

Board of Education  
Darien, Connecticut

**TUESDAY, JUNE 9, 2020**

**SPECIAL MEETING OF THE BOARD OF EDUCATION**

**Darien Public Schools'  
Administrative Offices  
Meeting Room  
6:30 p.m.**

**AGENDA**

1. Call to order
2. Adjourn to Executive Session (2<sup>nd</sup> Floor Conference Room) for the purpose of discussion regarding the employment of an employee pursuant to Connecticut General Statute 1-200(6)(A)
3. Reconvene in public session.
4. Adjournment.

**REGULAR MEETING OF THE BOARD OF EDUCATION  
TUESDAY, JUNE 9, 2020**

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

**TENTATIVE AGENDA**

- |                                 |                  |           |
|---------------------------------|------------------|-----------|
| 1. Call to Order.....           | Mrs. Tara Ochman | 7:30 p.m. |
| 2. Chairperson's Report.....    | Mrs. Tara Ochman |           |
| 3. Public Comment*.....         | Mrs. Tara Ochman |           |
| 4. Superintendent's Report..... | Dr. Alan Addley  |           |

\* MEMBERS OF THE PUBLIC WISHING TO COMMENT ON THE AGENDA ITEMS MAY DO SO VIRTUALLY BY ZOOM

<https://darienps.zoom.us/j/99023552897> OR EMAIL [publiccomment@darienps.org](mailto:publiccomment@darienps.org) BY 12:00 P.M. ON TUESDAY, JUNE 9.

**REGULAR MEETING OF THE BOARD OF EDUCATION  
TUESDAY, JUNE 9, 2020**

5. Approval of Minutes..... Board of Education
6. Board Committee Reports..... Mrs. Tara Ochman
7. Presentations/Discussions
  - a. Superintendent's Citizenship.. Award Recipients Dr. Alan Addley
  - b. Recognition of Darien Public... Schools' Retirees Ms. Marjorie Cion/  
District Administration
  - c. Report on High School College..... Acceptances and Awards; Profile on High School Class of 2020 and Post High School Plans Mrs. Ellen Dunn/  
Ms. Meghan Emanuelson
  - d. Report on DAEG Barbara..... Harrington Fund Awards Mr. Christopher Tranberg
  - e. Update on District Enrollment.. for 2020-2021 School Year Mr. Richard Rudl
  - f. Update on Plans for ..... Reopening Schools in the Fall Dr. Alan Addley
  - g. Further Discussion and Possible. Action on the Revisions to FY2020-2021 Budget to meet the Reduction Approved by the Board of Finance and the RTM Dr. Alan Addley/  
Mr. Richard Rudl
  - h. First Reading and Discussion.. of 2021-2022 School Calendar Dr. Alan Addley
8. Action Items
  - a. Personnel Items..... Ms. Marjorie Cion
    - i. Appointments
    - ii. Resignations/Retirements
  - b. Contract Agreement between.. the Darien Board of Education and the Darien Cafeteria Workers' Union United Public Service Employees Union Ms. Marjorie Cion

**REGULAR MEETING OF THE BOARD OF EDUCATION  
TUESDAY, JUNE 9, 2020**

9. Public Comment\*..... Mrs. Tara Ochman  
10. Adjournment..... Mrs. Tara Ochman

AA:nv

**\* MEMBERS OF THE PUBLIC WISHING TO COMMENT ON THE AGENDA ITEMS MAY DO SO VIRTUALLY BY ZOOM**

**<https://darienps.zoom.us/j/99023552897> OR EMAIL [publiccomment@darienps.org](mailto:publiccomment@darienps.org) BY 12:00 P.M. ON TUESDAY,  
JUNE 9.**

**APPROVED**  
**REGULAR MEETING OF THE BOARD OF EDUCATION**  
**Tuesday, May 12, 2020**

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

**BOARD MEMBERS PRESENT VIA TELECONFERENCE:**

	Brown	Burke	Dineen	McCammon	Maroney	Ochman	Ritchie	Sini	Stein
Present	X	X	X	X	X	X	X	X	X
Absent									

**ADMINISTRATION PRESENT:**

Dr. Addley, Mr. Tranberg, Ms. Klein, Ms. Cion, Mr. Rudl

**AUDIENCE:** Meeting held via Teleconference

- |  |  |
|--|--|
| 1. Call to Order   | Mrs. Tara B. Ochman, Chair,<br>at 7:35 p.m. (0:00) |
| 2. Chairperson's Report  | Mrs. Ochman<br>at 7:35 p.m. (0:00)                 |
| 3. Public Comment  | Mrs. Ochman<br>at 7:36 p.m. (0:01)                 |
| <br>Public comments are sent to the <a href="http://darienps.org">darienps.org</a> email account for each BOE member to review in advance of meetings. After BOE meetings the public comments will be available on BOE website |  |
| 4. Superintendent's Report   | Dr. Alan Addley<br>at 7:37 p.m. (0:02)             |
| 5. Approval of Minutes   | Board of Education<br>at 7:43 p.m. (0:08)          |

**MOTION TO APPROVE THE MINUTES OF THE SPECIAL MEETING AND EXECUTIVE SESSION OF THE BOARD OF EDUCATION HELD ON APRIL 29, 2020, REGULAR MEETING OF THE BOARD OF EDUCATION HELD ON APRIL 29, 2020 AND SPECIAL MEETING OF THE BOARD OF EDUCATION HELD ON MAY 4, 2020:**

**1<sup>st</sup> MR. DINEEN**

**2<sup>ND</sup> MR. BURKE**

	Brown	Burke	Dineen	McCammon	Maroney	Ochman	Ritchie	Sini	Stein
Yes	X	X	X	X	X	X	X	X	X
No									
Abstain									

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

6. Board Committee Reports

Mrs. Ochman  
at 7:44 p.m. (0:09)

**PRESENTATIONS AND DISCUSSIONS**

7. Presentations/Discussions:

**MOTION TO ADD AS ITEM 7 (c) DISCUSSION AND POSSIBLE ACTION ITEM REGARDING THE  
TEMPORARY POWERS GRANTED TO SUPERINTENDENT:**

**1<sup>st</sup> MS. RITCHIE**

**2<sup>ND</sup> MR. SINI**

	Brown	Burke	Dineen	McCammon	Maroney	Ochman	Ritchie	Sini	Stein
Yes	X		X	X	X	X	X	X	X
No		X							
Abstain									

**RESULT - MOTION PASSED (8-1-0)**

a. COVID-19/eLearning Update

Dr. Alan Addley  
at 7:47 p.m. (0:12)

b. Further Discussion on FY2020-2021  
Budget Guidelines from the Board of  
Finance

Dr. Addley  
at 7:50 p.m. (0:15)

c. Discuss and take possible action on  
Temporary powers granted to  
Superintendent of Schools

Board of Education  
at 8:28 p.m. (0:53)

8. Action Items

a. Personnel Items

i. Appointments

ii. Resignations/Retirements

Ms. Marjorie Cion  
at 8:40 p.m. (1:05)

9. Public Comment

Ms. Ochman, Chair  
at 8:40 p.m. (1:05)

10. Adjournment

Mrs. Ochman, Chair,  
at 8:40 p.m. (1:05)

**MOTION TO ADJOURN:**

**1<sup>st</sup> Ms. McCAMMON**

**2<sup>ND</sup> MR. DINEEN**

	Brown	Burke	Dineen	McCammon	Maroney	Ochman	Ritchie	Sini	Stein
Yes	X	X	X	X	X	X	X	X	X
No									
Abstain									

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

Meeting adjourned at 8:40 p.m. (1:05)

Respectfully Submitted,

Debra Ritchie,  
Secretary

# **Class of 2020**

## **Summary**

### **(Part 1)**

# The RESILIENT Class of 2020

- 361 students
- Artists, athletes, poets and writers, musicians, community servants, helpers, friends, scholars.
- "Book ended" by historical events - bound to be history makers!
- 4 year schools, 2 year schools, military academies, gap/PG years, undecided



# Constraints of this report

- Extended college response dates, extended waitlists
- Undecided students/students changing plans
- Challenges collecting data through a virtual platform
- New options for students such as colleges reopening applications in May and June

# Ongoing support

- Most Seniors had submitted applications and heard from colleges pre-closure.
- Students have continued to have access to counselors to assist with decisions.
- As of now, we are not hearing that many students have changed their plans but counselors remain available to help families navigate their choices.
- Final transcripts will be sent on a traditional timeline.

# What we can share tonight

- Pre-closure data:
  - \* Overall application numbers and trends
  - \* Early Decision applications
- Cautious about longitudinal comparisons without full data set.
- GPA data reflective through 7 semesters ; test score data reflective through closure/cancellation of tests

Fall, 2020 BOE report to summarize complete data

# What we can not share

- Final outcome data/trends - only 84.5% of students have completed the survey thus far and many surveys are incomplete.

