act Concerning Gun Violence Prevention and Children's Safety

## **Business/Non-Instructional Operations**

### **Security of Buildings and Grounds**

Buildings constitute one of the greatest investments of the school district and the community. It is in the best interest of students and taxpayers to protect that investment adequately.

Security means more than having locks and being sure that they are locked at the proper times. Security also means:

1. Developing at each school, in compliance with the requirements of C.G.S. 10-22m, a school security and safety plan, in partnership with other community groups, including, but not limited to, law enforcement, fire safety officials, emergency medical services, as well as health and mental health professionals. Such plan shall be based upon the school security and safety plan standards developed by the Department of Emergency Services and Public Protection (DESPP) pursuant to C.G.S. 10-222n.
2. Training and practice necessary and essential for implementation of the crisis response plan. Law enforcement and other local public safety officials shall evaluate, score and provide feedback on fire drills and crisis response drills pursuant to C.G.S. 10-231.
3. Controlling access to school grounds and facilities.
4. Conducting a security and vulnerability assessment for each District school every two years and developing a school security and safety plan for each District school based upon the security and safety plan standards developed by DESPP.
5. Submitting annual reports to DESPP regarding fire drills and crisis response drills.
6. Establishing a School Security and Safety Committee at each school, responsible for assisting in the development of the school's security and safety plan and its implementation. (membership as required by C.G.S. 10-22k)
7. Developing procedures for managing various types of emergencies.
8. Minimizing fire hazards;
9. Reducing the probability of faulty equipment;
10. Guarding against the chance of electrical shock;
11. Keeping records and funds in a safe place; and
12. Protecting against vandalism and burglary.

The Superintendent of Schools is directed to establish such rules and regulations as may be needed to provide for security in the sense outlined above.

Legal Reference: Connecticut General Statutes

29-389 Stairways and fire escapes on certain buildings.

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**Business/Non-Instructional Operations**

**Security of Buildings and Grounds**

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[10-220f](#) Safety Committees

[10-222k](#) District safe school climate coordinator. Safe school climate specialist. Safe school climate committee.

[10-222m](#) School security and safety plans. School security and safety committees

[10-222n](#) School security and safety plan standards [10-231](#) Fire drills

Policy approved:

AMITY REGIONAL SCHOOL DISTRICT NO. 5  
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**Business/Non-Instructional Operations****Hazardous Material in Schools****Green Cleaning Program**

Cleaning chemicals can negatively impact indoor air quality and cause harm to the occupants of a school building. Therefore, the purpose of this policy is to encourage and promote the principles of green cleaning throughout the Amity Regional School District No. 5 (ARSD), in compliance with applicable statutes. The ARSD Board of Education encourages and supports efforts to implement green cleaning in all District schools.

It is the policy of the ARSD to retain the beneficial functions of cleaning products while preventing negative impacts to human health and the environment from these products.

The ARSD Board of Education will reduce exposure of school building occupants to potentially hazardous chemical cleaning products by adopting this Green Cleaning policy, which requires the use of cleaning products in the schools that meet the guidelines or standards set by a national or international certification program approved by the Department of Administrative Services (DAS) in consultation with the Commissioner of Environmental Protection in order to minimize the potential harmful effects on human health and the environment.

**Definitions**

**“Green Cleaning Program”** means the procurement and proper use of environmentally preferable cleaning products in school buildings and facilities.

**“Environmentally Preferable Cleaning Products”** means products or services that have a lesser or reduced effect on human health and the environment when compared with competing products or services that serve the same purpose. Such products must be approved by a Department of Administrative Services (DAS)-approved national or international certification program. This term includes, but is not limited to, general purpose cleaners, bathroom cleaners, glass and carpet cleaners, hand cleaners and soaps, and floor finishes and strippers. Excluded are any disinfectant, disinfecting cleaner, sanitizer or any other antimicrobial products regulated by the Federal Insecticide, Fungicide and Rodenticide Act. Also excluded are products for which no guidelines or environmental standard has been established by any national or international certification program approved by the Department of Administrative Services or which is outside the scope of or is otherwise excluded under guidelines or environmental standards established by such a national or international certification program.

**Notice Requirements**

Annually the ARSD will give to members of the school staff and to parents/guardians who

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## Business/Non-Instructional Operations

### Hazardous Material in Schools

request it, a written copy of this policy. In addition, this written statement shall also include:

- a. the names and types of environmentally preferable cleaning products used in the schools and where in the buildings they are applied;
- b. the schedule for applying the products; and
- c. the name of the school administrator or designee whom the parent/guardian or student may contact for more information.

The notice shall also contain the following statement: ***“No parent, guardian, teacher, or staff member may bring into the school facility any consumer product which is intended to clean, deodorize, sanitize or disinfect.”***

In addition, parents/guardians of any child who transfers during the school year, or a new staff member hired during the school year shall be notified of this green cleaning policy.

