

WESTPORT BOARD OF EDUCATION

***AGENDA**

(Agenda Subject to Modification in Accordance with Law)

PUBLIC SESSION/PLEDGE OF ALLEGIANCE:

7:30 p.m., Staples High School, Cafeteria B (Room 301)

ANNOUNCEMENTS FROM BOARD AND ADMINISTRATION

PUBLIC QUESTIONS/COMMENTS ON NON-AGENDA ITEMS (15 MINUTES)

DISCUSSION/ACTION:

- 1. Gifts, *page 1* (Encl.) Dr. Colleen Palmer

DISCUSSION:

- 1. Executive Summary: FY 2018 Budget of the Superintendent of Schools Dr. Colleen Palmer
- 2. Discussion of Capital Projects in Rank Order of Priority, *pages 3-4* (Encl.) Mr. Elio Longo

UPDATE:

- 1. Health and Medical Insurance Revenues and Expenses; Projected Year-End Balance in Health Reserve Account, *pages 5-7* (Encl.) Mr. Elio Longo

ADJOURNMENT

*A 2/3 vote is required to go to executive session, to add a topic to the agenda of a regular meeting, or to start a new topic after 10:30 p.m. The meeting can also be viewed on cable TV on channel 78; AT&T channel 99 and by video stream @www.westport.k12.ct.us

PUBLIC PARTICIPATION WELCOME USING THE FOLLOWING GUIDELINES:

- Comment on non-agenda topics will occur during the first 15 minutes *except* when staff or guest presentations are scheduled.
- Board will not engage in dialogue on non-agenda items.
- Public may speak as agenda topics come up for discussion or information.
- Speakers on non-agenda items are limited to 2 minutes each, except by prior arrangement with chair.
- Speakers on agenda items are limited to 3 minutes each, except by prior arrangement with chair.
- Speakers must give name and use microphone.
- Responses to questions may be deferred if answers not immediately available.
- Public comment is normally not invited for topics listed for action after having been publicly discussed at one or more meetings.

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Thomas A. Scavone
K-12 Supervisor of Music

**Westport Public Schools
Staples High School
70 North Avenue
Westport, CT 06880**

Phone: 203.341.1308
Email: tscavone@westport.k12.ct.us

December 9, 2016

Barbara McKechnie
12 Tupelo Road
Westport, CT 06880

Ms. McKechnie:

Thank you for your generous donation of two basses:

Double Bass labeled as follows:

Serial # 937 1/8 Size

Made in Reghin Romania especially for Atelier Constantin Popescu Westport, CT USA

Replacement Value: \$3,000

Double Bass labeled as follows:

Serial # 895 1/4 Size

Made in Reghin, Romania Especially for Atelier Constantin Popescu Westport, CT USA

Replacement Value: \$3,000

The instruments will be placed at Green's Farms Elementary and be used daily in our Orchestras!

Thank you again.

Sincerely,

Thomas A. Scavone

cc: Dr. Palmer

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**WESTPORT PUBLIC SCHOOLS
FIVE YEAR PROPOSED CAPITAL FORECAST - PRIORITY LISTING
2017-2018 THROUGH 2021-2022**

FISCAL YEAR	DESCRIPTION	ESTIMATE	SUB-TOTAL	In Capital (Year)	Priority
2017-2018	GREEN'S FARMS ELEMENTARY SCHOOL Cooling Tower Replacement	142,000	\$142,000		1
	COLEYTOWN MIDDLE SCHOOL Cooling Tower Replacement A/C Gymnasium	95,000 185,000	280,000		1 2
	STAPLES HIGH SCHOOL AHU Unit # 4, 5,6 Replacement of 1970 Vintage	180,000	180,000		1
Total Fiscal Year 2017-2018			\$602,000		

FISCAL YEAR	DESCRIPTION	ESTIMATE	SUB-TOTAL	In Capital (Year)	Priority
2018-2019	LONG LOTS ELEMENTARY SCHOOL Casework Replacement	\$225,000	\$225,000	2008	2
	STAPLES HIGH SCHOOL Replace 1998 Roofs (106,000 square feet) Areas C, D, E, F, G, H, I, J, K, L, M, N, P, Q, Z Field House Floor Resurface	\$1,400,000 \$172,312	\$1,572,312	2013	2 1
	Total Fiscal Year 2018-2019		\$1,797,312		

