

**Board of Education
Darien, Connecticut**

**ORGANIZATIONAL MEETING
OF THE BOARD OF EDUCATION**

TUESDAY, NOVEMBER 13, 2018

**PLACE:
DARIEN PUBLIC SCHOOLS'
ADMINISTRATIVE OFFICES
MEETING ROOM
7:30 P.M.**

1. Organizational Meeting of the Board of
Education -- Election of Officers..... Mrs. Kathrine Stein,
Senior Member of the Board
2. Adjournment..... Board Chairperson

**REGULAR MEETING OF THE BOARD OF EDUCATION
TUESDAY, NOVEMBER 13, 2018**

**PLACE:
DARIEN PUBLIC SCHOOLS'
ADMINISTRATIVE OFFICES
MEETING ROOM
7:45 P.M.**

TENTATIVE AGENDA

1. Call to Order..... Board Chairperson 7:45 p.m.
2. Chairperson's Report..... Board Chairperson
3. Public Comment*..... Board Chairperson .

*Public Comments are limited to three minutes per individual and are designed to allow community members to inform the Darien Board of Education of their opinions and/or concerns. Where appropriate, community members are also encouraged to reach out to the school administration during regular school hours. There should be no expectation for dialogue on such public comments to take place at a regular public meeting, given that by law the Board may only discuss matters that are set forth on its agenda.

**REGULAR MEETING OF THE BOARD OF EDUCATION
TUESDAY, NOVEMBER 13, 2018**

4. Superintendent's Report..... Dr. Elliott Landon
5. Approval of Minutes..... Board of Education
6. Board Committee Reports..... Board Chairperson
7. Presentations/Discussions.....
 - a. Presentation, Discussion..... Dr. Elliott Landon/
and Possible Vote on Financial Mr. Michael Feeney
Report as Requested by the
Board of Finance for State of Town
 - b. Curriculum Update: Dr. Susie Da Silva/
Literacy/Language Arts Mrs. Cory Gillette/
Mr. Francis Janosco
 - c. Report on Testing – SAT,.. Dr. Susie Da Silva/
ACT, AP Mr. Paul Ribeiro
 - d. Discussion and Possible.... Dr. Elliott Landon/
Acceptance of Contemplated Mrs. Ellen Dunn
Gifts for Darien High School
 - e. Report on 2018-2019 Budget. Mr. Michael Feeney
and Possible Action on
Proposed Budget Transfers
 - f. Further Review and Possible.. Dr. Elliott Landon/
Action on Proposed 2019-2020 Mr. Michael Feeney
Budget Calendar
 - g. Discussion and Possible..... Dr. Elliott Landon/
Action on Request for Funding Mr. Michael Feeney/
to Upgrade Electrical Systems Mr. Michael Lynch
at Hindley, Holmes and Royle

**REGULAR MEETING OF THE BOARD OF EDUCATION
TUESDAY, NOVEMBER 13, 2018**

7. Presentations/Discussions, cont.

h. First Reading and Discussion... Ms. Marjorie Cion/
on Proposed New Board of Mrs. Kathrine Stein
Education Policy 5285 –
Child Sexual Abuse and
Assault Policy and Reporting
Procedure

i. First Reading and Discussion. Ms. Marjorie Cion/
of Proposed Board of Education Mrs. Kathrine Stein
Policy Revisions: 4025 Reports
of Suspected Abuse or Neglect
of Children or Sexual Assault
of Students by School Employees;
4050 Reports of Suspected Abuse
or Neglect of Adults with an
Intellectual Disability or Autism
Spectrum Disorder; 5100
Physical Restraint and
Seclusion of Students and
Use of Exclusionary Time
Out

8. Action Items

a. Personnel Items..... Ms. Marjorie Cion
i. Appointments
ii. Resignations

9. Public Comment*..... Board Chairperson

10. Adjournment..... Board Chairperson

EL:nv

*Public Comments are limited to three minutes per individual and are designed to allow community members to inform the Darien Board of Education of their opinions and/or concerns. Where appropriate, community members are also encouraged to reach out to the school administration during regular school hours. There should be no expectation for dialogue on such public comments to take place at a regular public meeting, given that by law the Board may only discuss matters that are set forth on its agenda.

APPROVED
REGULAR MEETING OF THE BOARD OF EDUCATION
Tuesday, October 9, 2018

PLACE:
DARIEN PUBLIC SCHOOLS
ADMINISTRATIVE OFFICES
BOARD OF EDUCATION CONFERENCE ROOM
7:30 P.M.

BOARD MEMBERS PRESENT:

	Burke	Dineen	Hagerty-Ross	McCammon	McNamara	Maroney	Ochman	Ritchie	Stein
Present	X	X	X	X	X	X	X	X	X
Absent									

ADMINISTRATION PRESENT:

Dr. Landon, Dr. Da Silva, Ms. Klein, Ms. Cion and Mr. Feeney

AUDIENCE: Approximately 15

- | | |
|--|--|
| 1. Call to Order | Mrs. Tara B. Ochman, Chair,
at 7:31 p.m. (0:00) |
| 2. Chairperson's Report | Mrs. Ochman, Chair,
at 7:31 p.m. (0:00) |
| 3. Public Comment | Mrs. Ochman, Chair,
at 7:31 p.m. (0:00) |
| Jessica Xu 20 Fitch Avenue
Nancy Hildago 83 Linden Avenue
Terry Steadman 76 Berringer Road | |
| 4. Superintendent's Report | Dr. Elliott Landon
at 7:45 p.m. (0:14) |
| 5. Approval of Minutes (attachment) | Board of Education
at 7:46 p.m. (0:15) |

MOTION TO APPROVE THE MINUTES OF THE SPECIAL MEETING AND EXECUTIVE SESSION OF THE BOARD OF EDUCATION HELD ON TUESDAY, SEPTEMBER 25, 2018:

1st Ms. McCammon

2ND Ms. Hagerty-Ross

	Burke	Dineen	Hagerty-Ross	McCammon	McNamara	Maroney	Ochman	Ritchie	Stein
Yes	X		X	X	X		X		X
No									
Abstain		X				X		X	

RESULT - MOTION PASSED (6-0-3)

MOTION TO APPROVE THE MINUTES OF THE REGULAR MEETING OF THE BOARD OF EDUCATION HELD ON TUESDAY, SEPTEMBER 25, 2018:

1st Ms. McCammon

2ND Mr. Burke

	Burke	Dineen	Hagerty-Ross	McCammon	McNamara	Maroney	Ochman	Ritchie	Stein
Yes	X		X	X	X	X	X		X
No									
Abstain		X						X	

RESULT - MOTION PASSED (7-0-2)

6. Board Committee Reports

Mrs. Ochman, Chair,
at 7:47 p.m. (0:16)

PRESENTATIONS AND DISCUSSIONS

7. Presentations/Discussions:

a. Update/Report on SBAC
CAPT and CMT Results

Dr. Susie Da Silva/
Mr. Paul Ribeiro
at 7:48 p.m. (0:17)

b. Discussion and Possible
Action on Proposed Darien
High School and Middlesex
Field Trips

Dr. Susie Da Silva/
Ms. Ellen Dunn/
Ms. Shelley Somers
at 8:21 p.m. (0:60)

MOTION TO APPROVE THE PROPOSED DARIEN HIGH SCHOOL FIELD TRIPS FOR 2018-2019:

1st Ms. McNamara

2ND Ms. Ritchie

	Burke	Dineen	Hagerty-Ross	McCammon	McNamara	Maroney	Ochman	Ritchie	Stein
Yes	X	X	X	X	X	X	X	X	X
No									
Abstain									

RESULT - MOTION PASSED UNANIMOUSLY (9-0-0)

MOTION TO APPROVE THE PROPOSED MIDDLESEX MIDDLE SCHOOL FIELD TRIPS AS AMENDED FOR 2018-2019:

1st Ms. McNamara

2ND Mr. Burke

	Burke	Dineen	Hagerty-Ross	McCammon	McNamara	Maroney	Ochman	Ritchie	Stein
Yes	X	X	X	X	X	X	X	X	X
No									
Abstain									

RESULT - MOTION PASSED UNANIMOUSLY (9-0-0)

c. Presentation and Preliminary
Discussion of Regular Board
of Education Meetings for
the 2019 Calendar Year

Dr. Elliott Landon
at 8:38 p.m. (1:07)

ACTION ITEMS

8. Action Items:

a. Personnel Items

- i. Appointments
- ii. Resignations/Retirements

Ms. Cion
at 8:42 p.m. (1:11)

MOTION TO APPROVE PERSONNEL ITEMS AS OUTLINED IN THE MEMO DATED OCTOBER 9, 2018:

1st **Ms. Ritchie**

2ND **Mr. Dineen**

	Burke	Dineen	Hagerty- Ross	McCammon	McNamara	Maroney	Ochman	Ritchie	Stein
Yes	X	X	X	X	X	X	X	X	X
No									
Abstain									

RESULT - MOTION PASSED UNANIMOUSLY (9-0-0)

9. Public Comment

Ms. Ochman
at 8:43 p.m. (1:12)

10. Adjournment

Ms. Ochman
at 8:43 p.m. (1:12)

MOTION TO ADJOURN:

1st **Ms. Ritchie**

2nd **Mr. Maroney**

	Burke	Dineen	Hagerty- Ross	McCammon	McNamara	Maroney	Ochman	Ritchie	Stein
Yes	X	X	X	X	X	X	X	X	X
No									
Abstain									

RESULT - MOTION PASSED UNANIMOUSLY (9-0-0)

Meeting adjourned at 8:43 p.m. (1:12)

Respectfully Submitted,

Kathrine Stein,
Secretary

Memorandum

To: Dr. Elliott Landon, Interim Superintendent of Schools

From: Michael E. Feeney, Director of Finance & Operations

Date: November 8, 2018

RE: Discussion/Presentation of Report Requested by Board of Finance
For State of the Town

The attached is a template requested by the Board of Finance for the upcoming State of Town address (December 10, 2018). The new five year forecast template has been prepared for review by breaking down the current and future budgets into five (5) distinct categories.

1. Operating
2. Utilities
3. Workman's Compensation
4. Health Insurance
5. Revenues

The purpose of this report is to provide a baseline fiscal snapshot for the Board of Finance reflecting three years of historical revenues and expenditures while comparing the present fiscal year and forecasting out five additional fiscal years. Future assumptions are based on historical data, possible legislative changes, enrollment trends, staffing levels and the Board of Education approved goals and objectives.

The reader should consider that a forecast is a prediction of future financial events, based upon a snapshot of today that has been adjusted to reflect all known activities of the financial future along with certain assumptions and predictions of what may occur. In other words, it is an evolving document that becomes outdated once any additional information has come to light, which may introduce new known events or changes in assumptions for the future. As such, the five-year forecast is a good planning tool at best and will be subject to change periodically as updated information becomes available.

MEF/kcb

11.8.18 Estimated

Expenditures	Actual	Actual	Actual	Budget		Projection		Projection		Projection		Projection	
	15/16	16/17	17/18	18/19	19/20	20/21	21/22	22/23	23/24	20/21	21/22	22/23	23/24
BOE Operating	\$ 82,017,528	\$ 84,997,689	\$ 87,650,252	\$ 89,162,951	\$ 91,985,504	\$ 94,447,504	\$ 96,911,132	\$ 99,372,002	\$ 101,906,780	\$ 94,447,504	\$ 96,911,132	\$ 99,372,002	\$ 101,906,780
Utilities	\$ 1,937,223	\$ 1,724,545	\$ 1,677,970	\$ 1,841,969	\$ 1,860,389	\$ 1,953,408	\$ 2,051,079	\$ 2,153,632	\$ 2,261,314	\$ 1,953,408	\$ 2,051,079	\$ 2,153,632	\$ 2,261,314
Workmans Comp	\$ 304,569	\$ 348,113	\$ 327,119	\$ 366,107	\$ 377,090	\$ 388,403	\$ 400,055	\$ 412,057	\$ 424,418	\$ 388,403	\$ 400,055	\$ 412,057	\$ 424,418
Health Insurances	\$ 10,672,298	\$ 10,839,538	\$ 10,612,261	\$ 11,130,483	\$ 11,687,007	\$ 12,621,968	\$ 13,694,835	\$ 14,927,370	\$ 16,270,833	\$ 12,621,968	\$ 13,694,835	\$ 14,927,370	\$ 16,270,833
Total Operating	\$ 94,931,618	\$ 97,909,885	\$ 100,267,602	\$ 102,501,510	\$ 105,909,990	\$ 109,411,283	\$ 113,057,101	\$ 116,865,061	\$ 120,863,346	\$ 109,411,283	\$ 113,057,101	\$ 116,865,061	\$ 120,863,346
Revenue	\$ (4,394,780)	\$ (4,546,513)	\$ (5,122,056)	\$ (4,379,244)	\$ (4,469,388)	\$ (4,495,915)	\$ (4,524,000)	\$ (4,551,656)	\$ (4,582,188)	\$ (4,495,915)	\$ (4,524,000)	\$ (4,551,656)	\$ (4,582,188)
Net Budget	\$ 90,536,838	\$ 93,363,372	\$ 95,145,546	\$ 98,122,266	\$ 101,440,602	\$ 104,915,368	\$ 108,533,101	\$ 112,313,405	\$ 116,281,158	\$ 104,915,368	\$ 108,533,101	\$ 112,313,405	\$ 116,281,158
	2.78	3.12%	1.91%	3.13%	3.38%	3.43%	3.45%	3.48%	3.53%				
Excess Cost	\$ (2,724,654.00)	\$ (2,861,446.00)	\$ (3,412,941.00)	\$ (2,736,000.00)	\$ (2,736,000.00)	\$ (2,736,000.00)	\$ (2,736,000.00)	\$ (2,736,000.00)	\$ (2,735,999.00)	\$ (2,736,000.00)	\$ (2,736,000.00)	\$ (2,736,000.00)	\$ (2,735,999.00)

Darien High School
Darien, Connecticut

To: Dr. Elliott Landon, Superintendent of Schools
From: Ellen Dunn, Principal, Darien High School
Re: Contemplated Gift for DHS
Date: November 8, 2018

Our Darien High School Parents' Association has generously offered to support the purchase and installation of a presentation system that will expand the use of our soon to be completed cafeteria space. This system will create the option to use the space for instruction while also serving many purposes outside of the school day including after school meetings, end of season banquets, and weekend events such as science fair competitions or Model UN. We are sincerely grateful for the continued generosity of our families and community.

DARIEN PUBLIC SCHOOLS

Contemplated Gift Form

Gift intended for:
(Check appropriate responses)

☐ Hindley
☐ Holmes
☐ Ox Ridge

☐ Royle

☐ Tokeneke

☐ Middlesex Middle School

☒ Darien High School

☐ District

Person(s) or Group Offering Gift(s)

DHS Parents Association

Contact person-This may be a
gift giver or a building administrator

Name Ellen Dunn

Address_DHS _____

Tele. _____

Fax. _____

e-mail _____

Description of proposed gift(s), including the form in which it (they) will be given (e.g. money, materials, services, etc.) and for what purpose(s). The description has to be sufficiently specific to allow administration to determine whether items 2, 3, or 4 of the guidelines specified in "Administration Regulation JG-Public Gifts to the Schools" apply.

The Darien High School Parents Association would like to contribute \$31,216 to provide a presentation system for the DHS cafeteria

Presentation System	\$14, 446
Sound system	<u>\$16, 770</u>
Total	\$31, 216

Please answer the following questions.

Is the value of the gift(s) \$ 500.00 or more? ☒ Yes ☐ No

Note: If the proposed gift involves donated materials or services, please place an estimated dollar value on them.

If your answer to the previous question is Yes, please check one of the following categories of value for the proposed gift(s):

☐ 500-1,000

☐ 5,000-10,000

☐ 1,000-2,000

☐ 10,000-15,000

☐ 2,000-3,000

☐ 15,000-20,000

☐ 3,000-4,000

☒ 20,000+

☐ 4,000-5,000

Do not write below this line

Status: Date received by Superintendent _____

Notes on actions by Superintendent of Schools-

Actions, if any, by the Board of Education-

Final disposition of the gift offer-

DARIEN PUBLIC SCHOOLS

Contemplated Gift Form

Gift intended for:
(Check appropriate responses)

☐ Hindley
☐ Holmes
☐ Ox Ridge

☐ Royle

☐ Tokeneke

☐ Middlesex Middle School

☒ Darien High School

☐ District

Person(s) or Group Offering Gift(s)

DHS Parents Association

Contact person-This may be a
gift giver or a building administrator

Name Ellen Dunn

Address_DHS _____

Tele. _____

Fax. _____

e-mail _____

Description of proposed gift(s), including the form in which it (they) will be given (e.g. money, materials, services, etc.) and for what purpose(s). The description has to be sufficiently specific to allow administration to determine whether items 2, 3, or 4 of the guidelines specified in "Administration Regulation JG-Public Gifts to the Schools" apply.

The Darien High School Parents Association would like to contribute \$5,934 to support many of the activities that support the DHS Core Values and Beliefs and our Learning Expectations as follows:

LINK /9 th grade orientation	\$ 750
Advisory	\$ 500
Field trip scholarships	\$1500
Clubs/Activities	\$ 500
Blue Wave ID holders	\$1684
China Exchange	<u>\$1000</u>
Total	\$5934

Please answer the following questions.

Is the value of the gift(s) \$ 500.00 or more? X Yes No

Note: If the proposed gift involves donated materials or services, please place an estimated dollar value on them.

If your answer to the previous question is Yes, please check one of the following categories of value for the proposed gift(s):

<u> </u> 500-1,000	<u> X </u> 5,000-10,000
<u> </u> 1,000-2,000	<u> </u> 10,000-15,000
<u> </u> 2,000-3,000	<u> </u> 15,000-20,000
<u> </u> 3,000-4,000	<u> </u> 20,000+
<u> </u> 4,000-5,000	

Do not write below this line

Status: Date received by Superintendent _____

Notes on actions by Superintendent of Schools-

Actions, if any, by the Board of Education-

Final disposition of the gift offer-

**Darien Public Schools
Financial Report
November 9, 2018**

The enclosed monthly financial projection represents expenditures leading up to November 9, 2018.

In summary, we are currently projecting a favorable balance of \$135,843. As previously mentioned, the projection represents a few months' worth of expenditures/trends and it is far too early in the process to make a final prediction.

We are proposing our second round of budget transfers that will offset the following line items: Budget Control – to offset a portion of salary that was eliminated from IDEA Grant for the current FY (line 674) and Special Education Transportation (line 876). In addition, transfers have been made to adjust for the execution of the Paraprofessional contract which occurred in September.

Additional highlights of the report are as follows:

SALARIES: The report of this category shows a positive variance in the amount of \$78,099. Adjustments have been proposed under the budget transfer section to offset some of the negative balances that have occurred with the settlement of the Paraprofessionals contract. The majority of our hiring is complete however some additional adjustments will be made over the upcoming months.

FIXED COSTS: Fixed costs are on target. Property insurance needs have been adjusted (line 962) as well as the Health Insurance (Line964). Transfers have been proposed.

OPERATING EXPENSES: As done in the past, operating expenses at the individual school level have been projected to be fully spent by fiscal year end. This can be adjusted in the upcoming months depending on overall spending projections. The Operating Summary (line 1129) currently projects a negative with the majority being accounted for under in-district transportation (line876).

UTILITIES: At this point in the fiscal year, these accounts are projected to be on target with projections.

+
Darien Public Schools
Monthly Financial Report
2018-19

ACCT #		ACTUAL 2015 - 2016	ACTUAL 2016 - 2017	ACTUAL 2017 - 2018	ORIG APPRO	TRFRS ADJ.	REV. BUD.	YTD EXP	ENCUM. REQUES.	AVAIL BUD.	FORE- CAST	ADP STF	CURR STF	YR. END EST.
	RC - 1 DARIEN HIGH SCHOOL													
1	11013 BURSAR/ADMINISTRATIVE ASSIST	98,213	97,091	108,370	106,942	4,552	111,494	40,314	71,180	(0)	111,494	1.50	1.50	(0)
2	21101 PRINCIPAL	190,831	194,648	199,028	203,506	-	203,506	70,444	133,062	0	203,506	1.00	1.00	0
3	21102 ASSISTANT PRINCIPAL	497,640	508,594	453,681	496,314	(5,745)	490,569	160,587	329,982	-	490,569	3.00	3.00	-
4	21203 DIRECTOR OF GUIDANCE	136,687	139,047	142,636	145,845	-	145,845	38,230	95,360	12,254	133,591	1.00	1.00	12,254
5	21220 CURRICULUM SUPERVISION	153,813	172,068	452,535	471,584	4,849	476,433	116,507	362,634	(2,707)	479,141	3.58	3.58	(2,707)
7	110112 ART TEACHERS	453,686	416,895	415,024	434,732	(31,533)	403,199	96,150	307,050	-	403,199	5.60	5.60	-
8	110114 BUSINESS TEACHERS	69,904	72,780	75,526	78,767	-	78,767	18,177	60,590	-	78,767	1.00	1.00	-
9	110116 COMPUTER TEACHERS	41,671	41,933	42,386	42,924	-	42,924	11,707	31,218	(0)	42,924	0.40	0.40	(0)
10	110118 ENGLISH TEACHERS	1,462,826	1,569,758	1,607,149	1,652,427	44,588	1,697,015	405,755	1,258,154	33,106	1,663,909	19.67	19.67	33,106
11	110124 FOR. LANG. TEACHERS	1,060,358	1,118,398	1,155,671	1,202,501	(79,382)	1,123,119	263,797	860,146	(824)	1,123,943	13.20	13.20	(824)
12	110130 MATH TEACHERS	1,081,385	1,089,417	1,187,831	1,240,186	26,676	1,266,862	335,902	916,648	14,312	1,252,550	15.40	15.60	14,312
13	110132 MUSIC TEACHERS	210,517	218,493	227,764	236,655	-	236,655	54,613	182,042	1	236,655	2.50	2.50	1
14	110134 PHYSICAL ED. TEACHERS	526,442	532,300	564,869	579,657	-	579,657	139,481	445,425	(5,249)	584,906	6.00	6.00	(5,249)
15	110136 READING TEACHERS	103,586	112,430	116,719	115,088	-	115,088	26,559	88,529	-	115,088	1.00	1.00	-
16	110138 SCIENCE TEACHERS	1,657,224	1,623,615	1,663,869	1,732,556	(151,923)	1,580,633	386,428	1,194,583	(378)	1,581,011	18.00	18.35	(378)
17	110142 SOCIAL STUDIES TEACHERS	1,393,534	1,384,955	1,431,547	1,489,103	20,325	1,509,428	362,562	1,146,866	-	1,509,428	17.78	18.02	-
18	110144 TECH ED. TEACHERS	222,551	232,059	246,833	258,989	-	258,989	59,767	199,223	(0)	258,989	2.80	2.80	(0)
20	21306 TEACHERS OF THE GIFTED	41,714	43,924	28,411	28,772	-	28,772	-	-	28,772	28,772	0.25	-	-
21	21302 SUBSTITUTE TEACHERS	68,795	65,448	85,289	65,052	-	65,052	21,532	-	43,520	65,052			-
22	21317 STUDENT INTERNS	31,020	29,194	30,000	31,200	-	31,200	15,000	15,600	600	31,200			-
23	21401 LIBRARIANS	146,653	158,501	165,842	173,268	-	173,268	43,001	130,267	(0)	173,268	1.80	1.80	(0)
24	21402 GUIDANCE	556,069	537,249	597,325	622,548	-	622,548	160,765	469,432	(7,649)	630,197	7.90	8.00	(7,649)
26	21501 PRINCIPAL/DIRECTOR SECRETARY	236,678	209,234	215,492	211,157	8,717	219,874	65,180	154,693	-	219,874	4.00	4.00	(0)
27	21502 GUIDANCE SECRETARIES	110,826	114,973	117,254	114,956	4,640	119,596	37,735	81,860	-	119,596	2.00	2.00	(0)
28	21503 LIBRARY SECRETARY	-	-	-	-	-	-	-	-	-	-	-	-	-
29	21603 TEACHER AIDES	285,291	358,270	329,868	337,178	-	337,178	93,553	249,255	(5,630)	342,808	9.00	9.00	(5,630)
30	21604 LIBRARY MEDIA ASSISTANTS	92,841	-	-	-	-	-	-	-	-	-	-	-	-
31	61001 CUSTODIANS	505,994	518,546	519,955	533,790	-	533,790	160,178	302,559	71,052	533,790	7.00	6.00	-
32	101003 CLUBS AND COUNCILS	189,668	203,772	197,533	220,159	-	220,159	44,240	31,955	143,964	220,159			-
33	TOTAL PERSONNEL	11,626,417	11,763,591	12,378,407	12,825,856	(154,235)	12,671,621	3,228,163	9,118,314	325,143	12,634,386	145.38	145.02	37,235

34	OPERATING		ACTUAL	ACTUAL	ACTUAL	ORIG	TRFRS	REV.	YTD	ENCUM.	AVAIL	FORE-	ADP	CURR	YR. END
35			2015 - 2016	2016 - 2017	2017 - 2018	APPRO	ADJ.	BUD.	EXP	REQUES.	BUD.	CAST	STF	STF	EST.
36	22002	TEXTBOOKS-REPLACEMENTS	50,678	36,140	32,007	27,278	-	27,278	24,690	-	2,588	27,278			-
37	22003	TEXTBOOKS-CONSUMABLES	12,000	10,850	4,106	9,050	-	9,050	1,594	-	7,456	9,050			-
38	23002	CLASSROOM REFERENCE	158	501	-	-	-	-	-	-	-	-			-
39	23003	PERIODICALS	1,300	255	1,422	1,120	-	1,120	1,024	-	96	1,120			-
40	23004	RESOURCE MATERIALS	2,940	3,407	2,095	2,750	-	2,750	355	-	2,395	2,750			-
41	23010	AUDIO VISUAL CONSUMABLES	3,942	5,823	3,352	3,250	-	3,250	-	-	3,250	3,250			-
42	24009	SCIENCE TEACHING SUPPLIES	30,227	30,812	29,616	32,500	-	32,500	29,634	1,743	1,123	32,500			-
43	24011	GENERAL TEACHING SUPPLIES	17,042	14,990	10,634	17,000	-	17,000	6,391	510	10,100	17,000			-
44	25001	MISC. OFFICE SUPPLIES	21,899	19,732	21,823	22,000	-	22,000	14,441	-	7,559	22,000			-
45	25002	PROFESSIONAL LIBRARY PURCHASE	173	-	-	350	-	350	294	-	56	350			-
46	25003	PROFESSIONAL DEVELOPMENT	6,574	5,984	6,700	6,700	-	6,700	5,961	-	739	6,700			-
47	25007	GRADUATION EXPENSES	22,497	23,203	23,603	24,693	-	24,693	424	-	24,268	24,693			-
48	25008	GUIDANCE MATERIALS	2,574	2,344	2,327	2,600	-	2,600	373	71	2,156	2,600			-
49	25013	TEMPORARY HOURLY SERVICES	24,645	20,254	19,846	27,720	-	27,720	7,909	-	19,811	27,720			-
50	25014	HANDBOOK PRINTING	11,850	11,488	6,805	12,000	-	12,000	1,417	-	10,583	12,000			-
51	25019	COMPUTER INSTRUCTION SUPPLIES		-	-	-	-	-	-	-	-	-			-
53	25026	DUES AND MEMBERSHIPS	11,940	12,953	12,989	14,825	-	14,825	11,868	-	2,957	14,825			-
54	25030	COMPUTER SOFTWARE & SUPPLIES	12,056	-	-	-	-	-	-	-	-	-			-
55	35000	POLICE AND FIRE SERVICES	25,246	16,204	49,568	17,000	-	17,000	4,421	-	12,579	17,000			-
56	72016	CLASSROOMS/CORRIDORS/AUDITRIU	8,521	8,469	8,440	8,500	-	8,500	4,990	1,845	1,666	8,500			-
57	72038	EDP EQUIPMENT REPAIRS	12,306	-	-	-	-	-	-	-	-	-			-
58	72041	MICROSCOPE REPAIRS	-	535	481	1,200	-	1,200	632	-	568	1,200			-
59	72044	REPAIRS AND SERVICE CONTRACT	1,947	1,241	2,250	2,250	-	2,250	-	-	2,250	2,250			-
60	83003	RENTAL/LEASE OF EQUIPMENT			-	-	-	-	-	-	-	-			-
61	102003	OTHER STUDENT ACTIVITIES	14,363	14,865	11,420	17,000	-	17,000	7,602	1,000	8,398	17,000			-
62	TOTAL OPERATING		294,880	240,048	249,484	249,786	-	249,786	124,020	5,168	120,598	249,786			-
63															
64	EQUIPMENT														
65	123001	NEW OFFICE FURNITURE/EQUIP	9,900	10,514	-	2,000	-	2,000	1,438	562	-	2,000			-
67	123012	NEW MATHEMATICS EQUIPMENT	-	2,488	-	3,070	-	3,070	3,070	-	-	3,070			-
71	TOTAL EQUIPMENT		9,900	13,002	-	5,070	-	5,070	4,508	562	-	5,070			-
72															
73	TOTAL DARIEN HIGH SCHOOL		11,931,196	12,016,641	12,627,891	13,080,711	(154,235)	12,926,476	3,356,691	9,124,044	445,741	12,889,241	145.38	145.02	37,235
74	Surplus/														
75	REVENUE					Orig. Bud	Adjust.	Rev. Bud.	Rev. Received	Rev. Expected		Rev. Forecast	(Shortfall)		
76															
77	102007	REV.- STUDENT PARKING FEES	(10,000)	(10,000)	(11,000)	(11,000)	-	(11,000)	(11,000)	-	(11,000)	(11,000)			-
78															
79	NET DARIEN HIGH SCHOOL BUDGET		11,921,196	12,006,641	12,616,891	13,069,711	(154,235)	12,915,476	3,345,691	9,124,044	434,741	12,878,241	145.38	145.02	37,235

80														
81														
82	RC - 2 FITCH ACADEMY	ACTUAL 2015 - 2016	ACTUAL 2016 - 2017	ACTUAL 2017 - 2018	ORIG APPRO	TRFRS ADJ.	REV. BUD.	YTD EXP	ENCUM. REQUES.	AVAIL BUD.	FORE- CAST	ADP STF	CURR STF	YR. END EST.
83														
84	21301 ALTERNATIVE SCHOOL	-	-	240,668	337,757	16,938	354,695	93,941	260,895	(140)	354,835	4.00	4.00	(140)
85	21603 TEACHER AIDES	-	-	-	-	-	-	-	-	-	-	-	-	-
86	TOTAL PERSONNEL	-	-	240,668	337,757	16,938	354,695	93,941	260,895	(140.22)	354,835	4.00	4.00	(140)
87														
	25019 COMPUTER SUPPLIES/SOFTWARE	-	-	-	5,000	-	5,000	-	-	5,000	5,000			-
	25001 GENERAL TEACHING SUPPLIES	-	-	-	5,000	-	5,000	-	-	5,000	5,000			-
	13015 LOCAL TRAVEL EXPENSE	-	-	-	500	-	500	-	-	500	500			-
88	102012 LEASES PROPERTY	-	-	24,000	72,000	15,700	87,700	21,925	65,775	-	87,700			(0)
89	TOTAL OPERATING	-	-	24,000	82,500	15,700	98,200	21,925	65,775	10,500	98,200	-	-	(0)
90														
91	TOTAL FITCH ACADEMY	-	-	264,668	420,257	32,638	452,895	115,866	326,669	10,359.78	453,035.34	4.00	4.00	(140)