The ARSD Board of Education will also make available on its website a copy of this green cleaning policy.

The Board will report to the Commissioner of Education on its green cleaning program, in a manner and frequency prescribed by the Commissioner.

Legal Reference: Connecticut General Statutes

10-220 Duties of boards of education (as amended by P.A. 09-81 and P.A. 11-136)

10-231a through 10-231d. Pesticide applications at schools

10-231g Green Cleaning Program at schools: Definitions, Implementation, Notice.

22a-46. Short title: Connecticut Pesticide Control Act.

Federal Insecticide, Fungicide, and Rodenticide Act (FIFRA) 7 U.S. Code 136 et seq.

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## **Business/Non-Instructional Operations**

### **Employee Bonds**

In accordance with State law, the Treasurer and Deputy Treasurer of the Board of Education shall give bond in the amount determined by the members of the Board. The cost of the bond shall be borne by the school system.

Legal Reference:       Connecticut General Statutes

10-46 Regional board of education (subsection d)

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## **Business/Non-Instructional Operations**

### **Transportation**

#### **General**

The Board of Education shall provide for the public schools an appropriate transportation system, within guidelines set forth in this policy, which will enable all qualified children of school age to be transported to schools as required. School bus transportation is for the benefit of students only. The Superintendent of Schools shall be responsible for the school transportation system and shall develop and administer it to:

1. Provide maximum safety of students.
2. Supplement and reinforce desirable student behavior patterns.
3. Assist handicapped students appropriately.
4. Enrich the instructional program through carefully planned field trips recommended by staff.

The transportation system shall be planned and operated in compliance with the General Statutes of the State of Connecticut and all regulations of the State Department of Education and the State Department of Motor vehicles regarding the operation of school buses and motor vehicles.

Transportation by private carrier or through district owned buses shall be provided at the discretion of the Board of Education. Parents may be reimbursed for transportation of eligible students whenever such practice is more economical or convenient.

#### **Federal Compliance**

Transportation will be provided for homeless students to and from the school of origin as required by the Every Student Succeeds Act. These services shall be provided throughout the regularly scheduled school year and day as determined by the Board.

Transportation will be provided for an eligible student who attends a district school out of the student's attendance area because his/her home school has been identified as in need of improvement, or the student is a victim of a violent criminal offense occurring in or on the grounds of the school the student attends, or the student attends a school identified as persistently dangerous.

## **Business/Non-Instructional Operations**

### **Transportation**

#### **Duties of the Superintendent**

It shall be the responsibility of the Superintendent of Schools or designee to manage and supervise the school transportation service and, in connection therewith, to do the following:

1. Determine eligibility for school transportation in accordance with these guidelines and
  - a. Section 10-186 of the General Statutes and in compliance with applicable portions of the
  - b. Every Student Succeeds Act pertaining to homeless students and school choice.
2. Establish school transportation routes and designate locations for pick-up points (bus stops). The Superintendent shall direct the establishment of bus routes to provide the safest, shortest routes as economically as possible. Routes shall equalize, as nearly as possible, the length of routes and bus loads as close to bus capacity as possible and shall provide student transportation to and from schools within prescribed time limits. Generally, bus routes shall begin no earlier than 60 minutes before school opens, and students shall not be in transit from school more than 60 minutes.
3. Develop, circulate and enforce codes of behavior for those children who are transported to and from school via school transportation.
4. Develop procedures for responding to requests pertaining to matters of school transportation or other school accommodations.
5. Give due consideration to requests for extension of school transportation service.
6. Perform all other duties and responsibilities related to the furnishing of school accommodations by school transportation or otherwise in a manner consistent with Section 10-186 of the Connecticut General Statutes or these guidelines.

Legal Reference: Connecticut General Statutes

10-76d Duties and powers of boards of education to provide special education programs and services. State

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**Business/Non-Instructional Operations**

**Transportation**

agency placements; apportionment of costs. Relationship of insurance to special education costs.

10-97 Transportation to vocational schools.

10-186 Duties of local and regional boards of education re school attendance. Hearings. Appeals to state board. Establishment of hearing board. 10-187 Appeal from finding of hearing board.

10-220 Duties of boards of education.

10-221 Development of policy for reporting complaints regarding school transportation safety. Reporting of accidents at school bus stops.

10-220c Transportation of children over private roads. Immunity from liability.

10-273a et seq. Reimbursement for transportation to and from elementary and secondary schools.

10-280a Transportation for students in non-profit private schools outside school district.

10-281 Transportation for students in non-profit private schools within school district.

14-248 Vehicle Highway Use

McKinney-Vento Homeless Education Assistance Act of 2001, Pl. 107-110, 42 U.S.C., Sections 11431-11435

S.1177 Every Student Succeeds Act