

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

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*Dr. Jennifer P. Byars  
Superintendent of Schools*

**AMITY REGIONAL BOARD OF EDUCATION REGULAR MEETING AGENDA  
Monday, August 16, 2021 6:30 pm  
25 Newton Road, Woodbridge**

*Public comment can be emailed to [pamela.pero@amityregion5.org](mailto:pamela.pero@amityregion5.org) by 2:00 p.m. on August 16, 2021. Emails received after 2:00 p.m. on August 16, 2021 will be forwarded to the Amity Regional School District No. 5 Board of Education as Correspondence but will not be admitted as part of this meeting. Anonymous items will be forwarded to the Amity Regional School District No. 5 Board of Education as Correspondence but will not be admitted as Public Comment for this meeting.*

*The meeting can be viewed at [https://www.youtube.com/channel/UC9M5E4sz\\_lMyIE2okampyFw](https://www.youtube.com/channel/UC9M5E4sz_lMyIE2okampyFw).*

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. APPROVAL OF MINUTES**
  - a. Board of Education Regular Meeting - June 14, 2021 *Page 3*
  - b. Board of Education Special Meeting - June 16, 2021 *Page 13*
  - c. Board of Education Special Meeting - July 26, 2021 *Page 15*
- 4. STUDENT REPORT**
  - a. Monthly Report
- 5. PUBLIC COMMENT**
- 6. SUPERINTENDENT'S REPORT**
  - a. Personnel Report *Page 16*
  - b. Superintendent Report *Page 19*
  - c. Reopening Plan Updates
  - d. ARP ESSER Grant Presentation
- 7. CORRESPONDENCE**
- 8. CHAIRMAN'S REPORT**
  - a. Committee Reports
    1. ACES
    2. Ad Hoc School Safety
    3. CAFE
    4. Curriculum
    5. District Health and Safety
    6. District Technology
      - a. Monthly Report *Page 22*
    7. Facilities
      - a. Monthly Report *Page 23*
    8. Finance
      - a. Presentation of 2022-2023 Budget Calendar *Page 24*
      - b. Presentation of Annual Report on Reserve Fund for Capital and Non-Recurring Expenditures *Page 29*

- c. Discussion and Possible Action to Appropriate Funds to Capital and Non-Recurring *Page 31*
- d. Discussion of Monthly Financial Statements
  - 1. Fiscal Year 2020-2021 *Page 37*
  - 2. Fiscal Year 2021-2022 *Page 76*
- e. Director of Finance and Administration Approved Transfers Under \$3,000 *Page 80*
- f. Discussion and Possible Action on Budget Transfers of \$3,000 or More
  - 1. Capital Change Orders *Page 81*
  - 2. Fiscal Year 2021-22 *Page 85*
  - 3. Fiscal Year 2020-21 (Information Only –Approved in June) *Page 86*
- g. Discussion and Possible Action on Construction of Outdoor Classrooms (ARP-ESSER III Funding)
- h. Other
  - 1. YTD Bond Project Report *Page 92*
- 9. Policy
  - a. First Read
    - 1. Policy 4115.3 Evaluation, Termination, and Non-Renewal of Athletic Coaches *Page 94*
    - 2. Policy 4118.5/4218.5 Rights, Responsibilities, and Duties - Acceptable Computer Network *Page 95*
    - 3. Policy 4118.7 Technology Equipment - Staff Laptop Use *Page 99*
    - 4. Policy 4121 Substitute Teachers *Page 100*
  - b. Second Read
    - 1. Policy 4118.22 Code of Professional Responsibility *Page 103*
    - 2. Policy 4118.24 Staff-Student Non-Fraternization *Page 104*
    - 3. Policy 4118.51 Use of Social Media by Employees *Page 105*
- 10. Personnel

**9. NEW BUSINESS**

**10. ITEMS FOR THE NEXT AGENDA – Due to Chairperson by August 31, 2021**

**11. ADJOURNMENT**



Jennifer P. Byars  
Superintendent of Schools

pc: Town Clerks: Bethany, Orange, Woodbridge

***Working to "enable every Amity student to become a lifelong learner and a literate, caring, creative and effective world citizen." District Mission Statement***

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

AMITY REGIONAL SCHOOL DISTRICT NO. 5 BOARD OF EDUCATION  
JUNE 14, 2021 REGULAR MEETING MINUTES  
6:30 P.M., 100 Ohman Avenue, Orange, CT

**BOARD MEMBERS PRESENT**

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

**BOARD MEMBERS ABSENT**

None

**STUDENT REPRESENTATIVES PRESENT**

Alison Bowler (remote), Marin Korenaga (remote)

**STAFF MEMBERS PRESENT**

Dr. Jennifer Byars, Theresa Lumas, Thomas Brant, Kathy Burke, Brian Dower, Peter Downhour, Shaun DeRosa, Jaime Guthrie, Jill LaPlante, Anna Mahon, Stephen Martoni, Dr. Marie McPadden, Dr. Jason Tracy, Julie Chevan (remote)

**1. CALL TO ORDER**

Chairperson Belfonti called the meeting to order at 6:33 p.m.

**2. PLEDGE OF ALLEGIANCE**

Recited by those present

**3. APPROVAL OF MINUTES**

**a. Board of Education Regular Meeting – May 10, 2021**

*MOTION by Shannan Carlson, SECOND by Patricia Cardozo, to approve minutes as submitted*  
*VOTES IN FAVOR, 11 (Belfonti, Browe, Cardozo, Carlson, Davis, Hubbard, Reed, Berke, Howard, McCreven, Turner)*

*ABSTAINED, 2 (DeMaio, Eichler)*

*MOTION CARRIED*

AMITY REGIONAL SCHOOL DISTRICT NO. 5 BOARD OF EDUCATION  
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**4. STUDENT REPORT**

**a. Monthly Report**

Dr. Byars welcomed Marin Korenaga, a rising junior, as a new Board of Education student representative for the next two years.

**5. ONE BOOK, ONE AMITY SUMMER 2021**

Presented by Julie Chevan and two students

**6. PUBLIC COMMENT**

Chairperson Belfonti read aloud the handouts/instructions regarding Public Comment that were distributed to all in-person speakers.

5 parents, 4 students, and 3 residents spoke about diversity, equity, and inclusion.

**7. SUPERINTENDENT'S REPORT**

**a. Personnel Report**

**b. Superintendent Report**

**c. 2021-2022 Reopening Plan Update**

**d. Peter Downhour, Amity Education Association President**

Peter Downhour publicly acknowledged and thanked Dr. Byars, the administrators, the Facilities Department, and the Technology Department for their efforts during the 2020-2021 academic year.

**8. CORRESPONDENCE**

Correspondence was summarized by Carla Eichler.

Public Comment emails were summarized by Carla Eichler.

AMITY REGIONAL SCHOOL DISTRICT NO. 5 BOARD OF EDUCATION  
JUNE 14, 2021 REGULAR MEETING MINUTES  
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**9. CHAIRMAN'S REPORT**

**a. Recognition of Departing Board Members - Patricia Cardozo, Sheila McCreven, Robyn Berke**

Chairperson Belfonti publicly acknowledged Patricia Cardozo, Sheila McCreven, and Robyn Berke for their service on Board of Education.

Patricia Cardozo thanked the Board of Education, administrators, faculty, and staff for their hard work and service during her tenure as a Board member.

**b. Committee Reports**

**1. ACES**

**2. Ad Hoc School Safety**

**3. CABC**

**4. Curriculum**

**5. District Health and Safety**

**6. District Technology**

**a. Monthly Report**

**7. Facilities**

**a. Monthly Report**

**8. Finance**

**a. Discussion and Possible Action on Tuition Rate for 2021-2022**

*MOTION by Shannan Carlson, SECOND by Steven DeMaio, to approve the non-resident tuition rate for 2021-2022 school year at \$19,170.00; and the non-resident Special Education base tuition rate for 2021-2022 school year at \$19,623.00 plus any additional services*

*VOTES IN FAVOR, 13 (unanimous)*

*MOTION CARRIED*

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

**1. Food Services**

*“Section 12.11(C) is being amended to reflect that Chartwells Management Fee shall be a flat rate of Two*

*Thousand Three Hundred and Thirty-Six Dollars and Eighty-Two Cents (\$2,336.82) per month for 10 months*

*(September through June).*

*This increase is based on Section 12.11(G) of the Agreement permitting the CPI adjustment of 3.5%, or \$79.02*

*added to the existing Management Fee of \$2,257.80.*

*Section 12.11(D) is being amended to reflect that Chartwells Administrative Fee shall be a flat rate of Eight*

*Thousand Five Hundred and Sixty Dollars and Three Cents (\$8,560.03) per month for 10 months (September*

*through June).*

*This increase is based on Section 12.11(G) of the Agreement permitting the CPI adjustment of 3.5%, or \$289.47*

*added to the existing Administrative Fee of \$8,270.56.”*

*MOTION by Carla Eichler, SECOND by Paul Davis, to award a one-year contract extension for food service operations for 2021-2022 to Compass Group, USA, Inc. (Chartwells) per the proposed Amendment and the Director of Finance and Administration is authorized to sign the Amendment*

*VOTES IN FAVOR, 13 (unanimous)*

*MOTION CARRIED*

**2. Telephone System**

*MOTION by Patricia Cardozo, SECOND by George Howard, to award the implementation of a new phone system to Environmental Systems Corporation (ESC) of West Hartford at a price of \$159,989.45*