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RC - 3 MIDDLESEX MIDDLE SCHOOL			ACTUAL 2015 - 2016	ACTUAL 2016 - 2017	ACTUAL 2017 - 2018	ORIG APPRO	TRFRS ADJ.	REV. BUD.	YTD EXP	ENCUM. REQUES.	AVAIL BUD.	FORE- CAST	ADP STF	CURR STF	YR. END EST.
21101	PRINCIPAL		178,383	160,808	186,045	190,231	-	190,231	65,849	124,382	(0)	190,231	1.00	1.00	(0)
21102	ASSISTANT PRINCIPAL		289,723	303,295	292,017	326,228	-	326,228	112,636	106,324	107,268	326,228	2.00	1.00	-
21220	CURRICULUM SUPERVISION		117,148	116,116	200,301	207,803	-	207,803	48,463	159,340	(0)	207,803	1.20	1.20	(0)
310312	ART TEACHERS		222,536	228,496	175,101	183,692	(9,710)	173,982	42,119	131,863	-	173,982	3.00	3.00	-
310316	COMPUTER TEACHERS		241,290	165,306	158,679	162,064	-	162,064	41,872	120,192	-	162,064	2.00	2.00	-
310320	ENGLISH TEACHERS		1,467,659	1,483,859	1,503,899	1,545,346	(143,459)	1,401,887	328,357	1,073,530	-	1,401,887	16.22	16.33	-
310322	HEALTHY LIVING		106,764	111,974	115,602	120,876	-	120,876	30,430	90,446	-	120,876	2.00	2.00	-
310324	FOR. LANG. TEACHERS		780,547	956,767	927,682	974,039	24,126	998,165	247,614	750,551	0	998,165	12.72	12.72	0
310330	MATH TEACHERS		1,317,262	1,237,729	1,228,907	1,261,704	26,138	1,287,842	315,315	972,527	(0)	1,287,842	13.72	13.72	(0)
310332	MUSIC TEACHERS		619,725	636,068	626,865	643,324	(62,471)	580,853	144,727	436,126	(0)	580,853	6.90	6.90	(0)
310334	PHYSICAL EDUCATION TEACHERS		470,856	490,250	516,224	534,998	-	534,998	127,336	407,927	(264)	535,262	6.00	6.00	(264)
310338	SCIENCE TEACHERS		921,613	1,029,016	1,024,880	1,067,163	20,922	1,088,084	262,641	825,443	(0)	1,088,084	12.22	12.31	(0)
310342	SOCIAL STUDIES TEACHERS		1,055,568	1,101,430	1,059,569	1,116,332	(43,104)	1,073,228	260,069	813,160	-	1,073,228	12.50	12.22	-
310344	TECH ED. TEACHERS		210,334	211,428	213,712	216,425	-	216,425	54,416	162,009	-	216,425	2.00	2.00	-
21302	SUBSTITUTE TEACHERS		70,148	72,132	89,530	78,000	-	78,000	10,130	-	67,870	78,000			-
21306	TEACHERS OF THE GIFTED		120,872	133,347	137,567	142,100	-	142,100	36,969	98,585	6,546	135,554	1.50	1.44	6,546
21317	STUDENT INTERNS		29,535	29,775	30,600	31,200	-	31,200	15,000	15,300	900	31,200			-
21401	LIBRARIANS		188,085	191,550	197,168	202,185	-	202,185	51,267	150,918	-	202,185	2.00	2.00	-
21402	GUIDANCE		370,378	368,027	415,440	439,209	-	439,209	90,028	281,364	67,817	386,828	5.00	5.00	52,380
21501	PRINCIPAL/DIRECTOR SECRETARY		160,043	204,292	220,144	220,489	-	220,489	75,014	155,147	(9,672)	230,161	4.00	4.00	(9,672)
21502	GUIDANCE SECRETARIES		66,261	68,701	70,062	68,689	2,779	71,468	24,739	46,729	-	71,468	1.00	1.00	-
21503	LIBRARY SECRETARY		46,768	-	-	-	-	-	-	-	-	-	-	-	-
21603	TEACHER AIDES		125,374	161,013	85,435	76,318	-	76,318	22,625	53,565	128	76,190	2.10	2.10	128
21604	LIBRARY MEDIA ASSISTANTS		46,484	-	-	-	-	-	-	-	-	-	-	-	-
61001	CUSTODIANS		486,361	499,421	502,572	513,634	-	513,634	177,386	336,310	(63)	513,697	7.00	7.00	(63)
101003	CLUBS AND COUNCILS		94,742	111,266	115,324	111,480	-	111,480	32,312	15,578	63,590	111,480			-
TOTAL PERSONNEL			9,804,460	10,072,065	10,093,325	10,433,528	(184,780)	10,248,749	2,617,312	7,327,317	304,120	10,199,694	116.08	114.94	49,055

124	OPERATING				ORIG	TRFRS	REV.	YTD	ENCUM.	AVAIL	FORE-	ADP	CURR	YR. END	
125					APPRO	ADJ.	BUD.	EXP	REQUES.	BUD.	CAST	STF	STF	EST.	
126	22001	TEXTBOOKS-NEW	4,069	-	-	-	-	-	-	-	-			-	
127	22002	TEXTBOOKS-REPLACEMENTS	1,896	4,315	3,503	4,378	-	4,378	-	2,739	1,639	4,378		-	
128	22003	TEXTBOOKS-CONSUMABLES	-	295	321	1,260	-	1,260	-	-	1,260	1,260		-	
129	23002	CLASSROOM REFERENCE	437	994	-	1,450	-	1,450	508	-	942	1,450		-	
130	23003	PERIODICALS	-	1,200	4,257	6,220	-	6,220	189	-	6,031	6,220		-	
131	23004	RESOURCE MATERIALS	3,633	7,866	2,340	4,648	-	4,648	-	-	4,648	4,648		-	
132	23010	MEDIA CONSUMABLES	3,571	3,175	2,285	3,750	-	3,750	315	-	3,435	3,750		-	
133	24008	HEALTHY LIVING TEACHING SUPP.	1,751	757	1,303	1,350	-	1,350	-	-	1,350	1,350		-	
134	24009	SCIENCE TEACHING SUPPLIES	10,435	13,748	15,420	16,860	-	16,860	4,967	798	11,095	16,860		-	
135	24011	GENERAL TEACHING SUPPLIES	33,692	34,338	41,742	35,360	-	35,360	622	1,293	33,444	35,360		-	
136	25001	MISC. OFFICE SUPPLIES	6,941	10,211	6,488	8,250	-	8,250	1,690	2,840	3,720	8,250		-	
137	25003	PROFESSIONAL DEVELOPMENT	5,916	5,570	4,214	6,000	-	6,000	795	730	4,475	6,000		-	
138	25008	GUIDANCE MATERIALS	-	-	-	500	-	500	-	-	500	500		-	
140	25019	COMPUTER INSTRUCTION SUPPLIES	-	-	-	-	-	-	-	-	-	-		-	
141	25026	DUES AND MEMBERSHIPS	1,285	1,153	1,651	2,746	-	2,746	1,538	957	251	2,746		-	
142	25030	COMPUTER SOFTWARE & SUPPLIES	4,000	-	-	-	-	-	-	-	-	-		-	
143	35000	POLICE AND FIRE SERVICES	4,428	6,064	5,125	5,500	-	5,500	2,612	-	2,888	5,500		-	
144	72035	DUPLICATORS AND COPIERS	-	-	-	-	-	-	-	-	-	-		-	
145	72044	REPAIRS AND SERVICE CONTRACT	-	-	850	1,000	-	1,000	-	-	1,000	1,000		-	
146	TOTAL OPERATING		82,056	89,688	89,497	99,272	-	99,272	13,236	9,357	76,679	99,272		-	
147															
148	EQUIPMENT														
150	73001	REPLACEMENT FURN/ EQUIPMENT	-	-	-	-	-	-	-	-	-	-		-	
152	123020	NEW CLASSROOM FURNITURE	4,719	659	990	9,934	-	9,934	-	-	9,934	9,934		-	
153															
154	TOTAL EQUIPMENT		4,719	659	990	9,934	-	9,934	-	-	9,934	9,934		-	
155															
156	TOTAL MIDDLESEX MIDDLE SCHOOL		9,891,236	10,162,412	10,183,813	10,542,734	(184,780)	10,357,955	2,630,547	7,336,674	390,733	10,308,900	116.08	114.94	49,055

157	RC - 5 HINDLEY ELEMENTARY SCHOOL		ACTUAL	ACTUAL	ACTUAL	ORIG	TRFRS	REV.	YTD	ENCUM.	AVAIL	FORE-	ADP	CURR	YR. END
158			2015 - 2016	2016 - 2017	2017 - 2018	APPRO	ADJ.	BUD.	EXP	REQUES.	BUD.	CAST	STF	STF	EST.
159	21101	PRINCIPAL	172,627	172,615	180,042	184,093	-	184,093	60,035	116,218	7,840	176,253	1.00	1.00	7,840
160	21102	ASSISTANT PRINCIPAL	103,969	119,104	129,919	132,842	2,697	135,539	33,353	102,186	-	135,539	1.00	1.00	-
161	21220	CURRICULUM SUPERVISION	16,731	17,473	17,572	18,432	-	18,432	4,389	14,043	-	18,432	-	-	-
162	510597	KINDERGARTEN	341,700	313,282	243,274	308,913	30,122	339,035	81,810	257,225	-	339,035	4.00	4.00	-
163	510501	GRADE 1 TEACHERS	321,695	268,861	358,678	367,878	(30,267)	337,611	77,910	259,701	-	337,611	4.00	4.00	-
164	510502	GRADE 2 TEACHERS	301,561	343,162	351,685	364,273	-	364,273	88,294	275,979	-	364,273	4.00	4.00	-
165	510503	GRADE 3 TEACHERS	293,975	306,134	304,784	333,964	-	333,964	79,988	253,976	-	333,964	4.00	4.00	-
166	510504	GRADE 4 TEACHERS	263,409	271,562	284,329	297,194	6,345	303,539	76,312	227,227	-	303,539	4.00	4.00	-
167	510505	GRADE 5 TEACHERS	247,148	272,051	313,132	368,265	(30,854)	337,411	80,511	256,900	-	337,411	4.00	4.00	-
168	510524	FOREIGN LANGUAGE TEACHER	58,282	60,611	62,968	65,840	-	65,840	15,194	50,646	-	65,840	1.00	1.00	-
169	510534	PHYSICAL ED TEACHERS	102,411	66,183	91,787	96,354	5,795	102,149	23,573	78,577	0	102,149	1.50	1.50	0
170	21302	SUBSTITUTE TEACHERS	35,450	30,053	19,975	22,884	-	22,884	3,350	-	19,534	22,884	-	-	-
171	21306	TEACHERS OF THE GIFTED	31,053	37,504	40,331	42,630	4,737	47,367	10,931	36,436	-	47,367	0.44	0.44	0
172	21313	MUSIC TEACHERS	171,974	164,493	167,006	173,086	-	173,086	45,863	127,222	1	173,085	2.10	2.10	1
173	21314	ART TEACHERS	103,586	104,125	105,250	106,586	-	106,586	24,597	81,989	-	106,586	1.00	1.00	-
174	21317	STUDENT INTERNS	21,595	15,000	31,200	31,200	-	31,200	15,000	15,300	900	31,200	-	-	-
175	21401	LIBRARIANS	103,586	104,125	105,250	106,586	-	106,586	24,597	81,989	-	106,586	1.00	1.00	-
176	21501	PRINCIPAL/DIRECTOR SECRETARY	54,846	104,672	102,282	104,431	4,215	108,646	33,945	74,701	-	108,646	2.00	2.00	-
177	21603	TEACHER AIDES	268,725	242,697	214,443	214,708	-	214,708	60,924	162,465	(8,681)	223,389	6.00	6.00	(8,681)
178	61001	CUSTODIANS	208,682	215,072	215,900	220,512	-	220,512	76,116	144,350	46	220,466	3.00	3.00	46
179	101003	CLUBS AND COUNCILS	5,341	5,644	5,885	6,471	-	6,471	863	-	5,608	6,471	-	-	-
180	TOTAL PERSONNEL		3,228,346	3,234,425	3,345,693	3,567,142	(7,210)	3,559,932	917,554	2,617,130	25,248	3,560,726	44.04	44.04	(794)
182	OPERATING														
183	22002	TEXTBOOKS-REPLACEMENTS	8,282	5,480	3,387	3,473	-	3,473	1,297	265	1,911	3,473	-	-	-
184	22003	TEXTBOOKS-CONSUMABLES	22,592	21,959	28,183	27,608	-	27,608	16,830	195	10,583	27,608	-	-	-
185	23002	CLASSROOM REFERENCE	2,312	2,509	988	1,042	-	1,042	204	-	838	1,042	-	-	-
186	23003	PERIODICALS	2,635	2,231	67	347	-	347	-	-	347	347	-	-	-
187	23010	AUDIO VISUAL CONSUMABLES	-	-	308	347	-	347	-	39	308	347	-	-	-
188	24009	SCIENCE TEACHING SUPPLIES	4,703	3,426	4,579	5,903	-	5,903	2,518	104	3,281	5,903	-	-	-
189	24011	GENERAL TEACHING SUPPLIES	20,113	22,444	17,386	16,668	-	16,668	14,878	620	1,171	16,668	-	-	-
190	25001	MISC. OFFICE SUPPLIES	1,532	1,572	929	1,000	-	1,000	456	301	243	1,000	-	-	-
191	25002	PROFESSIONAL LIBRARY PURCHASE	93	329	274	500	-	500	-	-	500	500	-	-	-
192	25003	PROFESSIONAL DEVELOPMENT	1,702	2,427	1,188	1,788	-	1,788	257	-	1,531	1,788	-	-	-
193	25026	DUES AND MEMBERSHIPS	-	197	-	400	-	400	-	-	400	400	-	-	-
194	35000	POLICE AND FIRE SERVICES	915	645	1,444	800	-	800	1,152	-	(352)	1,152	-	-	(352)
195	72035	DUPLICATORS AND COPIERS	-	-	-	-	-	-	-	-	-	-	-	-	-
197	TOTAL OPERATING		64,879	63,219	58,733	59,876	-	59,876	37,591	1,525	20,760	60,228			(352)
198	EQUIPMENT														
200	73020	REP. CLASSROOM FURNITURE	3,489	-	1,020	1,000	-	1,000	-	-	1,000	1,000	-	-	-
203	TOTAL HINDLEY ELEMENTARY SCH.		3,296,714	3,297,644	3,405,446	3,628,018	(7,210)	3,620,808	955,146	2,618,654	47,008	3,621,955	44.04	44.04	(1,146)

204	RC - 7 HOLMES ELEMENTARY SCHOOL		ACTUAL	ACTUAL	ACTUAL	ORIG	TRFRS	REV.	YTD	ENCUM.	AVAIL	FORE-	ADP	CURR	YR. END
205			2015 - 2016	2016 - 2017	2017 - 2018	APPRO	ADJ.	BUD.	EXP	REQUES.	BUD.	CAST	STF	STF	EST.
206	21101	PRINCIPAL	172,627	176,080	180,042	184,093	-	184,093	63,725	120,369	-	184,093	1.00	1.00	-
207	21102	ASSISTANT PRINCIPAL	108,128	116,418	129,919	132,842	-	132,842	30,656	102,186	-	132,842	1.00	1.00	-
208	21220	CURRICULUM SUPERVISION	16,972	16,229	15,891	18,432	-	18,432	3,780	12,096	2,556	18,432			-
209	710797	KINDERGARTEN TEACHERS	341,490	360,247	319,938	362,892	(78,137)	284,755	68,359	216,396	-	284,755	4.00	3.00	-
210	710701	GRADE 1 TEACHERS	249,014	202,702	227,064	264,755	2,475	267,230	61,668	205,562	-	267,230	4.00	4.00	-
211	710702	GRADE 2 TEACHERS	278,149	291,959	242,557	302,289	10,337	312,626	72,144	240,482	-	312,626	4.00	4.00	-
212	710703	GRADE 3 TEACHERS	327,360	291,466	298,839	253,900	(13,720)	240,180	62,363	177,817	-	240,180	3.00	3.00	-
213	710704	GRADE 4 TEACHERS	200,569	248,524	236,644	264,576	-	264,576	63,819	200,757	-	264,576	4.00	4.00	-
214	710705	GRADE 5 TEACHERS	200,132	242,545	315,710	329,938	-	329,938	79,711	250,227	-	329,938	4.00	4.00	-
215	710724	FOREIGN LANGUAGE TEACHER	51,764	53,382	55,379	57,905	1,682	59,587	13,751	45,836	-	59,587	1.00	1.00	-
216	710734	PHYSICAL ED. TEACHERS	88,296	83,874	94,189	92,467	-	92,467	22,270	70,198	(0)	92,467	1.50	1.50	(0)
217	21302	SUBSTITUTE TEACHERS	19,107	37,479	39,906	20,078	-	20,078	4,700	-	15,378	20,078			-
218	21306	TEACHERS OF THE GIFTED	28,987	30,835	31,774	32,625	9,986	42,611	11,621	30,990	0	42,611	0.46	0.46	0
219	21313	MUSIC TEACHERS	179,892	187,411	195,403	202,744	(6,910)	195,834	50,131	145,703	-	195,834	2.20	2.20	-
220	21314	ART TEACHERS	71,846	74,965	77,997	81,555	-	81,555	22,242	59,313	-	81,555	1.00	1.00	-
221	21317	STUDENT INTERNS	29,350	30,030	30,900	31,200	-	31,200	22,800	-	8,400	31,200			-
222	21401	LIBRARIANS	68,941	19,979	-	74,728	(23,333)	51,395	11,860	39,535	-	51,395	1.00	1.00	-
223	21501	PRINCIPAL/DIRECTOR SECRETARY	55,622	105,460	109,079	105,652	4,265	109,916	34,385	75,531	-	109,916	2.00	2.00	-
224	21603	TEACHER AIDES	236,898	235,794	211,628	215,627	-	215,627	60,965	162,577	(7,916)	223,543	6.00	6.00	(7,916)
225	61001	CUSTODIANS	206,660	212,222	216,296	220,387	-	220,387	76,173	144,269	(55)	220,442	3.00	3.00	(55)
226	101003	CLUBS AND COUNCILS	5,198	2,210	3,393	4,149	-	4,149	1,337	1,818	995	4,149			-
227	TOTAL PERSONNEL		2,937,002	3,019,811	3,032,547	3,252,833	(93,355)	3,159,478	838,459	2,301,660	19,358	3,167,448	43.16	42.16	(7,971)
228															
229	OPERATING														
230	22002	TEXTBOOKS-REPLACEMENTS	3,209	3,923	4,504	3,800	-	3,800	-	-	3,800	3,800			-
231	22003	TEXTBOOKS-CONSUMABLES	22,637	21,844	25,405	27,957	-	27,957	17,137	-	10,820	27,957			-
232	23002	CLASSROOM REFERENCE	771	450	1,297	-	-	-	-	-	-	-			-
233	23003	PERIODICALS	1,735	3,141	3,220	3,148	-	3,148	2,308	-	840	3,148			-
234	23010	AUDIO VISUAL CONSUMABLES	-	-	-	-	-	-	-	-	-	-			-
235	24009	SCIENCE TEACHING SUPPLIES	7,642	5,104	1,569	4,000	-	4,000	1,960	354	1,687	4,000			-
236	24011	GENERAL TEACHING SUPPLIES	20,179	20,688	20,009	17,012	-	17,012	10,866	3,017	3,129	17,012			-
237	25001	MISC. OFFICE SUPPLIES	1,493	1,839	2,767	1,000	-	1,000	443	-	557	1,000			-
238	25002	PROFESSIONAL LIBRARY PURCHASE	124	547	293	400	-	400	391	-	9	400			-
239	25003	PROFESSIONAL DEVELOPMENT	1,856	1,621	1,620	1,723	-	1,723	147	-	1,576	1,723			-
241	25026	DUES AND MEMBERSHIPS	335	100	89	400	-	400	90	-	310	400			-
242	35000	POLICE AND FIRE SERVICES	3,506	3,592	8,047	3,800	-	3,800	2,241	-	1,559	3,800			-
243	72035	DUPLICATORS AND COPIERS	-	-	-	-	-	-	-	-	-	-			-
244	72044	REPAIRS AND SERVICE CONTRACT	-	-	-	-	-	-	-	-	-	-			-
245	TOTAL OPERATING		63,488	62,850	68,820	63,240	-	63,240	35,582	3,370	24,288	63,240			-
246															
247	EQUIPMENT														
248	73020	REPLACEMENT CLASSROOM FURN.	949	901	1,001	1,000	-	1,000	-	1,000	-	1,000			-
249															
250	TOTAL HOLMES SCHOOL		3,001,439	3,083,562	3,102,368	3,317,073	(93,355)	3,223,718	874,041	2,306,031	43,646	3,231,688	43.16	42.16	(7,971)

251	RC - 8	OX RIDGE ELEMENTARY SCHOOL	ACTUAL	ACTUAL	ACTUAL	ORIG	TRFRS	REV.	YTD	ENCUM.	AVAIL	FORE-	ADP	CURR	YR. END
252			2015 - 2016	2016 - 2017	2017 - 2018	APPRO	ADJ.	BUD.	EXP	REQUES.	BUD.	CAST	STF	STF	EST.
253		21101 PRINCIPAL	172,580	176,080	181,042	185,093	-	185,093	63,997	120,369	727	184,366	1.00	1.00	727
254		21102 ASSISTANT PRINCIPAL	108,128	111,941	129,919	132,842	-	132,842	30,656	102,186	-	132,842	1.00	1.00	-
255		21220 CURRICULUM SUPERVISION	17,213	18,369	17,822	18,432	-	18,432	4,267	13,655	510	17,922			510
256		810897 KINDERGARTEN TEACHERS	295,241	323,901	246,771	257,371	-	257,371	59,393	197,978	-	257,371	3.00	3.00	-
257		810801 GRADE 1 TEACHERS	232,861	305,505	344,140	301,199	(19,863)	281,336	68,977	212,359	-	281,336	3.00	3.00	-
258		810802 GRADE 2 TEACHERS	321,217	257,061	333,907	355,576	-	355,576	82,056	273,520	-	355,576	4.00	4.00	-
259		810803 GRADE 3 TEACHERS	257,149	252,450	231,524	296,627	39,829	336,456	77,644	258,812	-	336,456	4.00	4.00	-
260		810804 GRADE 4 TEACHERS	247,650	246,725	257,372	214,279	(33,686)	180,593	41,468	127,442	11,683	168,910	3.00	3.00	11,683
261		810805 GRADE 5 TEACHERS	274,702	345,626	359,483	371,963	-	371,963	89,721	282,242	-	371,963	4.00	4.00	-
262		810824 FOREIGN LANGUAGE TEACHER	90,642	50,657	62,537	66,545	6,135	72,680	16,772	55,908	-	72,680	1.00	1.00	-
263		810834 PHYSICAL EDUCATION TEACHERS	142,969	104,399	109,290	114,756	-	114,756	27,413	87,343	(0)	114,756	1.50	1.50	(0)
264		21302 SUBSTITUTE TEACHERS	12,772	20,816	19,400	19,504	(18,904)	600	5,150	-	(4,550)	19,504			(18,904)
265		21306 TEACHERS OF THE GIFTED	42,201	46,882	50,417	53,290	8,882	62,172	15,465	46,706	(0)	62,172	0.58	0.58	(0)
266		21313 MUSIC TEACHERS	208,630	222,377	225,961	230,555	(10,364)	220,191	53,144	167,048	0	220,191	2.40	2.40	0
267		21314 ART TEACHERS	87,137	90,805	96,613	100,839	-	100,839	27,502	73,337	-	100,839	1.00	1.00	-
268		21317 STUDENT INTERNS	29,120	30,000	31,200	31,200	-	31,200	31,200	-	-	31,200			-
269		21401 LIBRARIANS	106,748	65,121	95,766	107,311	-	107,311	24,764	82,547	-	107,311	1.00	1.00	-
270		21501 PRINCIPAL/DIRECTOR SECRETARY	55,741	106,244	107,966	105,850	4,281	110,131	34,459	75,672	-	110,131	2.00	2.00	-
271		21603 TEACHER AIDES	238,588	215,288	214,506	215,399	-	215,399	56,233	149,397	9,770	205,629	5.50	5.50	9,770
272		61001 CUSTODIANS	206,878	214,643	216,107	220,158	-	220,158	75,994	144,119	45	220,113	3.00	3.00	45
273		101003 CLUBS AND COUNCILS	7,363	4,690	6,079	7,080	-	7,080	1,215	-	5,865	7,080			-
274		TOTAL PERSONNEL	3,155,528	3,209,578	3,337,821	3,405,869	(23,691)	3,382,178	887,491	2,470,638	24,050	3,378,347	40.98	40.98	3,831
275															
276		OPERATING													
277		22002 TEXTBOOKS-REPLACEMENTS	2,473	4,542	2,179	3,098	-	3,098	1,261	-	1,837	3,098			-
278		22003 TEXTBOOKS-CONSUMABLES	25,567	25,432	25,301	24,604	-	24,604	23,732	350	522	24,604			-
279		23002 CLASSROOM REFERENCE	902	975	988	929	-	929	-	-	929	929			-
280		23003 PERIODICALS	2,176	2,193	329	310	-	310	-	-	310	310			-
281		23010 CONSUMABLES	-	-	241	310	-	310	-	-	310	310			-
282		24009 SCIENCE TEACHING SUPPLIES	3,711	3,051	2,035	5,266	-	5,266	4,369	653	244	5,266			-
283		24011 GENERAL TEACHING SUPPLIES	17,802	15,877	15,722	14,868	-	14,868	14,016	6	845	14,868			-
284		25001 MISC OFFICE SUPPLIES	955	995	977	1,000	-	1,000	113	20	867	1,000			-
285		25002 PROFESSIONAL LIBRARY PURCHASE	-	455	435	500	-	500	-	-	500	500			-
286		25003 PROFESSIONAL DEVELOPMENT	2,394	1,676	1,459	1,593	-	1,593	229	-	1,364	1,593			-
287		25026 DUES AND MEMBERSHIPS	59	293	59	400	-	400	-	255	145	400			-
288		35000 POLICE AND FIRE SERVICES	530	440	1,346	500	-	500	593	-	(93)	593			(93)
289		72035 DUPLICATORS AND COPIERS	-	-	-	-	-	-	-	-	-	-			-
290		72044 REPAIRS AND SERVICE CONTRACT	-	-	-	-	-	-	-	-	-	-			-
291		TOTAL OPERATING	56,567	55,927	51,072	53,378	-	53,378	44,313	1,285	7,780	53,471			(93)
292															
293		EQUIPMENT													
294		73001 REPL. CLASSROOM FURNITURE	-	-	-	-									
295		73020 REPL. CLASSROOM FURNITURE	877	922	889	1,000	-	1,000	-	-	1,000	1,000			-
296				922											
297		TOTAL OX RIDGE SCHOOL	3,212,973	3,266,427	3,389,782	3,460,247	(23,691)	3,436,556	931,804	2,471,923	32,830	3,432,818	40.98	40.98	3,738

298	RC - 9	ROYLE ELEMENTARY SCHOOL	ACTUAL 2015 - 2016	ACTUAL 2016 - 2017	ACTUAL 2017 - 2018	ORIG APPRO	TRFRS ADJ.	REV. BUD.	YTD EXP	ENCUM. REQUES.	AVAIL BUD.	FORE- CAST	ADP STF	CURR STF	YR. END EST.
299															
300	21101	PRINCIPAL	76,434	176,080	180,042	184,093	-	184,093	63,725	120,369	-	184,093	1.00	1.00	-
301	21102	ASSISTANT PRINCIPAL	120,076	122,545	129,919	132,842	-	132,842	30,656	102,186	-	132,842	1.00	1.00	-
302	21220	CURRICULUM SUPERVISION	17,454	16,136	17,322	18,432	-	18,432	4,146	13,266	1,020	18,432			-
303	910997	KINDERGARTEN TEACHERS	246,185	159,289	170,553	186,826	34,755	221,581	53,564	168,017	-	221,581	3.00	3.00	-
304	910901	GRADE 1 TEACHERS	237,712	369,160	298,654	309,785	(4,048)	305,737	70,555	235,182	-	217,489	3.00	3.00	-
305	910902	GRADE 2 TEACHERS	239,966	199,111	299,203	255,054	(37,565)	217,489	56,779	160,710	-	217,489	3.00	3.00	-
306	910903	GRADE 3 TEACHERS	237,218	250,563	191,283	255,283	19,863	275,146	63,495	211,651	-	275,146	4.00	4.00	-
307	910904	GRADE 4 TEACHERS	206,665	218,028	226,692	238,783	(19,385)	219,398	50,630	168,768	-	219,398	3.00	3.00	-
308	910905	GRADE 5 TEACHERS	260,072	266,361	274,453	283,052	-	283,052	69,122	213,930	-	283,052	3.00	3.00	-
309	910924	FOREIGN LANGUAGE TEACHER	50,009	52,525	53,906	56,642	-	56,642	15,448	41,194	-	56,642	1.00	1.00	-
310	910934	PHYSICAL ED. TEACHERS	102,715	82,298	84,917	88,654	1,159	89,813	20,726	69,087	(0)	89,813	1.10	1.10	(0)
311	21302	SUBSTITUTE TEACHERS	17,100	22,819	15,333	18,099	-	18,099	3,535	-	14,564	18,099			-
312	21306	TEACHERS OF THE GIFTED	49,160	52,300	53,471	54,597	17,310	71,907	19,611	52,296	0	71,907	0.79	0.79	0
313	21313	MUSIC TEACHERS	173,849	174,535	179,020	183,950	-	183,950	45,591	138,359	0	183,950	2.20	2.20	0
314	21314	ART TEACHERS	100,783	107,303	108,462	109,839	-	109,839	20,278	67,593	21,968	87,871	1.00	1.00	21,968
315	21317	STUDENT INTERNS	22,475	22,275	30,300	31,200	-	31,200	7,800	15,600	7,800	31,200			-
316	21401	LIBRARIANS	60,611	63,458	69,690	72,680	-	72,680	16,772	55,908	-	72,680	1.00	1.00	-
317	21501	PRINCIPAL/DIRECTOR SECRETARY	56,606	105,764	118,348	126,353	5,102	131,455	45,504	85,951	-	131,455	2.00	2.00	-
318	21603	TEACHER AIDES	224,777	199,960	196,448	213,614	-	213,614	50,562	134,834	28,218	185,396	6.00	5.00	28,218
319	61001	CUSTODIANS	200,389	209,839	200,959	220,096	-	220,096	61,234	142,868	15,994	220,096	3.00	2.00	-
320	101003	CLUBS AND COUNCILS	5,840	3,592	3,930	4,314	-	4,314	863	-	3,451	4,314			-
321		TOTAL PERSONNEL	2,706,093	2,873,942	2,902,904	3,044,188	17,191	3,061,379	770,595	2,197,768	93,016	3,011,192	39.09	37.09	50,186
322															
323		OPERATING													
324	22002	TEXTBOOKS-REPLACEMENTS	5,395	2,696	3,553	2,828	-	2,828	421	-	2,407	2,828			-
325	22003	TEXTBOOKS-CONSUMABLES	23,023	23,033	22,639	22,700	-	22,700	16,107	75	6,518	22,700			-
326	23002	CLASSROOM REFERENCE	-	-	-	848	-	848	-	-	848	848			-
	23010	AUDIO VISUAL CONSUMABLES	-	-	-	283	-	283	-	-	283	283			-
327	23003	PERIODICALS	2,439	2,358	879	283	-	283	55	-	228	283			-
329	24009	SCIENCE TEACHING SUPPLIES	3,369	5,294	3,885	4,807	-	4,807	432	48	4,327	4,807			-
330	24011	GENERAL TEACHING SUPPLIES	14,388	13,958	13,812	13,572	-	13,572	9,257	110	4,205	13,572			-
331	25001	MISC. OFFICE SUPPLIES	701	768	689	1,000	-	1,000	354	154	492	1,000			-
332	25002	PROFESSIONAL LIBRARY PURCHASE	195	-	-	500	-	500	-	-	500	500			-
333	25003	PROFESSIONAL DEVELOPMENT	380	1,390	1,379	1,463	-	1,463	-	-	1,463	1,463			-
334	25026	DUES AND MEMBERSHIPS	-	-	-	400	-	400	-	-	400	400			-
335	35000	POLICE AND FIRE SERVICES	385	120	991	500	-	500	572	-	(72)	572			(72)
336	72035	DUPLICATORS AND COPIERS	-	-	-	-	-	-	-	-	-	-			-
337		TOTAL OPERATING	50,275	49,617	47,826	49,184	-	49,184	27,198	387	21,599	49,256			(72)
338															
339		EQUIPMENT													
340	73020	REPL. CLASSROOM FURNITURE	2,156	848	946	1,000	-	1,000	892	-	108	1,000			-
341															
342		TOTAL ROYLE SCHOOL	2,758,524	2,924,408	2,951,676	3,094,372	17,191	3,111,563	798,685	2,198,155	114,722	3,061,448	39.09	37.09	50,115