# Class Averages

		Average	Average	Average
Class	Students	GPA	SAT 1600	ACT
2020	361	3.457	1279	29
2019	340	3.397	1260	29
2018	341	3.417	1281	28
2017	330	3.453	1287	28

# SUMMARY INFORMATION

## CLASS OF 2020

	2020		2019		2018		2017	
<u>Future Plans for Graduates</u>	<u>Students</u>	<u>%</u>	<u>Students</u>	<u>%</u>	<u>Students</u>	<u>%</u>	<u>Students</u>	<u>%</u>
4 Year College	301*	83.4%*	306 90.0%		317 93.0%		304 92.1%	
2 Year College	2	.55%	7 2.0%		2 0.6%		10 3.0%	
College Prep School	2	.55%	1 0.3%		4 1.2%		2 0.6%	
Subtotal	305		314 92.3%		323 94.8%		316 95.8%	
	(361 total)							

\* as of 6/5/20

# COLLEGE APPLICATION ANALYSIS

## 2017-2020

	<u>2020</u>	<u>2019</u>	<u>2018</u>	<u>2017</u>
<b>Number of applications submitted</b>	3506	3250	2982	3106
<b>Number of different colleges receiving applications from DHS students</b>	396	405	368	378



# EARLY DECISION APPLICATIONS 2017-2020

	<u>Class of 2020</u>		<u>Class of 2019</u>		<u>Class of 2018</u>		<u>Class of 2017</u>	
# of ED students	176	49%	141	41%	136	40%	138	42%
Accepted	116 **	66%	100	71%	81	59%	94	66%

\* as of 6/5/20



# MOST APPLICATIONS

CURRENT YEAR ONLY: 2020		FOUR YEARS DATA: 2017 - 2020	
College	Applications	College	Applications
University of Connecticut	101	University of Connecticut	357
Miami University, Oxford	66	Boston College	206
Boston College	55	Miami University, Oxford	204
Elon University	55	Villanova University	170
Villanova University	53	University of Michigan - Ann Arbor	165
Fordham University	49	University of Vermont	164
Pennsylvania State University	45	Pennsylvania State University	154
University of Miami	44	Fordham University	152
Boston University	43	Boston University	149
University of Vermont	43	University of Virginia - Main Campus	144
University of Richmond	42	University of Richmond	143
University of Michigan - Ann Arbor	41	Santa Clara University	140

# MOST ATTENDED

## 2020 \*

College	Attend	College	Attend
Boston College	14	Santa Clara University	5
University of Connecticut	13	Colgate University	4
Syracuse University	9	Fordham University	4
Villanova University	9	Dartmouth University	4
Bucknell University	8	Fairfield University	4
University of Michigan - Ann Arbor	7	Williams College	4
Providence College	7	University of Colorado Boulder	4
College of Charleston	7	Clemson University	4
Trinity College	6	University of Miami	4
Elon University	6	Denison University	3
Loyola University Maryland	6	Dickinson College	3
University of Richmond	6	Franklin & Marshall College	3
Miami University - Oxford	5	Gettysburg College	3

\* as of 6/5/20

# STATE SCHOOL APPLICATIONS 2017-2020

	<u>Total State</u>	<u>% of Total</u>							
<u>Class of</u>	<u>School Apps</u>	<u>Applications</u>	<u>Storrs</u>	<u>Eastern</u>	<u>Western</u>	<u>Southern</u>	<u>Central</u>	<u>NCC</u>	<u>Stamford</u>
2020	121	3.5%	101	2	4	8	2	4	0
2019	129	5.5%	77	12	8	18	4	9	1
2018	102	4.4%	84	2	1	8	5	1	1
2017	108	4.5%	66	8	7	11	9	7	0

# Ivy League Applications

179 Ivy applications

77 students applied to at least 1 Ivy (21 % of the class)

As of now, 14 will be attending an Ivy League school.

Waitlists are still active so these numbers may change.



Questions?



## Memorandum

To: Alan Addley, Ed.D., Superintendent of Schools  
From: Christopher Tranberg, Assistant Superintendent for Curriculum & Instruction  
RE: Barbara Harrington Grant Recipients  
Date: June 2, 2020

Darien Advocates for the Education of the Gifted (DAEG) announced the award of four grants to Darien teachers totaling \$2,686 for participation in advanced studies, workshops, conferences and curriculum development. Thanks to the generosity of DAEG, we are pleased to offer this support to enthusiastic teachers whose applications fit the criteria of further developing teaching skills in order to benefit Darien students.

The Barbara Harrington Fund was established in 1984 by DAEG in honor of Barbara Harrington, founder of Darien's IDEA Program for gifted students. Open to all teachers in the Darien Public Schools, the Barbara Harrington Fund offers teachers the opportunity to take courses that enrich their ability to deliver curriculum. The grants are funded by contributions of members of the Darien Advocates for Education of the Gifted and other donors. Grant applications are processed by a committee of DAEG members along with central office and school administrators.

Due to the ongoing health crisis, applications are fewer and reflect independent and virtual studies by Darien faculty in pursuit of knowledge related to their areas of instructional interest. Below you will find a short description of the approved grants.

### **BARBARA HARRINGTON FUND GRANT RECIPIENTS**

**Ohio State String Teacher Workshop (\$350) - Jane Minnis (DHS, Royle)** will participate in an on online workshop offered by renowned faculty of the Ohio State University music program. This learning experience will take place over two weeks, providing 55 hours of instruction with opportunities for participants to choose among various offerings. The workshop will take place through Google Classroom with opportunities for live Q&A with clinicians.

**2020 Cane Summer Institute (\$436) - John Gearty (DHS)** will participate in a program devoted to sustaining Latin as a living language, described by many proponents as *Active Latin*. This web based program provides articles (mostly on new ways of teaching Latin), podcasts, Latin texts for beginning students, Latin audiobooks, and links to other classical-teaching resources. The site is energetically and intelligently run by Latin scholars from Sweden whose work will support bringing the use of “everyday” Latin into the classroom.

**Creative Strings Program (\$1000) - Austin Scelzo (MMS)** will return to the Creative Strings Program, a non-profit organization with a mission to support music education through outreach, summer conferences, and online curriculum. Its founder, Christian Howes, recently provided an unforgettable workshop and concert experience for students at Darien High School in 2018. A former Associate Professor at the Berklee College of Music, Christian Howes helps string players and teachers expand into improvisation, contemporary styles, and related subjects through his annual week-long intensive Creative Strings Workshop. The Creative Strings Workshop in Columbus, Ohio, is an annual event currently in its 18th year.

**Bass Technique Lessons (\$900) - Dylan Spievogel (MMS, Ox Ridge)** will study bass technique, pedagogy, and literature with master double-bassist Shawn Conley. He will take 6 individual lessons to cover territory surrounding bass performance. Mr. Conley was a student of renowned bass pedagogue Francois Rabbath, an important technique innovator. Dylan will learn about "the Rabbath technique" during his studies. Mr. Conley will provide the lessons via the Zoom platform.

# DARIEN PUBLIC SCHOOLS

Richard Rudl

Director of Finance and Operations

35 Leroy Avenue, P.O. Box 1167

Darien, CT 06820-1167

TEL: 203-656-7405 FX: 203-656-3502

**DATE:** June 2, 2020

**TO:** Dr. Alan Addley, Superintendent of Schools

**FROM:** Richard Rudl, Director of Finance & Operations

**SUBJECT:** Enrollment Update

The charts below identify K-12 enrollment as of June 2020. Total enrollment reflects ten (10) less students than projected. The April enrollment figures for Royle had ELP students who are moving to Kindergarten all coded to Royle. Kindergarten is three (3) sections under budget and grades one through five are one (1) section over budget.

## Kindergarten:

	Registrations						
	February	March	April	May	June	Current Sections	Budgeted Sections
Hindley	49	52	50	56	59	3	4
Holmes	42	46	47	55	57	3	4
Ox Ridge	57	57	65	63	67	4	4
Royle	42	47	69	52	55	3	3
Tokeneke	52	52	60	64	64	3	4
Total Kindergarten	242	254	291	290	302	16	19

## First Grade

	Actual First Grade Enrollment (June)	Projected First Grade Enrollment	Budgeted Sections	Variance to Budget Sections
Hindley	67	66	3	<b>+1</b>
Holmes	77	79	4	0
Ox Ridge	78	76	4	0
Royle	60	61	3	0
Tokeneke	70	67	4	0
Total First Grade	352	349	18	<b>+1</b>



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## Second Grade

	Actual Second Grade Enrollment (June)	Projected First Grade Enrollment	Budgeted Sections	Variance to Budget Sections
Hindley	82	84	4	0
Holmes	64	63	3	0
Ox Ridge	67	66	3	0
Royle	51	50	3	0
Tokeneke	68	67	3	0
Total Second Grade	332	330	16	0

## Third Grade

	Actual Third Grade Enrollment (June)	Projected First Grade Enrollment	Budgeted Sections	Variance to Budget Sections
Hindley	66	68	3	0
Holmes	77	79	4	0
Ox Ridge	71	70	4	0
Royle	61	61	3	0
Tokeneke	73	68	3	<b>+1</b>
Total Third Grade	348	346	17	<b>+1</b>

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## Fourth Grade

	Actual Fourth Grade Enrollment (June)	Projected First Grade Enrollment	Budgeted Sections	Variance to Budget Sections
Hindley	84	83	4	0
Holmes	87	85	4	0
Ox Ridge	72	70	3	0
Royle	58	55	3	0
Tokeneke	73	74	4	0
Total Fourth Grade	374	367	18	0

## Fifth Grade

	Actual Fifth Grade Enrollment (June)	Projected First Grade Enrollment	Budgeted Sections	Variance to Budget Sections
Hindley	71	74	4	-1
Holmes	60	61	3	0
Ox Ridge	67	65	3	0
Royle	80	74	4	0
Tokeneke	76	73	4	0
Total Fifth Grade	354	347	18	-1

## Middlesex

Grade	Actual Enrollment (June)	Projected Enrollment	Variance
6	358	354	+4
7	391	398	-7
8	393	392	+1
Total	1,142	1,144	-2

# DARIEN PUBLIC SCHOOLS

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## Darien High School

Grade	Actual Enrollment (June)	Projected Enrollment	Variance
9	352	350	+2
10	357	348	+9
11	374	370	+4
12	325	327	-2
Total	1,408	1,395	+13

## Total Enrollment

District	Actual Enrollment (June)	Projected Enrollment	Variance
K-5	2,062	2,083	-21
Middle School	1,142	1,144	-2
High School	1,408	1,395	+13
Total	4,612	4,622	-10

# DARIEN PUBLIC SCHOOLS

Richard Rudl

Director of Finance and Operations

35 Leroy Avenue, P.O. Box 1167

Darien, CT 06820-1167

TEL: 203-656-7405 FX: 203-656-3502

**DATE:** June 5, 2020

**TO:** Board of Education

**FROM:** Dr. Alan Addley, Superintendent of Schools  
Richard Rudl, Director of Finance & Operations

**SUBJECT:** Follow up on Budget Reduction Scenarios and Questions

Enclosed please find a summary of the information provided on Schedule A (attached), which provides the administration's revised recommendations ranked in priority order for the Board of Education's (BOE) consideration to reconcile the FY21 Operating Budget. These items exceed the reduction of \$1,025,156 in order to give the Board of Education flexibility in their choices as well as options to consider covering the forecasted Darien Summer School deficit.