FISCAL YEAR	DESCRIPTION	ESTIMATE	SUB-TOTAL	In Capital (Year)	Priority
2019-2020	KINGS HIGHWAY ELEMENTARY SCHOOL Casework Replacement (lead remediation required)	\$600,000	\$600,000	2008	2
	GREEN'S FARMS, COLEYTOWN MIDDLE, BEDFORD MIDDLE Asphalt Repair and Replacement	TBD	TBD	2008	1
	LONG LOTS ELEMENTARY SCHOOL Boiler Engineering Feasibility Study for the (2) H.B Smith Boilers Boiler Replacement	TBD	TBD	TBD	
Total Fiscal Year 2019-2020			\$600,000		

FISCAL YEAR	DESCRIPTION	ESTIMATE	SUB-TOTAL	In Capital (Year)	Priority
2020-2021	SAUGATUCK ELEMENTARY SCHOOL Saugatuck Elementary Partial Roof Replacement Sections: 2, 8, 13, 14, 16, 17, 18, 19 (Install date March 1995)	\$976,700	\$976,700	2015	1
	Total Fiscal Year 2020-2021		\$976,700		

FISCAL YEAR	DESCRIPTION	ESTIMATE	SUB-TOTAL	In Capital (Year)	Priority
2021-2022	LONG LOTS ELEMENTARY SCHOOL Locker Room to Classroom Conversion (3 closets, 2 showers plus main room to 3 classrooms, 2 common rooms, boys & girls bathroom)	\$1,400,000	\$1,400,000	2006	2
	STAPLES HIGH SCHOOL Field House Roof Replacement	\$385,000	\$385,000	2005	1
	Total Fiscal Year 2021-2022		\$1,785,000		
	FIVE YEAR TOTAL (2017-2018 THROUGH 2021-2022)		\$5,761,012		

MEDICAL HEALTH INSURANCE FUND
SUMMARY CLAIMS PAID DATA ANALYSIS WITH
END-OF-YEAR FUND BALANCE PROJECTION

As of November 30, 2016

Period: 5 of 12

Claim Type	YTD Claims (\$)	Full Year Claims (%)
Medical and Rx	\$6,079,259	43.1%
Dental	\$441,752	40.3%
TOTAL	\$6,521,011	42.9%

FY17 Quarterly Claims Paid Distribution							
1Q	Cumul.	2Q	Cumul.	3Q	Cumul.	4Q	Cumul.
28.8%	28.8%						
Historical (2 Year) Claims Paid Distribution							
1Q	Cumul.	2Q	Cumul.	3Q	Cumul.	4Q	Cumul.
28.8%	28.8%	20.8%	49.6%	24.6%	74.2%	25.8%	100.0%

FY17 Total Claims Projection	\$15,210,244
YTD Expense	(\$6,521,011)
Remaining Claims to June 30	\$8,689,233
Avg. remaining monthly claims	\$1,241,319
Avg. monthly claims YTD	\$1,304,202

Beginning Cash balance, 07/01/16	\$3,238,887	
Change in Cash balance (proj.)	(\$1,244,469)	
Ending Cash balance (proj.) 06/30/17	\$1,994,418	13.1%
Target 9% Ending Cash balance	\$1,368,922	9.0%
Excess Cash	\$625,496	4.1%
Target 12% Carrying Cash balance	\$1,825,229	12.0%
Excess Cash	\$169,189	1.1%

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**Medical Health Insurance Fund
FY 16-17 Projections
with Claims Cash Draw Data as of November 30, 2016**