*VOTES IN FAVOR, 13 (unanimous)*

*MOTION CARRIED*

**3. Paving Phase III**

*MOTION BY Christopher Browe, SECOND by Patrick Reed, to award phase 3 of the paving project at Amity High School to H & L Paving, LLC of Norwalk, CT at a price of \$192,974 with the option of repairing the rear parking lot if needed*

*VOTES IN FAVOR, 13 (unanimous)*

*MOTION CARRIED*

**c. Discussion of Monthly Financial Statements**

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

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

MOTION by Christopher Browe, SECOND by Shannan Carlson, to vote on the following items at the same time:

- Technology – Staff Laptops
- Technology – Promethean ActiveBoards (Smartboards)
- Technology – Technology – Student Devices Buyout
- Security – Technology Telephone System
- Security – Technology Key Card Access
- Security – Facilities (window film, District)
- Security – Facilities (field, Amity Middle School Bethany)
- Cafeteria
- Staff Development
- Special Education
- Amity Middle School Bethany
- COVID

VOTES IN FAVOR, 13 (unanimous)

MOTION CARRIED

MOTION by Patricia Cardozo, SECOND by Carla Eichler, to approve the following items at the same time:

- Technology – Staff Laptops - budget transfer to cover purchasing staff devices

<u>ACCOUNT NUMBER</u>	<u>ACCOUNT NAME</u>	<u>FROM</u>	<u>TO</u>
05-14-2350-5420	Repair & Maintenance	\$15,624	
05-14-2350-5550	Communications	\$ 4,764	
05-14-2350-5581	Conferences	\$ 4,865	
05-15-0000-5850	Contingency	\$14,990	
05-14-2350-5730	Equipment - New		\$22,456
05-14-2350-5731	Equipment - Replacement		\$17,787

- Technology - Promethean ActiveBoards (Smartboards) - budget transfer to cover purchasing Prometheans ActiveBoards

<u>ACCOUNT NUMBER</u>	<u>ACCOUNT NAME</u>	<u>FROM</u>	<u>TO</u>
05-14-2350-5420	Repair & Maintenance	\$18,338	
05-14-2350-5731	Equipment - Replacement		\$18,338

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- *Technology – Student Devices Buyout - budget transfer to cover purchasing student devices*

<u>ACCOUNT NUMBER</u>	<u>ACCOUNT NAME</u>	<u>FROM</u>	<u>TO</u>
03-14-2700-5510	Transportation	\$20,000	
05-14-2350-5731	Equipment - Replacement		\$20,000

- *Security – Technology Telephone System - budget transfer to cover a new phone system*

<u>ACCOUNT NUMBER</u>	<u>ACCOUNT NAME</u>	<u>FROM</u>	<u>TO</u>
05-15-2512-5255	Medical	\$159,990	
05-14-2660-5715	Security-Improvements to Bldgs		\$159,990

- *Security – Technology Key Card Access - budget transfer to cover installing additional key card access points at all three buildings*

<u>ACCOUNT NUMBER</u>	<u>ACCOUNT NAME</u>	<u>FROM</u>	<u>TO</u>
03-11-3202-5510	Transportation	\$42,370	
05-15-0000-5850	Contingency	\$ 7,374	
05-14-2660-5715	Security-Improvements to Bldgs		\$49,744

- *Security – Facilities (window film, District) budget transfer to cover the window film at all 3 schools*

<u>ACCOUNT NUMBER</u>	<u>ACCOUNT NAME</u>	<u>FROM</u>	<u>TO</u>
01-14-2600-5613	Custodial Supplies	\$ 8,000	
02-14-2600-5613	Custodial Supplies	\$ 7,150	
03-14-2600-5613	Custodial Supplies	\$22,000	
05-14-2660-5715	Security –Improvements to Bldgs		\$37,150

- *Security – Facilities (field, Amity Middle School Bethany) - budget transfer to cover the installation of a fence on the Amity Middle School Bethany property*

<u>ACCOUNT NUMBER</u>	<u>ACCOUNT NAME</u>	<u>FROM</u>	<u>TO</u>
01-14-2600-5613	Custodial Supplies	\$ 5,000	
05-14-2660-5720	Security –Improvements to Sites		\$5,000

- *Cafeteria - budget transfer to cover the deficit in the School Lunch Account*

<u>ACCOUNT NUMBER</u>	<u>ACCOUNT NAME</u>	<u>FROM</u>	<u>TO</u>
05-15-0000-5850	Contingency	\$31,440	
10-1021	School Lunch Cash Account		\$31,440

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- *Staff Development - budget transfer to cover the cost of presenters for staff development in June*

<u>ACCOUNT NUMBER</u>	<u>ACCOUNT NAME</u>	<u>FROM</u>	<u>TO</u>
05-13-2213-5111	Certified Salaries	\$5,000	
05-13-2213-5322	Professional, Technical Services		\$5,000

- *Special Education - budget transfer to cover the purchase of protocols and assessments*

<u>ACCOUNT NUMBER</u>	<u>ACCOUNT NAME</u>	<u>FROM</u>	<u>TO</u>
04-12-1200-5330	Professional Technical Serv	\$1,650	
04-13-2190-5611	Instructional Supplies		\$1,650
04-12-6116-5510	Transportation- Public In District	\$4,472	
04-13-2140-5611	Instructional Supplies		\$4,472

- *Amity Middle School Bethany - budget transfer to cover the purchase of guitars for music class*

<u>ACCOUNT NUMBER</u>	<u>ACCOUNT NAME</u>	<u>FROM</u>	<u>TO</u>
01-11-1001-5611	Instructional Supplies	\$ 450	
01-11-1014-5611	Instructional Supplies	\$ 54	
01-13-2130-5581	Travel – Conferences	\$ 140	
01-13-2400-5581	Travel - Conferences	\$ 2,500	
01-11-1010-5611	Instructional Supplies	\$ 841	
04-13-2140-5611	Instructional Supplies		\$3,985

- *COVID - budget transfer to cover the cost of operations including rentals and professional technical services \$49,126*

<u>ACCOUNT NUMBER</u>	<u>ACCOUNT NAME</u>	<u>FROM</u>	<u>TO</u>
05-14-2675-5330	Professional Technical Serv		\$ 6,043
05-14-2675-5440	Rentals		\$43,083
04-12-6130-5510	Transportation	\$49,126	

VOTES IN FAVOR, 13 (unanimous)

MOTION CARRIED

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*MOTION by Christopher Browe, SECOND by Steven DeMaio, to approve the following change orders and their corresponding budget transfers at the same time:*

- *Stadium Project Change Order #4 – increased equipment rental costs due to Stop Work Order totaling \$16,445.15*
- *Stadium Project Change Order #4 Budget Transfer – a transfer from Bond Contingency Account to the Athletic Project Account for Change order 4 to cover increased equipment rental costs due to Stop Work Order totaling \$16,446.00 at the stadium at Amity High School:*

<u>ACCOUNT NUMBER</u>	<u>ACCOUNT NAME</u>	<u>FROM</u>	<u>TO</u>
17-00-15-0053-5720	Bond Contingency	\$16,446	
17-00-15-0047-5720	Athletic Projects		\$16,446

- *HVAC Change Order #1 – to enlarge doorway for equipment access totaling \$5,800.00*
- *HVAC Change Order #1 Budget Transfer – a transfer from Bond Contingency Account to the HVAC Project Account for Change order 1 to cover enlarging a doorway to bring in HVAC equipment at Amity High School:*

<u>ACCOUNT NUMBER</u>	<u>ACCOUNT NAME</u>	<u>FROM</u>	<u>TO</u>
17-00-15-0053-5720	Bond Contingency	\$5,800	
17-00-15-0048-5715	HVAC Projects		\$5,800

- *HVAC Change Order #2 – to install temporary air conditioning to the library media/technology area up to \$12,676 for 2 months.*
- *HVAC Change Order #2 Budget Transfer – a transfer from Bond Contingency Account to the HVAC Project Account for HVAC Change order #2 to install temporary air conditioning to the library media/technology area up to \$12,676 for 2 months at Amity High School and waive the bid requirement:*

<u>ACCOUNT NUMBER</u>	<u>ACCOUNT NAME</u>	<u>FROM</u>	<u>TO</u>
17-00-15-0053-5720	Bond Contingency	\$12,676	
17-00-15-0048-5715	HVAC Projects		\$12,676

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

*ABSTAINED, 2 (Berke, McCreven)*

*MOTION CARRIED*

**f. Project Report – Informational**

**9. Policy**

**a. First Read**

- 1. Policy 4118.22 Code of Professional Responsibility**
- 2. Policy 4118.24 Staff-Student Non-Fraternization**

**3. Policy 4118.51 Use of Social Media by Employees**

**b. Second Read**

**1. Policy 4115 Evaluation and Support Program**

**2. Policy 4117.4 Administrative Leave/Suspension/Dismissal**

**3. Policy 4117.41 Suspension**

**4. Policy 4118.11 Non-Discrimination/Equal Employment Opportunity**

*MOTION by Christopher Browe, SECOND by Patrick Reed, to consider all policies listed under SECOND READ at the same time:*

- *Policy 4115 Evaluation and Support Program*
- *Policy 4117.4 Administrative Leave/Suspension/Dismissal*
- *Policy 4117.41 Suspension*
- *Policy 4118.11 Non-Discrimination/Equal Employment Opportunity*

*VOTES IN FAVOR, 13 (unanimous)  
MOTION CARRIED*

*MOTION by Patrick Reed, SECOND by Shannan Carlson, to approve all policies listed under SECOND READ at the same time:*

- *Policy 4115 Evaluation and Support Program*
- *Policy 4117.4 Administrative Leave/Suspension/Dismissal*
- *Policy 4117.41 Suspension*
- *Policy 4118.11 Non-Discrimination/Equal Employment Opportunity*

*VOTES IN FAVOR, 13 (unanimous)  
MOTION CARRIED*

**10. Personnel**

**10. NEW BUSINESS**

Chairperson Belfonti announced that the Superintendent's Evaluation will be held on June 16<sup>th</sup> and the Board of Education Retreat will be held on June 30<sup>th</sup>.