The memorandum also includes the responses to questions asked at the May 26<sup>th</sup> BOE meeting and additional information to assist the BOE's decision-making. The items one through thirty-eight represent the following six categories:

Category	Potential Reduction Amount
Pre-Purchased Items	\$474,840
Budget Control	\$132,338
Turnover	\$12,241
Renegotiated Contracts/Reductions	\$148,641
Other Operating Reductions	\$274,905
Personnel/Programs	\$537,186
<b>Total</b>	<b>\$1,580,151</b>

1. **Refuse Collection:** The district has issued an RFP for trash removal services, which will yield annual savings of \$29,242.
2. **Technology Equipment:** The district has issued an RFP for Chromebooks, and the current price point based on the RFP results is \$25 per unit lower than budget, yielding a savings of \$28,125.
3. **Transportation Contract:** We have successfully renegotiated our contract with First Student, which will provide a 0% rate increase for FY21 compared to FY 20. This will result in a savings of \$121,560 with the addition of a bus to service the Fitch Avenue, Renshaw Road area, a net reduction to the budget of \$33,108.
4. **Fuel/Diesel:** We have successfully renegotiated our price point for both Fuel Oil and Diesel Fuel. This new price point of \$1.798 will save \$38,400.

# DARIEN PUBLIC SCHOOLS

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5. **Student Accident Insurance:** We have successfully negotiated a credit on our renewal for student accident insurance along with a flat renewal. This will save \$19,766.
6. **Telephone:** The IT department has completed an audit of our telephone lines, which will yield a savings of \$7,800.
7. **Software Maintenance:** The State is now providing web filter service, which will allow us to reduce software by \$40,000, which previously provided this service.
8. **Health Insurance:** The district received five non-certified retirees from the early retirement incentive. This will save \$13,568.
9. **Elementary Allocation of Resources:** We have enclosed the updated Elementary Allocation of Resources formula and have updated it based on the June Enrollment report (attached). Based on feedback from the Elementary Principals, historical actuals, and needs, we are recommending a reduction of \$23,439.
10. **In-District Special Education Transportation:** Due to virtual ESY, we are recommending removing the buses for ESY. This will be a deferral for one year, and result in an increase in FY22 budget when transportation is re-established. This will be a deferral of \$115,833.
11. **Professional Development:** We are recommending a flat increase to Professional Development due to more virtual offerings, which will reduce the cost of travel for Professional Development. This is a reduction of \$12,000.
12. **Maintenance Equipment:** We are recommending a deferral of new maintenance equipment including snow blowers, auto scrubbers, leaf blowers and wet vacuums. This is a one-year deferral and we would anticipate this being requested in the FY22 budget. This deferral is \$19,790.
13. **Field Trips:** Due to the uncertainty of the upcoming school year we are recommending a reduction of 50% to the Field Trips budget. This is a deferral of \$3,750.
14. **Temporary Hourly Help:** Due to the uncertainty of the upcoming school year, we are recommending a deferral of a new initiative of a guest composer in RC 13. This deferral is \$3,000.
15. **Local Travel:** Due to cancellations of recruitment fairs and conferences, we are recommending a reduction of local travel of \$3,000.
16. **Accessions:** We are recommending deferring 50% of the replacement of secondary aging books in the libraries at Darien High School and Middlesex Middle School, which were scheduled for replacement. This would be a deferral of \$7,425.
17. **Professional Library Purchase:** We are recommending a reduction of \$500 to RC 16 Professional Library Purchases. This account has been used on a limited basis in the past.
18. **Technology Equipment (Pre-Buy):** We are recommending pre-purchasing the iPads and Logitech Crayons from the FY20 forecasted surplus. Apple is currently offering a 5% discount for educational purchases for items purchased prior to June 15<sup>th</sup>. This pre-purchase would save \$9,750.

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19. **Textbooks (Pre-Buy):** We have made a change from the previous list of budget reduction recommendations. We previously recommended changing the 6-year math subscription to a 3-year subscription to reduce the budget by \$39,000. We have changed this to pre-purchasing the 6-year subscription from the FY20 forecasted surplus. The long-term savings of staying with a 6-year subscription is \$46,000 compared to a 3-year subscription. As a result, we are recommending this as a pre-purchase consideration.
20. **Interscholastic Equipment (Pre-Buy):** We are recommending pre-purchasing from the FY20 forecasted surplus the uniform replacement cycle for \$89,840. Below you will also find additional information should the BOE not wish to pre-buy this item but make partial reductions.
21. **Technology Equipment (Pre-Buy):** We are recommending pre-purchasing the Elementary Routers from the FY20 forecasted surplus.
22. **Transportation/Driver:** We are recommending changing the vacant driver position from 261 days to 238 days to mirror that of our existing driver. This would save \$11,083.
23. **Central Services Adjustment:** We are recommending a series of changes in RC 16, 18, 20 as shown on schedule C.
24. **Teacher:** We are recommending a reduction of 1.0 FTE English Teacher due to additional savings from the Teachers' contract language change of 4.5 to 5 classes. This savings is \$66,148.
25. **Director of Music:** We are recommending increasing the vacant Director of Music to a 1.0 FTE but reducing the position to a 10-month position. This is a net savings of \$9,302.
26. **Turnover:** While our current known certified turnover is low and has currently only saved \$70,362 and we anticipate less teacher turnover than previous years due to uncertainty in educational budgets across Connecticut, we do have four non-certified (12 month) positions that will be vacant and we do not anticipate having them all filled by July 1<sup>st</sup>. This will result in forecasted salary savings due to the timing in which the positions will be filled. As a result, we are recommending an increase of \$12,241 to Turnover. This will be salary savings rather than turnover, which are not permanent savings.
27. **Budget Control:** We are recommending a reduction to budget control of 2.0 positions. Assuming Kindergarten meets projections, we will need the use of 1 position from Budget Control for the 1<sup>st</sup> through 5<sup>th</sup> grade levels. This reduction comes with a risk should we see spikes in enrollment this summer.
28. **Student Interns:** We are recommending the elimination of the student intern program. This program has been phased out of many districts in DRG A. This would result in an increase in the substitute line item to replace the student interns who provide substitute coverage but would result in a projected net savings of \$122,455.
29. **Librarian:** We are recommending the elimination of 1.0 FTE Library Media Specialist at Middlesex, with the addition of a 1.0 FTE Library paraprofessional. This would be a net savings of \$18,076.

# DARIEN PUBLIC SCHOOLS

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30. **Testing Para Professional:** We are recommending the reduction of a 1.0 FTE Testing Center Paraprofessional at Darien High School. This would be a net savings of \$60,309.
31. **Art Teacher:** We are recommending the reduction of a 1.0 FTE Elementary Art Teacher, which would make Art itinerant at the Elementary Level. This would be a savings of \$81,502.
32. **Parking Fees:** We are recommending crediting the BOE operating budget for the full amount of the parking fee revenue collected, a practice that mirrors all DRG A districts. However, given the concern expressed at the Board of Education meeting on May 26<sup>th</sup>, we have moved this down on the priority list.
33. **Gate Receipts:** We are recommending crediting the BOE operating budget for the full amount of gate receipts as is the practice in other DRG A districts. However, given the concern expressed at the Board of Education meeting on May 26<sup>th</sup>, we have moved this down on the priority list.
34. **Interscholastic Stipends:** We are recommending deferring the addition of the four coaches added in the FY 21 budget (Assistant Boy Swim, Assistant Cheerleading (Fall), Assistant Cheerleading (Winter), Assistant Boys Soccer (Freshman).
35. **Elementary Intramurals:** We are recommending the elimination of Elementary Intramurals. Currently, only Holmes Elementary utilizes elementary intramurals, whereas the other schools have intramurals provided by Darien After School. This would be a reduction of \$10,329. Additional information regarding the Elementary Intramural program is below.
36. **Middle School Intramurals:** We are recommending the elimination of Middle School Intramurals. This would be a reduction of \$51,458. Additional information on the Middle School intramural program is below.
37. **DHS Intramurals:** We are recommending the elimination of Darien High School Intramurals. This would be a savings of \$4,000. Additional information on the High School intramural program is below.
38. **HS Talented and Gifted:** We are recommending the reduction of Talented and Gifted at Darien High School. This reduction of 1 section would save \$15,859.

*At the May 26<sup>th</sup> BOE meeting, the following accounts were discussed for further review as possible budgetary reductions:*

**Legal Fees:** The current budget is \$257,000 (RC16, Account 12004). There are two important items to consider prior to considering a budget adjustment in this account. First, we are entering Administrator negotiations in fiscal year 2021, these negotiations will create upward financial pressure on this account. Additionally, the rates we will pay will increase approximately 7% to 17%:

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	Current	Proposed	% Increase
Senior Partner	\$420	\$450	7.1%
Partner	\$385	\$410	6.5%
Partner	\$315	\$370	17.5%

*Administration Recommendation: No change*

**Turnover:** The current budget is \$(537,842) (RC 18, Account 11024). The current budget assumed 24 teachers leaving the district and being replaced. Currently the district has twelve teachers (11.7 FTE) confirmed as of the end of May that will leave the district. Those teachers are on the following teacher scale:

Leaving District	Replacement	Known Savings
MA+60, Step 19 (1)	MA, Step 6 (1)	\$57,686
MA+60, Step 14 (1)		
MA+30, Step 19 (1)		
MA+30, Step 19 (1)		
MA, Step 19 (2.5)		
MA, Step 8 (1.2)		
MA, Step 5 (1)		
MA, Step 4 (1)		
BA, Step 7 (1)	MA, Step 5 (1)	\$(4,095)
MA, Step 7 (0.25)	MA, Step 5 (0.50)	\$(928)
MA, Step 10 (0.25)	MA, Step 5 (0.25)	\$3,428
MA15, Step 15 (0.25)	MA, Step 5 (0.25)	\$13,014
MA30, Step 19 (0.25)	MA, Step 5 (0.25)	\$1,257
	<b>TOTAL</b>	<b>\$70,362</b>

Based on the current known retirements, we would not expect any budgetary savings from the vacant MA, Step 5, or MA, Step 4. The BA, Step 7 will result in an increase to the budget as the replacement has been hired. Additionally, many districts are anticipating lower turnover than typical due the economic uncertainty and budget reductions districts across Connecticut are experiencing.