	<u>FY 17 Projection</u> <u>Mar-16</u>	<u>FY 17 Projection</u> <u>Oct-16</u>	<u>FY 17 Projection</u> <u>Dec-16</u>			
Cash receipts						
General Fund Budget from line 210	12,956,551	12,956,551	12,956,551			
Other Fund Contributions	100,000	100,000	100,000			
Employee Contributions (Active)	2,964,727	2,817,521	2,817,521			
Flex Spending Accounts	-	-	-			
Cobra Participants	17,556	70,051	46,700			
Retirees Self Insured	395,900	395,900	453,326			
State Teachers Retirement (TRB)	150,000	150,000	150,000			
Life Insurance Premiums	25,000	25,000	25,000			
Retirees Medicare Surround	478,374	478,374	479,272			
Other Contributions (FMLA, Retiree Life, etc.)	64,500	64,500	64,500			
Prescription Guarantee Adjustment	57,351	57,351	57,351			
Pharmacy Rebate	248,617	248,617	248,617			
Total cash receipts	17,458,576	17,363,865	17,398,838			
Cash disbursements						
Medical	11,689,283	11,364,796	11,572,078			
Prescription	2,293,113	2,229,458	2,542,071			
Dental	1,161,944	1,097,906	1,096,095			
Flex Spending Accounts	-	-	-			
Contribution to HSA	1,118,000	1,150,000	1,150,000			
Medical Administrative	423,212	410,897	423,875			
Network Access Fee	160,721	157,978	159,972			
Individual Stop-Loss	754,286	745,203	754,607			
Dental Administrative	54,127	54,464	54,758			
FSA Administrative	2,931	2,931	2,000			
Consulting Fee	45,000	45,000	45,000			
ACA Related Fees	54,486	53,082	53,271			
PCORI Fee	4,197	4,089	4,102			
Retirees Medicare Surround	785,478	785,478	785,478			
Total cash disbursements	18,546,778	18,101,282	18,643,307			
Change in cash balance	(1,088,202)	(737,417)	(1,244,469)			
Beginning cash balance	3,238,887	3,238,887	3,238,887			
Insurance Fund Draw Down (budget)	(1,532,375)	(1,532,375)	(1,532,375)			
Insurance Fund Draw Down (YTD delta)	444,173	794,958	287,906			
Projected Operating Surplus(Shortfall)-Cash basis	-	-	-			
Ending cash balance(deficit)-projection	2,150,685	2,501,470	1,994,418	13.1%	\$ 1,368,922	\$ 625,496
Less: Incurred but not reported claims	(968,308)	(968,308)	(968,308)	-6.4%		
Net Position(Deficit) end of year-projection	1,182,377	1,533,162	1,026,110	6.7%		

Claims Cash Draw Against Insurance Fund Account

	<u>Medical/Rx</u>	<u>Dental</u>	<u>Flex</u>	<u>Other</u>	<u>Total</u>	<u>Avg. Monthly Claims</u> <u>(Med/Rx/Dental)</u>	<u>Variance</u>	<u>Avg. Monthly Claims-FY 16</u> <u>(Med/Rx/Dental) Variance</u>	
Jul 2016	\$ 1,021,997	\$ 81,164	4,139	\$ 127	\$ 1,107,427	\$ 1,103,161		\$ 1,136,451	
Aug 2016	\$ 1,641,748	\$ 107,702	4,295	\$ 1,199	\$ 1,754,944	\$ 1,426,306	\$ 323,145	\$ 1,251,815	\$ 115,364
Sept 2016	\$ 1,290,882	\$ 86,597	6,226	\$ 477	\$ 1,384,182	\$ 1,410,030	\$ (16,276)	\$ 1,332,250	\$ 80,435
Oct 2016	\$ 1,184,557	\$ 87,931	8,103	\$ -	\$ 1,280,591	\$ 1,375,645	\$ (34,385)	\$ 1,225,810	\$ (106,440)
Nov 2016	\$ 940,075	\$ 78,358	\$ 16,603	\$ 53,271	\$ 1,088,306	\$ 1,304,202	\$ (71,442)	\$ 1,236,534	\$ 10,724
	\$ 6,079,259	\$ 441,752	39,365	\$ 55,074	\$ 6,615,450				
YTD/Estimate	43.1%	40.3%	n/a	n/a					
Theoretical YTD Spend Rate	41.7%	41.7%	n/a	n/a					
variance %	1.4%	-1.4%							
variance \$	\$ 198,364	\$ (14,955)							
FY17 Projection (Dec-16):	\$ 14,114,149	1,096,095							
YTD Expense:	\$ (6,079,259)	\$ (441,752)							
Balance available to June 30:	\$ 8,034,890	\$ 654,344							
Average remaining monthly allowance:	\$ 1,147,841	\$ 93,478	=	1,241,319					