343	RC - 10 TOKENEKE ELEMENTARY SCHOOL		ACTUAL	ACTUAL	ACTUAL	ORIG	TRFRS	REV.	YTD	ENCUM.	AVAIL	FORE-	ADP	CURR	YR. END
344			2015 - 2016	2016 - 2017	2017 - 2018	APPRO	ADJ.	BUD.	EXP	REQUES.	BUD.	CAST	STF	STF	EST.
345	21101	PRINCIPAL	172,627	176,080	180,042	184,093	-	184,093	63,725	120,369	-	184,093	1.00	1.00	-
346	21102	ASSISTANT PRINCIPAL	120,142	122,545	129,919	132,842	-	132,842	30,656	102,186	-	132,842	1.00	1.00	-
347	21220	CURRICULUM SUPERVISION	16,490	16,248	17,572	18,432	-	18,432	4,389	14,043	-	18,432			-
348	1011097	KINDERGARTEN TEACHERS	255,912	218,518	282,382	303,046	(7,603)	295,443	68,179	227,264	-	295,443	4.00	4.00	-
349	1011001	GRADE 1 TEACHERS	322,505	314,079	288,890	298,501	-	298,501	74,222	224,279	-	298,501	4.00	4.00	-
350	1011002	GRADE 2 TEACHERS	263,578	274,733	310,293	276,515	45,957	322,472	74,417	248,055	-	322,472	3.00	4.00	-
351	1011003	GRADE 3 TEACHERS	224,431	283,927	298,232	310,608	-	310,608	71,679	238,929	-	310,608	4.00	4.00	-
352	1011004	GRADE 4 TEACHERS	358,679	343,486	374,662	403,519	(18,871)	384,648	88,765	295,883	-	384,648	4.00	4.00	-
353	1011005	GRADE 5 TEACHERS	258,903	257,691	289,856	288,793	-	288,793	70,226	218,567	-	288,793	4.00	4.00	-
354	1011024	FOREIGN LANGUAGE TEACHER	58,282	62,364	64,595	67,436	2,379	69,815	16,111	53,704	-	69,815	1.00	1.00	-
355	1011034	PHYSICAL ED. TEACHERS	59,660	69,457	76,470	80,622	4,637	85,259	19,675	65,584	(0)	85,259	1.40	1.40	(0)
356	21302	SUBSTITUTE TEACHERS	25,050	24,050	24,315	19,027	-	19,027	6,650	-	12,377	19,027			-
357	21306	TEACHERS OF THE GIFTED	18,092	18,760	20,175	21,325	2,369	23,694	5,468	18,226	-	23,694	0.22	0.22	-
358	21313	MUSIC TEACHERS	171,824	154,471	156,973	162,786	-	162,786	42,108	120,554	123	162,663	2.00	2.00	123
359	21314	ART TEACHERS	103,586	45,334	46,467	48,913	8,992	57,905	18,432	61,441	(21,968)	79,873	1.00	1.20	(21,968)
360	21317	STUDENT INTERNS	22,570	29,100	30,600	31,200	-	31,200	30,000	-	1,200	31,200			-
361	21401	LIBRARIANS	100,783	107,303	108,462	109,839	-	109,839	29,956	79,883	-	109,839	1.00	1.00	-
362	21501	PRINCIPAL/DIRECTOR SECRETARY	54,311	103,726	109,524	107,533	4,171	111,703	34,860	76,843	-	111,703	2.00	2.00	-
363	21603	TEACHER AIDES	207,991	193,654	195,960	178,546	-	178,546	60,718	161,920	(44,092)	222,638	5.50	6.00	(44,092)
364	61001	CUSTODIANS	209,062	215,396	196,576	217,662	-	217,662	75,078	142,351	233	217,429	3.00	3.00	233
365	101003	CLUBS AND COUNCILS	6,078	5,632	2,600	5,427	-	5,427	855	-	4,572	5,427			-
366	TOTAL PERSONNEL		3,030,556	3,036,554	3,204,562	3,266,664	42,031	3,308,695	886,167	2,470,082	(47,554)	3,374,397	42.12	43.82	(65,703)
367															
368	OPERATING														
369	22002	TEXTBOOKS-REPLACEMENTS	2,611	3,965	2,806	3,458	-	3,458	-	-	3,458	3,458			-
370	22003	TEXTBOOKS-CONSUMABLES	24,458	26,653	22,530	27,338	-	27,338	19,194	159	7,985	27,338			-
371	23002	CLASSROOM REFERENCE	560	853	906	1,037	-	1,037	67	-	971	1,037			-
372	23003	PERIODICALS	1,968	2,999	207	346	-	346	-	-	346	346			-
373	23010	AUDIO VISUAL CONSUMABLES	-	-	-	346	-	346	-	-	346	346			-
374	24009	SCIENCE TEACHING SUPPLIES	5,988	4,830	5,720	5,878	-	5,878	760	127	4,991	5,878			-
375	24011	GENERAL TEACHING SUPPLIES	17,018	16,111	14,624	16,596	-	16,596	10,754	175	5,668	16,596			-
376	25001	MISC. OFFICE SUPPLIES	793	981	1,035	1,000	-	1,000	852	84	64	1,000			-
377	25002	PROFESSIONAL LIBRARY PURCHASE	-	-	182	500	-	500	-	-	500	500			-
378	25003	PROFESSIONAL DEVELOPMENT	489	767	522	1,723	-	1,723	-	-	1,723	1,723			-
379	25026	DUES AND MEMBERSHIPS	-	-	-	400	-	400	-	-	400	400			-
380	35000	POLICE AND FIRE SERVICES	385	348	1,451	500	-	500	303	-	197	500			-
381	72035	DUPLICATORS AND COPIERS	-	-	-	-	-	-	-	-	-	-			-
382	72044	REPAIRS AND SERVICE CONTRACT	-	-	-	-	-	-	-	-	-	-			-
383	TOTAL OPERATING		54,270	57,507	49,982	59,122	-	59,122	31,930	545	26,647	59,122			-
384															
385	73020	NEW CLASSROOM FURNITURE	253	882	666	1,000	-	1,000	929	-	71	1,000			-
386	123020	NEW CLASSROOM FURNITURE	945	-	-	-	-	-	-	-	-	-			-
387			1,198	882	666	1,000	-	1,000	929	-	71	1,000	-	-	-
388															
389	TOTAL TOKENEKE SCHOOL		3,086,024	3,094,943	3,255,211	3,326,786	42,031	3,368,817	919,026	2,470,626	(20,835)	3,434,519	42.12	43.82	(65,703)

390	RC - 11	PHYSICAL EDUCATION	ACTUAL	ACTUAL	ACTUAL	ORIG	TRFRS	REV.	YTD	ENCUM.	AVAIL	FORE-	ADP	CURR	YR. END
391			2015 - 2016	2016 - 2017	2017 - 2018	APPRO	ADJ.	BUD.	EXP	REQUES.	BUD.	CAST	STF	STF	EST.
392	21201	DIRECTOR	165,080	168,382	172,171	221,045	-	221,045	73,211	147,834	-	221,045	1.50	2.00	-
393	21501	PRINCIPAL/DIRECTOR SECRETARY	65,987	68,270	69,624	68,323	-	68,323	24,583	46,435	(2,695)	71,018	1.00	1.00	(2,695)
394	21220	CURRICULUM SUPERVISION	38,340	42,433	-	-	-	-	-	-	-	-	-	-	-
395	41006	ATHLETIC TRAINING SERVICES	60,100	71,138	103,551	100,403	2,259	102,662	29,699	74,663	(1,700)	104,362	2.00	2.00	(1,700)
396	61004	FACILITIES-CUSTODIAL	37,794	26,484	31,247	26,500	-	26,500	1,507	-	24,993	26,500			-
397	101001	WEIGHT ROOM DARIEN HS	15,263	15,452	7,652	15,300	-	15,300	500	-	14,800	15,300			-
398	101002	INTERSCHOLASTICS DARIEN HS	520,933	560,827	585,240	579,853	-	579,853	140,133	57,596	382,125	579,853			-
399	101005	SPORTS PROGRAMS-MIDDLESEX	41,550	41,555	42,631	42,050	-	42,050	6,150	-	35,900	42,050			-
400	101008	INTRAMURALS-ELEMENTARY	7,847	10,023	1,551	10,329	-	10,329	-	-	10,329	10,329			-
401	101,009	INTRAMURALS-DARIEN HS	350	3,119	1,000	4,000	-	4,000	-	-	4,000	4,000			-
402		TOTAL PERSONNEL	953,244	1,007,683	1,014,667	1,067,803	2,259	1,070,062	275,783	326,528	467,752	1,074,457	4.50	5.00	(4,395)
403															
404		OPERATING													
405	12001	CONSULTANT SERVICES	1,000	1,200	1,600	1,000	-	1,000	400	-	600	1,000			-
406	22001	TEXTBOOKS-NEW	1,000	1,000	1,000	1,000	-	1,000	250	-	750	1,000			-
407	23004	RESOURCE MATERIALS	1,650	1,650	1,645	1,650	-	1,650	249	-	1,401	1,650			-
408	23010	CONSUMABLES	1,500	1,006	1,610	1,600	-	1,600	-	-	1,600	1,600			-
409	24004	PHYS ED TEACHING SUPPLIES	12,481	10,336	13,051	14,081	-	14,081	6,342	3,220	4,519	14,081			-
410	24006	ATHLETIC TRAINING SUPPLIES	4,795	5,183	6,157	6,000	-	6,000	3,263	-	2,737	6,000			-
411	25002	PROFESSIONAL LIBRARY PURCHASE	441	550	500	500	-	500	-	-	500	500			-
412	25003	PROFESSIONAL DEVELOPMENT	1,991	3,173	2,205	2,000	-	2,000	4,105	-	(2,105)	4,105			(2,105)
413	25026	DUES AND MEMBERSHIPS	3,000	2,948	3,205	3,000	-	3,000	910	-	2,090	3,000			-
414	52008	INTERSCHOLASTIC TRANS. DHS	278,469	283,769	314,395	291,384	-	291,384	40,826	325	250,233	291,384			-
415	72047	PHYS EDUCATION REPAIRS/SAFETY	5,000	4,600	5,000	5,000	-	5,000	968	-	4,033	5,000			-
416	102001	INTERSCHOLASTICS/DARIEN HS	179,956	259,379	249,321	247,120	-	247,120	71,398	80,145	95,577	247,120			-
417	102002	INTRAMURALS-MIDDLESEX	2,500	4,299	2,470	2,500	-	2,500	-	-	2,500	2,500			-
418	102004	INTERSCHOLASTIC-OFFICIALS	130,366	141,272	182,531	146,667	-	146,667	30,990	-	115,677	146,667			-
419	102005	STUDENT ACTIVITY FUND	(1,292)	-	-	-	-	-	823	5,708	(6,531)	-			-
420	121000	IMPROVEMENT OF SITES	1,860	2,000	2,065	2,000	-	2,000	-	434	1,566	2,000			-
421		TOTAL OPERATING	624,716	722,366	786,756	725,502	-	725,502	160,523.06	89,831.93	475,147	727,607			(2,105)
422															
423		EQUIPMENT													
424	73013	REPL. PHYS ED EQUIPMENT	2,204	3,000	5,005	5,000	-	5,000	-	-	5,000	5,000			-
425	123013	NEW PHYSICAL ED EQUIPMENT	3,000	969	1,163	1,000	-	1,000	-	-	1,000	1,000			-
426		TOTAL EQUIPMENT	5,204	3,969	6,168	6,000	-	6,000	-	-	6,000	6,000			-
427															
428		TOTAL PHYSICAL EDUCATION	1,583,164	1,734,017	1,807,591	1,799,305	2,259	1,801,564	436,306	416,359	948,899	1,808,064	4.50	5.00	(6,500)
429															
430															
431															
432		REVENUE				Orig. Bud	Adjust.	Rev. Bud.	Rev. Received		Rev. Expected	Rev. Forecast			Surplus/ (Shortfall)
433	102006	REV. - SUMMER SCHOOL FIELD USE	(35,000)	(35,000)	(35,000)	(35,000)	-	(35,000)	-	-	(35,000)	(35,000)			-
434															
435		NET COST PHYSICAL EDUCATION	1,548,164	1,699,017	1,772,591	1,764,305		1,766,564	436,306	416,359	913,899	1,773,064	4.50	5.00	(6,500)

436	RC - 12	MAINTENANCE	ACTUAL	ACTUAL	ACTUAL	ORIG	TRFRS	REV.	YTD	ENCUM.	AVAIL	FORE-	ADP	CURR	YR. END
437			2015 - 2016	2016 - 2017	2017 - 2018	APPRO	ADJ.	BUD.	EXP	REQUES.	BUD.	CAST	STF	STF	EST.
438	11031	FACILITIES MANAGER	141,402	144,937	148,198	148,198	3,335	151,533	52,454	99,079	-	151,533	1.00	1.00	-
439	11032	SECRETARY	65,987	68,727	57,665	67,005	2,702	69,707	24,129	45,577	-	69,707	1.00	-	0
440	61003	CUSTODIAL SUPERVISOR	86,705	91,516	90,030	91,923	-	91,923	31,922	59,981	20	91,903	1.00	1.00	20
441	61005	CUSTODIAL O/T SCH. EMERGENCY	117,733	52,027	107,423	45,000	-	45,000	38,922	-	6,078	45,000			-
442	71001	GROUNDKEEPERS	363,094	379,206	375,981	383,510	-	383,510	132,404	252,757	(1,650)	385,160	5.00	5.00	(1,650)
443	71002	GROUNDS OVERTIME	14,546	7,549	7,820	10,000	-	10,000	4,072	-	5,928	10,000			-
444	71003	MAINTENANCE	718,546	747,014	753,648	768,726	-	768,726	267,255	502,738	(1,267)	769,993	8.00	8.00	(1,267)
445	71004	MAINTENANCE OVERTIME	24,725	29,036	34,666	23,000	-	23,000	17,139	-	5,861	23,000			-
446	71005	SPRING/SUMMER HELP PART-TIME	111,598	99,258	98,381	85,000	-	85,000	52,068	-	32,932	85,000			-
447	TOTAL PERSONNEL		1,644,337	1,619,271	1,673,810	1,622,362	6,037	1,628,399	620,365	960,132	47,901	1,631,296	16.00	15.00	(2,897)
448															
449	OPERATING														
450	12001	CONSULTANT SERVICES	12,569	23,214	11,411	13,000	-	13,000	5,661	3,235	4,104	13,000			-
452	13017	PROF. MEETINGS & TRAINING	8,298	3,936	6,581	7,910	-	7,910	1,973	-	5,937	7,910			-
454	62001	REFUSE COLLECTION	87,904	89,036	89,598	102,000	-	102,000	38,904	51,186	11,910	102,000			-
455	62003	SNOW REMOVAL	41,559	54,595	59,554	56,200	-	56,200	-	-	56,200	56,200			-
456	62004	CARE OF TREES	19,992	42,450	21,675	20,500	-	20,500	8,600	1,750	10,150	20,500			-
458	65001	CUSTODIAL SUPPLIES	151,220	167,661	205,933	155,500	-	155,500	43,533	35,675	76,292	155,500			-
459	65002	OPERATION OF VEHICLES	50,133	66,008	58,734	58,000	-	58,000	13,426	13,796	30,778	58,000			-
460	65003	CARE OF GROUNDS	266,587	249,459	250,010	195,000	-	195,000	85,805	81,745	27,449	195,000			-
462	65005	UNIFORMS	15,256	16,722	22,520	26,000	-	26,000	5,684	-	20,316	26,000			-

463	RC - 12	MAINTENANCE	ACTUAL	ACTUAL	ACTUAL	ORIG	TRFRS	REV.	YTD	ENCUM.	AVAIL	FORE-	ADP	CURR	YR. END
464			2015 - 2016	2016 - 2017	2017 - 2018	APPRO	ADJ.	BUD.	EXP	REQUES.	BUD.	CAST	STF	STF	EST.
465	72001	CONTRACTED JANITORIAL SERVICE	265,475	270,559	268,976	275,000	-	275,000	60,323	190,783	23,894	275,000			-
466	72012	ELECTRICAL	-	-	-	-	-	-	-	-	-	-			-
467	72013	INTERCOMMS AND CLOCKS	9,349	2,806	12,840	10,000	-	10,000	1,500	3,000	5,500	10,000			-
468	72014	PLUMBING	15,900	28,694	25,687	31,500	-	31,500	6,147	9,003	16,350	31,500			-
469	72015	ROOFS	-	-	-	-	-	-	-	-	-	-			-
470	72016	CLASSROOMS/CORRIDORS/AUD.	97,580	96,146	99,502	104,000	-	104,000	33,672	23,798	46,530	104,000			-
471	72017	HEATING SUPPLIES	-	-	-	-	-	-	-	-	-	-			-
472	72019	MISCELLANEOUS REPAIRS	54,261	75,623	56,305	60,000	-	60,000	23,831	28,529	7,639	60,000			-
473	72021	SECURITY	179,520	283,332	481,328	71,000	-	71,000	38,062	13,087	19,851	71,000			-
474	72022	FIRE ALARMS/EXTING/SPRINKLER	48,534	50,562	59,933	57,500	-	57,500	30,105	13,760	13,635	57,500			-
475	72023	NON MECHANICAL INSPECTIONS	57,840	30,454	32,733	50,000	-	50,000	5,895	21,600	22,505	50,000			-
476	72048	HVAC /AIR CONDITIONER REPAIRS	153,116	101,218	109,673	114,000	-	114,000	42,921	29,876	41,203	114,000			-
477	74011	GLASS	8,223	6,104	9,775	10,500	-	10,500	4,061	3,439	3,000	10,500			-
478	74012	LUMBER	24,003	18,000	25,154	26,000	-	26,000	8,364	6,719	10,917	26,000			-
479	74013	HARDWARE	11,093	14,354	13,105	16,500	-	16,500	15,102	3,500	(2,102)	18,602			(2,102)
480	74014	PAINT	11,294	8,300	8,707	12,000	-	12,000	2,143	-	9,857	12,000			-
481	74015	OTHER BUILDING MATERIALS	1,847	1,677	1,140	4,000	-	4,000	1,033	1,467	1,500	4,000			-
482	74016	ELECTRICAL MATERIALS	57,692	63,467	79,409	62,000	-	62,000	24,596	12,682	24,721	62,000			-
483	74030	RESERVE FOR EMERGENCY REPAIR	66,642	32,664	32,225	37,500	-	37,500	20,031	6,943	10,526	37,500			-
484	83006	RENTAL OF TOOLS & EQUIPMENT	2,911	2,541	7,641	3,000	-	3,000	3,230	4,767	(4,997)	7,997			(4,997)
485	111001	SUPPLIES/FEES COMM. ACTIVITIES	-	-	-	-	-	-	-	-	-	-			-
486	121000	IMPROVEMENT OF SITES	54,250	113,316	43,926	25,000	3,716	28,716	28,220	496	-	28,716			-
487	122000	IMPROVEMENT OF BUILDINGS	82,918	147,343	95,575	55,000	-	55,000	41,719	5,949	7,332	105,000			(50,000)
488		TOTAL OPERATING	1,855,967	2,060,239	2,189,650	1,658,610	3,716	1,662,326	594,542	566,785	500,999	1,719,424			(57,099)
489															
490		EQUIPMENT													
491	73010	REPLACEMENT MAINTENANCE EQ.	12,494	107,819	22,067	19,850	-	19,850	9,262	4,950	5,638	19,850			-
492	73020	REPL. CLASSROOM FURNITURE	109,807	103,144	135,407	45,000	-	45,000	13,676	9,287	22,038	45,000			-
493	123010	NEW MAINTENANCE EQUIPMENT	-	16,653	-	-	-	-	-	-	-	-			-
494	123001	NEW OFFICE FURNITURE	47,676	2,334	-	-	-	-	-	-	-	-			-
495		TOTAL EQUIPMENT	169,977	229,950	157,474	64,850	-	64,850	22,938	14,237	27,676	64,850			-
496															
497		TOTAL MAINTENANCE	3,670,280	3,909,459	4,020,934	3,345,822	9,752	3,355,574	1,237,845	1,541,153	576,576	3,415,570	16.00	15.00	(59,996)
498															
499															
500		REVENUE				Orig. Bud	Adjust.	Rev. Bud.	Rev. Received	Rev. Expected	Rev. Forecast				Surplus/ (Shortfall)
501	102008	REVENUE - BUILDING RENTAL	(52,802)	(109,090)	(95,423)	(70,000)	-	(70,000)	(43,977)	-	(90,000)	(90,000)			20,000
502	102009	REVENUE - USE OF FIELDS	(97,445)	(123,587)	(144,154)	(110,000)	-	(110,000)	(29,608)	435	(120,000)	(120,000)			10,000
503		TOTAL REVENUE	(150,247)	(232,677)	(239,578)	(180,000)	-	(180,000)	(73,586)	435	(210,000)	(210,000)			30,000
504															
505		NET MAINTENANCE BUDGET	3,520,034	3,676,782	3,781,357	3,165,822	9,752	3,175,574	1,164,259	1,541,589	366,576	3,205,570	16.00	15.00	(29,996)
506															
507															

508	RC - 13 MUSIC		ACTUAL	ACTUAL	ACTUAL	ORIG	TRFRS	REV.	YTD	ENCUM.	AVAIL	FORE-	ADP	CURR	YR. END
509			2015 - 2016	2016 - 2017	2017 - 2018	APPRO	ADJ.	BUD.	EXP	REQUES.	BUD.	CAST	STF	STF	EST.
510	21201	DIRECTOR	115,556	117,868	120,520	123,232	-	123,232	42,657	80,574	1	123,232	0.70	0.70	1
511	21313	ELEMENTARY MUSIC-SYSTEMWIDE	-	-	-	-	-	-	-	-	-	-	-	-	-
512	21501	PRINCIPAL/DIRECTOR SECRETARY	48,250	22,981	25,142	24,845	1,004	25,849	7,050	18,800	0	25,849	0.50	0.50	0
513	101003	CLUBS AND COUNCILS	36,265	34,506	36,677	41,893	-	41,893	9,111	462	32,321	41,893			-
514	TOTAL PERSONNEL		200,072	175,355	182,339	189,970	1,004	190,974	58,818	99,836	32,321	190,974	1.20	1.20	1
515															
516	OPERATING														
517	13016	SCHOOL DISTRICT MEMBERSHIPS	463	510	515	620	-	620	465	-	155	620			-
518	22001	TEXTBOOKS-NEW	750	474	-	-	-	-	-	-	-	-			-
519	22003	TEXTBOOKS-CONSUMABLES	993	1,004	967	1,040	-	1,040	692	-	348	1,040			-
520	23002	CLASSROOM REFERENCE	15,985	16,231	17,004	17,845	-	17,845	7,639	708	9,498	17,845			-
521	23004	RESOURCE MATERIALS	3,862	3,436	4,138	5,050	-	5,050	4,488	-	562	5,050			-
522	23010	CONSUMABLES	237	51	-	-	-	-	-	-	-	-			-
523	24005	MUSIC TEACHING SUPPLIES	3,543	3,597	1,880	1,930	-	1,930	-	395	1,535	1,930			-
524	25001	MISC. OFFICE SUPPLIES	1,725	1,304	1,144	1,145	-	1,145	282	-	863	1,145			-
525	25003	PROFESSIONAL DEVELOPMENT	1,385	1,785	1,519	1,500	-	1,500	528	270	702	1,500			-
526	25004	LOCAL TRAVEL EXPENSE	995	642	498	1,500	-	1,500	-	-	1,500	1,500			-
527	25013	TEMP HOURLY (ACCOMPANIST)	750	900	1,175	1,300	-	1,300	-	300	1,000	1,300			-
528	25020	PIANO MOVING	369	220	285	370	-	370	-	-	370	370			-
529	25026	DUES AND MEMBERSHIPS	275	205	140	195	-	195	75	-	120	195			-
530	25030	COMPUTER SOFTWARE & SUPPLIES	1,641	1,846	8,711	10,050	-	10,050	9,529	350	171	10,050			-
531	52012	MUSIC TRANSPORTATION	7,859	7,023	12,390	11,332	-	11,332	-	9,000	2,332	11,332			-
532	72035	DUPLICATORS AND COPIERS	-	-	-	-	-	-	-	-	-	-			-
533	72044	REPAIRS AND SERVICE CONTRACT	3,210	3,205	4,220	3,570	-	3,570	1,875	1,695	-	3,570			-
534	72045	TUNING OF PIANOS	4,878	5,795	5,200	5,200	-	5,200	2,058	3,142	-	5,200			-
535	83004	LEASE PURCHASE MUSIC EQ.	8,035	8,035	8,035	8,100	-	8,100	8,035	-	65	8,100			-
536	TOTAL OPERATING		56,954	56,263	67,821	70,747	-	70,747	35,666	15,861	19,220	70,747			-
537															
538	EQUIPMENT														
539	73011	REPLACEMENT MUSIC EQUIPMENT	4,027	6,894	5,631	6,220	-	6,220	1,781	2,680	1,759	6,220			-
540	123001	NEW OFFICE FURNITURE/EQ.	1,659	-	-	-	-	-	-	-	-	-			-
541	123011	NEW MUSIC EQUIPMENT	1,460	5,294	5,918	7,805	-	7,805	7,900	-	(95)	7,900			(95)
542	TOTAL EQUIPMENT		7,146	12,188	11,549	14,025	-	14,025	9,682	2,680	1,663	14,120			(95)
543															
544	TOTAL MUSIC		264,171	243,807	261,709	274,742	1,004	275,746	104,165	118,376	53,205	275,841	1.20	1.20	(95)
545															

546	RC - 14	ART	ACTUAL	ACTUAL	ACTUAL	ORIG	TRFRS	REV.	YTD	ENCUM.	AVAIL	FORE-	ADP	CURR	YR. END
547			2015 - 2016	2016 - 2017	2017 - 2018	APPRO	ADJ.	BUD.	EXP	REQUES.	BUD.	CAST	STF	STF	EST.
548	21314	ELEMENTARY ART-SYSTEMWIDE	-	-	-	-	-	-	-	-	-	-	-	-	-
549		TOTAL PERSONNEL	-	-	-	-	-	-	-	-	-	-	-	-	-
550															
551		OPERATING													
552	23002	CLASSROOM REFERENCE	5,490	5,449	5,584	5,600	-	5,600	-	-	5,600	5,600			-
553	23003	PERIODICALS	353	364	376	370	-	370	28	-	342	370			-
555	24001	ART TEACHING SUPPLIES	83,131	83,337	90,840	91,025	-	91,025	22,060	14,228	54,737	91,025			-
556	25003	PROFESSIONAL DEVELOPMENT	795	795	800	800	-	800	-	-	800	800			-
557	25007	MISC INSTRUCTIONAL EXPENSES	188	-	-	-	-	-	-	-	-	-			-
558	25018	GRAPHIC ARTS/PHOTOGRAPHY	5,863	6,022	-	-	-	-	-	-	-	-			-
559	25030	COMPUTER SOFTWARE & SUPPLIES	1,734	1,800	1,980	1,800	-	1,800	1,141	-	659	1,800			-
560	72035	DUPLICATORS AND COPIERS	-	-	-	-	-	-	-	-	-	-			-
561	72044	REPAIRS AND SERVICE CONTRACT	1,968	2,116	3,310	3,750	-	3,750	1,300	-	2,450	3,750			-
562		TOTAL OPERATING	99,522	99,885	102,889	103,345	-	103,345	24,529	14,228	64,588	103,345			-
563															
564		EQUIPMENT													
565	73002	REPLACEMENT ART EQUIPMENT	1,497	8,386	6,852	532	-	532	-	523	9	532			-
566	123002	NEW ART EQUIPMENT	500	-	3,080	5,880	-	5,880	5,816	-	64	5,880			-
567		TOTAL EQUIPMENT	1,997	8,386	9,932	6,412	-	6,412	5,816	523	73	6,412			-
568															
569		TOTAL ART	101,519	108,271	112,822	109,757	-	109,757	30,345	14,751	64,661	109,757	-	-	-
570															

571	RC - 15	COMPUTER TECHNOLOGY	ACTUAL	ACTUAL	ACTUAL	ORIG	TRFRS	REV.	YTD	ENCUM.	AVAIL	FORE-	ADP	CURR	YR. END
572			2015 - 2016	2016 - 2017	2017 - 2018	APPRO	ADJ.	BUD.	EXP	REQUES.	BUD.	CAST	STF	STF	EST.
573	11044	TECHNOLOGY SUPPORT	735,667	768,601	773,612	786,022	20,915	806,937	279,657	527,280	-	806,937	9.00	9.00	-
574	21201	DIRECTOR OF INST. TECH	165,080	168,382	172,171	172,171	-	172,171	43,168	-	129,003	172,171	1.00	1.00	-
575	21501	PRINCIPAL/DIRECTOR SECRETARY	-	18,555	22,554	22,112	891	23,003	7,963	15,041	(0)	23,003	0.33	0.33	(0)
576	21603	TEACHER AIDE / COPY CENTER	-	40,256	72,391	70,966	-	70,966	28,763	50,348	(8,146)	81,112	2.00	2.00	(10,146)
577		TOTAL OPERATING	900,747	995,793	1,040,728	1,051,271	21,806	1,073,077	359,551	592,669	120,857	1,083,223	12.33	12.33	(10,146)
578															
579		OPERATING													
580	12001	CONSULTANT SERVICES	-	231,123	152,735	140,000	-	140,000	29,567	53,954	56,479	140,000			-
581	13015	LOCAL TRAVEL	1,026	3,269	2,511	3,500	-	3,500	603	-	2,897	3,500			-
582	13035	SOFTWARE MAINTENANCE	508,162	726,898	661,694	703,577	-	703,577	513,632	26,103	163,842	703,577			-
583	24011	GENERAL TEACHING SUPPLIES	48,100	36,642	38,263	33,100	-	33,100	12,679	14,196	6,225	33,100			-
584	25013	TEMPORARY HOURLY SERVICES	18,228	4,082	9,884	15,000	-	15,000	600	-	14,400	15,000			-
585	25019	COMPUTER SOFTWARE & SUPPLIES	88,689	80,291	83,841	42,000	-	42,000	6,054	-	35,946	42,000			-
586	25029	STAFF DEVELOPMENT PROGRAM	15,913	5,697	19,621	23,000	-	23,000	3,070	4,000	15,930	23,000			-
587	64005	CELL PHONE	22,890	30,533	14,109	28,000	-	28,000	115	234	27,651	28,000			-
588	64006	WIDE AREA NETWORK	-	29,571	130,827	48,000	-	48,000	25,051	-	22,949	48,000			-
589	72035	RENTAL/DUPPLICATORS AND COPIER	255,806	218,648	287,769	271,248	-	271,248	90,416	180,832	-	271,248			-
590	72044	REPAIRS AND SERVICE CONTRACT	115,750	94,344	70,953	60,000	-	60,000	34,260	-	25,740	60,000			-
591		TOTAL OPERATING	1,074,564	1,461,098	1,472,206	1,367,425	-	1,367,425	716,047	279,319	372,059	1,367,425	-	-	-
592															
593		EQUIPMENT													
594	123021	NEW COMPUTER EQUIPMENT	597,306	753,754	755,318	561,155	-	561,155	429,319	436	131,401	561,155			-
595															
596		SUBTOTAL COMPUTER TECHNOLOGY	2,572,617	3,210,644	3,268,252	2,979,851	21,806	3,001,657	1,504,917	872,424	624,317	3,011,803			(10,146)
597															
598		REVENUE				Orig. Bud	Adjust.	Rev. Bud.	Rev. Received		Rev. Expected	Rev. Forecast			(Shortfall)
599	102010	REV. FROM TOWN-FOR IT SERVICE	(190,785)	(196,413)	(201,323)	(203,071)	-	(203,071)	-	-	(203,071)	(203,071)			-
600															
601		TOTAL COMPUTER TECHNOLOGY	2,381,832	3,014,231	3,066,929	2,776,780	21,806	2,798,586	1,504,917	872,424	421,246	2,808,732			(10,146)
602															
603															

604	RC - 16	ADMINISTRATION	ACTUAL	ACTUAL	ACTUAL	ORIG	TRFRS	REV.	YTD	ENCUM.	AVAIL	FORE-	ADP	CURR	YR. END
605			2015 - 2016	2016 - 2017	2017 - 2018	APPRO	ADJ.	BUD.	EXP	REQUES.	BUD.	CAST	STF	STF	EST.
606	11011	SUPERINTENDENT	267,000	272,340	278,000	278,000	(45,421)	232,579	48,836	86,210	97,534	135,045	1.00	1.00	97,534
607	11013	BURSAR/ADMINISTRATIVE ASSIST	88,275	90,482	92,518	92,518	1,850	94,368	32,666	61,702	-	94,368	1.00	1.00	-
608	21501	PRINCIPAL/DIRECTOR SECRETARY	39,994	41,080	41,894	41,072	2,907	43,979	15,942	28,038	(0)	43,979	0.60	0.60	(0)
609	11016	PUBLIC INFORMATION	9,728	1,796	-	-	-	-	-	-	-	-	-	-	-
610		TOTAL PERSONNEL	404,996	405,698	412,412	411,590	(40,663)	370,927	97,443	175,949	97,534	273,393	2.60	2.60	97,534
611															
612		OPERATING													
613	12001	CONSULTANT SERVICES	130,505	27,516	32,154	10,000	12,000	22,000	10,259	14,500	(2,759)	24,759			(2,759)
614	12004	LEGAL SERVICES	184,735	327,361	285,860	252,361	-	252,361	53,235	-	199,126	282,361			(30,000)
615	13001	BOARD OF EDUCATION DUES	-	-	-	850	-	850	-	-	850	850			-
616	13003	OTHER BOARD EXPENSES	12,953	24,659	24,951	25,000	-	25,000	307	-	24,693	25,000			-
617	13011	MAILING EXPENSES	31,615	32,004	29,864	30,000	-	30,000	6,019	2,500	21,482	30,000			-
618	13012	OFFICE SUPPLIES	29,307	25,874	27,011	30,000	-	30,000	6,818	8,501	14,681	30,000			-
619	13013	DUES AND MEMBERSHIPS	19,005	14,796	15,999	11,200	-	11,200	11,199	-	1	11,199			1
620	13016	SCHOOL DISTRICT MEMBERSHIPS	26,258	22,117	25,289	22,898	-	22,898	7,800	-	15,098	22,898			-
621	13017	PROFESSIONAL MEETINGS	4,121	3,325	3,290	3,000	-	3,000	2,031	-	969	3,000			-
622	13020	PUBLIC INFORMATION	1,490	-	-	-	-	-	-	-	-	-			-
623	13025	ADA/504 SUPPORT	756	-	-	2,500	-	2,500	-	-	2,500	2,500			-
624	13040	PRINTING/PUBLICATION SUPPLIES	-	-	-	-	-	-	-	-	-	-			-
625	25002	PROF. LIBRARY PURCHASE	-	-	43	500	-	500	-	-	500	500			-
626	25003	PROFESSIONAL DEVELOPMENT	1,413	2,652	3,054	3,000	-	3,000	-	-	3,000	3,000			-
627	25014	CATALOG/HANDBOOK PRINTING	35,730	29,443	16,937	26,800	-	26,800	-	-	26,800	26,800			-
629	83003	RENTAL/LEASE OF EQUIPMENT	-	-	-	-	-	-	-	-	-	-			-
630		TOTAL OPERATING	477,887	509,747	464,451	418,109	12,000	430,109	97,667	25,501	306,940	462,866			(32,758)
631															
632	73001	EQUIPMENT	81,625	-			-	-	-	-	-				-
633															
634		TOTAL ADMINISTRATION	964,508	915,445	876,863	829,699	(28,663)	801,035	195,111	201,451	404,474	736,259	2.60	2.60	64,776
635															