We have, however, recommended adding \$12,241 to staff turnover credit, which would adjust this budget from \$(537,842) to \$(550,083). This recommendation is based on the current non-certified staff retirements as of June 30<sup>th</sup>, with an expectation that these 12 month positions will not be filled by July 1<sup>st</sup> based on the posting period and interview process. It assumes a mid-July start date for



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replacements. This increase will not result in staff turnover savings but would create assumed salary savings due to delayed start dates. This difference noted as staff turnover savings is a permanent savings while salary savings are a one-time savings.

*Administration Recommendation: Partial change*

**Special Education Reserve Account:** The FY2019 CAFR (Comprehensive Annual Financial Reports) show a balance of \$100,000 in the Special Education Reserve Account. In order to use this account, it would have to be through the special appropriation process. There are some considerations that would be made prior to making this a consideration to help reconcile the budget. First, we do expect to see compensatory education costs of some impact in FY21 due to the closure that occurred in FY20. It is likely that these funds would be requested for any significant compensatory education costs that arise. Second, this fund represents a 1-time revenue source. If the district were to reduce an operating account by \$100,000 and use this source of revenue to offset that reduction it would immediately result in a budgetary pressure in FY22.

*Administration Recommendation: No change*

**CARES Act Grant:** The district anticipates receiving \$134,611 from the CARES Act (attached). While the grant has not been opened by the State of Connecticut to apply, we cannot use these funds to supplant the budget. This grant must be used for the following specified items once we apply:

1. Ensuring all students have access to technology and connectivity.
2. Accessibility to high quality curriculum that addresses the needs of all learners including students with disabilities.
3. Addressing student learning gaps and safely re-opening schools.
4. Providing social and emotional support for educators and students as they transition back to school.

It is anticipated that these funds will be used to re-open the schools with such items as portable hand washing machines, potential isolation zones for students, tools for teachers to enhance their capability to instruct remotely for students, extension of the Zoom software license among other items. The State will have to approve our grant application prior to funds being received.

*Administration Recommendation: No change*

**Other Board Expenses:** The current budget is \$25,000 (RC 16, Account 13003). This account supports the taping of BOE meetings.

*Administration Recommendation: No change*

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**Tech Ed Teaching Supplies:** The current budget is \$97,391 (RC 22, Account 24002). This account includes the Project Lead the Way Modules (PLTW) for \$63,116. This initiative is aligned to both the Superintendent's entry plan and the next steps of investing in STEAM but also the Board of Education goals for STEM.

*Administration Recommendation: No change*

**Accessions:** The current budget is \$101,225 (RC 21, Account 23001). This account supports items such as updating current books district wide, eBooks, units of study, and alignment of books to Teachers' College model. We have added to the Administration reduction recommendations the deferral of 50% of the replacement books at the secondary level for \$7,425 that were intended to replace aging materials. We would anticipate this deferral would come back to the budget in FY22.

*Administration Recommendation: Partial change*

**Professional Development:** The current budget is \$125,850 (RC 19, Account 25003). Investment in the professional development of staff remains critical through the ongoing health crisis. Professional development will be approached in several ways next school year taking into account the possibilities of a traditional beginning, distance learning, or hybrid model of instruction. While contracted services remain available as budgeted, those services will not only focus on content in the traditional sense, but the content delivery using distance learning platforms. This is critical learning need for staff. The roll out of elementary math, our continued partnership with Teachers College, and building capacity of staff in social and emotional learning remain essential. In order to accommodate professional learning specifically related to distance learning instruction, we will reduce services with Teachers College and other vendors to prioritize and reallocate those funds for professional learning needs that are most pressing. This primarily requires developing skills in using technology to enhance learning, develop valid and reliable assessment strategies, and embedding opportunities for social and emotional learning across disciplines.

*Administration Recommendation: No Change*

**Substitutes:** The cumulative budget \$502,221 (RC1, 3, 5, 7, 8, 9, 10, 18, 24, 26 Account 21302). This account was reduced during add/cut night by \$20,000 from the Superintendent's Recommended Budget. This level represents approximately a 4% coverage rate, which is in line with FY19 actual expenditures. But in FY21, teachers will be eligible for an extra personal day, which will likely result in increased substitute cost, which would mean we would need a decrease in the percentage coverage ratio to remain within budget.

*Administration Recommendation: No Change*

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**Budget Control:** Currently, we have tripped one section in grades 1-5 as of the June enrollment report. This would leave three positions remaining in budget control assuming Kindergarten meets projection. We are currently:

- Two students from tripping another section in 5<sup>th</sup> grade at Hindley.
- Two students from tripping another section in 4<sup>th</sup> grade at Ox Ridge
- Three students away from tripping another section in 3<sup>rd</sup> grade at Hindley
- Two students away from tripping another section in 2<sup>nd</sup> grade at Tokeneke.

The reduction to budget control would come with a risk should these sections trip the current class size guidelines. We have added to the Administration's recommended reduction list two positions from budget control. This would allow the district one additional position should any of the four sections above trip the class size guidelines. Should the district see significant move-ins or students enrolling who previously were enrolled in private school that would add to enrollment and trip class size sections, the Board of Education would have to consider a supplemental appropriation request from the BOF and RTM to fund additional classroom teachers. Additionally, if the district opens with a hybrid approach it is possible we will need additional teachers to accommodate lower class sizes to allow for social distancing.

*Administration Recommendation: Partial change*

**Field Trips:** The current budget for this account is \$7,500 (RC 19, Account 52004). Given the uncertainty to the school year we have added a 50% reduction to this account on the Administration's recommended reductions. This would likely be a 1-time deferral that would increase the FY22 budget.

*Administration Recommendation: Partial change*

**Travel:** The current cumulative budget for these accounts is \$15,500 (RC 2, 15, 18, 19, 20). Given the anticipated reduction in travel to conferences in the summer we could reduce these accounts by \$3,000.

*Administration Recommendation: Partial change*

**Temporary Hourly Help:** Given the uncertainty in the upcoming school year, RC 13 (Music) included \$3,000 to fund a guest composer, which was a new initiative. We would recommend deferring this initiative for 1 year given the uncertainty of the upcoming school year.

*Administration Recommendation: New Reduction*

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**Uniforms:** The current budget for the uniform replacement cycle is \$89,840. This amount would keep the district on its current uniform replacement cycle. The Board of Education could consider eliminating the Spring uniforms totaling \$49,340 as there was no spring season this year due to the closure. The uniforms would be (\$6,500 Baseball, \$19,840 for Boys Lacrosse, \$11,000 for Girls Lacrosse, \$4,500 for Rugby, \$2,500 for Sailing, \$5,000 for Softball). This would be a 1-year deferral and these items would be requested in the FY 22 budget.

*Administration Recommendation: Pre-Purchase*

**Elementary Intramurals:** Currently the cumulative budget for this item is \$10,329 (RC11, Account 101008). Currently, only Holmes runs elementary intramurals through the BOE budget. It has been difficult to find employees to run intramurals at the Elementary level before school. The program supports approximately 36-40 students per trimester. The other Elementary Schools have utilized Darien After School to support Elementary intramurals.

*Administration Recommendation: Continues to be on the reduction list*

**High School Intramurals:** Currently the budget for this line item is \$4,000 (RC11, Account 101009). High School intramurals includes open gym for sports like basketball and volleyball. Typically, participation ranges between 15-20 students.

*Administration Recommendation: Continues to be on the reduction list*

**Freshman Sports:** Currently the cumulative budget for this line item is \$111,756 (RC 11, Accounts 101002, 52008, 102004, 102001). The four new coaches listed as possible deferrals on Schedule A are not included in the \$111,756. Of the four new coaches proposed only freshman soccer was designated solely for freshman level. However, this amount was excluded from the \$111,756. If the BOE chooses to eliminate Freshman sports, it would be the \$111,756 plus Freshman Soccer Coach of \$4,517 totaling \$116,273.

Currently only Freshman Boys and Girls Lacrosse play outside of the CIAC teams, but this is the practice of our peers in lower Fairfield County such as New Canaan, Wilton, Greenwich, Westport, and Ridgefield). Should the BOE choose to eliminate Freshman Boys and Girls Lacrosse from playing outside the CIAC the cost savings would be two officials totaling approximately \$150 if it were home games or \$400 for transportation if away.

If Freshman Sports became “cut” sport across all programs the savings would only be in the equipment budget. Based on the participation in the 18/19 season we would anticipate this would

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mean 34 students would have potentially been cut from various teams or roughly 15% of participants. The total freshman sports budget for equipment is \$10,550. We would anticipate a 15% reduction or \$1,582 in equipment should cuts be the official practice. The cost of coaching stipends and transportation would remain the same with the exception of the recently requested Assistant Boys Soccer Coach for \$4,517.

The total number of freshman sports during the 18/19 school year was 228, which was the last full freshman sports season due to the closure this year.