**11. ITEMS FOR THE NEXT AGENDA – Due to Chairperson by July 31, 2021**

AMITY REGIONAL SCHOOL DISTRICT NO. 5 BOARD OF EDUCATION  
JUNE 14, 2021 REGULAR MEETING MINUTES  
6:30 P.M., 100 Ohman Avenue, Orange, CT

**12. ADJOURNMENT**

*MOTION by Shannan Carlson, SECOND by Andra Hubbard, to adjourn meeting  
VOTES IN FAVOR, 13 (unanimous)  
MOTION CARRIED*

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

DRAFT

AMITY REGIONAL SCHOOL DISTRICT NO. 5 BOARD OF EDUCATION  
JUNE 16, 2021 SPECIAL MEETING MINUTES  
5:30 P.M.  
Virtual Meeting

**BOARD MEMBERS PRESENT**

John Belfonti, Patricia Cardozo, Steven DeMaio, Carla Eichler, George Howard, Andrea Hubbard, Sheila McCreven, Patrick Reed, Dr. Jennifer Turner, Paul Davis (arrived 5:42 p.m.),

**BOARD MEMBERS ABSENT**

Robyn Berke, Christopher Browe, Shannan Carlson

**STAFF MEMBERS PRESENT**

Dr. Jennifer Byars

**1. CALL TO ORDER**

Chairperson Belfonti called the meeting to order at 5:37 p.m.

**2. SUPERINTENDENT EVALUATION (Executive Session)**

*MOTION by Andrea Hubbard, SECOND by Patricia Cardozo, to enter Executive Session and invite Dr. Byars*

*VOTES IN FAVOR, 10 (unanimous)*

*MOTION CARRIED*

Entered Executive Session at 5:38 p.m.

Dr. Byars exited Executive Session at 6:29 p.m.

**3. DISCUSSION OF SUPERINTENDENT CONTRACT (Executive Session)**

Patrick Reed exited meeting at 6:35 p.m.

George Howard exited meeting at 7:07 p.m.

Exited Executive Session at 8:10 p.m.

**4. POSSIBLE ACTION ON SUPERINTENDENT EVALUATION**

*MOTION by Dr. Turner, SECOND by Carla Eichler, to share Superintendent Evaluation with Dr. Byars*

*VOTES IN FAVOR, 8 (unanimous)*

*MOTION CARRIED*

AMITY REGIONAL SCHOOL DISTRICT NO. 5 BOARD OF EDUCATION  
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5:30 P.M.  
Virtual Meeting

**5. POSSIBLE ACTION ON SUPERINTENDENT CONTRACT**

*MOTION by Dr. Turner, SECOND by Paul Davis, to approve Superintendent's Contract*  
*VOTES IN FAVOR, 8 (unanimous)*  
*MOTION CARRIED*

**6. ADJOURNMENT**

*MOTION by Sheila McCreven, SECOND by Paul Davis, to adjourn meeting*  
*VOTES IN FAVOR, 8 (unanimous)*  
*MOTION CARRIED*

Meeting adjourned at 8:17 p.m.

Respectfully submitted,

Carla Eichler  
Secretary

CE/pjp

AMITY REGIONAL SCHOOL DISTRICT NO. 5 BOARD OF EDUCATION  
JULY 26, 2021 SPECIAL MEETING MINUTES  
1:00 P.M.  
25 Newton Road, Woodbridge, CT

**BOARD MEMBERS PRESENT**

John Belfonti, K. Sudhir, Dr. Carol Oladele, Donna Schuster, Dr. Jennifer Turner (remote)

**BOARD MEMBERS ABSENT**

Christopher Browe, Shannan Carlson, Paul Davis, Steven DeMaio, Carla Eichler, George Howard, Andrea Hubbard, Patrick Reed

**STAFF MEMBERS PRESENT**

Dr. Jennifer Byars, Thomas Brant, Shaun DeRosa, Theresa Lumas

**1. CALL TO ORDER**

Chairperson Belfonti called the meeting to order at 1:15 p.m.

**2. SWEARING IN OF NEW BOARD OF EDUCATION MEMBERS**

Chairperson Belfonti recited the Oath of Office to Mr. Sudhir, Dr. Oladele, and Ms. Schuster.

**3. NEW BOARD MEMBER ORIENTATION**

Presented by Attorney Floyd Dugas

**4. ADJOURNMENT**

Meeting adjourned at 4:00 p.m.

Respectfully submitted,

*Pamela Pero*

Pamela Pero

Recording Clerk

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



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

*jennifer.byars@amityregion5.org*  
*203.392.2106*

**August 16, 2021**

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

 **NEW HIRES-CERTIFIED:**

• **Amity Regional High School:**

**Jennifer DeMattia** – F/T School Social Worker - Jennifer brings to Amity 9 years of experience and is dual certified as a Special Education Teacher as well as a School Social Worker. She most recently served as a MSW-Counselor II at Liberation Programs, Inc. in Bridgeport. Jennifer earned her Bachelor's Degree in Special Education from Southern Connecticut State University and her Master's Degree in Social Work from Fordham University.

**Matthew Fletcher** – F/T Art Teacher – Matt has been a part of the Amity family as a JV Softball Coach since 2017 and served as a bench substitute at Amity Middle School-Bethany from 2017-2018. Since that time, Matt has been a full time Art Teacher at Achievement First Amistad High School in New Haven. He earned his Bachelor's Degree in Studio Art and his Art Education Certification from Southern Connecticut State University.

**Margaret Huang** – F/T Chemistry Teacher – Margaret completed her student teaching at Rham High School in the Region 8 Public School District. She also served as a student research assistant in a hybrid materials lab at UConn; Storrs as part of her undergraduate program. Margaret earned her Bachelor of Science Degree in Chemistry and her Master's Degree in Curriculum and Instruction both from the University of Connecticut; Storrs.

**Allison Morrill** – F/T Special Education Teacher – Allison returns to Connecticut from Tuscaloosa, Alabama where she served as a Graduate Research Assistant and Social and Academic Mentor at Crossing Points. Allison also served as a past Special Education Paraprofessional at Woodbridge Public Schools. She earned her Bachelor's Degree in Special Education and is currently pursuing her Master's Degree in Severe Disabilities both from the University of Alabama, Tuscaloosa.

• **Amity Regional Middle School – Bethany:**

**Kevin Dennis** – F/T Physical Education Teacher - Kevin brings to Amity 5 years of experience and is dual certified as a Physical Education/Health Teacher. He most recently served as a Physical Education/Health Teacher at Highville Charter School in New Haven. Kevin earned his Bachelor's Degree in Physical and Health Education from Central Connecticut State University.

**Kassie Ryan** – F/T Health/PE Teacher - Kassie joins Bethany Middle School with 3 years of experience and is dual certified as a Physical Education/Health Teacher. She most recently served as a Physical Education/Health Teacher in the Naugatuck Public School District. Kassie earned her Bachelor's Degree in Nutrition from the University of New Haven.

- Amity Regional Middle School – Orange:

*Arielle Eighmy* – F/T Special Education Teacher – Arielle completed her student teaching at Ansonia High School as well as Prendergast Elementary School both in the Ansonia Public School District. Her student teaching afforded her experience in both a Resource Room as well as a Life Skills Classroom. Arielle earned her Bachelor's of Science Degree in Special Education from Southern Connecticut State University.

*Claire McVey* – F/T School Social Worker – Claire completed her internship at St. Louis College Prep and Gephardt Institute for Civic and Community Engagement, both located in St. Louis, Mo. She then completed her 2 year clinical training at Yale University, Cedarhurst School. Claire earned her Bachelor's Degree in History from Pepperdine University and her Masters in Social Work from Washington University in St. Louis, Missouri.

*Evan Pepe* – F/T Math Teacher - Evan returns to Amity and to Connecticut to join the Orange Middle School team bringing 10 years of experience. Evan is an Amity alum who then relocated to Massachusetts where he served as a middle school math teacher for the Quincy Public Schools. Evan earned his Bachelor's Degree in Management from Boston College and his Masters Degree in Education from Eastern Nazarene College.

*Paul Derickson* – F/T Special Education Teacher – Paul, relocating from New Jersey, brings to Amity 6 years of experience as a Special Education/English Teacher. Paul also earned his certification as a trainer for Restorative Practices from Rowan University and he earned his Bachelor's Degree in English Literature from Eastern University in Pennsylvania.