636	RC - 17	HEALTH	ACTUAL	ACTUAL	ACTUAL	ORIG	TRFRS	REV.	YTD	ENCUM.	AVAIL	FORE-	ADP	CURR	YR. END
637			2015 - 2016	2016 - 2017	2017 - 2018	APPRO	ADJ.	BUD.	EXP	REQUES.	BUD.	CAST	STF	STF	EST.
638	41001	DIRECTOR - NURSES	84,164	90,293	97,138	97,138	3,885	101,023	34,970	66,054	-	101,023	1.00	1.00	-
639	41002	NURSES	559,048	588,350	592,105	614,047	-	614,047	167,467	446,578	2	614,045	9.00	9.00	2
640	41004	SUBSTITUTE NURSES	52,073	69,736	27,371	45,000	-	45,000	11,108	-	33,892	45,000			-
641	41005	SECRETARY	33,149	28,737	25,142	24,845	1,004	25,849	7,050	18,800	(0)	25,849	0.50	0.50	(0)
642	TOTAL HEALTH		728,434	777,116	741,756	781,030	4,889	785,919	220,594	531,431	33,894	785,918	10.50	10.50	2
643															
644	OPERATING														
645	23003	PERIODICALS	400	455	427	500	-	500	527	-	(27)	527			(27)
646	25001	MISC. OFFICE SUPPLIES	1,550	1,499	1,513	1,500	-	1,500	741	-	759	1,500			-
647	25002	PROF. LIBRARY PURCHASE	500	309	610	500	-	500	-	-	500	500			-
648	25003	PROFESSIONAL DEVELOPMENT	4,000	3,961	3,968	4,000	-	4,000	-	-	4,000	4,000			-
649	42001	HEALTH SUPPLIES	26,450	30,759	31,199	31,050	-	31,050	11,670	1,576	17,804	31,050			-
650	42002	HEALTH LOCAL TRAVEL	759	359	338	800	-	800	37	-	763	800			-
651	42003	SCHOOL PHYSICIANS SERVICES	10,000	10,000	10,000	10,000	-	10,000	-	-	10,000	10,000			-
652	72031	AUDIOMETER REPAIRS	560	-	625	800	-	800	490	-	310	800			-
653	72044	REPAIRS AND SERVICE CONTRACT	1,020	998	2,086	1,000	-	1,000	260	540	200	1,000			-
654	TOTAL OPERATING		45,239	48,339	50,766	50,150	-	50,150	13,726	2,116	34,309	50,177			(27)
655															
656	EQUIPMENT														
657	73007	REPLACEMENT HEALTH EQ.	-	-	-	-	-	-	-	-	-	-			-
658	123007	NEW HEALTH EQUIPMENT	-	-	-	-	-	-	-	-	-	-			-
659	TOTAL EQUIPMENT		-	-	-	-	-	-	-	-	-	-			-
660															
661	TOTAL HEALTH		773,673	825,455	792,521	831,180	4,889	836,069	234,320	533,547	68,203	836,095	10.50	10.50	(25)
662															

663	RC 18	PERSONNEL	ACTUAL	ACTUAL	ACTUAL	ORIG	TRFRS	REV.	YTD	ENCUM.	AVAIL	FORE-	ADP	CURR	YR. END
664			2015 - 2016	2016 - 2017	2017 - 2018	APPRO	ADJ.	BUD.	EXP	REQUES.	BUD.	CAST	STF	STF	EST.
665		11013 BURSAR/ADMINISTRATIVE ASSIST	257,021	286,227	303,993	302,622	7,214	309,836	107,251	202,585	0	309,836	2.34	2.34	0
666		11020 BENEFITS COORDINATOR	30,881	33,312	34,678	34,678	781	35,459	12,274	23,184	-	35,459	0.50	0.50	-
667		11024 TURNOVER-REGULAR	-	-	-	(350,000)	350,000	-	-	-	-	-			-
668		11027 CONTRACT SUPPORT	-	-	-	94,866	(94,866)	-	-	-	-	-			-
669		11028 CERT. STAFF COLUMN CHANGE	-	-	-	68,206	-	68,206	-	-	68,206	68,206			-
670		21202 ASSISTANT SUPERINTENDENT	-	-	-	-	-	-	-	-	-	-			-
671		21300 LONG TERM SUBSTITUTES	485,461	812,690	419,702	475,000	-	475,000	125,387	43,283	306,329	475,000			-
672		21302 SUBSTITUTES-PROFESSIONAL DEV.	37,571	33,700	54,772	45,000	-	45,000	11,505	-	33,495	45,000			-
673		21316 SABBATICALS	-	-	-	-	-	-	-	-	-	-			-
674		31000 BUDGET CONTROL	-	-	-	263,360	(78,882)	184,478	-	-	184,478	151,479			32,999
675		TOTAL PERSONNEL	810,934	1,165,930	813,145	933,732	184,247	1,117,979	256,418	269,053	592,508	1,084,980	2.84	2.84	32,999
676															
677		OPERATING													
678		13013 DUES AND MEMBERSHIPS	-	635	6,850	1,140	-	1,140	-	-	1,140	1,140			-
679		13014 RECRUITMENT	38,141	19,759	19,154	25,000	-	25,000	1,278	-	23,722	25,000			-
680		13015 LOCAL TRAVEL	-	640	139	2,300	-	2,300	-	-	2,300	2,300			-
681		25029 STAFF DEVELOPMENT PROGRAM	25,750	39,590	101,276	67,500	-	67,500	15,108	-	52,392	67,500			-
682		TOTAL OPERATING	63,891	60,624	127,419	95,940	-	95,940	16,387	-	79,553	95,940			-
683															
684		TOTAL PERSONNEL	874,826	1,226,554	940,564	1,029,672	184,247	1,213,919	272,804	269,053	672,062	1,180,920	2.84	2.84	32,999
685															
686															

687	RC - 19	CURRICULUM	ACTUAL	ACTUAL	ACTUAL	ORIG	TRFRS	REV.	YTD	ENCUM.	AVAIL	FORE-	ADP	CURR	YR. END
688			2015 - 2016	2016 - 2017	2017 - 2018	APPRO	ADJ.	BUD.	EXP	REQUES.	BUD.	CAST	STF	STF	EST.
689	21202	ASSISTANT SUPERINTENDENT	172,128	198,500	202,966	202,966	4,567	207,533	71,838	135,695	-	207,533	1.00	1.00	-
690	21201	DIRECTOR OF INSTRUCTIONAL TEC	-	-	-	-	-	-	-	-	-	-	-	-	-
691	21220	CURRICULUM & SUPERVISION	43,779	13,971	-	-	-	-	-	-	-	-	-	-	-
692	1912036	ELEM. READING SPECIALIST	-	-	-	-	-	-	-	-	-	-	-	-	-
693	1912056	TECHNOLOGY SPECIALIST	-	-	-	-	-	-	-	-	-	-	-	-	-
694	1912058	PROGRAM COORDINATORS	224,031	262,514	264,074	285,016	-	285,016	65,851	219,502	(337)	285,353	2.00	2.00	(337)
695	1912062	MATH COORDINATOR	-	-	-	-	-	-	-	-	-	-	-	-	-
696	1912060	LANG. ARTS SPECIALIST	-	-	-	-	-	-	-	-	-	-	-	-	-
697	1912009	INSTRUCTION SUPP. SPECIALISTS	1,062,199	1,105,204	1,149,668	1,186,937	-	1,186,937	284,227	935,709	(32,999)	1,219,936	12.75	12.75	(32,999)
698	21312	CURRICULUM DEVELOPMENT	38,410	63,059	76,594	97,350	-	97,350	29,872	-	67,478	97,350	-	-	-
699	21405	ESL INSTRUCTION	20,438	17,849	7,238	24,000	-	24,000	896	3,586	19,518	24,000	-	-	-
700	21501	PRINCIPAL/DIRECTOR SECRETARY	66,668	68,668	70,385	70,385	1,407	71,792	24,851	46,941	-	71,792	1.00	1.00	-
701	TOTAL PERSONNEL		1,627,653	1,729,766	1,770,926	1,866,654	5,974	1,872,628	477,536	1,341,433	53,660	1,905,964	16.75	16.75	(33,336)
702															
703	OPERATING														
704	12001	CONSULTANT SERVICES	19,999	52,402	37,679	30,000	-	30,000	-	-	30,000	30,000	-	-	-
705	13013	DUES AND MEMBERSHIPS	867	894	1,626	1,640	-	1,640	1,428	-	212	1,640	-	-	-
706	13015	LOCAL TRAVEL	1,062	870	2,057	10,000	-	10,000	-	-	10,000	10,000	-	-	-
707	22001	TEXTBOOKS-NEW	192,624	282,390	280,081	190,324	-	190,324	25,311	2,407	162,606	190,324	-	-	0
708	23004	RESOURCE MATERIALS	-	-	4,346	7,000	-	7,000	1,172	12	5,816	7,000	-	-	-
709	24012	STANDARDIZED TESTING	35,455	40,164	32,086	26,700	-	26,700	4,350	6,384	15,965	26,700	-	-	-
710	25002	PROF. LIBRARY PURCHASE	154	-	-	-	-	-	-	-	-	-	-	-	-
711	25003	PROFESSIONAL DEVELOPMENT	132,426	135,270	123,899	111,225	-	111,225	19,478	2,909	88,838	111,225	-	-	-
712	52004	FIELD TRIPS	-	-	8,973	14,700	-	14,700	-	-	14,700	14,700	-	-	-
713	25005	CURRICULUM RESEARCH & DEV.	130,334	184,295	156,649	26,000	-	26,000	2,656	64	23,280	26,000	-	-	-
714	TOTAL OPERATING		512,920	696,284	647,396	417,589	-	417,589	54,396	11,777	351,416	417,589	-	-	-
715															
716	TOTAL CURRICULUM		2,140,573	2,426,050	2,418,322	2,284,243	5,974	2,290,217	531,931	1,353,210	405,076	2,323,553	16.75	16.75	(33,336)
717															

718	RC - 20	FINANCE	ACTUAL	ACTUAL	ACTUAL	ORIG	TRFRS	REV.	YTD	ENCUM.	AVAIL	FORE-	ADP	CURR	YR. END
719			2015 - 2016	2016 - 2017	2017 - 2018	APPRO	ADJ.	BUD.	EXP	REQUES.	BUD.	CAST	STF	STF	EST.
720	11014	DIRECTOR OF FINANCE	180,000	184,500	188,651	188,651	4,245	192,896	66,772	126,124	-	192,896	1.00	1.00	-
721	11021	PAYROLL / BENEFITS COORDINATO	30,881	33,965	34,678	34,678	1,075	35,753	12,569	23,184	(0)	35,753	0.50	0.50	(0)
722	11022	ASSISTANT DIRECTOR FINANCE	96,996	96,000	100,032	100,032	4,001	104,033	36,011	68,022	-	104,033	1.00	1.00	-
723	11025	BOOKKEEPER	72,090	73,892	89,069	75,000	1,688	76,688	26,546	50,142	-	76,688	1.00	1.00	-
724	11042	ACCOUNTS PAYABLE	66,124	68,466	69,961	68,454	3,014	71,468	24,739	46,729	-	71,468	1.00	1.00	-
725	11044	TECHNOLOGY SUPPORT	-	-	-	-	-	-	-	-	-	-	-	-	-
726	21501	PRINCIPAL/DIRECTOR SECRETARY	66,460	68,454	70,165	70,165	1,404	71,569	24,774	46,795	-	71,569	1.00	1.00	-
727		TOTAL PERSONNEL	512,552	525,277	552,557	536,980	15,427	552,407	191,410	360,997	(0)	552,407	5.50	5.50	(0)
728															
729		OPERATING													
730	12005	AUDITING SERVICES	19,913	20,555	21,125	21,582	-	21,582	-	-	21,582	21,582			-
731	12007	ACTUARIAL SERVICES	-	250	-	-	-	-	-	-	-	-			-
732	13015	LOCAL TRAVEL	684	782	-	500	-	500	-	-	500	500			-
733	13016	SCHOOL DISTRICT MEMBERSHIPS	614	425	425	1,294	-	1,294	-	-	1,294	1,294			-
734	13030	EDP SUPPLIES & SERVICES	-	-	-	-	-	-	-	-	-	-			-
735	13035	SOFTWARE MAINTENANCE	510	-	-	-	-	-	-	-	-	-			-
736	25003	PROFESSIONAL DEVELOPMENT	27,342	1,622	2,400	1,500	-	1,500	102	-	1,398	1,500			-
737	25013	TEMPORARY HOURLY SERVICES	-	7,265	9,515	15,000	-	15,000	4,904	-	10,097	15,000			-
738	25021	INSTRUCTIONAL TECHNOLOGY SER	-	-	-	-	-	-	-	-	-	-			-
739	25029	STAFF DEVELOPMENT PROGRAM	-	-	-	-	-	-	-	-	-	-			-
743		TOTAL OPERATING	49,063	30,900	33,465	39,876	-	39,876	5,006	-	34,870	39,876			-
744															
745		EQUIPMENT													
746	73021	REPLACEMENT COMPUTER EQ.	-	-	-	-	-	-	-	-	-	-			-
747	123021	NEW COMPUTER EQ.	-	-	-	-	-	-	-	-	-	-			-
748		TOTAL EQUIPMENT	-	-	-	-	-	-	-	-	-	-			-
749															
750		TOTAL FINANCE	561,615	556,177	586,022	576,856	15,427	592,283	196,416	360,997	34,870	592,283	5.50	5.50	(0)
751															
752															
753		REVENUE				Orig. Bud	Adjust.	Rev. Bud.	Rev. Received		Rev. Expected	Rev. Forecast			Surplus/ (Shortfall)
754	102010	REV. FROM TOWN-FOR IT SERVIC	-	-	-	-	-	-	-	-	-	-	-	-	-
755															
756		NET FINANCE BUDGET	561,615	556,177	586,022	576,856	15,427	592,283	196,416	360,997	34,870	592,283	5.50	5.50	(0)

757	RC - 21	LIBRARY	ACTUAL	ACTUAL	ACTUAL	ORIG	TRFRS	REV.	YTD	ENCUM.	AVAIL	FORE-	ADP	CURR	YR. END
758			2015 - 2016	2016 - 2017	2017 - 2018	APPRO	ADJ.	BUD.	EXP	REQUES.	BUD.	CAST	STF	STF	EST.
759	21220	CURRICULUM SUPERVISION	2,427	2,463	2,512	-	-	-	610	1,952	(2,562)	2,562			(2,562)
760	21503	LIBRARY SECRETARY	22,786	154	-	-	-	-	-	-	-	-			-
761		TOTAL PERSONNEL	25,213	2,617	2,512	-	-	-	610	1,952	(2,562)	2,562	-	-	(2,562)
762															
763		OPERATING													
764	23001	ACCESSIONS	99,093	91,882	93,990	102,075	-	102,075	21,409	43,405	37,262	102,075			-
765	23003	PERIODICALS	7,084	6,472	7,452	8,340	-	8,340	3,819	-	4,521	8,340			-
766	23004	RESOURCE MATERIALS	6,078	7,356	20,763	18,850	-	18,850	3,006	1,595	14,249	18,850			-
767	23005	ONLINE SUBSCRIPTIONS	28,492	27,739	32,340	35,308	-	35,308	32,429	50	2,829	35,308			-
768	23007	OTHER LIBRARY EXPENSES	7,522	7,553	6,755	8,200	-	8,200	2,393	947	4,859	8,200			-
770	25002	PROF. LIBRARY PURCHASE	479	30	1,356	1,925	-	1,925	137	49	1,739	1,925			-
772	25026	DUES AND MEMBERSHIPS	2,286	2,149	2,267	3,795	-	3,795	864	125	2,806	3,795			-
773	25030	COMPUTER SOFTWARE & SUPPLIES	659	709	1,289	1,500	-	1,500	-	-	1,500	1,500			-
774	72042	EQUIPMENT REPAIR	4,264	-	-	-	-	-	-	-	-	-			-
775	72044	REPAIRS AND SERVICE CONTRACT	1,222	980	1,029	1,100	-	1,100	1,080	-	20	1,100			-
776	83003	RENTAL/LEASE OF EQUIPMENT	6,012	-	-	-	-	-	-	-	-	-			-
777		TOTAL OPERATING	163,192	144,872	167,242	181,093	-	181,093	65,137	46,171	69,785	181,093			-
778															
779		EQUIPMENT													
781	73009	REPLACEMENT LIBRARY EQ.	-	8,008	3,513	6,000	-	6,000	-	-	6,000	6,000			-
783		TOTAL EQUIPMENT	-	8,008	3,513	6,000	-	6,000	-	-	6,000	6,000			-
784															
785		TOTAL LIBRARY	188,404	155,497	173,267	187,093	-	187,093	65,747	48,123	73,223	189,655	-	-	(2,562)
786															

787	RC - 22	TECHNOLOGY EDUCATION	ACTUAL	ACTUAL	ACTUAL	ORIG	TRFRS	REV.	YTD	ENCUM.	AVAIL	FORE-	ADP	CURR	YR. END
788			2015 - 2016	2016 - 2017	2017 - 2018	APPRO	ADJ.	BUD.	EXP	REQUES.	BUD.	CAST	STF	STF	EST.
789		22001	TEXTBOOKS -NEW	-	2,900	-	-	-	-	-	-	-	-	-	-
790		23002	CLASSROOM REFERENCE	-	303	447	400	-	400	-	400	400	-	-	-
791		23003	PERIODICALS	217	55	-	285	-	285	-	273	285	-	-	-
793		24002	TECH ED TEACHING SUPPLIES	32,028	30,077	39,699	34,954	-	34,954	12,738	3,545	18,672	-	-	-
794		25001	MISC. OFFICE SUPPLIES	92	-	266	828	-	828	82	746	828	-	-	-
795		25003	PROFESSIONAL DEVELOPMENT	-	-	140	1,400	-	1,400	450	950	1,400	-	-	-
796		25019	COMPUTER INSTRUCTION SUPPLIES	-	-	-	-	-	-	-	-	-	-	-	-
797		25030	COMPUTER SOFTWARE & SUPPLIES	183	-	-	-	-	-	-	-	-	-	-	-
798		72033	TECH ED EQUIPMENT REPAIRS	1,333	989	-	2,500	-	2,500	189	2,311	2,500	-	-	-
799			TOTAL OPERATING	33,852	34,324	40,552	40,367	-	40,367	13,459	3,557	23,351	40,367	-	-
800															
801			EQUIPMENT												
802		73008	REPL. TECH ED EQUIPMENT	5,129	-	-	3,243	-	3,243	-	3,243	3,243	-	-	-
803		123008	NEW TECHNOLOGY EQUIPMENT	2,498	10,455	7,247	4,330	-	4,330	657	3,673	4,330	-	-	-
804			TOTAL EQUIPMENT	7,627	10,455	7,247	7,573	-	7,573	657	6,916	7,573			-
805															
806			TOTAL TECH. EDUCATION	41,479	44,779	47,799	47,940	-	47,940	14,116	3,557	30,267	47,940	-	-
807															

808	RC - 23	CONTINUING EDUC/SUMMER SCHO	ACTUAL	ACTUAL	ACTUAL	ORIG	TRFRS	REV.	YTD	ENCUM.	AVAIL	FORE-	ADP	CURR	YR. END
809			2015 - 2016	2016 - 2017	2017 - 2018	APPRO	ADJ.	BUD.	EXP	REQUES.	BUD.	CAST	STF	STF	EST.
810		21201	DIRECTOR	13,500	11,750	21,483	20,000	-	20,000	10,646	-	9,354	20,000		-
811		21501	PRINCIPAL/DIRECTOR SECRETARY	26,713	27,386	27,929	27,382	1,419	28,801	10,109	18,692	0	28,801	0.40	0.40
812			PERSONNEL	40,213	39,136	49,412	47,382	1,419	48,801	20,756	18,692	9,354	48,801	0.40	0.40
813	*		Stipend Employee												0
814			OPERATING												
815		12001	CONSULTANT SERVICES	393,477	483,878	415,092	405,820	-	405,820	342,958	-	62,863	425,820		(20,000)
816		12002	CONTINUING ED CONSULTING	12,633	-	-	-	-	-	1,274	-	(1,274)	1,274		(1,274)
817		13011	MAILING EXPENSES	105	374	355	500	-	500	-	-	500	500		-
818		13012	OFFICE SUPPLIES	4,318	4,516	4,516	10,900	-	10,900	1,030	-	9,870	10,900		-
819		24003	SUMMER SCHOOL TEACHING SUPP.	68,611	60,043	73,843	60,000	-	60,000	19,205	-	40,795	60,000		-
820		24010	ADULT ED. CONTRACTED SERVICES	11,000	12,000	12,000	12,000	-	12,000	2,645	7,935	1,420	12,000		-
821		25014	CATALOG/HANDBOOK PRINTING	5,900	1,729	1,453	6,000	-	6,000	-	-	6,000	6,000		-
822			TOTAL OPERATING	496,044	562,540	507,259	495,220	-	495,220	367,112	7,935	120,173	516,494		(21,274)
823															
824			TOTAL CONT. ED/SUM. SCHOOL	536,257	601,677	556,671	542,602	1,419	544,021	387,868	26,627	129,527	565,295	0.40	0.40
825															
826															Surplus/
827			REVENUE	2015 - 2016	2016 - 2017	2017 - 2018	Orig. Bud	Adjust.	Rev. Bud.	Rev. Received	Rev. Expected	Rev. Forecast			(Shortfall)
828		31006	REVENUE - CONTINUING EDUCATION	-	-	-	-	-	-	-	-	-			-
829		31005	REVENUE - SUMMER SCHOOL	(577,712)	(657,975)	(596,321)	(587,000)	-	(587,000)	(13,768)	-	(13,768)	(617,000)		30,000
830			TOTAL REVENUE	(577,712)	(657,975)	(596,321)	(587,000)	-	(587,000)	(13,768)	-	(13,768)	(617,000)		30,000
831															
832			NET EXPENSE SUM&CONT. ED	(41,455)	(56,298)	(39,649)	(44,398)	1,419	(42,979)	374,100	26,627	115,758	(51,705)		8,726

833			ACTUAL	ACTUAL	ACTUAL	ORIG	TRFRS	REV.	YTD	ENCUM.	AVAIL	FORE-	ADP	CURR	YR. END
834	RC - 24	SPECIAL EDUCATION	2015 - 2016	2016 - 2017	2017 - 2018	APPRO	ADJ.	BUD.	EXP	REQUES.	BUD.	CAST	STF	STF	EST.
835	11013	ASSISTANT PRINCIPAL	-	-	-	-	-	-	-	-	-	-			-
836	21102	PROGRAM DIR. EARLY CHILDHOOD	-	-	-	-	-	-	-	-	-	-			-
837	21201	DIRECTOR	-	-	-	-	-	-	-	-	-	-			-
838	21202	ASSISTANT SUPERINTENDENT SESS	191,207	198,500	202,966	202,966	4,567	207,533	71,838	135,695	-	207,533	1.00	1.00	-
839	21211	PROGRAM DIR. OF SESS K-12	121,880	285,676	319,072	326,228	-	326,228	112,852	212,649	728	325,500	2.00	2.00	728
840	21220	CURRICULUM SUPERVISION	144,782	96,360	241,290	213,852	-	213,852	53,837	160,016	(1)	213,853	1.60	1.60	(1)
841	21302	SUBSTITUTE TEACHERS	39,438	108,568	105,332	132,171	-	132,171	10,950	-	121,221	132,171			-
842	21303	SPECIAL CLASS TEACHERS	5,146,584	5,391,096	5,330,334	5,529,977	-	5,529,977	1,199,214	3,957,894	372,870	5,488,406	65.20	63.40	41,571
843	21304	HOMEBOUND/TUTORIAL	284,690	347,721	264,300	246,930	-	246,930	43,774	-	203,156	246,930		-	-
844	21305	CONTRACTED SPEECH	486,537	501,420	664,106	630,000	-	630,000	176,241	268,960	184,799	664,000			(34,000)
845	21306	TEACHERS OF THE GIFTED	-	-	-	-	-	-	-	-	-	-			-
846	21307	SPEECH THERAPISTS	1,590,048	1,571,728	1,571,386	1,610,649	-	1,610,649	373,537	1,166,171	70,940	1,610,649	17.17	16.17	-
847	21308	SUMMER SCHOOL & PPTs	587,946	729,465	870,128	763,256	-	763,256	638,193	-	125,063	763,256			-
848	21309	CONT. OCUPATIONAL THERAPY	623,040	717,084	813,773	730,000	-	730,000	138,942	615,886	(24,828)	754,828			(24,828)
849	21311	CONTRACTED PHYSICAL THERAPY	143,847	180,646	230,649	229,000	-	229,000	68,478	157,286	3,236	229,000			-
850	21403	PSYCHOLOGISTS	970,681	923,751	1,014,025	1,045,449	-	1,045,449	264,924	768,257	12,268	1,033,181	11.50	11.60	12,268
851	21404	SOCIAL CASE WORKER	279,172	283,141	250,976	255,460	-	255,460	58,952	196,508	0	255,460	2.35	2.35	0
852	21407	SCHOOL-BASED SESS FACILITATORS	484,620	429,258	424,945	499,347	-	499,347	108,957	366,180	24,210	499,347	5.00	5.00	-
853	21501	PRINCIPAL/DIRECTOR SECRETARY	288,406	365,076	402,476	395,194	16,053	411,247	138,691	272,555	(0)	411,247	6.33	6.33	(0)
854	21603	TEACHER AIDES	2,470,836	2,668,993	2,744,999	2,641,448	31,880	2,673,329	748,481	1,996,293	(71,445)	2,707,851	74.50	73.50	(34,523)
855	21605	TRANSPORTATION DRIVER	-	84,106	86,941	86,064	-	86,064	30,596	55,397	71	85,993	2.00	2.00	71
856	41002	NURSES	280,303	291,965	313,265	257,561	-	257,561	93,634	177,779	(13,852)	271,413	3.39	3.59	(13,852)
857	* .65 of salary is currently being charged to IDEA Grant.														
858	TOTAL PERSONNEL		14,134,017	15,174,553	15,850,962	15,795,552	52,500	15,848,052	4,332,090	10,507,525	1,008,437	15,900,618	192.04	188.54	(52,566)

859	OPERATING	ACTUAL	ACTUAL	ACTUAL	ORIG	TRFRS	REV.	YTD	ENCUM.	AVAIL	FORE-	ADP	CURR	YR. END
860		2015 - 2016	2016 - 2017	2017 - 2018	APPRO	ADJ.	BUD.	EXP	REQUES.	BUD.	CAST	STF	STF	EST.
861	12001	CONSULTANT SERVICES	1,167,709	947,170	1,275,095	1,200,000	-	1,200,000	273,907	499,923	426,170	1,200,000		-
862	12004	LEGAL SERVICES	347,895	244,364	289,431	260,000	-	260,000	69,735	2,094	188,171	290,000		(30,000)
864	22001	TEXTBOOKS-NEW	12,293	5,834	70,161	5,500	-	5,500	5,458	-	42	5,458		42
865	22003	TEXTBOOKS-CONSUMABLES	5,111	5,680	5,130	5,120	-	5,120	5,815	-	(695)	5,815		(695)
866	23003	PERIODICALS	237	-	126	-	-	-	-	-	-	-		-
867	24011	GENERAL TEACHING SUPPLIES	45,187	74,641	75,645	52,000	-	52,000	24,089	7,936	19,975	52,000		-
868	24013	SPECIAL EDUCATION TESTING	63,350	69,147	43,842	53,350	-	53,350	21,166	13,246	18,938	53,350		-
870	25003	PROFESSIONAL DEVELOPMENT	59,840	91,285	154,767	100,000	-	100,000	33,507	29,930	36,563	100,000		-
871	25004	LOCAL TRAVEL EXPENSE	1,187	1,097	1,523	1,500	-	1,500	794	-	706	1,500		-
872	25011	PUPIL EVALUATION	200,485	167,790	330,245	200,000	-	200,000	50,493	9,750	139,757	200,000		-
873	25013	TEMPORARY HOURLY SERVICES	7,299	1,432	-	-	-	-	-	-	-	-		-
874	25026	DUES AND MEMBERSHIPS	260	260	860	1,000	-	1,000	-	1,200	(200)	1,200		(200)
875	25030	COMPUTER SOFTWARE & SUPPLIES	38,795	38,447	62,516	27,500	-	27,500	5,532	1,611	20,358	27,500		-
876	52002	IN-DISTRICT SPECIAL ED TRANS	638,067	625,076	683,096	725,000	-	725,000	113,641	-	611,359	827,820		(102,820)
877	52003	O-O-D SPECIAL ED TRANSPORTATION	690,645	486,757	459,047	543,000	-	543,000	82,035	7,000	453,965	543,000		-
878	72044	REPAIRS AND SERVICE CONTRACT	546	-	-	500	-	500	-	-	500	500		-
880	141001	TUITION-PUBLIC SCHOOLS	120,715	179,413	19,841	165,000	-	165,000	57,643	41,576	65,781	165,000		-
881	143001	TUITION-NON PUBLIC SCHOOLS	6,203,693	6,514,128	6,649,461	6,895,000	-	6,895,000	2,478,834	3,269,283	1,146,883	6,895,000		-
882	TOTAL OPERATING		9,603,314	9,452,521	10,120,785	10,234,470	-	10,234,470	3,222,649	3,883,549	3,128,272	10,368,143		(133,673)
883														
884	EQUIPMENT													
885	73020	REPL. CLASSROOM FURNITURE	-	-	-	-	-	-	-	-	-	-		-
886	123001	NEW OFFICE FURNITURE/EQUIP	-	-	-	-	-	-	-	-	-	-		-
887	123019	NEW ASSISTIVE TECHNOLOGY EQ	37,688	42,891	39,934	30,000	-	30,000	14,695	3,849	11,456	30,000		-
888	123020	NEW CLASSROOM FURNITURE	-	-	-	-	-	-	-	-	-	-		-
889	TOTAL EQUIPMENT		37,688	42,891	39,934	30,000	-	30,000	14,695	3,849	11,456	30,000		-
890														
891	GRAND TOTAL SPECIAL EDUCATIO		23,775,020	24,669,965	26,011,682	26,060,022	52,500	26,112,522	7,569,435	14,394,923	4,148,165	26,298,761	192.04	188.54
892														
893														
894	REVENUE		2015 - 2016	2016 - 2017	2017 - 2018	Orig. Bud	Adjust.	Rev. Bud.	Rev. Received	Rev. Expected	Rev. Forecast			Surplus/ (Shortfall)
895	143003	EARLY LEARNING PROGRAM TUITIO	-	-	-	-	-	-	-	-	-	-		-
896	143002	EXCESS COST REIMBURSEMENT	(2,724,654)	(2,861,446)	(3,412,941)	(2,736,000)	-	(2,736,000)	-	-	(2,736,000)	(2,736,000)		-
897	REVENUE		(2,724,654)	(2,861,446)	(3,412,941)	(2,736,000)	-	(2,736,000)	-	-	(2,736,000)	(2,736,000)		-
898														
899	NET SPECIAL EDUCATION EXPENSI		21,050,366	21,808,519	22,598,741	23,324,022	52,500	23,376,522	7,569,434.59	14,394,923	1,412,165	23,562,761		(186,239)