If the BOE chose to implement pay for participation at the Freshman level, with the assumption that fees would cover 100% of the expenses, based on participation of 228 students and \$116,273 (inclusive of the added boys' soccer coach), the fee would have to be \$510 per student (\$116,273/228). If the fee was an activity fee assessed on the entire freshman student body it would be \$330 per student (\$116,273/352). However, this would not allow for any allowance for scholarships for those with financial hardships. Scholarships could be funded by either utilizing the balance in the district student activity account or applying a % reduction to the amounts listed. The current DRG A participation fee comparison is as follows:

District	Fee
Ridgefield	\$225
Wilton	\$125
Weston	\$100
New Canaan	\$0
Westport	\$0

*Administration Recommendation: Consideration only if reduction level not reached with items from 1-38 on the ranked list.*

**Secretaries:** Below is a DRG comparison of Elementary Office Secretaries. There was a request to review whether the second secretary should be considered as a reduction. Administration would not recommend a reduction to the Elementary secretary position.

	Darien	Westport	New Canaan	Wilton	Ridgefield	Weston
Secretaries Per School	2	2	2	2*	2**	2

\*Wilton has two secretaries in their PreK-2 building, 3 in their 3-5 building. \*\*Ridgefield has 1 secretary and 1 Office Para.

*Administration Recommendation: No change*

**General Education Teacher Aides:** Below is a summary of the general education Teacher Aides. The chart of accounts revision, which has been deferred due to budget constraints intended to

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breakout categories such as these among others as mentioned at the BOE meeting on 5/26. We will bring to a future Finance Committee meeting a recommendation on account modification to create the detail requested such as separating Campus Monitors from Teacher Aides.

	DHS	MMS	Hindley	Holmes	Ox Ridge	Royle	Tokeneke	Central Services
Campus Monitors	5	1	1	1	1	1	1	0
Library	2	0	0.5	0.5	0.5	0.5	0.5	0
Testing Center*	1	0	0	0	0	0	0	0
Instructional	0	1	4.5	4.5	4	3.5	4.5	0
Copy Center	0	0	0	0	0	0	0	2
<b>Total</b>	<b>8</b>	<b>2</b>	<b>6</b>	<b>6</b>	<b>5.5</b>	<b>5</b>	<b>6</b>	<b>2</b>

\*Testing Center Teacher Aide is on the Administration Recommendation of potential budgetary reductions.

*Administration Recommendation: Reduction to Testing Para at DHS.*

			FY 20 Budget	\$100,118,408	
			FY 21 BOE Approved Operating Budget	\$103,521,534	3.40%
			Reduction to be Made	\$1,025,156	2.38%
			Projected Deficit from Virtual DSS	\$152,165	
			Total Reductions	\$1,177,321	

Ranking	RC	Account	Account Description	Budget	Change	Adjusted Budget	% of Total Budget	Note
1	12	62001	Refuse Collection	\$110,000	(\$29,242)	\$80,758	-0.03%	RFP for Trash Removal Contract
2	15	123021	Technology Equipment	\$605,525	(\$28,125)	\$577,400	-0.03%	Chromebook RFP Prices \$300 vs. \$325
3	24	52002	In District Transportation	\$879,989	(\$34,701)	\$845,288	-0.03%	Renegotiated First Student Contract
3	25	52001	Regular Pupil Transportation	\$2,349,436	\$88,452	\$2,437,888	0.09%	Added Bus for Fitch Ave/Renshaw Road Area
3	25	52001	Regular Pupil Transportation	\$2,437,888	(\$86,859)	\$2,351,029	-0.09%	Renegotiated First Student Contract
4	25	63001	Fuel Oil	\$398,500	(\$30,200)	\$368,300	-0.03%	Renegotiated Heating Price Point of \$1.798
4	25	52001	Regular Pupil Transportation	\$2,351,029	(\$8,200)	\$2,342,829	-0.01%	Renegotiated Diesel Price Point of \$1.798
5	25	82006	Student Accident Insurance	\$130,025	(\$19,766)	\$110,259	-0.02%	COVID 19 Renewal Credit
6	25	64003	Telephone	\$75,000	(\$7,800)	\$67,200	-0.01%	Telephone Audit
7	15	13035	Software Maintenance	\$821,740	(\$40,000)	\$781,740	-0.04%	Web Filter provided by the State of CT
8	25	82002	Health Insurance	\$12,291,001	(\$13,568)	\$12,277,433	-0.01%	Non Certified ERIP
9	5,7,8,9,10	Various	Elementary Allocation of Resources	\$281,145	(\$23,439)	\$257,706	-0.02%	Adjustment to Allocation of Resources based on updated enrollment
10	24	52002	In-District Special Education Transportatio	\$845,288	(\$115,833)	\$729,455	-0.12%	ESY Buses eliminated due to virtual ESY
11	19	25003	Professional Development	\$125,850	(\$12,000)	\$113,850	-0.01%	Hold Professional Development Flat
12	12	73010	Maintenance Equipment	\$19,790	(\$19,790)	\$0	-0.02%	Defer Maintenance Equipment
13	19	052004	Field Trips	\$7,500	(\$3,750)	\$3,750	0.00%	Reduction to Field Trips based on uncertain school year.
14	13	025013	Temporary Hourly Help	\$4,300	(\$3,000)	\$1,300	0.00%	Remove Funding for Guest Composer due to uncertain school year (New This Year)
15	18	13015	Local Travel	\$1,000	(\$250)	\$750	0.00%	Reduction to travel for Recruitment Fairs that will be virtual
15	19	13015	Local Travel	\$10,000	(\$2,500)	\$7,500	0.00%	Reduction to travel due to uncertain school year
15	20	13015	Local Travel	\$500	(\$250)	\$250	0.00%	Reduction in travel due to anticipated cancellation of conferences
16	21	023001	Accessions	\$101,225	(\$7,425)	\$93,800	-0.01%	Defer 50% of Secondary Level update to aging books
17	16	25002	Professional Library Purchase	\$500	(\$500)	\$0	0.00%	Account only used once in 3 years
18	15	123021	Technology Equipment	\$577,400	(\$195,000)	\$382,400	-0.19%	Pre-Buy iPads to receive Educational Credit from Apple of 5% or \$9,750
19	19	22001	Textbooks	\$223,532	(\$170,000)	\$53,532	-0.17%	Prebuy 6 Year Subscription to Math Textbooks
20	11	102001	Interscholastic-Equipment/Rentals/Supplies	\$327,180	(\$89,840)	\$237,340	-0.09%	Pre-Buy Uniforms in FY20
21	19	123021	Technology Equipment	\$382,400	(\$20,000)	\$362,400	-0.02%	Pre-Buy Elementary Routers
22	24	21605	Transportation/Driver	\$89,545	(\$11,083)	\$78,462	-0.01%	Change Transportation Driver to 238 Days
23	16,18,20	various	Central Services Adjustments	\$2,757,586	(\$68,057)	\$2,689,529	-0.07%	See Supporting Schedule C

24	1	110118	Teacher	\$1,711,116	(\$56,313)	\$1,654,803	-0.06%	Additional Teacher Savings from 4.5 to 5
24	25	82002	Health Insurance	\$12,291,001	(\$9,835)	\$12,281,166	-0.01%	English Teacher Insurance
25	3	21301	Music Teachers	\$613,211	(\$33,908)	\$579,303	-0.03%	Make Director of Music 1.0 FTE
25	13	21201	Director	\$129,124	\$55,352	\$184,476	0.06%	Make Director of Music 1.0 FTE
25	13	21201	Director	\$184,476	(\$30,746)	\$153,730	-0.03%	Director of Music changed from 1.0 FTE 12 month to 1.0 FTE 10 month
26	18	11024	Turnover	(\$537,842)	(\$12,241)	(\$550,083)	-0.01%	Assumes 1 pay period delay in replacing non certified staff who will retire on June 30th.
27	18	031000	Budget Control	\$264,676	(\$132,338)	\$132,338	-0.13%	Reduction of half of budget control
28	1,3,5,7,8,9,10	21317	Student Interns	\$222,775	(\$206,855)	\$15,920	-0.21%	Eliminate Student Intern Program
28	1,3,5,7,8,9,10	21302	Substitutes	\$277,221	\$84,400	\$361,621	0.08%	Adjustment to Substitutes due to Student Intern Elimination
29	3	21401	Librarians	\$213,605	(\$56,925)	\$156,680	-0.06%	Eliminate 2nd LMS and add 1 Library Para
29	3	21603	Teacher Aides	\$75,542	\$38,849	\$114,391	0.04%	Eliminate 2nd LMS and add 1 Library Para
30	1	21603	Teacher Aides	\$312,799	(\$39,015)	\$273,784	-0.04%	Eliminate Testing Para
30	25	82002	Health Insurance	\$12,291,001	(\$21,294)	\$12,269,707	-0.02%	Health Insurance for Testing Para
31	5,7,8,9,10	21314	Art Teacher	\$443,243	(\$63,396)	\$379,847	-0.06%	Eliminate 1.0 FTE Art Teacher making Elementary Art Itinerrant
31	25	82002	Health Insurance	\$12,291,001	(\$18,106)	\$12,272,895	-0.02%	Art Teacher Insurance
32	1	102007	Parking Fees	(\$11,000)	(\$14,300)	(\$25,300)	-0.01%	Parking Fees to BOE Budget
33	11	New Account	Gate Receipts	\$0	(\$10,500)	(\$10,500)	-0.01%	Gate Receipts to BOE Budget
34	11	101002	Interscholastic Stipends	\$606,464	(\$18,608)	\$587,856	-0.02%	Defer 4 new coaching positions
35	11	101008	Elementary Intramurals	\$10,329	(\$10,329)	\$0	-0.01%	Eliminate Elementary Intramurals.
36	11	101005	Sports Programs-MMS	\$42,050	(\$42,050)	\$0	-0.04%	Eliminate MMS Intramurals
36	11	102002	Intramurals -Middlesex	\$2,500	(\$2,500)	\$0	0.00%	Eliminate MMS Intramurals
36	3	101003	Clubs and Councils	\$118,971	(\$6,908)	\$112,063	-0.01%	Eliminate MMS Intramural Stipend
37	11	101009	Intramurals-DHS	\$4,000	(\$4,000)	\$0	0.00%	Eliminate DHS Intramurals
38	1	21306	Talented and Gifted	\$15,859	(\$15,859)	\$0	-0.02%	Eliminate DHS Talented and Gifted