- NEW HIRES-BENCH/LONG TERM SUBSTITUTES:

*Sean Carroll* – Long Term Substitute English Teacher – Amity Regional High School

*Fred Rapczynski* – Long Term Substitute School Psychologist – Amity Middle School-Bethany

- NEW HIRES-NON-CERTIFIED:

*Cynthia Como* – Category II Administrative Assistant – Amity Regional High School

*Kate Giancola-Enders* – School Nurse – Amity Regional High School

*Maegan Wing* – School Nurse – Amity Regional High School

*Amanda Mills* – Paraprofessional – Amity Middle School-Bethany

*Elizabeth Horvath* – Paraprofessional – Amity Middle School-Orange

- NEW HIRES-COACHES:

*Amanda Craig* – Asst. Girls Swim & Dive Coach - 2021 Fall Season – Amity Regional High School

*Jessica Katrick* – Assistant Dance Coach - 2021 Winter Season – Amity Regional High School

- TRANSFERS:

*Anne Beedle* – Paraprofessional at Amity Reg. High School to the position of 10 month Category I Administrative Assistant at Amity Reg. High School, effective August 18, 2021.

*Talia Marinaccio* – Shared School Social Worker at Amity Middle Schools-Bethany and Orange to the position of School Social Worker at Amity Middle School-Bethany, effective the 2021-22 school year.

*Barbara Cassesse* – Category I Administrative Assistant at Amity Middle School-Bethany Library Media Center to the position of shared Category I Administrative Assistant at Amity Middle Schools-Bethany and Orange Library Media Centers, effective 2021-2022 school year.

RESIGNATIONS:

*Kaitlin Kiely* – Paraprofessional ~ Amity Transition Academy, eff. 06/14/2021

*Shelby Drake* – Paraprofessional ~ Amity Transition Academy, eff. 06/14/2021

*Vittoria Fielosh* – Special Education Teacher ~ Amity Middle School-Orange, eff. 06/30/2021

*Lisa Woosley* – Paraprofessional ~ Amity Middle School-Bethany, eff. 07/13/2021

*Christine Shortell* – Paraprofessional ~ Amity Middle School-Bethany, eff. 07/23/2021

*Samantha Richetelli* – Asst. Dance Coach ~ Amity Regional High School, eff. 07/15/2021

*Sara Hale* – Varsity Softball Coach ~ Amity Regional High School, eff. 07/15/2021

**RESIGNATIONS (CONT.):**

*Jenna DeRosa* – Girls Lacrosse Coach ~ Amity Regional High School, eff. 07/17/2021

*Jeff Syrop* – Asst. Girls Swim and Dive Coach ~ Amity Regional High School, eff. 07/17/2021

*Marissa Nall* – Co-Ed Cross Country Coach ~ Amity Middle School-Bethany, eff. 08/04/2021

*April Holeva* – Part Time AM Bus Monitor/Paraprofessional – District Program, eff. 08/09/2021

**RETIREMENTS:**

*Thomas Elwell* – Physical Education Teacher, Amity Middle School-Bethany, eff. 06/30/2021

*Kendra Luth* – School Nurse ~ Amity Regional High School, eff. 08/31/2021

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



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

*jennifer.byars@amityregion5.org*  
*203.392.2106*

Superintendent's Report – August 2021

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

Enhance the efficient and effective use of resources.

Foster a supportive climate for students and adults.

**Instruction**

**Welcome to 2021-2022:** AMSO is looking forward to welcoming 350 students back to school for the 2021-2022 school year. AMSO students received their schedules and bus information on Monday, August 16, 2021. The staff of AMSB is looking forward to welcoming 350 students back to school for the 2021-2022 school year, including our 160 new to Amity 7<sup>th</sup> graders. AMSB student schedules were also released on August 16, 2021 and can be used during tours as students navigate the halls. The ARHS Link Crew will welcome the class of 2025 in its annual full, in-person Link Crew Orientation Day on Friday, August 27, 2021.

**Reader's Workshop Professional Learning:** Consultant Maggie Roberts provided Middle School ELA Teachers and Reading Specialists virtual training in the Readers Workshop Model for two full-days in June. The focus of this training was to learn about the structure of the Workshop Model and to work collaboratively in preparation for summer curriculum writing. The group designed the Launching Unit and lesson plans for the beginning of the new school year. Books continue to arrive for our Readers Workshop and bookcases are filling up with novels just waiting to be read.

**Summer School Success:** As part of the federal grant monies that were provided to school districts to respond to issues presented by COVID, the Amity Regional School District operated a summer program for students in need of a boost of academics. Programs for rising 7<sup>th</sup>, 8<sup>th</sup>, and 9<sup>th</sup> grade students were provided in-person for 4 days per week through the month of July. Instruction in reading, writing, math, and science was provided in a small class setting. Supported credit recovery was offered to rising 10<sup>th</sup> – 12<sup>th</sup> grade students.

**Extended School Year:** From July 6<sup>th</sup> to August 6<sup>th</sup>, Amity provided Extended School Year services to nearly 70 students. We recognize and thank all of the staff who worked tirelessly to make ESY a success. For identified incoming seventh grade students, this was their first experience at Amity and the staff went above and beyond to make the entire experience a positive one. It would be remiss if we did not thank B & B Transportation for all their hard work in ensuring timely and accurate transportation of our students.

**ATA Graduation:** Amity Transition Academy will be hosting their first annual graduation celebration on Friday, August 27, 2021 at 12:30 p.m. We will be honoring six students who are aging or aged out of the Academy between July 1, 2021 and January 31, 2022.

**ARHS Building Leadership Team Summer Meeting:** In early July, the high school department chairs, content leaders and administration met to review aspects of the 2020-2021 school year and map out plans for the coming year, including curricular revisions, piloting the BOWA Portrait of the Graduate,

incorporating restorative practices into classroom practices and various logistics regarding the upcoming school year.

**Social Studies Articulation:** The Social Studies Content Leaders, Department Chair, and Dr. McPadden attended a Social Studies Curriculum Articulation meeting on August 9, 2021. A variety of topics were discussed including scheduling time for 7-12 teachers to review resources provided at the various anti-racist professional learning over the summer. These workshops included *Attack on Anti-Racist Education in Connecticut*, a panel discussion facilitated by Daniel HoSang from Yale University; *Diversity and Inclusion Conference* through University of Missouri Columbia; and *Educational Equity Summit: Learning and Leading for Systemic Racial and Social Justice* sponsored by The Connecticut Association of Schools and The Connecticut Interscholastic Athletic Conference. Ms. Anna Mahon, Ms. LeeAnn Browett, and Ms. Tasia Kimball, as well as Amity student Melinda Lu, were invited to be panelists at the latter.

### Resources

**Thanks to the Custodial and Maintenance Staff:** Thank you to our custodial and maintenance staff for all of the hard work and preparation in getting both buildings and grounds ready for the 2021-2022 school year. Your hard work is noticed!

**ATA Back on Campus:** Amity Transition Academy will be returning full-time to Albertus Magnus College starting August 30th. Additionally, we are working with the University of New Haven to secure classroom space to provide additional opportunities for our students and meet the needs of our growing transition academy.

**Supporting Beecher Road School:** We would like to thank our School Psychologists and School Social Workers who volunteered their time at the end of last school-year to support Woodbridge Public Schools during a significant mental health need.

**Preparing for Reader's Workshop:** Andrea Drewry, Literacy Coach for both AMSB and AMSO, spent several days this summer organizing book orders, bookcases, and resources in both middle schools. High school volunteers seeking community service hours were busy at work organizing book bins and stamping books for the implementation of Readers Workshop in the middle schools.

### Climate

**No Place for Hate:** Members of the high school community (teachers, students and administrators) have met with Michelle Pincince from the ADL to learn about the *No Place for Hate* designation to continue our work in creating a more equitable and just school climate. According to the website, *No Place for Hate* is an initiative that helps school community members work toward "combating bias and bullying as a means to stop the escalation of hate." The organization of this work will begin in early fall.

**CT School Psych of the Year:** Congratulations to Mr. Eric Bacik, School Psychologist at AMSB (formally at AMSO) who was named School Psychologist of the Year by the Connecticut Association of School Psychologists. Mr. Bacik was presented his award on July 23, 2021 in front of family, friends, and colleagues. Mr. Bacik will be the official nomination from the State of Connecticut for the National School Psychologist of the Year award.

**AMSO Welcomes New 7<sup>th</sup> Grade Students:** The AMSO device pick-up is August 17, 2021 from 5:30-7:30 pm. In addition to the device pick-up, students can have a "mini-tour" of the building and practice opening their lockers. A parent information session to introduce the middle school model will be presented in the gymnasium. To round out the evening, Orange Youth Services sponsored an ice cream social to welcome the students back to school.

**AMSB Device Pick Up:** The AMSB device pick-up is August 18, 2021 from 5:30-7:30 pm. In addition to the device pick-up, students can have a “mini-tour” of the building that will be led by 8<sup>th</sup> grade student volunteers.

**In-Person Adult Education Resumes:** A variety of summer classes for adult learners offered through the Amity Adult Education Program were well attended. The Amity Summer Theatre Camp was also in full swing after not being able to provide the camp due to COVID during the 2020 summer months. Our Director of Adult Education, Mr. Phil Dolan, is busy working on a fall schedule, including bus trips offered by Hamden Adult Education and Valley Regional Adult Education.