900	RC - 25	FIXED COSTS	ACTUAL	ACTUAL	ACTUAL	ORIG	TRFRS	REV.	YTD	ENCUM.	AVAIL	FORE-	ADP	CURR	YR. END
901			2015 - 2016	2016 - 2017	2017 - 2018	APPRO	ADJ.	BUD.	EXP	REQUES.	BUD.	CAST	STF	STF	EST.
903	52001	REGULAR PUPIL TRANSPORTATION	1,847,681	1,850,399	1,830,185	1,988,804	87,749	2,076,553	409,862	1,669,421	(2,730)	2,079,283			(2,730)
904															
905		TOTAL TRANSPORTATION	1,847,681	1,850,399	1,830,185	1,988,804	87,749	2,076,553	409,862	1,669,421	(2,730)	2,079,283			(2,730)
906															
907		HEATING FUEL													
908	63001	FUEL OIL - RC25	55,259	105,330	32,498	507,375	-	507,375	1,096	11,904	494,375	507,375			-
909	63001	FUEL OIL - DHS	176,647	142,331	147,118	-	-	-	-	92,015	(92,015)	-			-
910	63001	FUEL OIL - MIDDLESEX	98,514	81,939	88,893	-	-	-	-	-	-	-			-
911	63002	FUEL OIL - MIDDLESEX	-	-	-	-	-	-	-	-	-	-			-
912	63001	FUEL NATURAL GAS - HINDLEY	22,215	33,697	16,193	-	-	-	3,999	24,001	(28,000)	(3,999)			3,999
913	63001	FUEL OIL - HOLMES	28,438	14,187	26,071	-	-	-	-	-	-	-			-
914	63001	FUEL OIL - OX RIDGE	72,623	46,018	41,902	-	-	-	-	58,555	(58,555)	-			-
915	63001	FUEL OIL - ROYLE	34,304	26,245	30,794	-	-	-	-	37,045	(37,045)	-			-
916	63001	FUEL OIL - TOKENEKE	43,744	21,638	28,974	-	-	-	-	52,580	(52,580)	-			-
917		TOTAL HEATING FUEL	531,743	471,385	412,443	507,375	-	507,375	5,095	276,100	226,180	503,376			3,999
918															
919		UTILITIES													
920	64001	WATER - RC25	4,326	8,910	2,515	90,000	-	90,000	1,634	23,466	64,900	90,000			-
921	64001	WATER - DHS	28,082	27,092	22,382	-	-	-	12,100	17,900	(30,000)	-			-
922	64001	WATER - MIDDLESEX	15,329	14,382	15,876	-	-	-	6,755	8,245	(15,000)	-			-
923	64001	WATER - HINDLEY	4,480	4,863	4,772	-	-	-	1,371	3,229	(4,600)	-			-
924	64001	WATER - HOLMES	8,814	7,193	7,866	-	-	-	3,381	4,619	(8,000)	-			-
925	64001	WATER - OX RIDGE	6,569	5,234	3,900	-	-	-	1,177	4,223	(5,400)	-			-
926	64001	WATER - ROYLE	8,072	6,746	6,117	-	-	-	2,426	4,974	(7,400)	-			-
927	64001	WATER - TOKENEKE	10,401	9,718	9,671	-	-	-	3,409	6,091	(9,500)	-			-
928		TOTAL WATER	86,072	84,138	73,098	90,000	-	90,000	32,252	72,748	(15,000)	90,000			-
929	64002	ELECTRICITY - RC25	175,147	65,578	124,014	1,121,594	-	1,121,594	11,614	65,386	1,044,594	1,121,594			-
930	64002	ELECTRICITY -GEN & SOLAR DHS	465,552	439,897	461,523	-	-	-	191,597	274,403	(466,000)	-			-
931	64002	ELECTRICITY - MIDDLESEX	196,718	206,999	186,970	-	-	-	73,768	139,232	(213,000)	-			-
932	64002	ELECTRICITY - HINDLEY	51,053	46,063	66,117	-	-	-	14,953	37,047	(52,000)	-			-
933	64002	ELECTRICITY - HOLMES	42,680	46,345	37,655	-	-	-	13,049	35,951	(49,000)	-			-
934	64002	ELECTRICITY - GEN. & SOLAR OX RIDGE	64,253	69,877	72,501	-	-	-	15,434	60,566	(76,000)	-			-
935	64002	ELECTRICITY - ROYLE	44,159	46,452	44,868	-	-	-	5,891	43,109	(49,000)	-			-
936	64002	ELECTRICITY - TOKENEKE	168,446	128,004	115,128	-	-	-	51,985	82,015	(134,000)	-			-
937		TOTAL ELECTRICITY	1,208,009	1,049,214	1,108,776	1,121,594	-	1,121,594	378,291	737,709	5,594	1,121,594			-

938					ORIG	TRFRS	REV.	YTD	ENCUM.	AVAIL	FORE-	ADP	CURR	YR. END
939					APPRO	ADJ.	BUD.	EXP	REQUES.	BUD.	CAST	STF	STF	EST.
940	64003	TELEPHONE - RC25	69,223	69,421	40,568	75,000	-	75,000	31,769	72,781	(29,550)	75,000		-
941	64003	TELEPHONE - DHS	-	-	-	-	-	-	-	-	-			-
942	64003	TELEPHONE - MIDDLESEX	-	-	-	-	-	-	-	-	-			-
943	64003	TELEPHONE - HINDLEY	-	-	-	-	-	-	-	-	-			-
944	64003	TELEPHONE - HOLMES	-	-	-	-	-	-	-	-	-			-
945	64003	TELEPHONE - OX RIDGE	-	-	-	-	-	-	-	-	-			-
946	64003	TELEPHONE - ROYLE	-	-	-	-	-	-	-	-	-			-
947	64003	TELEPHONE - TOKENEKE	-	-	-	-	-	-	-	-	-			-
948		TOTAL TELEPHONE	69,223	69,421	40,568	75,000	-	75,000	31,769	72,781	(29,550)	75,000		-
949	64004	SEWER SERVICE - RC25	42,176	50,387	43,085	48,000	-	48,000	18,199	17,769	12,032	48,000		-
950	64004	SEWER SERVICE - DHS	-	-	-	-	-	-	-	-	-			-
951	64004	SEWER SERVICE - MIDDLESEX	-	-	-	-	-	-	-	-	-			-
952	64004	SEWER SERVICE - HINDLEY	-	-	-	-	-	-	-	-	-			-
953	64004	SEWER SERVICE - HOLMES	-	-	-	-	-	-	-	-	-			-
954	64004	SEWER SERVICE - OX RIDGE	-	-	-	-	-	-	-	-	-			-
955	64004	SEWER SERVICE - ROYLE	-	-	-	-	-	-	-	-	-			-
956	64004	SEWER SERVICE - TOKENEKE	-	-	-	-	-	-	-	-	-			-
957		TOTAL SEWER SERVICE	42,176	50,387	43,085	48,000	-	48,000	18,199	17,769	12,032	48,000		-
958														
959		TOTAL UTILITIES	1,405,480	1,253,160	1,265,527	1,334,594	-	1,334,594	460,511	901,007	(26,924)	1,334,594		-
960														
961		INSURANCE												
962	82001	PROPERTY INSURANCE	218,293	183,242	185,349	226,337	-	226,337	46,487	-	179,849	190,349		35,988
963	82002	WORKERS COMPENSATION	304,569	348,113	327,119	366,107	-	366,107	154,449	160,711	50,947	366,107		-
964	82003	HEALTH INSURANCE	10,672,298	10,839,538	10,612,261	11,338,518	-	11,338,518	5,223,734	4,615,901	1,498,883	11,130,483		208,035
965	82004	GENERAL LIABILITY INSURANCE	17,291	14,527	19,204	25,500	-	25,500	14,509	-	10,991	25,500		-
966	82006	STUDENT/ATHLETIC INSURANCE	62,226	78,730	101,000	116,913	13,047	129,960	129,960	-	-	129,960		-
967	82007	UNEMPLOYMENT COMPENSATION	38,069	43,783	67,362	60,000	-	60,000	16,336	43,604	60	60,000		-
968		TOTAL INSURANCE	11,312,746	11,507,934	11,312,295	12,133,375	13,047	12,146,422	5,585,476	4,820,216	1,740,731	11,902,399		244,023
969														
970		RETIREMENT												
971	84001	RETIREMENT	892,984	759,920	747,421	1,033,478	-	1,033,478	1,033,478	-	-	1,033,478		-
972	84002	FICA/MEDICARE	1,707,512	1,801,899	1,808,916	1,863,315	-	1,863,315	586,578	-	1,276,737	1,863,315		-
973	84004	OTHER POST EMPLOYMENT BENEFIT	581,797	413,669	434,160	389,291	-	389,291	389,291	-	-	389,291		-
974		TOTAL RETIREMENT	3,182,293	2,975,488	2,990,497	3,286,084	-	3,286,084	2,009,347	-	1,276,737	3,286,084		-
975														
976		TOTAL FIXED COSTS	18,279,943	18,058,367	17,810,946	19,250,232	100,796	19,351,028	8,470,290	7,666,744	3,213,994	19,105,736		245,292
977														Surplus/
978		REVENUE	2015 - 2016	2016 - 2017	2017 - 2018	Orig. Bud	Adjust.	Rev. Bud.	Rev. Received	Rev. Expected	Rev. Forecast			(Shortfall)
979	84005	REVENUE - OPEB DISTRIBUTION	(423,200)	(271,800)	(319,300)	(328,000)	-	(328,000)	-	-	(328,000)	(328,000)		-
980														
981		NET FIXED COSTS	17,856,743	17,786,567	17,491,646	18,922,232	100,796	19,023,028	8,470,290	7,666,744	2,885,994	18,777,736		245,292

982																	
983	RC - 26	EARLY LEARNING PROGRAM	ACTUAL	ACTUAL	ACTUAL	ORIG	TRFRS	REV.	YTD	ENCUM.	AVAIL	FORE-	ADP	CURR	YR. END		
984			2015 - 2016	2016 - 2017	2017 - 2018	APPRO	ADJ.	BUD.	EXP	REQUES.	BUD.	CAST	STF	STF	EST.		
985	21102	ASSISTANT PRINCIPAL	164,430	147,054	150,363	153,746	-	153,746	53,220	100,526	(0)	153,746	1.00	1.00	(0)		
986	21302	SUBSTITUTE TEACHERS	10,492	6,350	9,150	4,500	-	4,500	2,400	-	2,100	4,500			-		
987	21303	SPECIAL CLASS TEACHERS	637,457	648,627	647,314	702,402	-	702,402	157,122	535,238	10,043	692,359	8.80	8.80	10,043		
988	21603	TEACHER AIDS	576,354	561,237	570,545	603,397	-	603,397	168,537	457,138	(22,277)	625,675	17.00	16.92	(22,277)		
989		TOTAL PERSONNEL	1,388,733	1,363,269	1,377,372	1,464,045	-	1,464,045	381,278	1,092,902	(10,135)	1,476,280	26.80	26.72	(12,235)		
990																	
991	22003	TEXTBOOKS-CONSUMABLES	6,792	5,016	5,700	5,500	-	5,500	678	-	4,822	5,500			-		
992	24011	GENERAL TEACHING SUPPLIES	4,458	4,987	6,572	6,000	-	6,000	5,613	-	387	6,000			-		
993	24013	SPECIAL EDUCATION TESTING	1,099	596	459	500	-	500	-	-	500	500			-		
994	25003	PROFESSIONAL DEVELOPMENT	3,874	3,816	8,288	5,250	-	5,250	2,103	-	3,147	5,250			-		
995	25026	DUES AND MEMBERSHIPS	-	-	200	-	-	-	-	-	-	-			-		
996		TOTAL OPERATING	16,223	14,416	21,218	17,250	-	17,250	8,394	-	8,856	17,250	-	-	-		
997																	
998	123020	NEW CLASSROOM FURNITURE	20,509	-	1,239	-	-	-	-	-	-	-			-		
999	73020	NEW CLASSROOM FURNITURE	-	-	952	1,000	-	1,000	792	-	208	1,000			-		
1000		TOTAL EQUIPMENT	20,509	-	2,191	1,000	-	1,000	792	-	208	1,000	-	-	-		
1001																	
1002		TOTAL EARLY LEARNING PROGR.	1,425,464	1,377,684	1,400,782	1,482,295	-	1,482,295	390,465	1,092,902	(1,071)	1,494,530	26.80	26.72	(12,235)		
1003																	
1004																	
1005	143003	ELP TUITION	(283,183)	(281,201)	(306,594)	(299,173)	-	(299,173)	(220,097)	-	(220,097)	(299,173)			-		
1006		TOTAL ELP TUITION	(283,183)	(281,201)	(306,594)	(299,173)	-	(299,173)	(220,097)	-	(220,097)	(299,173)	-	-	-		
1007																	
1008																	
1009		TOTAL EARLY LEARNING PROGR.	1,142,282	1,096,483	1,094,188	1,183,122	-	1,183,122	170,368	1,092,902	(221,168)	1,195,357	26.80	26.72	(12,235)		
1010																	
1011																	

**Darien Public Schools
Budget Projection for 2018-19**

EXPENSES											ADP	CURR	Surplus/
Category	2015 - 2016	2016 - 2017	2017 - 2018	Orig. Bud	Adjust.	Rev. Bud.	Exp	Encumber	Avail. Bud	Exp. Forecast	STF	STF	(Shortfall)
Personnel	59,859,546	62,191,429	64,018,526	65,902,209	(132,212)	65,769,998	17,532,334	45,042,901	3,194,762	65,691,899	766.31	759.43	78,099
Operating	15,839,762	16,573,273	17,439,291	16,632,049	31,416	16,663,465	5,731,033	5,034,042	5,898,390	16,910,918	-	-	(247,453)
Fixed	18,279,943	18,058,367	17,810,946	19,250,232	100,796	19,351,028	8,470,290	7,666,744	3,213,994	19,105,736	-	-	245,292
Equipment	952,367	1,086,817	998,839	717,019	-	717,019	490,228	23,286	203,505	717,115	-	-	(95)
GRAND TOTAL EXPENSES	94,931,619	97,909,885	100,267,602	102,501,510	(0)	102,501,510	32,223,886	57,766,973	12,510,651	102,425,668	766.31	759.43	75,842

REVENUE											Rev. Surplus/
	2015 - 2016	2016 - 2017	2017 - 2018	Orig. Bud	Adjust.	Rev. Bud.	Rev. Received	Rev. Expected	Rev. Forecast		(Shortfall)
RC-1 Student Parking Fees	(10,000)	(10,000)	(11,000)	(11,000)	-	(11,000)	(11,000)	-	(11,000)	(11,000)	-
RC-11 Summer School Field Use	(35,000)	(35,000)	(35,000)	(35,000)	-	(35,000)	-	-	(35,000)	(35,000)	-
RC-12 Building Rental	(52,802)	(109,090)	(95,423)	(70,000)	-	(70,000)	(43,977)	-	(90,000)	(90,000)	20,000
RC-12 Use of Fields	(97,445)	(123,587)	(144,154)	(110,000)	-	(110,000)	(29,608)	435	(120,000)	(120,000)	10,000
RC-15 Revenue for IT Services	(190,785)	(196,413)	(201,323)	(203,071)	-	(203,071)	-	-	(203,071)	(203,071)	-
RC-20 Revenue for IT Services	-	-	-	-	-	-	-	-	-	-	-
RC-23 Continuing Education	-	-	-	-	-	-	-	-	-	-	-
RC-23 Summer School	(577,712)	(657,975)	(596,321)	(587,000)	-	(587,000)	(13,768)	-	(13,768)	(617,000)	30,000
RC-24 Excess Cost Grant*	(2,724,654)	(2,861,446)	(3,412,941)	(2,736,000)	-	(2,736,000)	-	-	(2,736,000)	(2,736,000)	-
RC-24 ELP Tuition	-	-	-	-	-	-	-	-	-	-	-
RC-25 Other Post Employment Ben.	(423,200)	(271,800)	(319,300)	(328,000)	-	(328,000)	-	-	(328,000)	(328,000)	-
RC-26 Early Learning Program	(283,183)	(281,201)	(306,594)	(299,173)	-	(299,173)	(220,097)	-	(220,097)	(299,173)	-
GRAND TOTAL REVENUE	(4,394,780)	(4,546,513)	(5,122,056)	(4,379,244)	-	(4,379,244)	(318,450)	435	(3,756,936)	(4,439,244)	-

NET BUDGET (Appropriation)	90,536,838	93,363,372	95,145,546	98,122,266	(0)	98,122,266	31,905,435	57,767,408	8,753,715	97,986,424	766.31	759.43	135,843
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1052	RESPONSIBILITY CENTER SUMMARY		ACTUAL	ACTUAL	ACTUAL	ORIG	TRFRS	REV.	YTD	ENCUM.	AVAIL	FORE-	ADP	CURR	YR. END
1053	RC - #	RC NAME	2015 - 2016	2016 - 2017	2017 - 2018	APPRO	ADJ.	BUD.	EXP	REQUES.	BUD.	CAST	STF	STF	EST.
1054	RC-1	DHS	11,931,196	12,016,641	12,627,891	13,080,711	(154,235)	12,926,476	3,356,691	9,124,044	445,741	12,889,241			37,235
1055	RC-2	FITSCH ACADEMY	-	-	264,668	420,257	32,638	452,895	115,866	326,669	10,360	453,035			(140)
1056	RC-3	MMS	9,891,236	10,162,412	10,183,813	10,542,734	(184,780)	10,357,955	2,630,547	7,336,674	390,733	10,308,900			49,055
1057	RC-5	Hindley	3,296,714	3,297,644	3,405,446	3,628,018	(7,210)	3,620,808	955,146	2,618,654	47,008	3,621,955			(1,146)
1058	RC-7	Holmes	3,001,439	3,083,562	3,102,368	3,317,073	(93,355)	3,223,718	874,041	2,306,031	43,646	3,231,688			(7,971)
1059	RC-8	Ox Ridge	3,212,973	3,266,427	3,389,782	3,460,247	(23,691)	3,436,556	931,804	2,471,923	32,830	3,432,818			3,738
1060	RC-9	Royle	2,758,524	2,924,408	2,951,676	3,094,372	17,191	3,111,563	798,685	2,198,155	114,722	3,061,448			50,115
1061	RC-10	Tokeneke	3,086,024	3,094,943	3,255,211	3,326,786	42,031	3,368,817	919,026	2,470,626	(20,835)	3,434,519			(65,703)
1062	RC-11	Ath. Health & P.E.	1,583,164	1,734,017	1,807,591	1,799,305	2,259	1,801,564	436,306	416,359	948,899	1,808,064			(6,500)
1063	RC-12	Maintenance	3,670,280	3,909,459	4,020,934	3,345,822	9,752	3,355,574	1,237,845	1,541,153	576,576	3,415,570			(59,996)
1064	RC-13	Music	264,171	243,807	261,709	274,742	1,004	275,746	104,165	118,376	53,205	275,841			(95)
1065	RC-14	Art	101,519	108,271	112,822	109,757	-	109,757	30,345	14,751	64,661	109,757			-
1066	RC-15	Tech Plan	2,572,617	3,210,644	3,268,252	2,979,851	21,806	3,001,657	1,504,917	872,424	624,317	3,011,803			(10,146)
1067	RC-16	Admin	964,508	915,445	876,863	829,699	(28,663)	801,035	195,111	201,451	404,474	736,259			64,776
1068	RC-17	Health	773,673	825,455	792,521	831,180	4,889	836,069	234,320	533,547	68,203	836,095			(25)
1069	RC-18	Personnel	874,826	1,226,554	940,564	1,029,624	184,247	1,213,919	940,564	269,053	672,062	1,180,920			32,999
1070	RC-19	Curriculum	2,140,573	2,426,050	2,418,322	2,284,243	5,974	2,290,217	531,931	1,353,210	405,076	2,323,553			(33,336)
1071	RC-20	Finance	561,615	556,177	586,022	576,856	15,427	592,283	196,416	360,997	34,870	592,283			(0)
1072	RC-21	Library/Media	188,404	155,497	173,267	187,093	-	187,093	65,747	48,123	73,223	189,655			(2,562)
1073	RC-22	Tech Ed.	41,479	44,779	47,799	47,940	-	47,940	14,116	3,557	30,267	47,940			-
1074	RC-23	Cont. Ed	536,257	601,677	556,671	542,602	1,419	544,021	387,868	26,627	129,527	565,295			(21,274)
1075	RC-24	SPED	23,775,020	24,669,965	26,011,682	26,060,022	52,500	26,112,522	7,569,435	14,394,923	4,148,165	26,298,761			(186,239)
1076	RC-25	Fixed Expenses	18,279,943	18,058,367	17,810,946	19,250,232	100,796	19,351,028	8,470,290	7,666,744	3,213,994	19,105,736			245,292
1077	RC-26	Early Learning Program	1,425,464	1,377,684	1,400,782	1,482,295	-	1,482,295	390,465	1,092,902	(1,071)	1,494,530			(12,235)
1078	TOTAL ACTUAL		94,931,619	97,909,885	100,267,602	102,501,510	(0)	102,501,510	32,223,886	57,766,973	12,510,651	102,425,668	-	-	75,842
1079	RC	PERSONNEL SUMMARY	ACTUAL	ACTUAL	ACTUAL	ORIG	TRFRS	REV.	YTD	ENCUM.	AVAIL	FORE-	ADP	CURR	YR. END
1080			2015 - 2016	2016 - 2017	2017 - 2018	APPRO	ADJ.	BUD.	EXP	REQUES.	BUD.	CAST	STF	STF	EST.
1081	RC-1	Darien High School	11,626,417	11,763,591	12,378,407	12,825,856	(154,235)	12,671,621	3,228,163	9,118,314	325,143	12,634,386	145.38	145.02	37,235
1082	RC-2	Fitch Academy			240,668	337,757	16,938	354,695	93,941	260,895	(140)	354,835	4.00	4.00	(140)
1083	RC-3	Middlesex Middle School	9,804,460	10,072,065	10,093,325	10,433,528	(184,780)	10,248,749	2,617,312	7,327,317	304,120	10,199,694	116.08	114.94	49,055
1084	RC-5	Hindley School	3,228,346	3,234,425	3,345,693	3,567,142	(7,210)	3,559,932	917,554	2,617,130	25,248	3,560,726	44.04	44.04	(794)
1085	RC-7	Holmes School	2,937,002	3,019,811	3,032,547	3,252,833	(93,355)	3,159,478	838,459	2,301,660	19,358	3,167,448	43.16	42.16	(7,971)
1086	RC-8	Ox Ridge School	3,155,528	3,209,578	3,337,821	3,405,869	(23,691)	3,382,178	887,491	2,470,638	24,050	3,378,347	40.98	40.98	3,831
1087	RC-9	Royle School	2,706,093	2,873,942	2,902,904	3,044,188	17,191	3,061,379	770,595	2,197,768	93,016	3,011,192	39.09	37.09	50,186
1088	RC-10	Tokeneke School	3,030,556	3,036,554	3,204,562	3,266,664	42,031	3,308,695	886,167	2,470,082	(47,554)	3,374,397	42.12	43.82	(65,703)
1089	RC-11	Physical Education	953,244	1,007,683	1,014,667	1,067,803	2,259	1,070,062	275,783	326,528	467,752	1,074,457	4.50	5.00	(4,395)
1090	RC-12	Maintenance	1,644,337	1,619,271	1,673,810	1,622,362	6,037	1,628,399	620,365	960,132	47,901	1,631,296	16.00	15.00	(2,897)
1091	RC-13	Music	200,072	175,355	182,339	189,970	1,004	190,974	58,818	99,836	32,321	190,974	1.20	1.20	1
1092	RC-14	Art	-	-	-	-	-	-	-	-	-	-	-	-	-
1093	RC-15	Technology	900,747	995,793	1,040,728	1,051,271	21,806	1,073,077	359,551	592,669	120,857	1,083,223	12.33	12.33	(10,146)
1094	RC-16	Administration	404,996	405,698	412,412	411,590	(40,663)	370,927	97,443	175,949	97,534	273,393	2.60	2.60	97,534
1095	RC-17	Health	728,434	777,116	741,756	781,030	4,889	785,919	220,594	531,431	33,894	785,918	10.50	10.50	2
1096	RC-18	Personnel	810,934	1,165,930	813,145	933,732	184,247	1,117,979	256,418	269,053	592,508	1,084,980	2.84	2.84	32,999
1097	RC-19	Curriculum	1,627,653	1,729,766	1,770,926	1,866,654	5,974	1,872,628	477,536	1,341,433	53,660	1,905,964	16.75	16.75	(33,336)
1098	RC-20	Finance	512,552	525,277	552,557	536,980	15,427	552,407	191,410	360,997	(0)	552,407	5.50	5.50	(0)
1099	RC-21	Library/Media	25,213	2,617	2,512	-	-	-	610	1,952	(2,562)	2,562	-	-	(2,562)
1100	RC-23	Continuing Education	40,213	39,136	49,412	47,382	1,419	48,801	20,756	18,692	9,354	48,801	0.40	0.40	0
1101	RC-24	Special Education	14,134,017	15,174,553	15,850,962	15,795,552	52,500	15,848,052	4,332,090	10,507,525	1,008,437	15,900,618	192.04	188.54	(52,566)
1102	RC-26	Early Learning Program	1,388,733	1,363,269	1,377,372	1,464,045	-	1,464,045	381,278	1,092,902	(10,135)	1,476,280	26.80	26.72	(12,235)
1103	TOTAL PERSONNEL		59,859,546	62,191,429	64,018,526	65,902,209	(132,212)	65,769,998	17,532,334	45,042,901	3,194,762	65,691,899	766.31	759.43	78,099

1104	OPERATING SUMMARY		ACTUAL	ACTUAL	ACTUAL	ORIG	TRFRS	REV.	YTD	ENCUM.	AVAIL	FORE-	ADP	CURR	YR. END
1105	RC NAME		2015 - 2016	2016 - 2017	2017 - 2018	APPRO	ADJ.	BUD.	EXP	REQUES.	BUD.	CAST	STF	STF	EST.
1106	RC-1	Darien High School	294,880	240,048	249,484	249,786	-	249,786	124,020	5,168	120,598	249,786	-	-	-
1107	RC-2	Fitch Academy			24,000	82,500	15,700	98,200	21,925	65,775	10,500	98,200			(0)
1108	RC-3	Middlesex Middle School	82,056	89,688	89,497	99,272	-	99,272	13,236	9,357	76,679	99,272	-	-	-
1109	RC-5	Hindley School	64,879	63,219	58,733	59,876	-	59,876	37,591	1,525	20,760	60,228	-	-	(352)
1110	RC-7	Holmes School	63,488	62,850	68,820	63,240	-	63,240	35,582	3,370	24,288	63,240	-	-	-
1111	RC-8	Ox Ridge School	56,567	55,927	51,072	53,378	-	53,378	44,313	1,285	7,780	53,471	-	-	(93)
1112	RC-9	Royle School	50,275	49,617	47,826	49,184	-	49,184	27,198	387	21,599	49,256	-	-	(72)
1113	RC-10	Tokeneke School	54,270	57,507	49,982	59,122	-	59,122	31,930	545	26,647	59,122	-	-	-
1114	RC-11	Physical Education	624,716	722,366	786,756	725,502	-	725,502	160,523	89,832	475,147	727,607	-	-	(2,105)
1115	RC 12	Maintenance	1,855,967	2,060,239	2,189,650	1,658,610	3,716	1,662,326	594,542	566,785	500,999	1,719,424	-	-	(57,099)
1116	RC-13	Music	56,954	56,263	67,821	70,747	-	70,747	35,666	15,861	19,220	70,747	-	-	-
1117	RC-14	Art	99,522	99,885	102,889	103,345	-	103,345	24,529	14,228	64,588	103,345	-	-	-
1118	RC-15	Technology Plan	1,074,564	1,461,098	1,472,206	1,367,425	-	1,367,425	716,047	279,319	372,059	1,367,425	-	-	-
1119	RC-16	Administration	477,887	509,747	464,451	418,109	12,000	430,109	97,667	25,501	306,940	462,866	-	-	(32,758)
1120	RC-17	Health	45,239	48,339	50,766	50,150	-	50,150	13,726	2,116	34,309	50,177	-	-	(27)
1121	RC-18	Personnel	63,891	60,624	127,419	95,940	-	95,940	16,387	-	79,553	95,940	-	-	-
1122	RC-19	Curriculum	512,920	696,284	647,396	417,589	-	417,589	54,396	11,777	351,416	417,589	-	-	-
1123	RC-20	Finance	49,063	30,900	33,465	39,876	-	39,876	5,006	-	34,870	39,876	-	-	-
1124	RC-21	Library/Media	163,192	144,872	167,242	181,093	-	181,093	65,137	46,171	69,785	181,093	-	-	-
1125	RC-22	Technology Education	33,852	34,324	40,552	40,367	-	40,367	13,459	3,557	23,351	40,367	-	-	-
1126	RC-23	Continuing Education	496,044	562,540	507,259	495,220	-	495,220	367,112	7,935	120,173	516,494	-	-	(21,274)
1127	RC-24	Special Education	9,603,314	9,452,521	10,120,785	10,234,470	-	10,234,470	3,222,649	3,883,549	3,128,272	10,368,143	-	-	(133,673)
1128	RC-26	Early Learning Program	16,223	14,416	21,218	17,250	-	17,250	8,394	-	8,856	17,250	-	-	-
1129		TOTAL OPERATING	15,839,762	16,573,273	17,439,291	16,632,049	31,416	16,663,465	5,731,033	5,034,042	5,898,390	16,910,918	-	-	(247,453)
1130															
1131	EQUIPMENT SUMMARY		ACTUAL	ACTUAL	ACTUAL	ORIG	TRFRS	REV.	YTD	ENCUM.	AVAIL	FORE-	ADP	CURR	YR. END
1132	RC NAME		2015 - 2016	2016 - 2017	2017 - 2018	APPRO	ADJ.	BUD.	EXP	REQUES.	BUD.	CAST	STF	STF	EST.
1133	RC-1	Darien High School	9,900	13,002	-	5,070	-	5,070	4,508	562	-	5,070			-
1134	RC-3	Middlesex Middle School	4,719	659	990	9,934	-	9,934	-	-	9,934	9,934			-
1135	RC-5	Hindley School	3,489	-	1,020	1,000	-	1,000	-	-	1,000	1,000			-
1136	RC-7	Holmes School	949	901	1,001	1,000	-	1,000	-	1,000	-	1,000			-
1137	RC-8	Ox Ridge School	877	922	889	1,000	-	1,000	-	-	1,000	1,000			-
1138	RC-9	Royle School	2,156	848	946	1,000	-	1,000	892	-	108	1,000			-
1139	RC-10	Tokeneke School	945	882	666	1,000	-	1,000	929	-	71	1,000	-	-	-
1140	RC-11	Physical Education	5,204	3,969	6,168	6,000	-	6,000	-	-	6,000	6,000			-
1141	RC 12	Maintenance	169,977	229,950	157,474	64,850	-	64,850	22,938	14,237	27,676	64,850			-
1142	RC-13	Music	7,146	12,188	11,549	14,025	-	14,025	9,682	2,680	1,663	14,120			(95)
1143	RC-14	Art	1,997	8,386	9,932	6,412	-	6,412	5,816	523	73	6,412			-
1144	RC-15	Technology Plan	597,306	753,754	755,318	561,155	-	561,155	429,319	436	131,401	561,155			-
1145	RC-16	Administration	81,625	-	-	-	-	-	-	-	-	-			-
1146	RC-17	Health	-	-	-	-	-	-	-	-	-	-			-
1147	RC-19	Curriculum	-	-	-	-	-	-	-	-	-	-			-
1148	RC-20	Finance	-	-	-	-	-	-	-	-	-	-			-
1149	RC-21	Library/Media	-	8,008	3,513	6,000	-	6,000	-	-	6,000	6,000			-
1150	RC-22	Technology Education	7,627	10,455	7,247	7,573	-	7,573	657	-	6,916	7,573			-
1151	RC-23	Continuing Education	-	-	-	-	-	-	-	-	-	-			-
1152	RC-24	Special Education	37,688	42,891	39,934	30,000	-	30,000	14,695	3,849	11,456	30,000			-
1153	RC-26	Early Learning Program	20,509	-	2,191	1,000	-	1,000	792	-	208	1,000			-
1154						ORIG	TRFRS	REV.	YTD	ENCUM.	Rev. Expected	FORE-	ADP	CURR	YR. END
1155						APPRO	ADJ.	BUD.	EXP	REQUES.		CAST	STF	STF	EST.
1156		TOTAL EQUIPMENT	952,114	1,086,817	998,839	717,019	-	717,019	490,228	23,286	203,505	717,115			(95)
1157															
1158		RC-25 FIXED EXPENSES	18,279,943	18,058,367	17,810,946	19,250,232	100,796	19,351,028	8,470,290	7,666,744	3,213,994	19,105,736			245,292
1159		Budget Total	94,931,619	97,909,885	100,267,602	102,501,510	(0)	102,501,510	32,223,886	57,766,973	12,510,651	102,425,668			75,842
1160		Total Revenue	(4,394,780)	(4,546,513)	(5,122,056)	(4,379,244)	-	(4,379,244)	(318,450)	435	(3,756,936)	(4,439,244)			60,000
1161		Net Budget	90,536,838	93,363,372	95,145,546	98,122,266	(0)	98,122,267	31,905,435	57,767,408	8,753,715	97,986,424	-		135,843



Memorandum

To: Board of Education Budget Committee

From: Michael E. Feeney, Director of Finance & Operations

Date: November 9, 2018

RE: Budget Transfers

The attached document represents listings of proposed budget transfers for November, 2018.