**Total Recommended Reductions (\$1,580,151)**

**Additional Reductions if No Pre-Purchases from FY20 Surplus**

Ranking	RC	Account	Account Description	Budget	Change	Adjusted Budget	% of Total Budget	Note
39	1	101003	HS Clubs & Councils	\$232,719	(\$41,972)	\$190,747	-0.04%	Eliminate low enrolled HS Clubs
40	5,7,8,9,10	101003	Elementary Clubs & Councils	\$31,278	(\$31,278)	\$0	-0.03%	Eliminate Elementary Clubs and Councils (Safety Patrol, Student Council, Literacy Club, Stock Market Club)
41	11	101002, 52008, 102004, 102001	Freshmen Sports	\$1,383,334	(\$111,756)	\$1,271,578	-0.11%	Eliminate Freshman Sports
42	5,7,8,9,10	21313	Moving Strings from 3rd Grade to 4th Grade	\$1,005,833	(\$63,396)	\$942,437	-0.06%	Moving Strings from 3rd Grade to 4th Grade
42	25	82003	Health Insurance for Moving Strings from 3rd to 4th Grade	\$12,291,001	(\$18,106)	\$12,272,895	-0.02%	Moving Strings from 3rd Grade to 4th Grade

**Total Additional Reductions if No Pre-Purchases (\$266,508)**



Elementary Resource Allocation Per Pupil      FY 2020-21

Budget

PART I TEXTBOOKS										PART I CONSUMABLES						
	\$68	10% 220.02	3% 230.02	1% 230.03	1% 230.10	10% 240.09	55% 240.11	20% 240.11	Total	K \$75	1 \$75	2 \$60	3 \$40	4 \$40	5 \$40	Total 220.3
		Rep. Texts	Class. Ref	Period.	Consum	Science	Gen. Sup	Paper								Con. Texts
Hindley	\$29,946	\$2,995	\$898	\$299	\$299	\$2,995	\$16,470	\$5,989	\$29,946	72	67	82	66	84	71	442
										\$5,400	\$5,025	\$4,920	\$2,640	\$3,360	\$2,840	\$24,185
Holmes	\$29,742	\$2,974	\$892	\$297	\$297	\$2,974	\$16,358	\$5,948	\$29,742	74	77	64	77	87	60	439
										\$5,550	\$5,775	\$3,840	\$3,080	\$3,480	\$2,400	\$24,125
Ox Ridge	\$28,726	\$2,873	\$862	\$287	\$287	\$2,873	\$15,799	\$5,745	\$28,726	69	78	67	71	72	67	424
										\$5,175	\$5,850	\$4,020	\$2,840	\$2,880	\$2,680	\$23,445
Royle	\$25,203	\$2,520	\$756	\$252	\$252	\$2,520	\$13,862	\$5,041	\$25,203	62	60	51	61	58	80	372
										\$4,650	\$4,500	\$3,060	\$2,440	\$2,320	\$3,200	\$20,170
Tokeneke	\$28,929	\$2,893	\$868	\$289	\$289	\$2,893	\$15,911	\$5,786	\$28,929	67	70	68	73	73	76	427
	\$142,546	\$14,255	\$4,276	\$1,425	\$1,425	\$14,255	\$78,400	\$28,509	\$142,546	\$5,025	\$5,250	\$4,080	\$2,920	\$2,920	\$3,040	\$23,235

Funding moved to RC 15

Total Elementary Students      2104  
Excluding ELP

Elementary Resource Allocation Per Building for FY 2020-21

25001	Miscellaneous Office Supplies	\$1000/Elementary School
25002	Professional Library	\$500/Elementary School
25003	Professional Development	\$65/Teacher at each Elementary School (Classroom teachers)
25026	Dues and Memberships	\$400/Elementary School

**Connecticut State Department of Education  
Bureau of Fiscal Services  
Elementary and Secondary Emergency School Relief Fund (ESSERF)  
Under the CARES Act**

		<b>2020-2021</b>
<b>District</b>	<b>District</b>	<b>ESSERF</b>
<b>Code</b>	<b>Name</b>	<b>Entitlements</b>
1	ANDOVER	\$13,457
2	ANSONIA	\$792,378
3	ASHFORD	\$51,868
4	AVON	\$83,463
5	BARKHAMSTED	\$6,893
7	BERLIN	\$144,775
8	BETHANY	\$29,321
9	BETHEL	\$236,455
11	BLOOMFIELD	\$393,344
12	BOLTON	\$17,146
13	BOZRAH	\$22,702
14	BRANFORD	\$303,771
15	BRIDGEPORT	\$9,150,485
17	BRISTOL	\$1,821,165
18	BROOKFIELD	\$74,096
19	BROOKLYN	\$179,999
22	CANTERBURY	\$84,775
23	CANTON	\$39,010
24	CHAPLIN	\$22,693
25	CHESHIRE	\$99,144
26	CHESTER	\$23,407
27	CLINTON	\$166,618
28	COLCHESTER	\$211,529
29	COLEBROOK	\$7,013
30	COLUMBIA	\$22,991
31	CORNWALL	\$22,811
32	COVENTRY	\$117,663
33	CROMWELL	\$148,733
34	DANBURY	\$2,286,030
35	DARIEN	\$134,611
36	DEEP RIVER	\$27,888
37	DERBY	\$378,589
39	EASTFORD	\$8,948
40	EAST GRANBY	\$53,231
41	EAST HADDAM	\$30,896
42	EAST HAMPTON	\$42,940

**Connecticut State Department of Education  
Bureau of Fiscal Services  
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		<b>2020-2021</b>
<b>District</b>	<b>District</b>	<b>ESSERF</b>
<b>Code</b>	<b>Name</b>	<b>Entitlements</b>
43	EAST HARTFORD	\$2,122,495
44	EAST HAVEN	\$640,899
45	EAST LYME	\$171,660
46	EASTON	\$27,572
47	EAST WINDSOR	\$160,783
48	ELLINGTON	\$51,396
49	ENFIELD	\$729,380
50	ESSEX	\$14,016
51	FAIRFIELD	\$286,796
52	FARMINGTON	\$229,979
53	FRANKLIN	\$13,345
54	GLASTONBURY	\$152,314
56	GRANBY	\$47,222
57	GREENWICH	\$854,526
58	GRISWOLD	\$261,461
59	GROTON	\$686,882
60	GUILFORD	\$117,914
62	HAMDEN	\$987,239
63	HAMPTON	\$13,195
64	HARTFORD	\$10,314,679
65	HARTLAND	\$22,603
67	HEBRON	\$12,368
68	KENT	\$17,713
69	KILLINGLY	\$382,737
71	LEBANON	\$47,573
72	LEDYARD	\$207,514
73	LISBON	\$50,186
74	LITCHFIELD	\$75,920
76	MADISON	\$77,770
77	MANCHESTER	\$1,540,381
78	MANSFIELD	\$90,364
79	MARLBOROUGH	\$14,850
80	MERIDEN	\$2,385,510
83	MIDDLETOWN	\$722,848
84	MILFORD	\$529,475
85	MONROE	\$115,515

**Connecticut State Department of Education  
Bureau of Fiscal Services  
Elementary and Secondary Emergency School Relief Fund (ESSERF)  
Under the CARES Act**

		<b>2020-2021</b>
<b>District</b>	<b>District</b>	<b>ESSERF</b>
<b>Code</b>	<b>Name</b>	<b>Entitlements</b>
86	MONTVILLE	\$269,037
88	NAUGATUCK	\$839,634
89	NEW BRITAIN	\$5,165,707
90	NEW CANAAN	\$99,710
91	NEW FAIRFIELD	\$201,385
92	NEW HARTFORD	\$13,344
93	NEW HAVEN	\$8,506,997
94	NEWINGTON	\$315,040
95	NEW LONDON	\$1,903,788
96	NEW MILFORD	\$300,856
97	NEWTOWN	\$141,090
98	NORFOLK	\$2,524
99	NORTH BRANFORD	\$64,976
100	NORTH CANAAN	\$33,725
101	NORTH HAVEN	\$213,713
102	NORTH STONINGTON	\$37,473
103	NORWALK	\$2,084,380
104	NORWICH	\$1,920,228
106	OLD SAYBROOK	\$101,399
107	ORANGE	\$37,003
108	OXFORD	\$76,746
109	PLAINFIELD	\$347,996
110	PLAINVILLE	\$362,176
111	PLYMOUTH	\$158,692
112	POMFRET	\$19,757
113	PORTLAND	\$70,382
114	PRESTON	\$63,532
116	PUTNAM	\$255,949
117	REDDING	\$27,805
118	RIDGEFIELD	\$94,454
119	ROCKY HILL	\$194,570
121	SALEM	\$25,219
122	SALISBURY	\$3,712
123	SCOTLAND	\$13,154
124	SEYMOUR	\$229,844
125	SHARON	\$47,086

**Connecticut State Department of Education  
Bureau of Fiscal Services  
Elementary and Secondary Emergency School Relief Fund (ESSERF)  
Under the CARES Act**

		<b>2020-2021</b>
<b>District</b>	<b>District</b>	<b>ESSERF</b>
<b>Code</b>	<b>Name</b>	<b>Entitlements</b>
126	SHELTON	\$409,587
127	SHERMAN	\$16,846
128	SIMSBURY	\$97,059
129	SOMERS	\$38,879
131	SOUTHINGTON	\$418,982
132	SOUTH WINDSOR	\$122,146
133	SPRAGUE	\$74,765
134	STAFFORD	\$187,342
135	STAMFORD	\$2,739,520
136	STERLING	\$58,407
137	STONINGTON	\$280,435
138	STRATFORD	\$990,218
139	SUFFIELD	\$270,425
140	THOMASTON	\$80,233
141	THOMPSON	\$132,957
142	TOLLAND	\$45,904
143	TORRINGTON	\$660,682
144	TRUMBULL	\$158,757
145	UNION	\$7,279
146	VERNON	\$457,965
147	VOLUNTOWN	\$32,674
148	WALLINGFORD	\$469,972
151	WATERBURY	\$9,394,519
152	WATERFORD	\$261,815
153	WATERTOWN	\$197,225
154	WESTBROOK	\$64,503
155	WEST HARTFORD	\$902,078
156	WEST HAVEN	\$2,034,327
157	WESTON	\$51,548
158	WESTPORT	\$141,129
159	WETHERSFIELD	\$274,045
160	WILLINGTON	\$60,567
161	WILTON	\$77,995
162	WINCHESTER	\$191,756
163	WINDHAM	\$1,499,668
164	WINDSOR	\$476,801