August, 2021

## July Ticket Summary

Tickets addressed and closed: NA

Tickets open: 0

## HS Student Help Desk

Students helped: NA

Amity Regional School District No. 5

25 Newton Road

Woodbridge, CT 06525

Phone: 203-397-4817

Fax: 203-397-4864



# Amity Regional School District No. 5

## Technology Department Monthly Report

### Completed Projects:

- Device collection of both students and staff
  - Updates and repairs on returned computers have been completed.
- Preparing devices for distribution
  - 8th, 9th, 11th, 12th grade devices are updated, sorted by homeroom, and ready for delivery.
  - 7th grade devices are imaged, tagged, and ready for distribution events at middle schools.
  - 10th grade devices are imaged and tagged, sorted by homeroom, and ready for delivery.
- The devices on our first 3-year lease, that ended this summer, were collected, cleaned, packaged, and shipped back to the leasing company.
- Classroom scanners for attendance
  - Deployment of computers and scanners to each classroom is complete.
  - Training videos for the staff have been made, and attendance codes have been created, linked, and tested.
- New lab computers for the HS CAD lab that were ordered in January have arrived and have been imaged and installed.
- Computers in the HS video and music editing lab have been upgraded using existing inventory
- Computers ordered for both MS Tech Ed labs in February have arrived and have been imaged and deployed.
- Temporary IDs for the incoming 7th grade students have been made and will be distributed with their devices.

### Projects in process:

- Phone system replacement
  - New “head end” servers are programmed and in place.
  - New classroom and office phones are being distributed District-wide with a targeted completion date of 8/16/2021.
  - Training on the new phones for end users in Main and District offices is 8/18/2021.
  - Final programming of system to integrate with Active Directory, as well as the paging and bell systems in all three schools, is scheduled to be complete by 8/19/2021.
  - Final cut-over to new system scheduled for 8/20/2021.

CLEAN

SAFE

HEALTHY

SCHOOLS

Amity Regional School  
District No. 5  
25 Newton Road  
Woodbridge, CT 06525  
Phone: 203-397-4817  
Fax: 203-397-4864



# Amity Regional School District No. 5

## Facilities Department Monthly Report

### Completed Projects:

- Painting of the parking lots at AMSO and AMSB was completed by our in-house maintenance technician.
- Grounds clean-up at all schools was completed.
- Preventative maintenance on all the kitchen equipment District-wide was completed.
- Gym floors at AMSO and ARHS were refinished by custodial staff.
- Painting in various areas of the schools was done throughout the District.
- Grounds clean-up around the football stadium was done in conjunction with our landscape contractor and our maintenance and custodial staff.
- There was another successful test of the micro-grid on Saturday, August 7th.

### Projects in process:

- The ARHS Track and Field project is nearing completion.
- Reviewing the District's storage needs and options for the modular building at AMSB.
- Construction of the second student-led project shed is complete. It is awaiting the installation of the roll-up door, which is on backorder.
- The air handler replacement/guidance fit-out at ARHS is nearing completion.
- The replacement of the cooling tower piping at ARHS is scheduled for mid-August.
- Phase three of the paving at ARHS was completed; line striping is scheduled
- Roof restoration and repair at ARHS is underway.
- The drainage remediation on the field at AMSO is underway and will be completed by the start of school.
- Additional window security film is being applied District-wide.
- Tree trimming/removal is scheduled throughout the District.

### Outstanding issues to be addressed:

## 2022-2023 BUDGET CALENDAR

### August

- **AUGUST 16, 2021:** At the Amity Finance Committee and Board of Education Meetings:
  - ✓ Director of Finance and Administration presents the fiscal year-end financial report.
  - ✓ Superintendent discusses appropriation to Capital Reserve from the 2020-2021 fund balance.
  - ✓ Superintendent presents the preliminary budget calendar.
  - ✓ Amity Finance Committee and the Board of Education vote on appropriating up to 2% of prior year fund balance.

### September

- **SEPTEMBER XX, 2021:** At meeting of Administrators:
  - ✓ Superintendent presents the budget priorities.
  - ✓ The budget calendar is distributed and discussed.
  - ✓ The budget process, instructions, and forms are distributed and discussed.
  - ✓ MUNIS budget reports with historical data are distributed.
- **T.B.D.:** Administrators meet with staff to distribute and explain Board Goals, Superintendent's budget priorities, budget calendar, Budget Handbook, process for entering budgets on-line, and MUNIS reports with historical data.
- **T.B.D.:** Assistant Director of Finance and Administration will set-up and conduct training on procedures for entering budget data on-line for Administrators and staff who work on the budget.

### October

- **OCTOBER 1, 2021 A.D.M.** Average Daily Membership (ADM) as of October 1 is calculated according to statutory guidelines. The ADM is used to allocate each town's share of the subsequent year's budget.
- **OCTOBER 22, 2021:** Administrators and/or staff will complete entering their budget requests at the Unit Level (e.g., Department).
- **OCTOBER 22, 2021:** Administrators submit their technology requests to the Director of Technology, facilities requests to Director of Facilities, and textbooks to the Director of Curriculum.
- **OCTOBER 29, 2021:**

- Director of Facilities submits preliminary Facilities Five-Year Capital Improvement Plan to the Director of Finance and Administration.
- Director of Technology submits preliminary Technology Five-Year Capital Improvement Plan to the Director of Finance and Administration.
- Assistant Director of Finance and Administration completes 2022-2023 Budget Salary Schedule. New personnel requests will be included. A separate schedule will be prepared with all the new personnel requests, recommended deletions, and changes to personnel positions.
- Director of Finance and Administration completes 2022-2023 Budgets for benefits and other District accounts.
- Assistant Director of Finance and Administration completes entering salary (including new personnel requests, recommended deletions, and changes), benefits, and other District accounts into the MUNIS system.
- Administrators complete approval of budget requests entered on-line in the MUNIS system.
- Administrators complete online forms and data entry, as described in the Budget Handbook, to the Director of Finance and Administration.

## **November**

- **NOVEMBER 5, 2021:** Director of Finance and Administration and Assistant Director of Finance and Administration provide the Superintendent with budget reports, list of new personnel requests and assumptions and observations.
- **T.B.D (NOVEMBER 2021):** The Technology Committee reviews and discusses the preliminary Technology Five-Year Capital Improvement Plan.
- **NOVEMBER 2021:** The Superintendent discusses the initial budget with Administrators.
- **NOVEMBER 17, 2021:** The Director of Finance and Administration facilitates a discussion of the budget with the Administrative Team to recommend possible changes to the Superintendent.
- **NOVEMBER 19, 2021:** Assistant Director of Finance and Administration makes changes directed by Superintendent and distributes updated MUNIS budget reports and revised list of new personnel requests to Superintendent.
- **NOVEMBER 22, 2021:**
  - Administrators review MUNIS budget reports for their areas of responsibility and ‘sign-off’ on numbers, or provide revisions, with an e-mail to the Assistant Director of Finance and Administration.
  - Assistant Director of Finance and Administration makes changes due to errors or omissions identified by Administrators.
  - Assistant Director of Finance and Administration distributes updated MUNIS budget reports and revised list of new personnel requests to Superintendent.

## December

- **DECEMBER 1, 2021:** Director of Technology submits updated enrollment data to New England School Development Council (NESDEC) for the purpose of obtaining revised enrollment projections.
- **DECEMBER 2, 2021:** Superintendent meets with Administrators to discuss budget and make decisions on further changes, if necessary.
- **DECEMBER 3, 2021:**
  - Assistant Director of Finance and Administration makes changes directed by Superintendent and distributes updated MUNIS budget reports and revised list of new personnel requests to Superintendent.
  - Administrators print out MUNIS budget report(s) for their area(s) of responsibility and review for errors or omissions. Administrators ‘sign-off’ on their budget or provide revisions by sending an e-mail to the Superintendent, Director of Finance and Administration, and Assistant Director of Finance and Administration.
  - Assistant Director of Finance and Administration makes changes due to errors or omissions identified by Administrators, subject to the approval of the Superintendent.
  - Assistant Director of Finance and Administration distributes updated MUNIS budget reports and revised list of new personnel requests to Superintendent.
  - Director of Finance and Administration and Assistant Director of Finance and Administration prepare budget report for Superintendent.
- **DECEMBER 13, 2021:** At the Amity Finance Committee and Amity Board of Education meetings, Superintendent presents preliminary budget information, including, major budget drivers, Federal and State unfunded and underfunded mandates and related costs, and potential budget balancers.
- **DECEMBER 13, 2021:** The Facilities Committee reviews and discusses the preliminary Facilities Five-Year Capital Improvement Plan.

## January

- **JANUARY 4, 2022:** Director of Finance and Administration and Assistant Director of Finance and Administration submit preliminary budget documents to Superintendent for review.
- **JANUARY 6, 2022:** Superintendent meets with Administrators to review and discuss the proposed 2022-2023 Budget.
- **JANUARY 7, 2022:** Superintendent distributes the proposed 2022-2023 Budget to the Amity Board of Education, Amity Finance Committee, First Selectmen, and Boards of Finance.