MEF/kcb

PROPOSED BUDGET TRANSFERS 11.13.18

	RC	LOCATION	ORG	OBJECT	DESCRIPTION	FROM	TO	RATIONAL
1	RC 1	DHS	00110108	21220	CURRICULUM SUPERVISION		(2,707)	Adjustment
2	RC 2	DHS	00110118	21301	ENGLISH TEACHERS	\$ 33,106		Attrition/New Hire
3	RC 1	DHS	00110124	21301	FOR. LANG. TEACHERS		(824)	Adjustment
4	RC 1	DHS	00110134	21301	PHYSICAL ED. TEACHERS		(5,249)	Itinerant Adjustment
5	RC 1	DHS	00110138	21301	SCIENCE TEACHERS		(378)	Adjustment
6	RC 1	DHS	00110108	21301	GUIDANCE		(7,649)	Shift in Staffing
7	RC 1	DHS	00110108	21301	TEACHER AIDES		(5,630)	Contractual Settlement
8	RC 2	FITCH	00210110	21301	ALTERNATIVE SCHOOL		(140)	Adjustment
9	RC 3	MMS	00310334	21301	PHYSICAL EDUCATION TEACHERS		(264)	Adjustment
10	RC 3	MMS	00310307	21501	PRINCIPAL/DIRECTOR SECRETARY		(9,672)	LOA/Adjustment
11	RC 3	MMS	00310307	61001	CUSTODIANS		(63)	Adjustment
12	RC 5	HIN	00510506	21603	TEACHER AIDES		(8,681)	Contractual Settlement
13	RC 6	HIN	00510506	35000	POLICE AND FIRE SERVICES		(352)	Adjustment
14	RC 7	HOLM	00710706	21603	TEACHER AIDES		(7,916)	Contractual Settlement
15	RC 7	HOLM	00710706	61001	CUSTODIANS		(55)	Adjustment
16	RC 8	OX	00810806	21302	SUBSTITUTE TEACHERS		(18,904)	Transfer Correction
17	RC 8	OX	00810806	35000	POLICE AND FIRE SERVICES		(93)	Adjustment
18	RC 9	ROY	00910906	21603	TEACHER AIDES		28,218	Moved to Tokeneke
19	RC 9	ROY	00910914	21301	ART TEACHERS		21,968	Moved to Tokeneke
20	RC 9	ROY	00910906	35000	POLICE AND FIRE SERVICES		(72)	Adjustment
21	RC 10	TOK	01011006	21314	ART TEACHERS		(21,968)	Moved from Royle
22	RC 10	TOK	01011006	21603	TEACHER AIDES		(44,092)	From Royle and Contractual Settlement
23	RC 11	PE	01112009	21501	PRINCIPAL/DIRECTOR SECRETARY		(2,695)	Contractual Settlement
24	RC 11	PE	01112009	41006	ATHLETIC TRAINING SERVICES		(1,700)	Adjustment for additional services
25	RC 12	MAIN	01212009	71001	GROUNDKEEPERS		(1,650)	Shift Differential
26	RC 12	MAIN	01212009	71003	MAINTENANCE		(1,267)	Shift Differential
27	RC 13	MAIN	01223009	71013	HARDWARE		(2,102)	Adjustment for Materials
28	RC 12	MAIN	01223009	83006	RENTAL OF TOOLS & EQUIPMENT		(4,997)	Adjustment for Materials
29	RC 12	MAIN	01223009	122000	IMPROVEMENT OF BUILDINGS		(50,000)	Masonry Restoration Tok/DHS
30	RC 15	TECH	01512009	21603	TEACHER AIDE / COPY CENTER		(10,146)	Contractual Settlement
31	RC 18	PERS	01812009	31000	BUDGET CONTROL	32,999		Move to Instructional Support Specialist
32	RC 19	CURR	01912009	1912009	INSTRUCTION SUPP. SPECIALISTS		(32,999)	From Budget Control
33	RC 24	SPECIAL	02412009	21301	SPECIAL CLASS TEACHER	41,571		Attrition/New Hire
34	RC 24	SPECIAL	02422009	52002	INDISTRICT SPECIAL ED TRANSPORT		(102,820)	Additional Van/Contract Renewal
35	RC 24	SPECIAL	02412009	21603	TEACHER AIDES		(34,523)	Contractual Settlement
36	RC 25	FIXED	02532009	82003	HEALTH INSURANCE	208,035		Contractual Settlement
37	RC 25	FIXED	02532009	82001	PROPERTY INSURANCE	35,988		Insurance Coverage
38	RC 26	ELP	02612009	21603	TEACHER AIDES		(22,277)	Contractual Settlement

DARIEN PUBLIC SCHOOLS
Darien, Connecticut

Revised (changes are highlighted in "Yellow")
PROPOSED

2019-2020 BUDGET CALENDAR

2019

JANUARY 3RD, THURSDAY
Board of Education
Meeting Room
7:00 p.m.

- Special Board of Education Meeting
- 1) Review of 2019-2020 Budget
Book Structure and Format
 - 2) Presentation of Superintendent's
Proposed Budget for 2019-2020
Including Major Budget Proposals

***JANUARY 5TH, SATURDAY**
Board of Education
Meeting Room
8:30 a.m.

- Regular Board of Education Meeting
- 1) Personnel, Operating and Equipment
Proposed Budgets of:

RC 01 Darien High School
RC 02 Fitch Academy
RC 03 Middlesex Middle School
RCs 05, 07, 08, 09 and 10 - Elementary Schools
RC 11 Physical Education/Athletics
RC 12/25 Facilities/Fixed Expenses/ Capital Plan
RC 13 Music
RC 14 Art
RC 21 Library/Media
RC 17 Health
RC 22 Technology Education
RC 15 Technology
RC 24 Special Education
RC 26 Early Learning Program
RC 19/23 Curriculum/Summer School
RC 20 Finance
RC 16 Administration
RC 18 Personnel/Human Resources

***Saturday, January 12 Snow Date**

JANUARY 8TH, TUESDAY

Board of Education
Meeting Room
7:30 p.m.

Regular Board of Education Meeting

Meeting with Board of Finance; RTM Education and Finance and Budget Committees

JANUARY 15TH, TUESDAY

Board of Education
Meeting Room
7:00 p.m.

Special Board of Education Meeting

Further Discussion on Budget items and follow up on questions from Board of Education and community
Meeting with Board of Finance; RTM Education and Finance and Budget Committees**

JANUARY 22ND, TUESDAY

Board of Education
Meeting Room
7:30 p.m.

Regular Board of Education Meeting

- ~~1) Meeting with Board of Finance; RTM Education and Finance & Budget Committees~~
- 1) Unfinished Business on 2019-2020 Proposed Budget
- 2) Board of Education Discussion of Budget Modifications under Consideration

JANUARY 29TH, TUESDAY

**Town Hall Auditorium or
Board of Education Meeting Room
7:00 p.m.**

Special Board of Education Meeting

- 1) Public Hearing on 2019-2020 Proposed Budget
- 2) Final Budget Review as needed

FEBRUARY 12TH, TUESDAY

Board of Education
Meeting Room
7:30 p.m.

Regular Board of Education Meeting

- 1) Approval of 2019-2020 Board of Education Budget

NOTE: School Winter Break February 18th through February 22nd

FEBRUARY 26TH, TUESDAY

Board of Education
Meeting Room
7:30 p.m.

Regular Board of Education Meeting

MARCH 5TH, TUESDAY

**(1st Tuesday)
Town Hall
7:30 p.m.**

LEGAL DATE: Board of Finance meeting at which 2019-2020 Board of Education Recommended Budget is submitted.

MARCH (to be confirmed)

LEGAL DATE: Publication of 2019-2020 Recommended Budget in Newspapers.

****In the event of Snow on Saturday, January 5th.**

MARCH 12TH, TUESDAY
Town Hall (2nd Tuesday)
Auditorium
7:30 p.m.

LEGAL DATE: Board of Finance Public
Hearing on Budget

MARCH 13TH, WEDNESDAY
Board of Education
Meeting Room
7:30 p.m.

Regular Board of Education meeting

MARCH 16TH, SATURDAY
8:00 a.m. to approx. 11:30 a.m.

Tour of Schools -- starting in MIDDLESEX ROTUNDA

MARCH 26TH, TUESDAY

Regular Board of Education meeting

Board of Education
Meeting Room
7:30 p.m.

Update on Projected Elementary Enrollment;
Recommendation to the Board on any Budget Changes

APRIL – week of the 1st – Dates to be Determined**

Town Hall
Conference Room
7:30 p.m.

Board of Finance - Work Session with Board of Education
Review Board of Education Budget.

APRIL 9TH, TUESDAY**

Town Hall
Conference Room
7:30 p.m.

Board of Finance – Preliminary Vote on Budget

APRIL 11TH, THURSDAY**

Town Hall
Conference Room
7:30 p.m.

Board of Finance – Final Vote on Budget
and set Mill Rate

NOTE: School Spring Break April 15th through 19th

APRIL
(By the 3rd Tues. in April)

LEGAL DATE: Board of Finance filing of
2019-2020 Town Appropriations and Tax Rate with Town Clerk.

MAY 13TH, MONDAY
(2nd Monday)
Town Hall
Auditorium
8:00 p.m.

LEGAL DATE: RTM Approval of 2019-2020
Town of Darien Budget.

****to be confirmed by the Board of Finance**

Darien Public Schools - Administrative Offices

35 Leroy Avenue - P.O. Box 1167 - Darien, Connecticut 06820-1167
Tel: 203-656-7412 Email: elandon@darienps.org

To: Members of the Board of Education
From: Elliott Landon
Subject: Upgrading of Electric Systems at Hindley, Royle and Holmes
Date: November 13, 2018

At our meeting of September 25, the Board authorized the Superintendent to request of the Board of Finance the use of as much of the Board of Education's 2017-18 end-of-year fund balance of \$729,230 for the upgrading of the electrical systems at the three above-referenced schools. The Board did so with the caveat that the Superintendent not make the request of the Board of Finance until such time as there are "hard number" estimates of the cost of the upgrades.

I am pleased to inform you that those estimated costs have been received (please see attached estimates from Barile, Gallagher & Associates, Consulting Engineers) and are far less than the amount of the fund balance. For Hindley the estimated cost is \$115,000; for Holmes, \$115,000; and, for Royle, \$125,000, for a total cost \$355,000. Additionally, we anticipate a cost of \$30,000 for design and engineering fees.

By virtue of the administrative recommendation below, I respectfully urge the Board to authorize the Superintendent to request of the Board of Finance the amount of \$385,000 from the 2017-18 end-of-year fund balance for the upgrading of the electrical systems at Hindley, Royle and Holmes.

ADMINISTRATIVE RECOMMENDATION

Be It Resolved, That upon the recommendation of the Superintendent of Schools, the Board of Education authorizes the Superintendent of Schools to request of the Board of Finance the sum of \$385,000 to upgrade the electrical systems at Hindley, Royle and Holmes.



Memorandum

To: Board of Education

From: Katie Stein
Marge Cion

Date: November 13, 2018

Re: Revisions to Board Policies 4025, 4050 and 5100; New Policy 5285

We are asking the Board of Education to consider revisions to Board Policy 4025 (Reports of Suspected Abuse or Neglect of Children or Sexual Assault of Students by School employees), Board Policy 4050 (Reports of Suspected Abuse or Neglect of Adults with an Intellectual Disability or Autism Spectrum Disorder) and Board Policy 5100 (Physical Restraint and Seclusion of Students and Use of Exclusionary Time Out). These policies are being revised to reflect recent legislative changes.

We are also asking the Board to consider the adoption of a new policy, Board Policy 5285 (Child Sexual Abuse and Assault Policy and Reporting Procedure).

Board Policy 4025 - Reports of Suspected Abuse or Neglect of Children or Sexual Assault of Students by School Employees. This policy has been revised to add licensed behavior therapists to the list of mandated reporters and to provide for the electronic filing of reports to the Department of Children and Families. Electronic reporting may not become available to our District until October 2019, but this change reflects the ability to file in that manner when available. This policy has been further revised to remove the immunity of mandated reporters who, in good faith, fail to make a report of abuse or neglect.

Board Policy 4050 – Reports of Suspected Abuse or Neglect of Adults with an Intellectual Disability or Autism Spectrum Disorder. This policy has been revised to add licensed behavior analysts to the list of mandated reporters. It also shortens the reporting period to no more than forty-eight hours after there is reasonable suspicion of abuse or neglect, and clarifies that unsuccessful attempts to make a report during the weekend or a holiday shall not be a violation of the law under certain circumstances.

Board Policy 5100 – Physical Restraint and Seclusion of Students and Use of Exclusionary Time Out. This policy has been revised to reflect the General Assembly's new definitions of "physical restraint" and "seclusion" and the addition of a definition of "exclusionary time out." Districts are required, by January 1, 2019, to implement procedures for the use of exclusionary time out with students. The Policy now clarifies that seclusion may only be used in emergency circumstances and may not be included in

a student's behavior intervention plan, individualized education program, or Section 504 plan.

New Board Policy 5285 – Child Sexual Abuse and Assault Policy and Reporting Procedure. This policy requires the implementation of a program in the schools for the prevention of sexual abuse and assault. This Policy also provides guidance for how to report acts of sexual abuse or assault and to whom to make those reports. The Policy provides resources for students who have been the subject of sexual abuse or assault.

DARIEN PUBLIC SCHOOLS
Darien, CT

Series 5000: STUDENTS
POLICY 5285

CHILD SEXUAL ABUSE AND ASSAULT
POLICY AND REPORTING PROCEDURE

The Darien Board of Education has adopted a uniform child sexual abuse and/or sexual assault response policy and reporting procedure in connection with the implementation of its sexual assault and abuse prevention and awareness program.

I. Procedures for Reporting of Child Sexual Abuse and Sexual Assault

- A. Parents (or guardians) of students may file a written report of suspected child sexual abuse and/or sexual assault pertaining to any student enrolled in the Darien Public Schools. The written report of suspected child sexual abuse and/or sexual assault shall be reasonably specific as to the basis for the report, including the time and place of the suspected abuse and/or sexual assault, the number of incidents, the victim of the child sexual abuse and/or sexual assault, and the names of potential witnesses or others with pertinent information. Such written reports may be filed with any building or central office administrator. All reports shall be forwarded to the Safe School Climate Specialist for the school in which the student is enrolled. The Safe School Climate Specialist or designee shall cause such reports to be reviewed and actions taken consistent with this policy.
- B. Any adult affiliated with the school community may file a written report of suspected child sexual abuse and/or sexual assault pertaining to any student enrolled in the Darien Public Schools. The written report of suspected child sexual abuse and/or sexual assault shall be reasonably specific as to the basis for the report, including the time and place of the suspected abuse and/or sexual assault, the number of incidents, the victim of the child sexual abuse and/or sexual assault, and the names of potential witnesses or others with pertinent information. Such written reports may be filed with any building or central office administrator. All reports shall be forwarded to the Safe School Climate Specialist for the school in which the student is enrolled. The Safe School Climate Specialist or designee shall cause such reports to be reviewed and actions taken consistent with this policy.
- C. Students may make written or verbal reports of child sexual abuse and/or sexual assault to any school employee. All reports shall be forwarded to the Safe School Climate Specialist for the school in which the student is enrolled. The Safe School Climate Specialist or designee shall cause such reports to be reviewed and actions taken consistent with this policy.

- D. Upon receipt of any report of child sexual abuse and/or sexual assault from any source, a school employee shall report such suspicion to the appropriate authority in accordance with Board Policy 4025, pertaining to **REPORTS OF SUSPECTED ABUSE OR NEGLECT OF CHILDREN OR SEXUAL ASSAULT OF STUDENTS BY SCHOOL EMPLOYEES**.

II. Procedures for Review of Reports of Child Sexual Abuse and/or Assault

- A. The Safe School Climate Specialist or designee for the school in which the student is enrolled shall be responsible for reviewing any reports of suspected child sexual abuse and/or sexual assault. In the event that the suspected child sexual abuse and/or sexual assault has not yet been reported to the appropriate authority in accordance with Board Policy 4025, pertaining to **REPORTS OF SUSPECTED ABUSE OR NEGLECT OF CHILDREN OR SEXUAL ASSAULT OF STUDENTS BY SCHOOL EMPLOYEES**, the Safe School Climate Specialist or designee shall promptly cause such a report to be made.
- B. If/when such report alleges that an employee of the Board of Education or other individual under the control of the Board is the perpetrator of child sexual abuse and/or sexual assault, the Safe School Climate Specialist or designee shall immediately notify the Superintendent of Schools, who shall cause such report to be investigated in accordance with Board Policy 4025, pertaining to **REPORTS OF SUSPECTED ABUSE OR NEGLECT OF CHILDREN OR SEXUAL ASSAULT OF STUDENTS BY SCHOOL EMPLOYEES**.
- C. The Safe School Climate Specialist or designee shall also promptly notify the parents or guardians of the student about whom a report of suspected child sexual abuse and/or sexual assault has been made. The notification requirement shall not apply if a parent or guardian is the individual suspected of perpetrating the child sexual abuse and/or sexual assault. The Safe School Climate Specialist or designee shall offer to meet with the parents or guardians of the student about whom a report of suspected child sexual abuse and/or sexual assault has been made, in order to discuss the district's review and support procedures, including but not limited to: 1) actions that child victims of sexual abuse and/or sexual assault and their families may take to obtain assistance, 2) intervention and counseling options for child victims of sexual abuse and/or assault, and 3) access to educational resources to enable child victims of sexual abuse and/or sexual assault to succeed in school. If either a Department of Children and Families ("DCF") investigation or a police investigation is pending pertaining to the report of suspected child sexual abuse and/or sexual assault, the Safe School Climate Specialist or designee shall obtain the permission of DCF and/or the police department conducting the investigation prior to informing the parents/guardians of the report.

- D. In the event that the report of suspected child sexual abuse and/or sexual assault alleges that another student enrolled in the Darien Public Schools is the perpetrator of the sexual abuse and/or sexual assault, the Safe School Climate Specialist or designee shall also take appropriate action to investigate or cause such a report to be investigated, and appropriate remedial actions taken, in accordance with Board Policy 4025, pertaining to **REPORTS OF SUSPECTED ABUSE OR NEGLECT OF CHILDREN OR SEXUAL ASSAULT OF STUDENTS BY SCHOOL EMPLOYEES**, Board Policy 5175, pertaining to **Bullying Prevention and Intervention**, and Board Policy 5275, **Sex Discrimination and Sexual Harassment**.
- E. The Safe School Climate Specialist or designee shall develop a student support plan for any who has been a victim of child sexual abuse and/or sexual assault. The report of suspected sexual abuse and/or assault need not be verified prior to the implementation of a support plan. The elements of the support plan shall be determined in the discretion of the Safe School Climate Specialist or designee, and shall be designed to support the student victim's ability to access the school environment.

III. Support Strategies

- A. Child sexual abuse and/or sexual assault can take many forms and can vary dramatically in the nature of the offense and the impact the behavior may have on the victim and other students. Accordingly, there is no one prescribed response to child sexual abuse and/or sexual assault.
- B. The following sets forth possible interventions and supports which may be utilized to support individual student victims of child sexual abuse and/or sexual assault:
 - 1. Referral to a school counselor, psychologist or other appropriate social or mental health service.
 - 2. Encouragement of the student victim to seek help when feeling overwhelmed or anxious in the school environment.
 - 3. Facilitated peer support groups.
 - 4. Designation of a specific adult in the school setting for the student victim to seek out for assistance.
 - 5. Periodic follow-up by the Safe School Climate Specialist and/or Title IX Coordinator with the victim of sexual abuse and assault.

- C. The following sets forth possible interventions and supports which may be utilized systemically as prevention and intervention strategies pertaining to child sexual abuse and/or sexual assault:
1. School rules prohibiting sexual assault and establishing appropriate consequences for those who engage in such acts.
 2. School-wide training related to prevention and identification of, and response to, child sexual abuse and/or sexual assault.
 3. Age-appropriate educational materials designed for children in grades kindergarten to twelve, inclusive, regarding child sexual abuse and sexual assault awareness and prevention that will include information pertaining to, and support for, disclosures of sexual abuse and sexual assault, including but not limited to:
 - (a) the skills to recognize child sexual abuse and sexual assault, boundary violations and unwanted forms of touching and contact, and the ways offenders groom or desensitize victims; and
 - (b) strategies to promote disclosure, reduce self-blame and mobilize bystanders.
 4. Promotion of parent involvement in child sexual abuse and sexual assault prevention and awareness through individual or team participation in meetings, trainings and individual interventions.
 5. Respectful and supportive responses to disclosures of child sexual abuse and/or sexual assault by students.
 6. Use of peers to help ameliorate the plight of victims and include them in group activities.
 7. Continuing awareness and involvement on the part of students, school employees and parents with regards to prevention and intervention strategies.

IV. Safe School Climate Specialists

The Safe School Climate Specialists for the Darien Public Schools are:

Hindley Elementary School
Holmes Elementary School
Ox Ridge Elementary School
Royle Elementary School

Rebecca Laus rlaus@darienps.org
Alex Harvey aharvey@darienps.org
Christina Ulreich culreich@darienps.org
Natasha Torre ntorre@darienps.org

Tokeneke Elementary School
Middlesex Middle School
Darien High School

Kathy Schultz – kschultz@darienps.org
Shelley Somers ssomers@darienps.org
Ellen Dunn edunn@darienps.org

V. Community Resources

The Board of Education recognizes that prevention of child sexual abuse and sexual assault requires a community approach. Supports for victims and families will include both school and community sources. The national, state and local resources below may be accessed by families at any time, without the need to involve school personnel.

A. National Resources:

National Center for Missing & Exploited Children Resource Center

<http://www.missingkids.com/Publications>
699 Prince Street, Alexandria, Virginia 22314-3175
24-hour call center: 1-800-843-5678

- Online resource center contains publications on child safety and abuse prevention, child sexual exploitation, and missing children.

National Children's Advocacy Center

www.nationalcac.org
210 Pratt Ave., Huntsville, Alabama 35801
Telephone: (256) 533-5437

National Child Traumatic Stress Network

www.nctsn.org
General information on childhood trauma, including information on child sexual abuse.

- NCCTS — Duke University
1121 West Chapel Hill Street Suite 201
Durham, NC 27701
Telephone: (919) 682-1552

National Sexual Violence Resource Center (Includes Multilingual Access)

<http://www.nsvrc.org/projects/multilingual-access/multilingual-access>
123 North Enola Drive
Enola, PA 17025
Toll Free Telephone: 877-739-3895

Darkness to Light

<http://www.d2l.org>
Grassroots national non-profit organization to educate adults to prevent, recognize and react responsibly to child sexual abuse.
1064 Gardner Road, Suite 210
Charleston, SC 29407

National Helpline: (866) FOR-LIGHT
Administrative Office: (843) 965-5444

B. Statewide Resources:

Department of Children and Families

<http://www.ct.gov/dcf/site/default.asp>

Connecticut agency responsible for protecting children who are abused or neglected
505 Hudson Street

Hartford, Connecticut 06106

Child Abuse and Neglect Careline: 1-800-842-2288

Telephone, Central Office: (860) 550-6300

- FAQs About Reporting Suspected Abuse and Neglect:
<http://www.ct.gov/dcf/cwp/view.asp?a=2534&Q=314388&dcfNav=>

The Connecticut Alliance to End Sexual Violence

<http://EndSexualViolenceCT.org/>

Telephone: (860) 282-9881

Statewide coalition of community-based sexual assault crisis service programs working to end sexual violence through victim assistance, public policy advocacy, and prevention education training. Each member center provides free and confidential 24/7 hotline services in English and Spanish, individual crisis counseling, support groups, accompaniment and support in hospitals, police stations, and courts, referral information, and other services to anyone in need.

- *To find a Connecticut Alliance to End Sexual Violence member program please visit: <http://endsexualviolencect.org/who-we-are/our-members/>*

Connecticut Children's Alliance

www.ctchildrensalliance.org

75 Charter Oak Ave Suite 1-309

Hartford, Connecticut 06106

Phone: (860) 610-6041

CCA is a statewide coalition of Child Advocacy Centers and Multidisciplinary Teams.

Connecticut Network of Care

<http://connecticut.networkofcare.org>

Connecticut Network of Care is an online information portal listing programs and support groups for sexual assault and abuse in Connecticut.

Legal References:

Conn. Gen. Stat s. 17a-101q, Statewide Sexual Abuse and Assault Awareness and Prevention Program

ADOPTED: _____

REVISED: _____

9/21/2016

DRAFT

DARIEN PUBLIC SCHOOLS
Darien, CT

**SERIES: PERSONNEL
POLICY 4025**

**REPORTS OF SUSPECTED ABUSE OR NEGLECT OF CHILDREN OR
SEXUAL ASSAULT OF STUDENTS BY SCHOOL EMPLOYEES**

Conn. Gen. Stat. Section 17a-~~101~~101 et seq. requires school employees who have reasonable cause to suspect or believe (1) that ~~any~~ child under eighteen has been abused or neglected, ~~or placed in~~ has had a nonaccidental physical injury, or injury which is at variance with the history given of such injury, or has been placed at imminent risk of serious harm, or (2) that any person who is being educated by the technical high school system or a local or regional board of education, other than as part of an adult education program, is a victim of sexual assault, and the perpetrator is a school employee, to report such suspicions to the appropriate authority. In furtherance of this statute and its purpose, it is the policy of the Darien Board of Education ("Board") to require ALL EMPLOYEES of the Board of Education to report suspected abuse and/or neglect, ~~or nonaccidental physical injury~~, imminent risk of serious harm, or sexual assault of a student by a school employee, in accordance with the procedures set forth below.

1. Scope of Policy

This policy applies not only to school employees who are required by law to report suspected child abuse and/or neglect, nonaccidental physical injury, imminent risk of serious harm, or sexual assault of a student by a school employee, but to ALL EMPLOYEES of the Board of Education.

2. Definitions

For the purposes of this policy:

"Abused" means that a child (a) has had physical injury or injuries inflicted upon him or her other than by accidental means, or (b) has injuries that are at variance with the history given of them, or (c) is in a condition which is the result of maltreatment, such as, but not limited to, malnutrition, sexual molestation or exploitation, deprivation of necessities, emotional maltreatment or cruel punishment.

"Neglected" means that a child (a) has been abandoned, or (b) is being denied proper care and attention, physically, educationally, emotionally or morally, or (c) is being permitted to live under conditions, circumstances or associations injurious to his well-being, or (d) has been abused.

"School employee" means (~~A~~a) a teacher, substitute teacher, school administrator, school superintendent, guidance counselor, psychologist, social worker, nurse, physician, school paraprofessional or coach employed by the

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Board or who is working in a Board elementary, middle or high school; or (~~Bb~~) 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 the Darien Public Schools ("District"), pursuant to a contract with the Board.

"Sexual assault" means, for the purposes of the mandatory reporting laws and this policy, a violation of Sections 53a-70, 53a-70a, 53a-71, 53a-72a, 53a-72b or 53a-73a of the Connecticut General Statutes. Please see Appendix A of this policy for the relevant statutory definitions of sexual assault laws and related terms covered by the mandatory reporting laws and this policy.

"Statutory mandated reporter" means an individual required by Conn. Gen. Stat. Section 17a-~~101~~101 et seq. to report suspected abuse and/or neglect of children or the sexual assault of a student by a school employee. The term "statutory mandated reporter" includes all school employees, as defined above, any person who is a licensed behavior analyst, and any person who holds or is issued a coaching permit by the State Board of Education, is a coach of intramural or interscholastic athletics, and is eighteen years of age or older.

3. What Must Be Reported

a) A report must be made when any employee of the Board of Education in the ordinary course of such person's employment or profession has reasonable cause to suspect or believe that ~~a~~any child under the age of eighteen years:

~~ai)~~ has been abused or neglected;

~~bii)~~ has had nonaccidental physical injury, or injury ~~that~~which is at variance with the history given for such injury, inflicted upon him/her; ~~or~~

~~e) — is placed at imminent risk of serious harm.~~iii) is placed at imminent risk of serious harm; or

b) A report must be made when any employee of the Board of Education in the ordinary course of such person's employment or profession has reasonable cause to suspect or believe that any person, regardless of age, who is being educated by the technical high school system or a local or regional board of education, other than as part of an adult education program, is a victim of the following sexual assault crimes, and the perpetrator is a school employee:

i) sexual assault in first degree;

ii) aggravated sexual assault in the first degree;

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iii) sexual assault in the second degree;

iv) sexual assault in the third degree;

v) sexual assault in the third degree with a firearm; or

vi) sexual assault in the fourth degree.

Please see Appendix A of this policy for the relevant statutory definitions of sexual assault laws and related terms covered by the mandatory reporting laws and this policy.

c) The suspicion or belief of a Board employee may be based on factors including, but not limited to, observations, allegations, facts or statements by a child or victim, as described above, or a third party. Such suspicion or belief does not require certainty or probable cause.

4. Reporting Procedures for Statutory Mandated Reporters

The following procedures apply only to statutory mandated reporters, as defined above.

When an employee of the Board of Education who is a statutory mandated reporter and who, in the ordinary course of the person's employment, has reasonable cause to suspect or believe that a child has been abused or neglected or placed at imminent risk of serious harm, or is a victim of sexual assault by a school employee, as described in Paragraph 3, above, the following steps shall be taken.

- (1) The employee shall make an oral or electronic report as soon as practicable, but not later than twelve (12) hours after having reasonable cause to suspect or believe that a child has been abused or neglected or placed at imminent risk of serious harm, or is a victim of sexual assault by a school employee. ~~Such~~

(a) An oral report shall be made by telephone or in person to the Commissioner of Children and Families or the local law enforcement agency. The Department of ~~children~~Children and Families has established a 24 hour Child Abuse and Neglect ~~Hotline~~Careline at 1-800-842-2288 for the purpose of making such oral reports.

(b) An electronic report shall be made in the manner prescribed by the Commissioner of Children and Families. An employee making an electronic report shall respond to further inquiries

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from the Commissioner of Children and Families or designee made within twenty-four (24) hours. Such employee shall inform the Superintendent or his/her designee as soon as possible as to the nature of the further communication with the Commissioner or designee.

- (2) The employee shall also make an oral report as soon as practicable to the Building Principal or his/her designee, and/or the Superintendent or his/her designee. If the Building Principal is the alleged perpetrator of the abuse/neglect or sexual assault of a student, then the employee shall notify the Superintendent or his/her designee directly.
- (3) ~~(3)~~ — In cases involving suspected or believed abuse ~~or~~ neglect, or sexual assault of a student by a school employee, the Superintendent or his/her designee shall immediately notify the child's parent or guardian that such a report has been made.
- (4) Not later than forty-eight (48) hours after making an oral report, the employee shall submit a written or electronic report to the Commissioner of Children and Families or the Commissioner's designee containing all of the required information. The written or electronic report should be submitted ~~on the DCF-136 form or any other form designated for that purpose in the manner prescribed by the Commission of Children and Families.~~ When such report is submitted electronically, the employee shall respond to further inquiries from the Commissioner of Children and Families or designee made within twenty-four (24) hours. Such employee shall inform the Superintendent or his/her designee as soon as possible as to the nature of the further communication with the Commissioner or designee.
- (5) The employee shall immediately submit a copy of the written or electronic report to the Building Principal or his/her designee and to the Superintendent or the Superintendent's designee.
- (6) If the report concerns suspected abuse ~~or~~ neglect, or sexual assault of a student by a school employee holding a certificate, authorization or permit issued by the State Department of Education, the Commissioner of Children and Families (or his/her designee) shall submit a copy of the written or electronic report to the Commissioner of Education (or his/her designee).

5. Reporting Procedures for Employees Other Than Statutory Mandated Reporters

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The following procedures apply only to employees who are not statutory mandated reporters, as defined above.

- a) When an employee who is not a statutory mandated reporter and who, in the ordinary course of the person's employment or profession, has reasonable cause to suspect or believe that a child has been abused or neglected or placed at imminent risk of serious harm, or is a victim of sexual assault by a school employee, as described in Paragraph 3, above, the following steps shall be taken.
 - (1) The employee shall make an oral report as soon as practicable, but not later than twelve (12) hours after the employee has reasonable cause to suspect or believe that a child has been abused or neglected ~~or~~, placed at imminent risk of serious harm or is a victim of sexual assault by a school employee. Such oral report shall be made by telephone or in person to the Superintendent of Schools or his/her designee, to be followed by an immediate written report to the Superintendent or his/her designee.
 - (2) If the Superintendent or his/her designee determines that there is reasonable cause to suspect or believe that a child has been abused or neglected or placed at imminent risk of serious harm or is a victim of sexual assault by school employee, he/she shall cause reports to be made in accordance with the procedures set forth for statutory mandated reporters.
- b) Nothing in this policy shall be construed to preclude an employee reporting suspected child abuse ~~and/or~~, neglect or sexual assault by a school employee from reporting the same directly to the Commissioner of Children and Families.

6. Contents of Reports

Any ~~oral or written~~ report made pursuant to this policy shall contain the following information, if known:

- a) The names and addresses of the child* and his/her parents or other person responsible for his/her care;
- b) the age of the child;
- c) the gender of the child;
- d) the nature and extent of the child's injury or injuries, maltreatment or neglect;

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- e) the approximate date and time the injury or injuries, maltreatment or neglect occurred;
- f) information concerning any previous injury or injuries to, or maltreatment or neglect of the child or his/her siblings;
- g) the circumstances in which the injury or injuries, maltreatment or neglect came to be known to the reporter;
- h) the name of the person or persons suspected to be responsible for causing such injury or injuries, maltreatment or neglect; ~~and~~
- i) the reasons such person or persons are suspected of causing such injury or injuries, maltreatment or neglect;
- j) 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
- k) whatever action, if any, was taken to treat, provide shelter or otherwise assist the child.

[*For purposes of this Paragraph, the term “child” includes any victim of sexual assault by a school employee, as described in Paragraph 3, above.](#)

7. Investigation of the Report

- a) The Superintendent or his/her designee shall thoroughly investigate reports of suspected abuse~~and~~, neglect or sexual assault if/when such ~~reports involve~~report involves an employee of the Board of Education or other individual under the control of the Board, provided such investigation does not impede an investigation by the Department of Children and Families (“DCF”). In all other cases, DCF shall be responsible for conducting the investigation with the cooperation and collaboration of the Board, as appropriate.
- b) Recognizing ~~th~~that DCF is the lead agency for the investigation of child abuse and neglect reports and reports of a student’s sexual assault by school employees, the Superintendent's investigation shall permit and give priority to any investigation conducted by the Commissioner of Children and Families or the appropriate local law enforcement agency. The Superintendent shall conduct the District’s investigation and take any disciplinary action, consistent with state law, upon notice from the Commissioner of ~~children~~Children and Families or the appropriate local law enforcement agency that the District’s investigation will not interfere

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with the investigation of the Commissioner of Children and Families or the local law enforcement agency.

- c) The Superintendent shall coordinate investigatory activities in order to minimize the number of interviews of any child or student victim of sexual assault and share information with other persons authorized to conduct an investigation of child abuse or neglect, as appropriate.
- d) Any person reporting child abuse or neglect or the sexual assault of a student by a school employee, or having any information relevant to alleged abuse or neglect or of the sexual assault of a student by a school employee, shall provide the Superintendent with all information related to the investigation that is in the possession or control of such person, except as expressly prohibited by state or federal law.
- e) When the school district is conducting an investigation involving suspected abuse or neglect or sexual assault of a student by an employee of the Board or other individual under the control of the Board, the Superintendent's investigation shall include an opportunity for the individual suspected of abuse ~~or~~, neglect or sexual assault to be heard with respect to the allegations contained within the report. During the course of such investigation, the Superintendent may suspend a Board employee with pay or may place the employee on administrative leave with pay, pending the outcome of the investigation. If the individual is one who provides services to or on behalf of students enrolled in the District, pursuant to a contract with the Board of Education, the Superintendent may suspend the ~~provisions~~ provision of such services, and direct the individual to refrain from any contact with students enrolled in the District, pending the outcome of the investigation.