**Connecticut State Department of Education  
Bureau of Fiscal Services  
Elementary and Secondary Emergency School Relief Fund (ESSERF)  
Under the CARES Act**

		<b>2020-2021</b>
<b>District</b>	<b>District</b>	<b>ESSERF</b>
<b>Code</b>	<b>Name</b>	<b>Entitlements</b>
165	WINDSOR LOCKS	\$228,358
166	WOLCOTT	\$198,698
167	WOODBIDGE	\$45,593
169	WOODSTOCK	\$133,782
201	DISTRICT NO. 1	\$39,407
204	DISTRICT NO. 4	\$24,567
205	DISTRICT NO. 5	\$55,040
206	DISTRICT NO. 6	\$28,046
207	DISTRICT NO. 7	\$24,123
208	DISTRICT NO. 8	\$28,641
209	DISTRICT NO. 9	\$19,151
210	DISTRICT NO. 10	\$74,535
211	DISTRICT NO. 11	\$34,748
212	DISTRICT NO. 12	\$24,013
213	DISTRICT NO. 13	\$43,915
214	DISTRICT NO. 14	\$55,327
215	DISTRICT NO. 15	\$118,590
216	DISTRICT NO. 16	\$75,031
217	DISTRICT NO. 17	\$45,545
218	DISTRICT NO. 18	\$41,197
219	DISTRICT NO. 19	\$88,775
241	CREC	\$2,239,726
243	CES	\$63,105
244	ACES	\$330,797
245	LEARN	\$317,365
253	EASTCONN	\$72,256
261	JUMOKE	\$269,315
263	ODYSSEY	\$42,517
264	INTEGRATED DAY	\$57,571
265	ISAAC	\$130,506
268	COMMON GROUND	\$69,643
269	BRIDGE	\$102,537
270	SIDE BY SIDE	\$45,700
272	EXPLORATIONS	\$10,600
279	AMISTAD	\$448,192
280	NEW BEGINNINGS	\$187,061

**Connecticut State Department of Education  
Bureau of Fiscal Services  
Elementary and Secondary Emergency School Relief Fund (ESSERF)  
Under the CARES Act**

		<b>2020-2021</b>
		<b>ESSERF</b>
<b>District Code</b>	<b>District Name</b>	<b>Entitlements</b>
283	PARK CITY PREP	\$151,006
285	AF BRIDGEPORT	\$445,411
286	HIGHVILLE CHART	\$119,308
288	AF HARTFORD	\$673,379
289	ELM CITY COLLEGE PRP	\$316,138
290	BRASS CITY CHARTER	\$78,013
291	ELM CITY MONTESSORI	\$33,624
294	GREAT OAKS CHARTER	\$197,435
295	BOOKER T. WASHINGT	\$128,907
296	STAMFORD CHARTER S	\$46,580
297	CAPITOL PREP HARBOR	\$200,685
301	CTECS	\$2,706,783
		\$99,961,253

# Proposed 2021-2022 Darien School District Calendar

July					
		1	2		
5	6	7	8	9	
12	13	14	15	16	
19	20	21	22	23	
26	27	28	29	30	

August (2)					
2	3	4	5	6	
9	10	11	12	13	
16	17	18	19	20	
23	24	25*	26*	27	
30	31				

September (19)					
		1	2	3	
6	7	8	9	10	
13	14	15	16	17	
20	21	22	23	24^	
27	28	29	30		

October (21)					
				1	
4	5	6	7	8	
11	12	13	14	15	
18	19	20	21	22^	
25	26	27	28	29	

23-24 New Staff Orientation  
25-26 Professional Development  
27 Teacher Work Day  
30 Students Return

6 Labor Day  
7 Rosh Hashanah  
16 Yom Kippur  
24 Professional Learning Communities – High School

22 Professional Learning Communities – High School

November (19)					
1	2*	3	4	5	
8	9	10	11	12	
15	16	17	18	19^	
22	23	24	25	26	
29	30				

2 Professional Development  
19 Professional Learning Communities – High School  
24 Early Dismissal  
25-26 Thanksgiving Recess

December (17)					
		1	2	3	
6	7	8	9	10^	
13	14	15	16	17	
20	21	22	23	24	
27	28	29	30	31	

10 Professional Learning Communities – High School  
23 Early Dismissal  
24-31 Holiday Recess

January (19)					
3	4	5	6	7	
10	11	12	13	14	
17	18	19	20	21*	
24	25	26	27	28	
31					

17 Martin Luther King Jr. Day  
21 Professional Development

February (15)					
		1	2	3	4
7	8	9	10	11	
14	15	16	17	18*	
21	22	23	24	25	
28					

18 Professional Development  
21 Presidents' Day  
22-25 February Recess

March (23)					
		1	2	3	4
7	8	9	10	11^	
14	15	16	17	18	
21	22	23	24	25	
28	29	30	31		

11 Professional Learning Communities – High School

April (16)					
				1	
4	5	6	7	8	
11	12	13	14	15	
18	19	20	21	22^	
25	26	27	28	29	

11-14 Spring Recess  
15 Good Friday  
22 Professional Learning Communities – High School

May (21)					
2	3	4	5	6	
9	10	11	12	13	
16	17	18	19	20^	
23	24	25	26	27	
30	31				

20 Professional Learning Communities – High School  
30 Memorial Day

June (8)					
		1	2	3	
6	7	8	9	10	
13	14	15	16	17	
20	21	22	23	24	
27	28	29	30		

10 School ends for students  
13 Teacher Work Day

Note #1: If schools are closed due to weather, additional days will be added to the end of the school year. Regarding High School graduation, by State law, after April 1<sup>st</sup>, Boards of Education are permitted to establish a graduation date. Therefore, the Board of Education will make that determination at its first regular April, 2021 meeting.

Code: \_ Early Dismissal (11/24, 12/23, 6/10); \* Staff Development Days; No School for Students; \_ Teacher Work Day;

^Professional Learning Communities for High School Only – (9/24, 10/22, 11/19, 12/10, 3/11, 4/22, 5/20)



# PERSONNEL ACTION REPORT

June 9, 2020

Item	Name	Action	Replacing/Location/Position	Effective Date		Tenure Area	Certification Class/Step
				From	To		
Appointments							
1	Meredith Boulter	Appointment	Overages/DHS/Chemistry	8/24/2020	6/30/2024	Teacher	Chemistry 7 - 12 MA Step 5
2	Haley Blasi	Appointment	L Carroll/DHS/Math	8/24/2020	6/30/2021	Teacher	Math 7 - 12 MA Step 3
3	Shayla Morris	Appointment	D Greenman/DHS Math	TBD	6/30/2021	Teacher	Math 7 - 12 MA Step 3
Resignations and Retirements (Informational Only)							
4	Sophie Long	Resignation	DHS/ Math		6/30/2020		
5	Tommy Moccia	Retirement	District/Carpenter		6/30/2020		
6	Judi Muro	Retirement	Tokeneke/Secretary		6/30/2020		
7	Judy Tucker	Retirement	District/Accounts Payable Secretary		6/30/2020		
8	Art Uy	Retirement	District/Groundskeeper		6/30/2020		
9	Carlton Schneider	Retirement	Tokeneke/Custodian		6/30/2020		

# **DARIEN PUBLIC SCHOOLS**

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## **Memorandum**

**DATE:** June 5, 2020  
**TO:** Dr. Alan Addley, Superintendent of Schools  
**FROM:** Richard Rudl, Director of Finance & Operations  
Marge Cion, Director of Human Resources  
**SUBJECT:** Food Service Negotiations

### **Summary:**

After beginning negotiations in June 2019 we have an agreement with the Cafeteria Workers union. The union ratified the agreement on May 29, 2020. The agreement will allow the following terms:

- Subcontracting union labor through attrition
- The right to hire a Food Service Management Company (FSMC) to manage the Food Service Operation starting school year 2020.
- Four Year Contract starting July 1, 2019 ending June 30, 2023
- General Wage Increase
  - FY 19: 2.75%
  - FY 20: 2.75%
  - FY 21: 2.50%
  - FY 22: 2.50%
- One time salary adjustment for the 6 Elementary School Managers (Inclusive of a Floating Manager) of 3% in addition to the 2.75% GWI in year 1.
- Health Insurance premium share would increase by the following:
  - FY 19: 18%
  - FY 20: 18%
  - FY 21: 19%
  - FY 22: 20%
- As an incentive employees would be eligible to a sick time payout of their accumulated sick days capped at 140 days but this incentive would end June 30, 2023.