- **JANUARY 10, 2022:** Superintendent presents the proposed 2022-2023 Budget to the Amity Finance Committee.
- **JANUARY 10, 2022:** The Curriculum Committee reviews and discusses the 5 Year Textbook Forecast Plan, new programs and enhancements, and staffing.
- **JANUARY 24 AND 31, 2022:** Amity Finance Committee meets to consider revisions to the Superintendent's proposed 2022-2023 budget. Additional workshops will be held, if necessary.
- **JANUARY - FEBRUARY 2022 T.B.D:** Superintendent meets with each of the Member Towns Boards of Finance to have an open dialog on the 2022-2023 budget.

## February

- **FEBRUARY 7, 2022:** Superintendent presents the proposed 2022-2023 Budget, as amended by the Amity Finance Committee, to the Amity Board of Education. The Amity Board of Education will begin deliberation of the proposed 2022-2023 budget.
- **T.B.D.:** The Amity Board of Education will set as many budget workshops as they deem appropriate.
- **FEBRUARY 21, 2022:** Superintendent distributes the revised 2022-2023 budget to the Amity Board of Education, Amity Finance Committee, First Selectmen, and Boards of Finance. The revisions will be based on the feedback from the Amity Board of Education.

## March

- **By MARCH 1, 2022:** Amity Finance Committee meets to discuss the Superintendent's Proposed 2022-2023 Budget, make any desired changes, and vote to send the proposed 2022-2023 budget to the Amity Board of Education for their consideration. (if necessary)
- **MARCH 7, 2022:**
  - Amity Finance Committee will consider if the budget vote should be at the Annual Public Budget Meeting or by Referendum on the next day. A recommendation will be made to the Amity Board of Education.
  - Amity Board of Education meets to discuss the proposed 2022-2023 budget, make any desired changes, and vote to send the proposed 2022-2023 budget to the Public.
  - Amity Board of Education will decide if the budget vote should take place at the Annual Public Budget Meeting or by Referendum on the next day.

## April

- **APRIL 4, 2022:**
  - Public District Budget Hearing is held.
  - Amity Board of Education votes on the budget if revised to send to the Public for a vote.

### **May**

- **MAY 2, 2022 (MONDAY):** Annual Public Budget Meeting is held.
- **MAY 3, 2022 (TUESDAY):** Referendum is held unless vote takes place at Annual Public Budget Meeting.

**Note: The Amity Board of Education will decide if the budget vote should take place at the Annual Public Budget Meeting or by Referendum on the next day.**

**AMITY REGIONAL SCHOOL DISTRICT NO. 5**

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

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

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

To: Jennifer Byars, Superintendent of Schools  
From: Theresa Lumas, Director of Finance and Administration  
Re: Reserve Fund for Capital and Nonrecurring Expenditures  
Date: August 9, 2021

Connecticut General Statutes Sec. 10-51(d) establishes the authority of a regional board of education to create a reserve fund to finance specific capital improvement or acquisition of any specific piece of equipment. It also states, 'The board shall annually submit a complete and detailed report on the condition of such fund to the member towns'. In compliance with this requirement, the report is attached.

Enclosure

**Reserve Fund for Capital and Nonrecurring Expenditures  
Fiscal Year Ended June 30, 2020**

<b>Net Balance as of June 30, 2020</b>	<b>\$ 348,579.30</b>
<b>Plus: 2020-2021 Appropriations &amp; Rebates &amp; Bonds:</b>	<b>\$ -</b>
19-20 1% Transfer from Budget	\$ 495,482.00
July 2020 Bond Funds	7,592,277.55
<b>Subtotal</b>	<b>\$ 8,436,338.85</b>
<b>Less: 2020-2021 Expenditures &amp; Encumbrances:</b>	
VanZelm Engineering Air Handlers AHS	\$ (19,041.88)
Sav-Mor 2020 Bond AHU Replacements - AHS	\$ (673,222.72)
VanZelm Engineering 2020 Bond AHU Replacements - AHS	\$ (8,172.26)
Trane Building Services Chillers	\$ (136,822.00)
Millard Enterprises Security & Safety	\$ (11,151.00)
J & M Landscaping Athletic Facilities Project AHS	\$ (500.00)
FieldTurf Athletic Facilities Project AHS	\$ (1,893,014.35)
B & W Paving Paving AHS	\$ (270,514.80)
Bond Closing Costs	\$ (68,862.12)
Cote Acoustical Consultants Acoustical Improvements	\$ (2,150.00)
Weatherproofing Tech Roof Replacement	\$ (8,750.00)
Bond Interest Payment	\$ (54,962.00)
<b>Subtotal</b>	<b>\$ (3,147,163.13)</b>
<b>Net Balance as of June 30, 2021</b>	<b>\$ 5,289,175.72</b>
<b>Net Balance by Project:</b>	
Security & safety equipment	\$ 524.10
Athletic Facilities Project	\$ 1,444,535.65
2020 Bond AHU Replacements - AHS	\$ 1,204,406.02
Chillers Refurbish AHS	\$ 3,178.00
Paving AHS	\$ 329,485.20
Acoustical Improvements	\$ 242,850.00
Bond Contingency	\$ 277,561.88
Roof Replacement	\$ 486,732.00
Undesignated	\$ 332,587.32
Bond Premium designated for Debt Service	\$ 967,315.55
<b>Subtotal</b>	<b>\$ 5,289,175.72</b>

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



To: Jennifer P. Byars, Superintendent of Schools

From: Theresa Lumas, Director of Finance & Administration

Date: August 9, 2021

Re: Request to Appropriate funds to the Capital and Nonrecurring Account

The Administration proposes that 2% of the operating budget be appropriated to the Capital and Nonrecurring Account. The annual limit of appropriation increased in the June 2021 legislative session to align regional school districts with town boards of education.

I am recommending the Amity Finance Committee and Board of Education approve the following appropriation and budget transfer of 2% or **\$1,015,688** into Reserve Fund for Capital and Nonrecurring Expenses from the fiscal year 2020-2021. The state statute does not require designation at the time of appropriation but there are items that the Board may want to designate. Setting aside these funds when available can keep future budget requests lower and avoid borrowing costs for projects.

<b>ITEM</b>	<b>ESTIMATED COST</b>
Culvert Cleanout	\$ 25,000
Records Room Relocation	\$ 50,000
Siemens Desigo HVAC Control Upgrade	\$ 46,585
Security Cameras	\$ 69,075
Refurbish Chillers	\$ 97,000
Chilled Water Lines	\$ 90,000
Remodel Lecture hall	\$110,000
Replace aging variable frequency drives	\$ 89,175
Replace deteriorated pipe insulation	\$ 7,000
Musical Instruments	\$180,000
Building Management System upgrade middle school	\$ 24,000
Field replacement	\$ 35,000
Asphalt, Paving & Concrete repairs 3 schools	\$ 54,000
AMSO Roof drainage/Gutters	\$136,732
AMSB Roof drainage/Gutters	\$161,489
Dishwasher	\$ 32,000
<b>TOTAL</b>	<b>\$1,197,056 - 1,015,688 = \$181,368</b>

It may be helpful to know the difference in the return to member towns with and without the requested appropriation to capital and nonrecurring. The options are shown below:

<b>Amounts Returned to Towns with 2% Appropriation</b>		
<b>Bethany</b>	<b>Orange</b>	<b>Woodbridge</b>
18.088%	50.248%	31.664%
<b>2020-2021</b>		
<b>MEMBER TOWNS</b>	<b>UNUSED FUNDS</b>	
BETHANY	\$ 357,402	<i>Unspent funds less 2% of \$1,015,688, if approved in August, balance returned at FY21 allocation rates</i>
ORANGE	\$ 992,852	
WOODBIDGE	\$ 625,650	
<b>TOTALS</b>	<b>\$ 1,975,904</b>	
<b>2019-2020</b>		
<b>MEMBER TOWNS</b>	<b>UNUSED FUNDS</b>	
BETHANY	\$ 64,680	<i>Unspent encumbrances returned at FY20 allocation rates</i>
ORANGE	\$ 179,241	
WOODBIDGE	\$ 108,444	
<b>TOTALS</b>	<b>\$ 352,364</b>	
<b>TOTAL RETURN WITH 2% TO CNR</b>		
<b>MEMBER TOWNS</b>	<b>UNUSED FUNDS</b>	
BETHANY	\$ 422,081	<i>2% To CNR and Balance Combined</i>
ORANGE	\$ 1,172,093	
WOODBIDGE	\$ 734,094	
<b>TOTALS</b>	<b>\$ 2,328,268</b>	

<b>Amounts Returned to Towns with 1% Appropriation</b>		
<b>Bethany</b>	<b>Orange</b>	<b>Woodbridge</b>
18.088%	50.248%	31.664%
<b>2020-2021</b>		
<b>MEMBER TOWNS</b>	<b>UNUSED FUNDS</b>	
BETHANY	\$ 449,260	<i>Unspent funds less 1% of \$507,844, if approved in August, balance returned at FY21 allocation rates</i>
ORANGE	\$ 1,248,034	
WOODBIDGE	\$ 786,454	
<b>TOTALS</b>	<b>\$ 2,483,748</b>	
<b>2019-2020</b>		
<b>MEMBER TOWNS</b>	<b>UNUSED FUNDS</b>	
BETHANY	\$ 64,680	<i>Unspent encumbrances returned at FY20 allocation rates</i>
ORANGE	\$ 179,241	
WOODBIDGE	\$ 108,444	
<b>TOTALS</b>	<b>\$ 352,364</b>	
<b>TOTAL RETURN WITH 1% TO CNR</b>		
<b>MEMBER TOWNS</b>	<b>UNUSED FUNDS</b>	
BETHANY	\$ 513,940	<i>1% To CNR and Balance Combined</i>
ORANGE	\$ 1,427,274	
WOODBIDGE	\$ 894,898	
<b>TOTALS</b>	<b>\$ 2,836,112</b>	