8. Evidence of Abuse ~~or~~, Neglect or Sexual Assault by a School Employee

- a) If, upon completion of the investigation by the Commissioner of Children and Families ("~~Commissioner~~"), the Superintendent has received a report from the Commissioner that he or she has reasonable cause to believe that (1) a child has been abused or neglected by a school employee, as defined above, and the Commissioner has recommended that such employee be placed on the Department of Children and Families child abuse and neglect registry, or (2) a student is a victim of sexual assault by a school employee, the Superintendent shall request (and the law provides) that DCF notify the Superintendent not later than five (5) working days after such finding, and provide the Superintendent with records, whether or not created by DCF, concerning such investigation. The Superintendent shall suspend such school employee. Such suspension shall be with pay and shall not result in the diminution or termination of benefits to such employee.

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- b) ~~Within~~Not later than seventy-two (72) hours after such suspension, the Superintendent shall notify the Board of Education and the Commissioner of Education, or the Commissioner of Education's representative, of the reasons for and the conditions of the suspension. The Superintendent shall disclose such records to the Commissioner of Education and the Board of Education or its attorney for purposes of review of employment status or the status of such employee's certificate, permit or authorization, if any.
 - c) The suspension of a school employee employed in a position requiring a certificate shall remain in effect until the Superintendent and/or Board of Education acts pursuant to the provisions of Conn. Gen. Stat. Section 10-151. If the contract of employment of such certified school employee is terminated, or such certified school employee resigns such employment, the Superintendent shall notify the Commissioner of Education, or the Commissioner of Education's representative, within seventy-two (72) hours after such termination or resignation.
 - d) The suspension of a school employee employed in a position requiring an authorization or permit shall remain in effect until the Superintendent and/or Board of Education acts pursuant to any applicable termination provisions. If the contract of employment of a school employee holding an authorization or permit from the State Department of Education is terminated, or such school employee resigns such employment, the Superintendent shall notify the Commissioner of Education, or the Commissioner of Education's representative, within seventy-two ~~(72)~~ hours after such termination or resignation.
 - e) Regardless of the outcome of any investigation by the Commissioner of Children and Families and/or the police, the Superintendent and/or the Board, as appropriate, may take disciplinary action, up to and including termination of employment, in accordance with the provisions of any applicable statute, if the Superintendent's investigation produces evidence that a child has been abused or neglected by a school employee or that a student has been a victim of sexual assault by a school employee.
 - f) The District shall not employ a person whose employment contract is terminated or who resigned from employment following a suspension pursuant to Paragraph 8(a) of this policy and Conn. Gen. Stat. § 17a-101i, if such person is convicted of a crime involving an act of child abuse or neglect or an act of sexual assault of a student, as described in Paragraph 3 of this policy.
9. Evidence of Abuse ~~or~~, Neglect or Sexual Assault by ~~an~~ An Independent Contractor of the Board of Education

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If the investigation by the Superintendent and/or the Commissioner of Children and Families produces evidence that a child has been abused or neglected, or a student has been sexually assaulted, by any individual who provides services to or on behalf of students enrolled in the Darien Public Schools ~~District~~, pursuant to a contract with the Board ~~of Education~~, the Superintendent shall permanently suspend the provision of such services, and direct the individual to refrain from any contact with students enrolled in the Darien Public Schools ~~District~~.

10. Delegation of Authority by Superintendent

The Superintendent may appoint a designee for the purposes of receiving and making reports, notifying and receiving notification, or investigating reports pursuant to this policy.

11. Confidential Rapid Response Team

The Superintendent shall establish a confidential rapid response team to coordinate with DCF to (1) ensure prompt reporting of suspected abuse or neglect or sexual assault of a student by a school employee, as described in Paragraph 3, above, and (2) provide immediate access to information and individuals relevant to the department's investigation. The confidential rapid response team shall consist of a teacher and the Superintendent, a local police officer and any other person the Board of Education, acting through its Superintendent, deems appropriate.

12. Disciplinary Action for Failure to Follow Policy

Except as provided in Section ~~12~~14 below, any employee who fails to comply with the requirements of this policy shall be subject to discipline, up to and including termination of employment.

13. The District shall not hire any person whose employment contract was previously terminated by a board of education or who resigned from such employment, if such person has been convicted of a violation of Section 17a-101a of the Connecticut General Statutes, as amended, relating to mandatory reporting, when an allegation of abuse or neglect or sexual assault has been substantiated.

~~12.14.~~ Non-discrimination~~Discrimination~~ Policy/Prohibition Against Retaliation

The Board of Education expressly prohibits retaliation against individuals reporting child abuse or neglect or the sexual assault of a student by a school employee and shall not discharge or in any manner discriminate or retaliate against any employee who, in good faith makes, ~~or in good faith does not make~~, a report pursuant to this policy, or testifies or is about to testify in any proceeding involving abuse or neglect or sexual assault by a school employee. The Board of Education also prohibits any employee from hindering or preventing or

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attempting to hinder or prevent any employee from making a report pursuant to this policy or state law concerning suspected child abuse or neglect or the sexual assault of a student by a school employee or testifying in any proceeding involving child abuse or neglect or the sexual assault of a student by a school employee.

~~13.~~15. Distribution of Policy and Posting of Careline Information

This policy shall be distributed annually to all school employees employed by the Board. The Board shall document that all such school employees have received this written policy and completed the training and refresher training programs required by in Section ~~14, below.~~16, below. The Board shall post the Internet web site address and telephone number for the Department of Children and Families' Child Abuse and Neglect Careline in a conspicuous location frequented by students in each school under the jurisdiction of the Board.

~~14.~~16. Training

- a) All new school employees, as defined above, shall be required to complete an educational training program for the accurate and prompt identification and reporting of child abuse and neglect. Such training program shall be developed and approved by the Commissioner of Children and Families.
- b) All school employees, as defined above, shall ~~retake~~take a refresher training course developed and approved by the Commissioner of Children and Families at least once every three years.
- c) The principal for each school shall annually certify to the Superintendent that each school employee, as defined above, working at such school, is in compliance with the training provisions in this policy and as required by state law. The Superintendent shall certify such compliance to the State Board of Education.

~~15.~~17. Records

- a) The Board shall maintain in a central location all records of allegations, investigations, and reports that a child has been abused or neglected by a school employee, ~~as defined above,~~ employed by the Board or that a student has been a victim of sexual assault by a school employee employed by the Board, as defined above, and conducted in accordance with this policy. Such records shall include any reports made to the Department of Children and Families. The State Department of Education shall have access to such records upon request.
- b) Notwithstanding the provisions of Conn. Gen. Stat. §10-151c, the Board shall provide the Commissioner of Children and Families, upon request

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and for the purposes of an investigation by the Commissioner of Children and Families of suspected child abuse or neglect by a teacher employed by the Board, any records maintained or kept on file by the Board. Such records shall include, but not be limited to, supervisory records, reports of competence, personal character and efficiency maintained in such teacher's personnel file with reference to evaluation of performance as a professional employee of the Board, and records of the personal misconduct of such teacher. For purposes of this section, "teacher" includes each certified professional employee below the rank of superintendent employed by the Board in a position requiring a certificate issued by the State Board of Education.

18. [Child Sexual Abuse and/or Sexual Assault Response Policy and Reporting Procedure](#)

The Board has adopted a uniform child sexual abuse and/or sexual assault response policy and reporting procedure in connection with the implementation of its sexual assault and abuse prevention and awareness program, as outlined in Board Policy [#]. **Child Sexual Abuse and/or Sexual Assault Response Policy and Reporting Procedure.** Upon receipt of any report of child sexual abuse and/or sexual assault from any source, a school employee shall report such suspicion to the Safe School Climate Coordinator in addition to complying with his/her obligations under this Policy and the law regarding mandatory reporting of abuse, neglect and sexual assault.

Legal References:

Connecticut General Statutes:

Section 10-151

Section 17a-101 et seq.

[Section 17a-101q, Statewide Sexual Abuse and Assault Awareness and Prevention Program](#)

Section 17a-103

[Section 46b-120](#)

Section 53a-65

~~Public Act 14-186 "An Act Concerning The Department Of Children And Families And The Protection Of Children"~~

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Public Act 18-17, “An Act Requiring Behavior Analysts to be Mandated
Reporters of Suspect Child Abuse and Neglect”

Public Act 18-67, “An Act Concerning Minor Revisions to the Statutes of
the Department of Children and Families and Establishing a Pilot Program
to Permit Electronic Reporting by Mandated Reporters”

Public Act 18-57, “An Act Concerning Immunity from Civil or Criminal
Liability for Persons Providing Medical Assistance or Intervention in a
Child Abuse or Neglect Case”

APPROVED BY THE BOARD OF EDUCATION: May 22, 1990

REVISED BY THE BOARD OF EDUCATION: March 25, 1997, September 14,
2002, June 9, 2009, and January 27, 2015

10/5/2018

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Appendix A

**RELEVANT EXCERPTS OF STATUTORY DEFINITIONS
OF SEXUAL ASSAULT AND RELATED TERMS COVERED BY
MANDATORY REPORTING LAWS AND THIS POLICY**

An employee of the Board of Education must make a report in accordance with this policy when the employee of the Board of Education in the ordinary course of such person's employment or profession has reasonable cause to suspect or believe that any person, regardless of age, who is being educated by the technical high school system or a local or regional board of education, other than as part of an adult education program, is a victim of the following sexual assault crimes, and the perpetrator is a school employee. The following are relevant excerpts of the sexual assault laws and related terms covered by mandatory reporting laws and this policy.

"Intimate Parts" (Conn. Gen. Stat. § 53a-65)

"Intimate parts" means the genital area or any substance emitted therefrom, groin, anus or any substance emitted therefrom, inner thighs, buttocks or breasts.

"Sexual Intercourse" (Conn. Gen. Stat. § 53a-65)

"Sexual intercourse" means vaginal intercourse, anal intercourse, fellatio or cunnilingus between persons regardless of sex. Its meaning is limited to persons not married to each other. Penetration, however slight, is sufficient to complete vaginal intercourse, anal intercourse or fellatio and does not require emission of semen. Penetration may be committed by an object manipulated by the actor into the genital or anal opening of the victim's body.

"Sexual Contact" (Conn. Gen. Stat. § 53a-65)

"Sexual contact" means any contact with the intimate parts of a person not married to the actor for the purpose of sexual gratification of the actor or for the purpose of degrading or humiliating such person or any contact of the intimate parts of the actor with a person not married to the actor for the purpose of sexual gratification of the actor or for the purpose of degrading or humiliating such person.

Sexual Assault in First Degree (Conn. Gen. Stat. § 53a-70)

A person is guilty of sexual assault in the first degree when such person (1) compels another person to engage in sexual intercourse by the use of force against such other person or a third person, or by the threat of use of force against such other person or against a third person which reasonably causes such person to fear physical injury to such person or a third person, or (2) engages in sexual intercourse with another person and such other person is under thirteen years of age and the actor is more than two years older than such person, or (3) commits sexual assault in the second degree as provided in

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section 53a-71 and in the commission of such offense is aided by two or more other persons actually present, or (4) engages in sexual intercourse with another person and such other person is mentally incapacitated to the extent that such other person is unable to consent to such sexual intercourse.

Aggravated Sexual Assault in the First Degree (Conn. Gen. Stat. § 53a-70a)

A person is guilty of aggravated sexual assault in the first degree when such person commits sexual assault in the first degree as provided in section 53a-70 and in the commission of such offense (1) such person uses or is armed with and threatens the use of or displays or represents by such person's words or conduct that such person possesses a deadly weapon, (2) with intent to disfigure the victim seriously and permanently, or to destroy, amputate or disable permanently a member or organ of the victim's body, such person causes such injury to such victim, (3) under circumstances evincing an extreme indifference to human life such person recklessly engages in conduct which creates a risk of death to the victim, and thereby causes serious physical injury to such victim, or (4) such person is aided by two or more other persons actually present. No person shall be convicted of sexual assault in the first degree and aggravated sexual assault in the first degree upon the same transaction but such person may be charged and prosecuted for both such offenses upon the same information.

Sexual Assault in the Second Degree (Conn. Gen. Stat. § 53a-71)

A person is guilty of sexual assault in the second degree when such person engages in sexual intercourse with another person and: (1) Such other person is thirteen years of age or older but under sixteen years of age and the actor is more than three years older than such other person; or (2) such other person is impaired because of mental disability or disease to the extent that such other person is unable to consent to such sexual intercourse; or (3) such other person is physically helpless; or (4) such other person is less than eighteen years old and the actor is such person's guardian or otherwise responsible for the general supervision of such person's welfare; or (5) such other person is in custody of law or detained in a hospital or other institution and the actor has supervisory or disciplinary authority over such other person; or (6) the actor is a psychotherapist and such other person is (A) a patient of the actor and the sexual intercourse occurs during the psychotherapy session, (B) a patient or former patient of the actor and such patient or former patient is emotionally dependent upon the actor, or (C) a patient or former patient of the actor and the sexual intercourse occurs by means of therapeutic deception; or (7) the actor accomplishes the sexual intercourse by means of false representation that the sexual intercourse is for a bona fide medical purpose by a health care professional; or (8) the actor is a school employee and such other person is a student enrolled in a school in which the actor works or a school under the jurisdiction of the local or regional board of education which employs the actor; or (9) the actor is a coach in an athletic activity or a person who provides intensive, ongoing instruction and such other person is a recipient of coaching or instruction from the actor and (A) is a secondary school student and receives such coaching or instruction in a secondary school setting, or (B) is under eighteen years of age; or (10) the actor is twenty years of age or

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older and stands in a position of power, authority or supervision over such other person by virtue of the actor's professional, legal, occupational or volunteer status and such other person's participation in a program or activity, and such other person is under eighteen years of age; or (11) such other person is placed or receiving services under the direction of the Commissioner of Developmental Services in any public or private facility or program and the actor has supervisory or disciplinary authority over such other person.

Sexual Assault in the Third Degree (Conn. Gen. Stat. § 53a-72a)

A person is guilty of sexual assault in the third degree when such person (1) compels another person to submit to sexual contact (A) by the use of force against such other person or a third person, or (B) by the threat of use of force against such other person or against a third person, which reasonably causes such other person to fear physical injury to himself or herself or a third person, or (2) engages in sexual intercourse with another person whom the actor knows to be related to him or her within any of the degrees of kindred specified in section 46b-21.

Sexual Assault in the Third Degree with a Firearm (Conn. Gen. Stat. § 53a-72b)

A person is guilty of sexual assault in the third degree with a firearm when such person commits sexual assault in the third degree as provided in section 53a-72a, and in the commission of such offense, such person uses or is armed with and threatens the use of or displays or represents by such person's words or conduct that such person possesses a pistol, revolver, machine gun, rifle, shotgun or other firearm. No person shall be convicted of sexual assault in the third degree and sexual assault in the third degree with a firearm upon the same transaction but such person may be charged and prosecuted for both such offenses upon the same information.

Sexual Assault in the Fourth Degree (Conn. Gen. Stat. § 53a-73a)

A person is guilty of sexual assault in the fourth degree when: (1) Such person subjects another person to sexual contact who is (A) under thirteen years of age and the actor is more than two years older than such other person, or (B) thirteen years of age or older but under fifteen years of age and the actor is more than three years older than such other person, or (C) mentally incapacitated or impaired because of mental disability or disease to the extent that such other person is unable to consent to such sexual contact, or (D) physically helpless, or (E) less than eighteen years old and the actor is such other person's guardian or otherwise responsible for the general supervision of such other person's welfare, or (F) in custody of law or detained in a hospital or other institution and the actor has supervisory or disciplinary authority over such other person; or (2) such person subjects another person to sexual contact without such other person's consent; or (3) such person engages in sexual contact with an animal or dead body; or (4) such person is a psychotherapist and subjects another person to sexual contact who is (A) a patient of the actor and the sexual contact occurs during the psychotherapy session, or (B) a patient or former patient of the actor and such patient or former patient is emotionally dependent upon the actor, or (C) a patient or former patient of the actor and the sexual contact occurs by means of therapeutic deception; or (5) such person subjects another person to

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sexual contact and accomplishes the sexual contact by means of false representation that the sexual contact is for a bona fide medical purpose by a health care professional; or (6) such person is a school employee and subjects another person to sexual contact who is a student enrolled in a school in which the actor works or a school under the jurisdiction of the local or regional board of education which employs the actor; or (7) such person is a coach in an athletic activity or a person who provides intensive, ongoing instruction and subjects another person to sexual contact who is a recipient of coaching or instruction from the actor and (A) is a secondary school student and receives such coaching or instruction in a secondary school setting, or (B) is under eighteen years of age; or (8) such person subjects another person to sexual contact and (A) the actor is twenty years of age or older and stands in a position of power, authority or supervision over such other person by virtue of the actor's professional, legal, occupational or volunteer status and such other person's participation in a program or activity, and (B) such other person is under eighteen years of age; or (9) such person subjects another person to sexual contact who is placed or receiving services under the direction of the Commissioner of Developmental Services in any public or private facility or program and the actor has supervisory or disciplinary authority over such other person.

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Appendices B and C are optional to include with the policy, however they may be useful as part of training for staff members in identifying the signs of abuse and/or neglect of children.

APPENDIX B

Operational Definitions of Child Abuse and Neglect

The purpose of this policy is to provide consistency for staff in defining and identifying operational definitions, evidence of abuse and/or neglect and examples of adverse impact indicators.

The following operational definitions are working definitions and examples of child abuse and neglect as used by the Connecticut Department of Children and Families.

For the purposes of these operational definitions,

- a person responsible for a child's health, welfare or care means:
 - the child's parent, guardian, foster parent, an employee of a public or private residential home, agency or institution or other person legally responsible under State law for the child's welfare in a residential setting; or any staff person providing out-of-home care, including center-based child day care, family day care, or group day care.
- a person given access to a child is a person who is permitted to have personal interaction with a child by the person responsible for the child's health, welfare or care or by a person entrusted with the care of a child for the purpose of education, child care, counseling, spiritual guidance, coaching, training, instruction, tutoring or mentoring.
- **Note:** Only a "child" as defined above may be classified as a victim of child abuse and/or neglect; only a "person responsible", "person given access", or "person entrusted" as defined above may be classified as a perpetrator of child abuse and/or neglect.
 - While only a child under eighteen may be a victim of child abuse or neglect, a report under mandatory reporting laws and this policy is required if an employee of the Board of Education in the ordinary course of such person's employment or profession has reasonable cause to suspect or believe that any person, regardless of age, who is being educated by the technical high school system or a local or regional board of education, other than as part of an adult education program, is a victim of sexual assault, as set forth in this policy, and the perpetrator is a school employee.

Physical Abuse

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A child may be found to have been physically abused who:

has been inflicted with physical injury or injuries other than by accidental means,

is in a condition which is the result of maltreatment such as, but not limited to, malnutrition, sexual molestation, deprivation of necessities, emotional maltreatment or cruel punishment, and/or

has injuries at variance with the history given of them.

Evidence of physical abuse includes:

bruises, scratches, lacerations

burns, and/or scalds

reddening or blistering of the tissue through application of heat by fire, chemical substances, cigarettes, matches, electricity, scalding water, friction, etc.

injuries to bone, muscle, cartilage, ligaments:

fractures, dislocations, sprains, strains, displacements, hematomas, etc.

head injuries

internal injuries

death

misuse of medical treatments or therapies

malnutrition related to acts of commission or omission by an established caregiver resulting in a child's malnourished state that can be supported by professional medical opinion

deprivation of necessities acts of commission or omission by an established caregiver resulting in physical harm to child

cruel punishment.

Sexual Abuse/Exploitation Sexual Abuse/Exploitation

Sexual Abuse/Exploitation is any incident involving a child's non-accidental exposure to sexual behavior.

Evidence of sexual abuse includes, but is not limited to the following:

rape

penetration: digital, penile, or foreign objects

oral / genital contact

indecent exposure for the purpose of sexual gratification of the offender, or for purposes of shaming, humiliating, shocking or exerting control over the victim

incest

fondling, including kissing, for the purpose of sexual gratification of the offender, or for purposes of shaming, humiliating, shocking or exerting control over the victim

sexual exploitation, including possession, manufacture, or distribution of child pornography. online enticement of a child for sexual acts, child prostitution, child-sex

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tourism, unsolicited obscene material sent to a child, or misleading domain name likely to attract a child to an inappropriate website
coercing or forcing a child to participate in, or be negligently exposed to, pornography and/or sexual behavior
disease or condition that arises from sexual transmission
other verbal, written or physical behavior not overtly sexual but likely designed to “groom” a child for future sexual abuse.

Legal References: Federal Law 18 U.S.C. 2215 Sexual Exploitation of Children.

Emotional Maltreatment-Abuse

Emotional Maltreatment-Abuse is:

act(s), statement(s), or threat(s), which
has had, or is likely to have an adverse impact on the child; and/or
interferes with a child’s positive emotional development.

Evidence of emotional maltreatment-abuse includes, but is not limited to, the following:

rejecting;
degrading;
isolating and/or victimizing a child by means of cruel, unusual, or excessive methods of discipline; and/or
exposing the child to brutal or intimidating acts or statements.

Indicators of Adverse Impact of emotional maltreatment-abuse may include, but are not limited to, the following:

depression;
withdrawal;
low self-esteem;
anxiety;
fear;
aggression/ passivity;
emotional instability;
sleep disturbances;
somatic complaints with no medical basis;
inappropriate behavior for age or development;
suicidal ideations or attempts;
extreme dependence;
academic regression;
and/or trust issues.

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Physical Neglect

A child may be found neglected who:

has been abandoned;
is being denied proper care and attention physically, educationally, emotionally, or
morally;
is being permitted to live under conditions, circumstances or associations injurious to
his well-being; and/or
has been abused.

Evidence of physical neglect includes, but is not limited to:

inadequate food;
malnutrition;
inadequate clothing;
inadequate housing or shelter;
erratic, deviant, or impaired behavior by the person responsible for the child's health,
welfare or care; by a person given access to the child; or by a person entrusted with
the child's care which adversely impacts the child;
permitting the child to live under conditions, circumstances or associations injurious
to his well-being including, but not limited to, the following:
substance abuse by caregiver, which adversely impacts the child physically
substance abuse by the mother of a newborn child and the newborn has a
positive urine or meconium toxicology for drugs
psychiatric problem of the caregiver which adversely impacts the child
physically
exposure to family violence which adversely impacts the child physically
exposure to violent events, situations, or persons that would be
reasonably judged to compromise a child's physical safety
non-accidental, negligent exposure to drug trafficking and/or
individuals engaged in the active abuse of illegal substances
voluntarily and knowingly entrusting the care of a child to individuals
who may be disqualified to provide safe care, e.g. persons who are
subject to active protective or restraining orders; persons with past
history of violent/drug/sex crimes; persons appearing on the Central
Registry
non-accidental or negligent exposure to pornography or sexual acts
inability to consistently provide the minimum of child-caring tasks
inability to provide or maintain a safe living environment
action/inaction resulting in death
abandonment
action/inaction resulting in the child's failure to thrive
transience

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inadequate supervision:
creating or allowing a circumstance in which a child is alone for an excessive
period of time given the child's age and cognitive abilities
holding the child responsible for the care of siblings or others beyond the
child's ability
failure to provide reasonable and proper supervision of a child given the
child's age and cognitive abilities.

Note: Inadequate food, clothing, or shelter or transience finding must be related to
caregiver acts of omission or commission and not simply a function of poverty alone.

Medical Neglect

Medical Neglect is the unreasonable delay, refusal or failure on the part of the person
responsible for the child's health, welfare or care or the person entrusted with the child's
care to seek, obtain, and/or maintain those services for necessary medical, dental or
mental health care when such person knows, or should reasonably be expected to know,
that such actions may have an adverse impact on the child.

Evidence of medical neglect includes, but is not limited to:

frequently missed appointments, therapies or other necessary medical and/or mental
health treatments;
withholding or failing to obtain or maintain medically necessary treatment from a
child with life-threatening, acute or chronic medical or mental health conditions;
and/or
withholding medically indicated treatment from disabled infants with life threatening
conditions.

Note: Failure to provide the child with immunizations or routine well child care in and
of itself does not constitute medical neglect.

Educational Neglect

Except as noted below, **Educational Neglect** occurs when, by action or inaction, the
parent or person having control of a child five (5) years of age and older and under
eighteen (18) years of age who is not a high school graduate

fails to register the child in school
fails to allow the child to attend school or receive home instruction in accordance
with CONN. GEN. STAT. §10-184
failure to take appropriate steps to ensure regular attendance at school if the child is
registered.

Exceptions (in accordance with Conn. Gen. Stat. § 10-184):

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A parent or person having control of a child may exercise the option of not sending the child to school at age five (5) or age six (6) years by personally appearing at the school district office and signing an option form. In these cases, educational neglect occurs if the parent or person having control of the child has registered the child at age five (5) or age (6) years and then does not allow the child to attend school or receive home instruction.

Note: Failure to sign a registration option form for such a child is not in and of itself educational neglect.

A parent or person having control of a child seventeen (17) years of age may consent to such child's withdrawal from school. Such parent or person shall personally appear at the school district office and sign a withdrawal form.

Emotional Neglect

Emotional Neglect is the denial of proper care and attention, or failure to respond, to a child's affective needs by the person responsible for the child's health, welfare or care; by the person given access to the child; or by the person entrusted with the child's care which has an adverse impact on the child or seriously interferes with a child's positive emotional development.

Evidence of emotional neglect includes, but is not limited to, the following:

inappropriate expectations of the child given the child's developmental level;
failure to provide the child with appropriate support, attention and affection;
permitting the child to live under conditions, circumstances or associations; injurious to his well-being including, but not limited to, the following:

substance abuse by caregiver, which adversely impacts the child emotionally;
psychiatric problem of the caregiver, which adversely impacts the child emotionally;
and
exposure to family violence which adversely impacts the child emotionally.

Indicators may include, but are not limited to, the following:

depression;
withdrawal;
low self-esteem;
anxiety;
fear;
aggression/ passivity;
emotional instability;
sleep disturbances;
somatic complaints with no medical basis;
inappropriate behavior for age or development;
suicidal ideations or attempts;
extreme dependence;

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academic regression;
trust issues.

Moral Neglect

Moral Neglect: Exposing, allowing, or encouraging the child to engage in illegal or reprehensible activities by the person responsible for the child's health, welfare or care or person given access or person entrusted with the child's care.

Evidence of Moral Neglect includes but is not limited to:

stealing;

using drugs and/or alcohol;

and involving a child in the commission of a crime, directly or by caregiver indifference.

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Appendix C

INDICATORS OF CHILD ABUSE AND NEGLECT

Indicators of Physical Abuse

HISTORICAL

Delay in seeking appropriate care after injury.

No witnesses.

Inconsistent or changing descriptions of accident by child and/or parent.

Child's developmental level inconsistent with history.

History of prior "accidents".

Absence of parental concern.

Child is handicapped (physically, mentally, developmentally) or otherwise perceived as "different" by parent.

Unexplained school absenteeism.

History of precipitating crisis

PHYSICAL

Soft tissue injuries on face, lips, mouth, back, buttocks, thighs or large areas of the torso;

Clusters of skin lesions; regular patterns consistent with an implement;

Shape of lesions inconsistent with accidental bruise;

Bruises/welts in various stages of healing;

Burn pattern consistent with an implement on soles, palms, back, buttocks and genitalia; symmetrical and/or sharply demarcated edges;

Fractures/dislocations inconsistent with history;

Laceration of mouth, lips, gums or eyes;

Bald patches on scalp;

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Abdominal swelling or vomiting;

Adult-size human bite mark(s);

Fading cutaneous lesions noted after weekends or absences;

Rope marks.

BEHAVIORAL

Wary of physical contact with adults;

Affection inappropriate for age

Extremes in behavior, aggressiveness/withdrawal;

Expresses fear of parents;

Reports injury by parent;

Reluctance to go home;

Feels responsible (punishment "deserved");

Poor self-esteem;

Clothing covers arms and legs even in hot weather.

Indicators of Sexual Abuse
HISTORICAL

Vague somatic complaint;

Excessive school absences;

Inadequate supervision at home;

History of urinary tract infection or vaginitis;

Complaint of pain; genital, anal or lower back/abdominal;

Complaint of genital itching;

Any disclosure of sexual activity, even if contradictory.

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PHYSICAL

Discomfort in walking, sitting;

Evidence of trauma or lesions in and around mouth;

Vaginal discharge/vaginitis;

Vaginal or rectal bleeding;

Bruises, swelling or lacerations around genitalia, inner thighs;

Dysuria;

Vulvitis;

Any other signs or symptoms of sexually transmitted disease;

Pregnancy.

BEHAVIORAL

Low self-esteem;

Change in eating pattern;

Unusual new fears;

Regressive behaviors;

Personality changes (hostile/aggressive or extreme compliance);

Depression;

Decline in school achievement;

Social withdrawal; poor peer relationship;

Indicates sophisticated or unusual sexual knowledge for age;

Seductive behavior, promiscuity or prostitution;

Substance abuse;

Suicide ideation or attempt;

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Runaway.

Indicators of Emotional Abuse
HISTORICAL

Parent ignores/isolates/belittles/rejects/scapegoats child

Parent's expectations inappropriate to child's development

Prior episode(s) of physical abuse

Parent perceives child as "different"

PHYSICAL

(Frequently none);

Failure to thrive;

Speech disorder;

Lag in physical development;

Signs/symptoms of physical abuse.

BEHAVIORAL

Poor self-esteem

Regressive behavior (sucking, rocking, enuresis)

Sleep disorders

Adult behaviors (parenting sibling)

Antisocial behavior;

Emotional or cognitive developmental delay;

Extremes in behavior - overly aggressive/compliant;

Depression;

Suicide ideation/attempt.

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Indicators of Physical Neglect
HISTORICAL

High rate of school absenteeism;

Frequent visits to school nurse with nonspecific complaints;

Inadequate supervision, especially for long periods and for dangerous activities;

Child frequently unattended; locked out of house;

Parental inattention to recommended medical care

No food intake for 24 hours;

Home substandard (no windows, doors, heat), dirty, infested, obvious hazards;

Family member addicted to drugs/alcohol.

PHYSICAL

Hunger, dehydration;

Poor personal hygiene, unkempt, dirty;

Dental cavities/poor oral hygiene;

Inappropriate clothing for weather/size of child, clothing dirty; wears same clothes day after day;

Constant fatigue or listlessness;

Unattended physical or health care needs;

Infestations;

Multiple skin lesions/sores from infection.

BEHAVIORAL

Comes to school early, leaves late;

Frequent sleeping in class;

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Begging for/stealing food;

Adult behavior/maturity (parenting siblings);

Delinquent behaviors;

Drug/alcohol use/abuse.

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**SERIES: PERSONNEL
POLICY 4050**

**REPORTS OF SUSPECTED ABUSE OR NEGLECT OF ADULTS WITH AN
INTELLECTUAL DISABILITY OR AUTISM SPECTRUM DISORDER**

Section 46a-11b of the Connecticut General Statutes requires that certain school personnel report any suspected abuse or neglect of persons between eighteen (18) and sixty (60) years of age who: 1) have an intellectual disability or 2) receive funding or services from the Department of Social Services' ("DSS") Division of Autism Spectrum Disorder Services. In furtherance of this statute and its purpose, it is the policy of the Darien Board of Education to require ALL EMPLOYEES of the Board of Education to comply with the following procedures in the event that, in the ordinary course of their employment or profession, they have reasonable cause to suspect that a person with an intellectual disability or an individual receiving funding or services from DSS' Division of Autism Spectrum Disorder Services between eighteen (18) and sixty (60) years of age has been abused or neglected.

1. Scope of Policy

This policy applies not only to employees who are required by law to report suspected abuse and/or neglect of adults with intellectual disabilities, but also to ALL EMPLOYEES of the Board of Education.

2. Definitions

For the purposes of this policy:

"Abuse" means the willful infliction of physical pain or injury or the willful deprivation by a caretaker of services which are necessary to the person's health or safety.

"Neglect" means a situation where a person with an intellectual disability either is living alone ~~or~~ and is not able to provide for himself or herself the services which are necessary to maintain his or her physical and mental health, or is not receiving such necessary services from the caretaker.

"Statutory Mandated Reporter" means an individual required by Conn. Gen. Stat. Section 46a-11b to report suspected abuse and/or neglect of adults with intellectual disabilities. In the public school context, the term "statutory mandated reporter" includes teachers, school administrators, school guidance counselors, paraprofessionals, licensed behavior analysts, registered or licensed practical nurses, psychologists, social workers, licensed or certified substance abuse counselors, mental health professionals, physical therapists, occupational

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therapists, dental hygienists, speech pathologists, and licensed professional counselors.