### **Summary of Financial Terms:**

FY 20: Total Compensation: \$401,767  
Total \$ Increase: \$15,940  
Total % Increase: 4.13%

FY 21: Total Compensation: \$406,772  
Total \$ Increase: \$5,005  
Total % Increase: 1.25%\*

## **DARIEN PUBLIC SCHOOLS**

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FY 22:      Total Compensation: \$416,942  
              Total \$ Increase: \$10,169  
              Total % Increase: 2.50%

FY 23:      Total Compensation: \$427,365  
              Total \$ Increase: \$10,424  
              Total % Increase: 2.50%

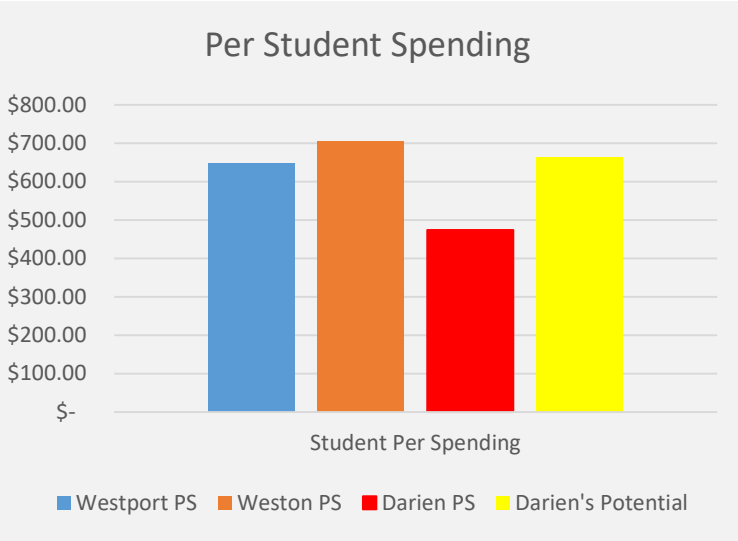
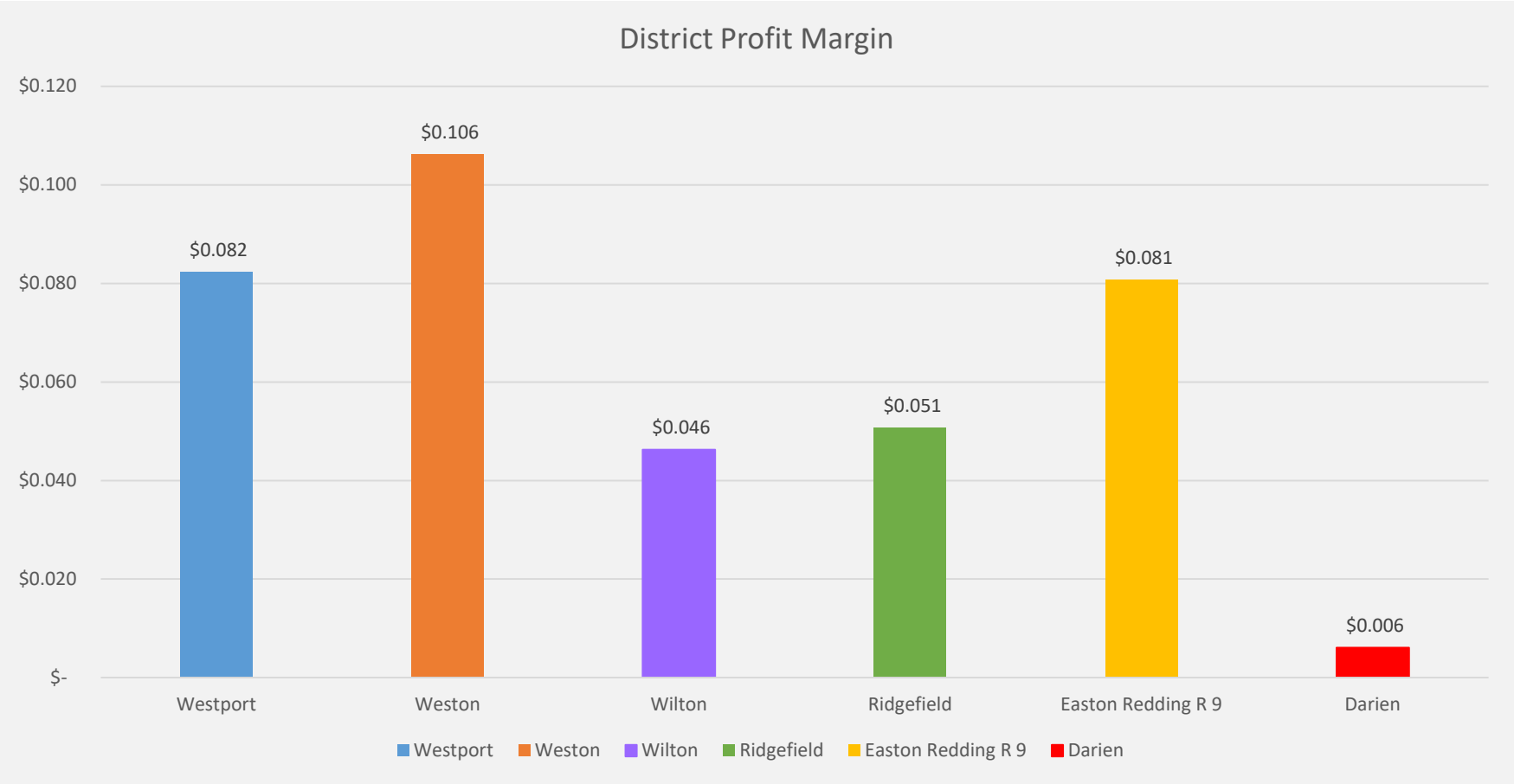
Total 4 Year Increase: \$41,536 or 10.77% over 4 years or an average of 2.69% per year.

*\*FY21 includes an MOU, which reclassifies a previously demoted employee whose salary would no longer be red circled and instead be paid at the agreed upon negotiation. This results in a savings of \$5,190.*

We would expect the net differential between the cost from a Food Service Management Company and the reduction of non union employees to save the district approximately \$74,000 annually. Additionally, based on conversations and projections (see attached) with Food Service Management Companies we would anticipate at the low-end increasing our profit margin from \$0.006 cents per sale to \$0.046 centers per sale, which could generate an additional \$90,000 in profits. On the high end increasing our profit margin from \$0.06 cents per sale to \$0.106 cents per sale generating an additional \$223,000 in profits over time. This could result in an additional \$164,000 to \$297,000 to the Food Service Operations bottom line with the ability to increase this as union employees resign or retire.

# Profit Margin Comparison

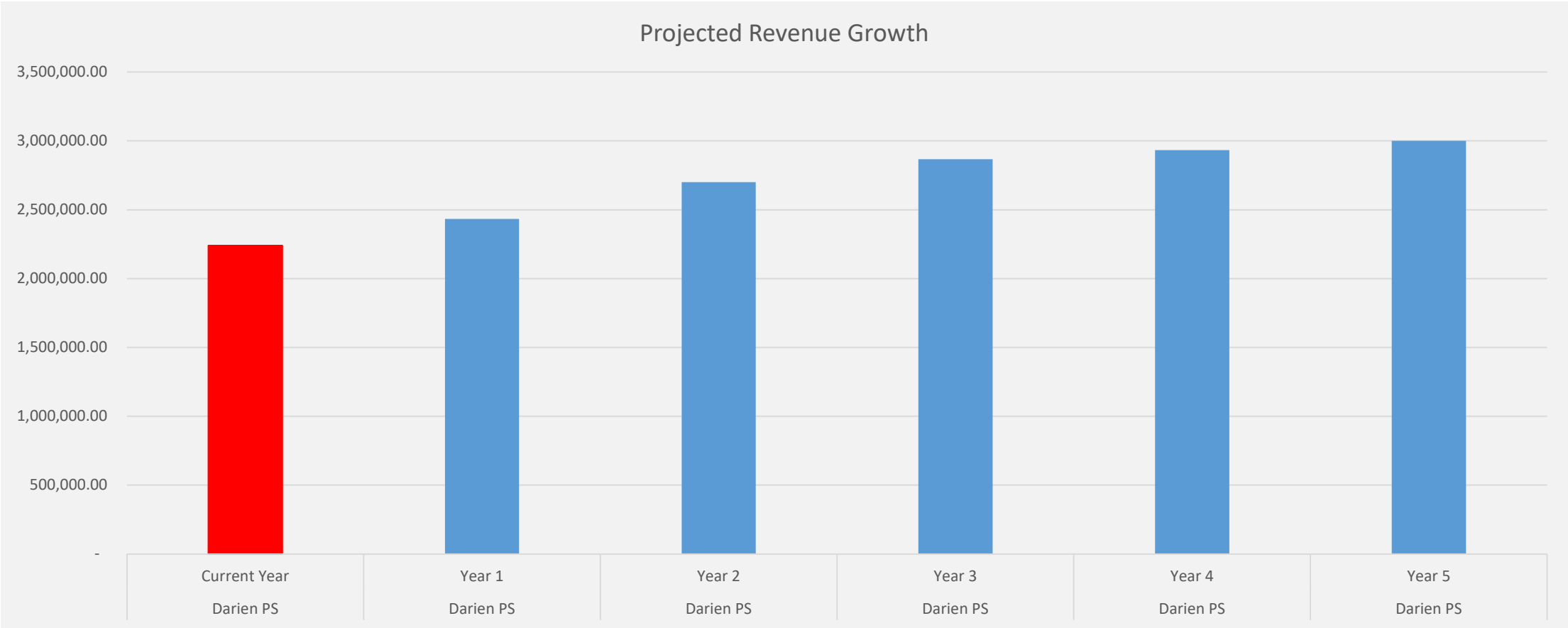
For every dollar in sales Darien only realizes \$0.006 in profit. Profit is not necessarily the goal of each district’s dining program, for instance some districts choose to maintain artificially low meal prices in lieu of profit. However, Darien’s low profit margins are chiefly attributable to low student participation. Through a combination of culinary, purchasing and management enhancements we can improve Darien’s school dining program, participation, and ultimately its profitability.



**NOTE:** Wilton, Ridgefield and Easton Redding Region 9 all participate in the National School Lunch Program to some extent unlike Westport, Weston and Darien.

# Projected Revenue Growth

The implementation of a dining services program similar to the one Chartwells has built in Westport will result in significant revenue growth over the course of 5 years. It takes time to implement all of the necessary changes and to build trust with students and parents, but following the first year of operation we anticipate a significant and steady increase in student participation and revenue.



Confidential