**Amity Finance Committee:**

*Move to recommend the Amity Board of Education approve –*

**Amity Board of Education:**

*Move to approve –*

*... an appropriation and budget transfer of \$1,015,688 into Reserve Fund for Capital and Nonrecurring Expenses from the fiscal year 2020-2021 surplus and designate these funds according to the chart in this memo.*

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>FROM</b>	<b>TO</b>
05-15-2512-5255	Medical & Dental Account	\$1,015,688	
05-15-0000-5856	Transfer Account		\$1,015,688

SCHOOL	Line	DESCRIPTION	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	COMMENTS
Amity HS	1	Asphalt sealing and crack repair		\$15,000	\$10,000	\$10,000		Replace old asphalt
	2	Sidewalk repair*	\$10,000	\$10,000	\$10,000	\$10,000		Repair damage
	3	Replace corridor flooring		\$0	\$74,305			Vinyl tile is starting to let loose/safety hazard
	4	Replace deteriorated pipe insulation		\$5,000		\$5,000		Needed due to condensation leaking thru
	5	Siemens Control Upgrade	\$45,000	\$46,585				Phasing out old operating system
	6	Replace aging variable frequency drives*	\$20,000	\$21,835	\$21,835	\$21,835	\$21,835	Becoming obsolete and need to phase out
	7	Replace gas lines and fixtures in sci labs			\$8,000	\$8,000	\$8,000	Outdated fixtures, copper supply lines, prevent
	8	Install protective window film	\$10,000	\$5,000	\$5,000	\$5,000	\$5,000	Will provide better security for students
	9	Replace dishwasher in kitchen		\$32,000				Beyond useful life
	10	Install warning track on bball and sball			\$35,000			No warning track, safety issue
	11	Open up wall in room 375* <b>completed</b>	\$3,000					Back room was originally a dark room, open wall needed for student instruction
	12	Replace piping on cooling tower to building with PVC piping* <b>approved</b>	\$35,000					Current steel piping is corroded internally and could start to leak
	13	Replace portable bleachers on baseball and softball field with permanent 300 seat hi rise				\$200,000		Permanent bleachers provide enhanced viewing and are more stable
	14	Additional LED lighting for field# 3					\$400,000	Increase utilization of field #3
	15	Remodel lecture hall			\$50,000	\$50,000	\$10,000	Room under utilized, redesign provides for better instructional use
	16	Chilled Water Lines		\$45,000	\$45,000			move above ground, anticipate leaks due to age
<b>Subtotal Amity High School</b>			<b>\$123,000</b>	<b>\$180,420</b>	<b>\$259,140</b>	<b>\$309,835</b>	<b>\$444,835</b>	

SCHOOL	Line	DESCRIPTION	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	COMMENTS
Bethany	17	Asphalt sealing and crack repair		\$14,000	\$10,000	\$10,000	10,000	Preventive maintenance
	18	Replace deteriorated pipe insulation		\$2,000		\$2,000		needed to condensation leaking thru
	19	Concrete Repair*	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	Repair salt damage and wear
	20	Electrostatic paint 419 lockers		\$0	\$9,000			Will be needed
	21	Install protective window film	\$5,000	\$2,000	\$2,000	\$2,000	\$2,000	Will provide better security for students
	22	Musical instruments		\$45,000	\$45,000			Music lease purchase to replace equipment
	23	Modify and repair modular classroom	\$15,500					Deteriorating and becoming a liability
	24	Building Management System	\$0	\$12,000				Software upgrade
<b>Subtotal Bethany Middle School</b>			<b>\$25,500</b>	<b>\$80,000</b>	<b>\$71,000</b>	<b>\$19,000</b>	<b>\$17,000</b>	
Orange	25	Install protective window film	\$5,000	\$2,000	\$2,000	\$2,000	\$2,000	Will provide better security for students
	26	Electrostatic paint 419 lockers		\$0	\$9,000			Will be needed
	27	Replace deteriorated pipe insulation* <b>developing bid</b>	\$30,000		\$2,000		\$2,000	On-going maintenance
	28	Concrete Repair*	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	Repair salt damage and wear
	29	Asphalt sealing and crack repair	\$14,000	\$0	\$10,000	\$10,000	\$10,000	Repair deterioration
	30	Musical instruments		\$45,000	\$45,000			Music lease purchase to replace equipment
	31	Refurbish the athletic field drainage	\$60,000					Drainage system failing causing field to flood
	32	Building Management System	\$0	\$12,000				Software upgrade
<b>Subtotal Orange Middle School</b>			<b>\$114,000</b>	<b>\$64,000</b>	<b>\$73,000</b>	<b>\$17,000</b>	<b>\$19,000</b>	
District	33	Facilities Contingency for Emergencies	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	Needed for unforeseen infrastructure failure
	34	Planned replacement of all-weather field	\$0	\$35,000	\$35,000	\$35,000	\$35,000	Plan for replacement in 10 plus years
<b>Subtotal District</b>			<b>\$100,000</b>	<b>\$135,000</b>	<b>\$135,000</b>	<b>\$135,000</b>	<b>\$135,000</b>	
<b>ANNUAL BUDGET TOTALS</b>			<b>\$362,500</b>	<b>\$459,420</b>	<b>\$538,140</b>	<b>\$480,835</b>	<b>\$615,835</b>	
<b>Plan for EOY FY21</b>			<b>\$108,000</b>					
<b>REVISED ANNUAL BUDGET TOTALS</b>			<b>\$254,500</b>	<b>\$459,420</b>	<b>\$538,140</b>	<b>\$480,835</b>	<b>\$615,835</b>	

Yellow highlight indicates possible CNR item

SCHOOL	Line	DESCRIPTION	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	COMMENTS
<i>POTENTIAL BONDING OF CAPITAL PROJECTS</i>								
SCHOOL	Line	DESCRIPTION	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	COMMENTS
Wdbrg	1	Restore or repair roof sections			\$ 298,221			Capstones deteriorating, rubber membrane at end of life
Wdbrg	2	Chiller Refurbishes-Adaptive Frequency Drive			\$ 97,200			2 units with 5-yr warranty
<b><i>BONDING CAPITAL PROJECTS TOTAL</i></b>					395,421			

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



**EOY 2021**

**2020-2021 FORECAST**

**OVERVIEW**

*The projected unspent fund balance for this fiscal year is \$1,975,904 FAV previously, \$1,650,087 FAV, which appears on page 1, column 6, and line 20. The forecast now includes the use of the fund balance available to support all of the end-of-year purchases for items removed from the fiscal year 2021-2022 budget request and transferring funds into the capital nonrecurring reserve 2% (current statute limit), or \$1,015,688. The end-of-year purchases identified total \$185,600 include digital whiteboards, computers, 3D printers, cooling tower repairs, concrete repairs, pipe insulations, science textbooks and other items deemed necessary either to age and condition for replacement or additional safety measures. The administration requested and the Board approved an additional amount of \$339,360, for security and technology items. Items include a new phone system at \$159,900, laptops for \$83,581, key card access points for \$49,744, security window film and fence \$41,150. Most of the purchases are eligible for grant reimbursements and the administration has applied for funds and is awaiting decisions by the various State and Federal entities.*

**REVENUES BY CATEGORY**

The projected yearend balance of revenues is \$236,144 FAV previously \$236,099 UNF, which appears on page 2, column 6, line 22.

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

The forecast is based on actual State payments.

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

*The forecast reflects 78% of parking revenue budget was collected, \$6,955 UNF, previously \$6,948 UNF.*

**LINE 7 on Page 2: INVESTMENT INCOME:**

The budget is based on the expectation that interest rates will remain steady and revenue will be as budgeted. *Actual interest revenue is less due to declining interest rates, \$31,662 UNF previously \$31,500 UNF.*

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

October	.399%	.081%
November	.397%	.065%
December	.397%	.065%
January	.398%	.074%
February	.398%	.150%
March	.398%	.129%
April	.398%	.120%
May	.398%	.122%
June	.398%	.030%

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

*The forecast indicates a 100% reduction due to limited fan participation for all seasons, \$22,000 UNF previously, \$22,000 UNF.*

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

The budget is based on seven tuition students. The actual tuition charged is higher (\$71 per year) than budgeted since the rate is set after the budget referendum is past. Two new tuition students enrolled in the District. *One student disenrolled, three students are moving into the District. The projected variance is \$26,707 UNF previously \$26,707 UNF.*

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

The forecast is based on projected State payments and enrollment for magnet school transportation budgeted, *funded at \$19,500 which is \$7,100 UNF, previously \$7,100 UNF.*

**LINE 14 on Page 2: SPECIAL EDUCATION GRANTS:**

The current projection is based on budgeted costs for placements and transportation. *The budget assumed a 73% reimbursement rate, actual reimbursement rate is 84.4%. This is the highest reimbursement rates in years.* Excess cost grant is expected to increase due to an increase of services. Tuition is increased for students moving into the District with unanticipated costs, which will be partially reimbursed through the grant, *\$349,700 FAV previously, \$349,700 FAV. Changes to student placement since the most recent SEDAC-G filing of expenses favorably affects the tuition line now but not the current reimbursement revenue. Due to reporting cycles timelines, the reduction in review will affect the budget for next year, fiscal year 2021-22. This unfortunately creates a surplus in the current revenue budget and a deficit in revenue for fiscal year 2021-22 (assuming no new outplacements occur).*

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

The forecast indicates a 100% reduction based on limiting the use of the building for the year due to COVID19, *\$13,975 UNF previously, \$13,975 UNF.*

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

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

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

The forecast indicates *less revenue, \$6,448 UNF previously, \$6,615 FAV.*

### **EXPENDITURES BY CATEGORY**

The projected yearend balance of expenditures is *\$1,739,760 FAV previously \$1,413,988 FAV* which appears on page 4, column 6, line 55.