3. Reporting Procedures for Statutory Mandated Reporters

If a statutory mandated reporter has reasonable cause to suspect or believe that any person with an intellectual disability, or any individual who receives funding or services from DSS' Division of Autism Spectrum Disorder Services, between eighteen (18) and sixty (60) years of age has been abused or neglected, the mandated reporter shall, as soon as practicable, but not later than ~~seventy-~~
~~two~~forty-eight (~~72~~48) hours after having reasonable cause to suspect abuse or neglect, make an oral report to:

Abuse Investigation Division
Department of Developmental Services ("DDS")
460 Capitol Avenue
Hartford, Connecticut 06106
Telephone: 1-844-878-8923

An unsuccessful attempt to make an initial report to DDS on the weekend, holiday, or after business hours shall not be construed as a violation of this policy or applicable law if the mandatory reporter makes reasonable attempts to make such report as soon as practicable after the initial attempt. For purposes of this policy, "reasonable attempts" means documented efforts to contact DDS by phone, electronic mail or in person.

The statutory mandated reporter shall also immediately notify the Superintendent.

Such initial oral report shall be followed by a written report to the Abuse Investigation Division of DDS not later than five calendar days after the initial oral report was made, and a copy of any written report shall be given to the Superintendent.

4. Reporting Procedures for Non-Statutory Mandated Reporters

The following procedures apply only to employees who are not statutory mandated reporters, as set forth above.

- a) If an employee who is not a statutory mandated reporter has reasonable cause to suspect that any person with an intellectual disability, or any individual who receives funding or services from the DSS' Division of Autism Spectrum Disorder Services, between eighteen (18) and sixty (60) years of age has been abused or neglected, the following steps shall be taken.

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- (1) The employee shall as soon as practicable, but not later than ~~seventy-two~~forty-eight (~~72~~48) hours after having reasonable cause to suspect abuse or neglect, make an oral report by telephone or in person to the Superintendent of Schools or his/her designee, to be followed by an immediate written report to the Superintendent or his/her designee.
 - (2) If the Superintendent or his/her designee determines that there is reasonable cause to suspect or believe that any person with an intellectual disability, or any individual who receives funding or services from the DSS' Division of Autism Spectrum Disorder Services, between eighteen (18) and sixty (60) years has been abused or neglected, the Superintendent or designee shall cause reports to be made in accordance with the procedures set forth for statutory mandated reporters, set forth above.
- b) Nothing in this policy shall be construed to preclude an employee from reporting suspected abuse and/or neglect of adults with intellectual disabilities, or any individual who receives funding or services from the DSS' Division of Autism Spectrum Disorder Services, directly to the Abuse Investigation Division of DDS.

5. Contents of Report

Any oral or written report made pursuant to this policy shall contain the following information, if known:

- a) The name and address of the allegedly abused or neglected person;
- b) a statement from the reporter indicating a belief that the person is intellectually disabled or receives funding or services from the DSS' Division of Autism Spectrum Disorder Services, together with information indicating that the person is unable to protect himself or herself from abuse or neglect;
- c) Information concerning the nature and extent of the abuse or neglect; and,
- d) Any additional information that the reporter believes would be helpful in investigating the report or in protecting the person with an intellectual disability or who receives funding or services from the DSS' Division of Autism Spectrum Disorder Services.

6. Investigation of the Report

If the suspected abuser is a school employee, the Superintendent shall thoroughly investigate the report, and shall, to the extent feasible, endeavor to coordinate any

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such investigation with the investigation conducted by the Abuse Investigation Division of DDS.

The Superintendent's investigation shall include an opportunity for the suspected abuser to be heard with respect to the allegations contained within the report. During the course of an investigation of suspected abuse by a school employee, the Superintendent may suspend the employee with pay or may place the employee on administrative leave with pay, pending the outcome of the investigation.

If the investigation by the Superintendent and/or [the](#) Abuse Investigation Division of DDS produces evidence that a person with an intellectual disability, or any individual who receives funding or services from the DSS' Division of Autism Spectrum Disorder Services, has been abused by a school employee, the Superintendent and/or the Board, as appropriate, may take disciplinary action, up to and including termination of employment.

7. Delegation of Authority by Superintendent

The Superintendent may appoint a designee for the purposes of receiving and making reports, notifying and receiving notification, or investigating reports pursuant to this policy.

8. Disciplinary Action for Failure to Follow Policy

Any employee who fails to comply with the requirements of this policy shall be subject to discipline, up to and including termination of employment.

9. Non-discrimination Policy

The Board of Education shall not discharge or in any manner discriminate or retaliate against any employee who, in good faith, makes a report pursuant to this policy, or testifies or is about to testify in any proceeding involving abuse or neglect.

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Legal References:

Connecticut General Statutes:

Section 46a-11a

Section 46a-11b et seq.

Public Act 18-96, “An Act Concerning Reports of Abuse or Neglect of
Persons with Intellectual Disability or Autism Spectrum Disorder”

APPROVED BY THE BOARD OF EDUCATION: March 11, 2015

REVISED: June 12, 2018

DARIEN PUBLIC SCHOOLS

Darien, Connecticut

SERIES 5000: STUDENTS

POLICY ~~R~~-5100

PHYSICAL RESTRAINT AND SECLUSION OF ~~PERSONS AT RISK~~ STUDENTS AND USE OF EXCLUSIONARY TIME OUT (~~Administrative Regulations~~)

The Board of Education seeks to foster a safe and positive learning environment for all students. ~~In compliance with law,~~ Board of Education employees will ~~avoid~~restrict the use of physical restraint ~~or~~and seclusion of students. ~~However, physical to emergency situations, in accordance with this policy and accompanying administrative regulations and applicable law. Physical~~ restraint or seclusion of a student may be necessary in an emergency situation to maintain the safety of the student or another individual. The Board also regulates the use of exclusionary time out in accordance with this Policy and accompanying regulations and applicable law.

The ~~following sets forth the procedures for compliance with the relevant Connecticut General Statutes and Regulations concerning the physical restraint and seclusion of persons at risk in the~~ Darien Public Schools Board ~~of Education~~ authorizes the Superintendent or his/her designee to develop and implement Administrative Regulations in accordance with this Policy and applicable law. The Board of Education mandates compliance with this ~~regulation~~Policy and the associated Administrative Regulations at all times. Violations of this ~~regulation~~Policy and/or associated Administrative Regulations by a Board of Education staff member or other individual working at the direction of, or under the supervision of, the Board of Education, may result in disciplinary action, up to and including possible termination of employment status and/or termination of contract for services.

Nothing within these regulations shall be construed to interfere with the Board's responsibility to maintain a safe school setting, in accordance with Connecticut General Statutes § 10-~~220, or to supersede the justifiable use of reasonable physical force permitted under Connecticut General Statutes § 53a-18(6).~~ 220. Under no circumstances shall employees or individuals under the supervision of the Board use corporal punishment with students or physically manage students for purposes of discipline.

Legal References:

Public Act 18-51, An Act Implementing the Recommendations of the Department of Education

Conn. Gen. Stat. § 10-76b

Conn. Gen. Stat. § 10-76d

Conn. Gen. Stat. § 10-236b

Conn. Gen. Stat. §§ 53a-18 to 53a-22

Reg. Conn. State Agencies. §§ 10-76b-5 to 10-76b-11

Other References:

Restraint and Seclusion: Resource Document, United States Department of Education, available at <http://www2.ed.gov/policy/seclusion/restraints-and-seclusion-resources.pdf>.

Understanding the Laws and Regulations Governing the Use of Restraint and Seclusion, Connecticut State Department of Education (July 2018).

Guidance Related to Recent Legislation Regarding Restraint and Seclusion, Connecticut State Department of Education (Revised, July 2018).

REVIEWED BY THE BOARD OF EDUCATION: January 13.2015

REVISED:

SERIES 5000: STUDENTS
POLICY R-5100

ADMINISTRATIVE REGULATIONS CONCERNING
PHYSICAL RESTRAINT AND SECLUSION OF STUDENTS AND USE OF
EXCLUSIONARY TIME OUT

The Darien Public Schools (the “District”) seeks to foster a safe and positive learning environment for all students. District employees will restrict the use of physical restraint and seclusion of students to emergency situations, in accordance with these administrative regulations and the associated policy and applicable law. Physical restraint or seclusion of a student may be necessary in an emergency situation to maintain the safety of the student or another individual. District employees will restrict the use of exclusionary time out with students to those instances permitted by applicable law, as described in these administrative regulations and applicable law.

The following sets forth the procedures for compliance with the relevant state law and regulations concerning the physical restraint and seclusion of, and use of exclusionary time out with, students in the District. The Superintendent mandates compliance with these regulations at all times. Violations of these regulations by a Board of Education staff member or other individual working at the direction of, or under the supervision of, the Board of Education, may result in disciplinary action, up to and including possible termination of employment status and/or termination of contract for services.

Nothing within these regulations shall be construed to interfere with the responsibility of the District to maintain a safe school setting, in accordance with Connecticut General Statutes § 10-220.

I. Definitions:

~~Provider: A person who provides direct care, education or supervision of a person at risk.~~

~~Assistant Provider or Assistant: A person assigned to provide, or who may be called upon in an emergency to provide, assistance or security to a provider.~~

~~Person at Risk: A child who meets the eligibility criteria for special education services under the Individuals with Disabilities Education Act, 20 U.S.C. § 1400 *et seq.* (“IDEA”), and who is receiving special education from the Board of Education, or a child who is being evaluated for eligibility for special education pursuant to statute and awaiting a determination.~~

A. Exclusionary Time Out: A temporary, continuously monitored separation of a student from an ongoing activity in a non-locked setting, for the purpose of calming such student or deescalating such student’s behavior.

- B. Life Threatening Physical Restraint: Any physical restraint or hold of a person that (1) restricts the flow of air into a person's lungs, whether by chest compression or any other means, or (2) immobilizes or reduces the free movement of a person's arms, legs or head while the person is in the prone position.
- C. Psychopharmacological Agent: Any medication that affects the central nervous system, influencing thinking, emotion or behavior;
- D. Physical Restraint: Any mechanical or personal restriction that immobilizes or reduces the free movement of a person's arms, legs or head, including, but not limited to, carrying or forcibly moving a person from one location to another. The term does not include: (A1) ~~briefly~~ Briefly holding a person in order to calm or comfort the person; (B2) restraint involving the minimum contact necessary to safely escort a person from one area to another; (C3) medical devices, including, but not limited to, supports prescribed by a health care provider to achieve proper body position or balance; (D4) helmets or other protective gear used to protect a person from injuries due to a fall; ~~or~~ (E5) helmets, mitts and similar devices used to prevent self-injury when the device is (i) part of a documented treatment plan or an Individualized Education Program ("IEP"); or (ii) prescribed or recommended by a medical professional, as defined in section 38a-976 of the Connecticut General Statutes, and is the least restrictive means available to prevent such injury; or (6) an exclusionary time out.
- E. School Employee: (1) Any individual employed by the Darien Public Schools who is a teacher, substitute teacher, administrator, superintendent, guidance counselor, psychologist, social worker, nurse, physician, paraprofessional, coach; and (2) any other individual 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 the Darien Public Schools pursuant to a contract with the Darien Public Schools.
- F. Seclusion: The confinement of a person in a room, ~~whether alone or with supervision by a provider or assistant, in a manner that prevents the person from~~ which the student is physically prevented from leaving ~~that room~~. Seclusion does not include the following: (i) an exclusionary time out; or (ii) any confinement of a ~~person at risk~~ student in which the person is physically able to leave the area of confinement including, but not limited to, in-school suspension ~~and time out~~.
- G. Student: a child who is
1. Enrolled in grades kindergarten to twelve, inclusive, in a public school under the jurisdiction of a local or regional board of education;

2. Receiving special education and related services in an institution or facility operating under a contract with a local or regional board of education pursuant to subsection (d) of section 10-76d of the Connecticut General Statutes;

~~Behavior Intervention: Supports and other strategies developed by the planning and placement team (“PPT”) to address the behavior of a person at risk that impedes the learning of the person at risk or the learning of others.~~

3. Enrolled in a program or school administered by a regional education service center established pursuant to section 10-66a of the Connecticut General Statutes; OR

~~Licensed Health Care Provider: (1) A legally qualified practitioner of medicine; (2) an advanced practice registered nurse; (3) a registered nurse licensed pursuant to Chapter 378 of the Connecticut General Statutes; or (4) a physician assistant licensed pursuant to Chapter 370 of the Connecticut General Statutes.~~

4. Receiving special education and related services from an approved private special education program.

II. ~~Procedures for Physical Restraint of Persons at Risk A.~~ Life-Threatening Physical Restraint:

- A. No ~~provider or assistant~~ school employee shall under any circumstance use a life-threatening physical restraint on a ~~person at risk~~ student.
- B. ~~No provider or assistant~~ Nothing in this section shall be construed as limiting any defense to criminal prosecution for the use of deadly physical force that may be available under sections 53a-18 to 53a-22, inclusive, of the Connecticut General Statutes.

III. Procedures for Physical Restraint and Seclusion of Students

- A. No school employee shall use ~~involuntary~~ physical restraint or seclusion on a ~~person at risk~~ student EXCEPT as an emergency intervention to prevent immediate or imminent injury to the ~~person at risk~~ student or to others.
- B. Seclusion shall not be used as a planned intervention in a student’s behavioral intervention plan, individualized education program or plan pursuant to Section 504 of the Rehabilitation Act.
- C. ~~Physical restraint of a person at risk shall never be used as a disciplinary measure or as a convenience.~~ No school employee shall use physical restraint or seclusion on a student unless the school employee has received training in accordance with state law and/or the District’s trainings plans as described in Section X below, upon implementation thereof.

- D. ~~Providers and assistants must explore all less restrictive alternatives prior to using physical restraint for a person at risk.~~ Physical restraint and seclusion of a student shall never be used as a disciplinary measure or as a convenience.
- E. ~~Providers and assistants~~ School employees must explore ALL less restrictive alternatives prior to using physical restraint or seclusion for a student.
- F. School employees must comply with all regulations promulgated by the Connecticut State ~~Board~~ Department of Education in their use of physical restraint and seclusion with a ~~person at risk~~ student.

~~FG.~~ Monitoring

1. ~~A provider or an assistant~~ Physical restraint: A school employee must continually monitor any ~~person at risk~~ student who is physically restrained. The monitoring must be conducted by either:
 - a. direct observation of the ~~person at risk~~ student; or
 2. ~~A provider or an assistant must regularly evaluate the person being restrained for signs of physical distress. The provider or assistant must record each evaluation in the educational record of the person being restrained.~~

~~III. Procedures for Seclusion of Persons at Risk~~

- A. ~~No provider or assistant shall use involuntary seclusion on a person at risk EXCEPT as follows:~~
- b. observation by way of video monitoring within physical proximity sufficient to provide aid as may be needed.
 1. ~~as an emergency intervention to prevent immediate or imminent injury to the person at risk or to others; OR~~
 2. Seclusion: A school employee must frequently monitor any student who is placed in seclusion. The monitoring must be conducted by either:
 2. ~~as specifically provided for in the IEP of the person at risk, if other less restrictive, positive behavior interventions appropriate to the behavior exhibited by the person at risk have been implemented but were ineffective.~~
 - a. direct observation of the student; or
- B. ~~Seclusion as a Behavior Intervention in an IEP~~
1. ~~Prior to including seclusion in the IEP of a person at risk, the PPT must review the results of a functional behavioral assessment and other information determined to be relevant by the PPT. If, based on this~~

~~information, the PPT determines that the use of seclusion is an appropriate behavior intervention for the person at risk, the PPT shall include the assessment data and other relevant information in the IEP of the person at risk as the basis upon which a decision was made to include the use of seclusion as a behavior intervention. The use of seclusion in the IEP must be reviewed at least annually by the PPT. The PPT must include the following information in the IEP of the person at risk:~~

- ~~a. the location of seclusion for the person at risk, which may be multiple locations within a school building;~~
- ~~b. the maximum length of any period of seclusion, in accordance with Section III(D) of this regulation;~~ observation by way of video monitoring within physical proximity sufficient to provide aid as may be needed.

G. Length

1. Any period of physical restraint or seclusion:

- ~~e. the number of times during a single day that the person at risk may be placed in seclusion;~~
- a. shall be limited to that time necessary to allow the student to compose him or herself and return to the educational environment; and
- ~~d. the frequency of monitoring required for the person at risk while in seclusion;~~
- b. shall not exceed fifteen (15) minutes, except as provided below.
- ~~e. the timeframe and manner of notification of each incident of seclusion, as determined by the PPT and the parents of the person at risk; and~~

2. If any instance of physical restraint or seclusion of a student used as an emergency intervention exceeds fifteen (15) minutes, one of the following individuals, who have received training in the use of physical restraint or seclusion, will determine whether continued physical restraint or seclusion is necessary to prevent immediate or imminent injury to the student or to others:

- ~~f. any other relevant information agreed to by the PPT taking into consideration the age, disability and behaviors of the person at risk that might subject the person at risk to the use of seclusion.~~
- a. an administrator, or such administrator's designee;

- ~~2. Prior to including seclusion in an IEP of a person at risk, the PPT must inquire as to whether there are any known medical or psychological conditions that would be directly and adversely impacted by the use of seclusion as a behavior intervention. A person at risk may not be placed in seclusion if such person is known to have any medical or psychological condition that a licensed health care provider has indicated will be directly and adversely impacted by the use of seclusion. The PPT may request a medical or psychological evaluation of the child for purposes of determining whether there is a medical or psychological condition that will be directly and adversely impacted by the use of seclusion as a behavior intervention. Any written statement from a licensed health care professional in this regard shall be included in the special education file of the person at risk.~~
- b. a school health or mental health personnel; or
- ~~C. Seclusion of a person at risk shall never be used as a disciplinary measure or as a convenience.~~
- c. a board certified behavior analyst.
- ~~D. Any period of seclusion (1) shall be limited to that time necessary to allow the person at risk to compose him or herself and return to the educational environment and (2) shall not exceed one hour. The use of seclusion may be continued with written authorization from the building principal or designee to prevent immediate or imminent injury to the person at risk or to others. Where transportation of the person at risk is necessary, the written authorization to continue the use of seclusion is not required if immediate or imminent injury to the person at risk or to others is a concern.~~
3. The individual identified under subsection 2 (a-c) shall make a new determination every thirty (30) minutes thereafter regarding whether such physical restraint or seclusion is necessary to prevent immediate or imminent injury to the student or to others.
- ~~E. Providers and assistants must explore all less restrictive alternatives prior to using seclusion for a person at risk, unless seclusion is being used pursuant to the IEP of the person at risk.~~
- H. A school employee must regularly evaluate the student being physically restrained or secluded for signs of physical distress. The school employee must record each evaluation in the educational record of the person being physically restrained or secluded.
- ~~F. When the use of seclusion as an emergency intervention to prevent immediate or imminent injury to the person at risk or to others~~
- ~~is repeated more than two times in any marking period, the PPT (1) shall~~
- ~~convene to review the IEP of the person at risk, (2) may consider additional evaluations or assessments to address the child's behaviors, and (3) may revise the child's IEP, as appropriate. The PPT may agree to waive this meeting.~~

IV. Seclusion Room Requirements

~~G.~~ ~~Any~~ Seclusion can happen in any location, although a district may designate an area or room for this purpose. Regardless of location, any room used for seclusion must:

- ~~1.A.~~ be of a size that is appropriate to the chronological and developmental age, size and behavior of the ~~person-at-risk~~ student;
- ~~2.B.~~ have a ceiling height that is comparable to the ceiling height of the other rooms in the building in which the seclusion room is located;
- ~~3.C.~~ be equipped with heating, cooling, ventilation and lighting systems that are comparable to the systems that are used in the other rooms of the building in which the seclusion room is located;
- ~~4.D.~~ be free of any object that poses a danger to the ~~person-at-risk~~ student who is being placed in the seclusion room;
- ~~5.E.~~ conform to applicable building code requirements.

If the door or doors to a room used for seclusion are to be locked, latched or otherwise secured, a modification from the State Fire Marshal's office shall be secured prior to the installation of a locking mechanism. If a door locking mechanism is used, the ~~person-at-risk~~ student shall be constantly monitored notwithstanding any other provisions of the Connecticut General Statutes or Regulations to the contrary. The locking mechanism to be used shall be a device that shall be readily released by staff as soon as possible but in no case longer than within two minutes of the onset of an emergency and is connected to the fire alarm system so that the locking mechanism is released automatically when a fire alarm is sounded. An "emergency," for purposes of this subsection, includes but is not limited to the following:

- ~~a.1.~~ the need to provide direct and immediate medical attention to the ~~person-at-risk~~ student;
 - ~~b.2.~~ fire;
 - ~~c.3.~~ the need to remove the ~~person-at-risk~~ student to a safe location during a building lockdown; or
 - ~~d.4.~~ other critical situations that may require immediate removal of the ~~person-at-risk~~ student from seclusion to a safe location; ~~and,~~
- ~~6.F.~~ have an unbreakable observation window or fixture located in a wall or door, which allows the student a clear line of sight beyond the area of seclusion, to permit frequent visual monitoring of the ~~person-at-risk~~ student and any ~~provider or~~

~~assistant~~school employee in such room. The requirement for an unbreakable observation window does not apply if it is necessary to clear and use a classroom or other room in the school building as a seclusion room for a ~~person at risk~~.

~~H. Providers and assistants must comply with all regulations promulgated by the Connecticut State Board of Education in their use of seclusion for a person at risk.~~

~~I. Monitoring~~

~~1. If seclusion is included in the IEP of the person at risk, the IEP must describe the frequency of monitoring of the person at risk while in seclusion. The monitoring must be conducted by direct observation of the person at risk.~~

~~2. If a person at risk has been secluded as an emergency intervention to prevent immediate or imminent injury to the person at risk or others, a provider or an assistant must frequently monitor the person at risk. The monitoring must be conducted by direct observation of the person at risk.~~

~~3. A provider or an assistant must regularly evaluate the person at risk in seclusion for signs of physical distress. The provider or assistant must record each evaluation in the educational record of the person who is in seclusion.~~

~~IV. Training of Providers and Assistant Providers~~

~~A. The Board of Education shall provide physical management training for all Board of Education employees who engage in the physical restraint and seclusion of persons at risk pursuant to this regulation. Prior to engaging in physical restraint and/or seclusion practices pursuant to this regulation, Board of Education employees must successfully complete the Board of Education's physical management training program.~~

~~B. The Board shall provide training in physical management, physical restraint and seclusion procedures including, but not limited to, training to recognize health and safety issues for children placed in seclusion to ensure the safe use of seclusion as a behavior intervention.~~
~~C. The Board shall also provide training in verbal defusing or de-escalation; prevention strategies; types of physical restraint; the differences between life-threatening physical restraint and other varying levels of physical restraint; the differences between permissible physical restraint and pain compliance techniques; monitoring to prevent harm to a person physically restrained or in seclusion and recording and reporting procedures on the use of restraints and seclusion~~student.

~~V. Documentation and Communication~~Use of Psychopharmacologic Agent

- A. No school employee may use a psychopharmacologic agent on a student without that student's consent and the consent of the student's parent/guardian, except:
 - 1. as an emergency intervention to prevent immediate or imminent injury to the student or to others; or
 - 2. as an integral part of the student's established medical or behavioral support or educational plan, or, if no such plan has been developed, as part of a licensed practitioner's initial orders.
- B. The use of psychopharmacologic agents, alone or in combination, may be used only in doses that are therapeutically appropriate and not as a substitute for other appropriate treatment.
- C. Any administration of a psychopharmacologic agent must ONLY be done in accordance with applicable federal and state law and the Board of Education's Administration of Medication Policy.

VI. Procedures for Exclusionary Time Out

- A. No school employee may use exclusionary time out as a form of discipline for a student.
- B. At least one school employee must remain with the student, or be immediately available to the student such that the student and the employee are able to communicate verbally, throughout the exclusionary time out.
- C. The space used for an exclusionary time out must be clean, safe, sanitary and appropriate for the purpose of calming the student or deescalating the student's behavior.
- D. The exclusionary time period must end as soon as possible.
- E. Consistent with subsection D above, the exclusionary time out period may vary depending on the student's chronological and developmental age, individual needs and behavior.

VII. Required Meetings

- A. Students not eligible for special education (and not being evaluated for eligibility for special education)
 - 1. In the event that physical restraint or seclusion is used on a student **four (4) or more times within twenty (20) school days**, a team composed of an administrator, one or more of the student's teachers, a parent or

guardian of the student, and, if any, a school mental health professional, shall convene to:

- a. conduct or revise a behavioral assessment of the student;
- b. create or revise any applicable behavior intervention plan; and
- c. determine whether such student may require a referral for consideration for special education pursuant to federal and state law.

2. The requirement to convene this meeting shall not supersede the District's obligation to refer a student to a **planning and placement team ("PPT")** as may be required in accordance with federal and state law.

B. Students eligible for special education (and students being evaluated for eligibility for special education)

1. In the event that physical restraint or seclusion is used on a student **four (4) or more times within twenty (20) school days**, the student's PPT shall convene to:

- a. conduct or revise **a functional behavioral assessment ("FBA")**;
- b. create or revise any applicable behavior intervention plan ("BIP"), including but not limited to, such student's individualized education program ("IEP"); and
- c. review or revise the student's IEP, as appropriate.

2. In the event that the exclusionary time out process is unsuccessful in addressing a student's problematic behavior, the student's PPT shall convene as soon as practicable to determine alternative interventions or strategies to address the student's behavior.

C. A District and/or school administrator(s) shall determine the school employee(s) responsible for reviewing the number of occurrences of the use of physical restraint or seclusion on a monthly basis to ensure that the appropriate meeting(s) has been convened following the fourth occurrence of physical restraint or seclusion in a twenty (20) day period.

VIII. Crisis Intervention Team

A. Each school year, each school in the District must identify a crisis intervention team consisting of any teacher, administrator, school paraprofessional or other

school employee designated by the school principal (in coordination with other appropriate administrators), and who has direct contact with students.

B. Members of crisis intervention teams shall respond to any incident in which the use of physical restraint or seclusion may be necessary as an emergency intervention to prevent immediate or imminent injury to a student or others.

C. The District shall maintain a list of the members of the crisis intervention team for each school.

IX. Documentation and Communication

A. After each incident of physical restraint or seclusion, and no later than the school day following the incident, a ~~provider~~school employee must complete the form provided by the DarienPublic Schools for reporting incidents of physical restraint and seclusion. The incident form must be included in the educational file of the ~~person-at-risk~~student who was physically restrained or secluded. The information documented on the form must include the following:

1. in the case of an emergency use, the nature of the emergency and what other steps, including attempts at verbal de-escalation, were taken to prevent the emergency from arising if there were indications that such an emergency was likely to arise;
2. a detailed description of the nature of the restraint or seclusion;
3. the duration of the restraint or seclusion;
4. the effect of the restraint or seclusion on the ~~person~~student's established behavioral support or educational plan; AND
5. whether the seclusion of a ~~person-at-risk~~student was conducted pursuant to an IEP.

B. A ~~provider~~school employee must notify the parent or guardian of a ~~person-at-risk~~student of each incident that the ~~person-at-risk~~student is physically restrained or ~~placed in seclusion~~secluded.

1. ~~An attempt~~A school employee must make a reasonable attempt to immediately notify a parent or guardian after a student is initially placed in physical restraint or seclusion; in all circumstances, a school employee shall~~be made to~~ notify the parent or guardian~~of the person-at-risk on the day of, or~~ within twenty-four (24) hours after; a student is initially placed in physical restraint or seclusion~~is used with the person-at-risk as an emergency intervention to prevent immediate or imminent injury to the person or others.~~

2. Notification ~~may~~must be made by telephone, e-mail, or other method which may include, but is not limited to, sending a note home with the ~~person at risk~~student.
 3. The parent or guardian of a ~~person at risk~~student who has been physically restrained or placed in seclusion shall be sent a copy of the completed ~~standardized~~ incident report of such action no later than two (2) business days after the ~~emergency~~ use of physical restraint or seclusion, regardless of whether the parent received the notification described in subsections 1 and 2 above.
 4. ~~Where seclusion has been included in the IEP of a person at risk, notification shall be made in accordance with Section III(B)(1)(e) above.~~
The Director of Special Education [or other responsible administrator] shall determine what school employees shall be permitted to ensure that required parent/guardian notifications are made.
- C. The Director of Special Education, or his or her designee, must, at each initial PPT meeting for a ~~child~~student, inform the child's parent, guardian, or surrogate parent, or the ~~pupil~~student if such ~~pupil~~student is an emancipated minor or eighteen years of age or older, of the laws relating to physical restraint and seclusion as expressed through this regulation, and of the laws and regulations adopted by the Connecticut State ~~Board~~Department of Education relating to physical restraint and seclusion.
1. The Director of Special Education and Student Services, or his or her designee, shall provide to the child's parent, guardian, or surrogate parent, or the ~~pupil~~student if such ~~pupil~~student is an emancipated minor or eighteen years of age or older, at the first PPT meeting following the ~~child~~student's referral to special education the plain language notice of rights regarding physical restraint and seclusion developed by the Connecticut State Department of Education.
 2. The plain language notice developed by the Connecticut State Department of Education shall also be provided to the ~~child~~student's parent, guardian, or surrogate parent, or the ~~pupil~~student if such ~~pupil~~student is an emancipated minor or eighteen years of age or older at the first PPT meeting at which the use of seclusion as a behavior intervention is included in the ~~child~~student's IEP.
- ~~ED.~~ The Director of Special Education and Student Services, or his or her designee, must be notified of the following:
1. each use of physical restraint or seclusion on a ~~person at risk~~student;

2. the nature of the emergency that necessitated its use;
3. whether the seclusion of a ~~person at risk~~student was conducted pursuant to an IEP; AND
3. if the physical restraint or seclusion resulted in physical injury to the ~~person at risk~~student.

~~VIX~~. Responsibilities of the Director of Special Education and Student Services

- A. The Director of Special Education and Student Services, or his or her designee, must compile annually the instances of physical restraint and seclusion within the District, the nature of each instance of physical restraint and seclusion, and whether instances of seclusion were conduct pursuant to IEPs.
- B. The Director of Special Education and Student Services, or his or her designee, must report to the Connecticut State Department of Education within two (2) business days any instance of physical restraint or seclusion that resulted in physical injury (serious and non-serious) to the ~~person at risk~~student.

XI. Professional Development Plan and Training

- A. The District shall provide training regarding the physical restraint and seclusion of students to the members of the crisis intervention team for each school in the District identified in Section VIII, above. The District may provide such training to any teacher, administrator, school paraprofessional or other school employee, designated by the school principal and who has direct contact with students. The District shall provide such training annually and the training shall include, but not be limited to:
 1. Beginning with the school year commencing July 1, 2017, an annual overview of the relevant laws and regulations regarding the use of physical restraint and seclusion on students and the proper uses of physical restraint and seclusion. Such overview shall be provided by the Department of Education in a manner and form as prescribed by the Commissioner of Education.
 2. The creation of a plan to provide training regarding the prevention of incidents requiring physical restraint or seclusion of students. This plan shall be implemented not later than July 1, 2018.
 3. The creation of a plan to provide training regarding the proper means of physical restraint or seclusion of a student, including, but not limited to:
 - a. verbal defusing or de-escalation;

- b. prevention strategies;
- c. various types of physical restraint;
- d. the differences between life-threatening physical restraint and other varying levels of physical restraint;
- e. the differences between permissible physical restraint and pain compliance techniques;
- f. monitoring methods to prevent harm to a student who is physically restrained or in seclusion; and
- g. recording and reporting procedures on the use of physical restraint and seclusion.

This plan shall be implemented not later than July 1, 2018.

- B. Each member of a crisis intervention team must be recertified in the use of physical restraint and seclusion pursuant to Section XI.A.3, above, on an annual basis.

XII. Review and Revision of Policies, Regulations and Procedures

- A. The District shall make available policies and procedures regarding the physical restraint and seclusion of students and the use of exclusionary time out on the District's Internet web site and procedures manual.
- B. The District shall update any policies, regulations and/or procedures regarding the physical restraint and seclusion of students and the use of exclusionary time out within sixty (60) days after the State Department of Education's adoption or revision of regulations regarding the same. Any and all such updates shall be made available in accordance with subsection A of this section.

Legal References:

~~Conn. Gen. Stat. §§ 46a-150 through 46a-154~~

Public Act 18-51, An Act Implementing the Recommendations of the Department of Education

Conn. Gen. Stat. § 10-76b

Conn. Gen. Stat. § 10-76d

Conn. Gen. Stat. § 10-236b

Conn. Gen. Stat. §§ 53a-18 ~~Regs. to 53a-22~~

Conn. ~~State~~ Agencies Reg. §§ 10-76b-5 through ~~10-76b-11, as amended July 1, 2013~~ 11

Other ~~Reference~~References:

Restraint and Seclusion: Resource Document, United States Department of Education, available at ~~<http://www2.ed.gov/policy/seclusion/restraints-and-seclusion-resources.pdf>~~<http://www2.ed.gov/policy/seclusion/restraints-and-seclusion-resources.pdf>.

[Understanding the Laws and Regulations Governing the Use of Restraint and Seclusion, Connecticut State Department of Education \(July 2018\).](#)

[Guidance Related to Recent Legislation Regarding Restraint and Seclusion, Connecticut State Department of Education \(Revised, July 2018\).](#)

REVIEWED BY THE BOARD OF EDUCATION: January 13, 2015

PERSONNEL ACTION REPORT

November 13, 2018

Item	Name	Action	Replacing/Location/Position	Effective Date		Tenure Area	Certification Class/Step
				From	To		
Appointments							
1	Mary Scalise	Appointment	A Byrne/MMS/Assistant Principal	11/9/2018	NA	Administrator	Intermediate Administrator
2	Peter Alfano	Appointment	A Stanton/DHS/Biology	12/7/2018	12/1/2020	Teacher	Biology 7-12 MA + 30 Step 19