#### **LINE 1 on Page 3: 5111-CERTIFIED SALARIES:**

The forecast reflects actual expenses. We intend to expand our use of bench subs to better ensure adequate class coverage and supervision in the buildings. The forecast includes \$48,053 FAV grant funds pending State approval and \$61,818 FAV for vacancy filled by an outside consultant. Substitute fill rates are trending 54% higher and costs, which reflect the rate increase, are trending 82% higher than last year at this time. The forecast projection for substitute costs is reduced from \$195,168 higher UNF to \$150,168 UNF based on current data and remote sessions. *The forecast reflects a shortfall in turnover savings of \$81,935 UNF, \$59,300 FAV unfilled coaching and activity positions, \$58,559 FAV for the year due to COVID restrictions, less coverage costs with remote work \$8,809 UNF, less in homebound tutoring costs of \$33,000, \$36,534 FAV for unpaid LOAs, \$134,351 UNF in substitute costs, and \$12,456 FAV less for degree changes. Expenses for the year are \$81,935 FAV, previously \$354,925 FAV.*

#### **LINE 2 on Page 3: 5112-CLASSIFIED SALARIES:**

The forecast reflects actual expenses. *The need for additional support staff is anticipated as we increase building hours and occupancy.* The turnover factor is currently short of the budget projection by \$752 UNF previously, \$16,185 UNF. One position was no longer eligible for grant funds though a certified salary replaced the request, \$31,520 UNF. *The forecast reflect changes due to staff vacancies \$28,600 FAV, including delay of student help desk rollout, of \$27,898 FAV, contract settlements and overtime estimates for the year reduced by \$63,630 FAV due to limited in-person events after school, reduced substitutes costs \$24,172 FAV, net \$112,928 FAV, previously \$130,270 FAV. Changes reflect retirement payouts.*

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

The forecast is based on the actual expenditures for current staff, *\$38,585 FAV, previously, \$56,082 FAV* due to lower payroll expenses outlined under certified and classified salaries.

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

The workers' compensation premium is less than budgeted and the forecast assumes the payroll audit will be as budgeted. Member equity distribution was received for \$9,190 FAV and a contract stabilization rate approved by the Board in May saved \$15,313 FAV. The payroll audit premium was included in the renewal, \$8,000 FAV. *Total savings YTD \$32,466 FAV, previously, \$22,546 FAV.*

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

The forecast assumes actual claims of current employees and retirees will be the same as the budget. The projected monthly budget is based on an average of five years of claims.

*Medical claims are lower, presumably due to routine office visits and medical tests being postponed. The account was at 75.8% of claims, previously 76.9% of claims. Expenses amounted to 75.8% of the budgeted claims , or \$1,125,718 FAV.*

**CLAIMS OF CURRENT EMPLOYEES AND RETIREES**

<b>MONTH</b>	<b>2020-2021 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>VARIANCE</b>	<b>2019-2020 ACTUAL</b>	<b>2018-2019 ACTUAL</b>
<i>JUL</i>	\$ 256,509	\$ 408,015	\$ (151,506)	\$ 366,182	\$ 292,718
<i>AUG</i>	\$ 200,490	\$ 446,937	\$ (246,447)	\$ 383,765	\$ 282,192
<i>SEP</i>	\$ 292,575	\$ 365,001	\$ (72,426)	\$ 317,685	\$ 376,576
<i>OCT</i>	\$ 293,360	\$ 363,318	\$ (69,958)	\$ 383,369	\$ 245,938
<i>NOV*</i>	\$ 409,279	\$ 453,630	\$ (44,351)	\$ 370,672	\$ 418,110
<i>DEC*</i>	\$ 489,999	\$ 484,052	\$ 5,947	\$ 403,126	\$ 334,678
<i>JAN</i>	\$ 253,077	\$ 354,535	\$ (101,458)	\$ 348,820	\$ 331,129
<i>FEB</i>	\$ 259,775	\$ 307,567	\$ (47,792)	\$ 124,317	\$ 384,149
<i>MAR</i>	\$ 255,965	\$ 389,184	\$ (133,219)	\$ 276,832	\$ 363,660
<i>APR</i>	\$ 304,485	\$ 343,398	\$ (38,913)	\$ 196,735	\$ 278,082
<i>MAY</i>	\$ 235,252	\$ 409,054	\$ (173,802)	\$ 124,900	\$ 363,382
<i>JUN</i>	\$ 274,741	\$ 326,536	\$ (51,795)	\$ 194,428	\$ 224,419
<b>TOTALS</b>	\$ 3,525,507	\$ 4,651,225	\$ (1,125,718)	\$ 3,490,831	\$ 3,895,033

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

<b>2016-2017 ACTUAL</b>	<b>2017-2018 ACTUAL</b>	<b>2018-2019 ACTUAL</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 FORECAST</b>
85.2%	72.1%	92.2%	84.1%	75.8%

**Note: 2020-2021 FORECAST** of projected claims for this fiscal year as a percentage of expected claims is based on actual year-to-date claims plus budgeted claims for the remainder of the year divided by expected (budgeted) claims. November & December Claims and Fees adjusted to record rebate credit postings.

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

<b>MONTH</b>	<b>2020-2021 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>VARIANCE</b>	<b>2019-2020 ACTUAL</b>	<b>2018-2019 ACTUAL</b>
<i>JUL</i>	\$ 53,562	\$ 61,957	\$ (8,395)	\$ 65,692	\$ 63,793
<i>AUG</i>	\$ 50,187	\$ 65,755	\$ (15,568)	\$ 62,661	\$ 60,070
<i>SEP</i>	\$ 53,804	\$ 58,089	\$ (4,285)	\$ 46,306	\$ 63,599
<i>OCT</i>	\$ 55,100	\$ 61,041	\$ (5,941)	\$ 70,245	\$ 63,213
<i>NOV*</i>	\$ 56,242	\$ 41,539	\$ 14,703	\$ 59,406	\$ 71,815
<i>DEC*</i>	\$ 55,608	\$ 37,299	\$ 18,309	\$ 62,365	\$ 70,016
<i>JAN</i>	\$ 11,403	\$ 36,807	\$ (25,404)	\$ 73,157	\$ 78,786
<i>FEB</i>	\$ 94,489	\$ 36,239	\$ 58,250	\$ 57,592	\$ 66,033
<i>MAR</i>	\$ 80,240	\$ 32,198	\$ 48,042	\$ 58,624	\$ 38,918
<i>APR</i>	\$ 54,687	\$ 36,879	\$ 17,808	\$ 57,573	\$ 69,321
<i>MAY</i>	\$ 59,398	\$ 36,343	\$ 23,055	\$ 56,459	\$ 76,505
<i>JUN</i>	\$ 50,341	\$ 35,743	\$ 14,598	\$ 56,502	\$ 72,044
<b>TOTALS</b>	<b>\$ 675,061</b>	<b>\$ 539,887</b>	<b>\$ 135,174</b>	<b>\$ 726,582</b>	<b>\$ 794,113</b>

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

*The forecast is based on the actual staff, \$2,730 FAV, previously \$3,119 FAV.*

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

*The forecast is based on the current staff, \$236 UNF, previously, \$1,223 UNF.*

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

*The current forecast for this account is \$993 UNF previously \$4,563 UNF.*

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

The budget was reduced prior to the pandemic based on a low utilization for several years. Many of the current claimants will come off unemployment when we reopen. However, there are a number of claimants that are receiving benefits based on their past 24 months of work history with Amity and are not current employees. It is difficult to measure how many will remain on benefits. *\$4,700 UNF previously, \$4,700 UNF.*

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

Coverage is needed for an administrator on leave. Coverage is provided through an outside consultant, \$61,818 UNF. A transfer for these professional services was approved in October. Legal services are higher than budgeted due to COVID-19 environment. Legal expenses are running 25% higher than the first quarter last year. Many vendor contracts are reviewed to consider cancellations because of COVID-19; two bargaining units were scheduled to negotiate in the spring of 2020 but were delayed until this fiscal year, and numerous labor and employment questions relating to COVID-19. The change in special education laws increased the use of legal services. *Legal costs were by \$47,125 UNF over budget and a transfer was approved for a 1:1 device lease in May (partially funded by grants), total for these line items is forecasted at \$102,300 FAV previously \$158,580*

*UNF. Some accounts for athletics \$89,430 FAV and special education services \$62,350 FAV were not exhausted reducing the overall deficit in this object code.*

**LINE 21on Page 3: 5440-RENTALS:**

*The forecast estimate is these accounts will be \$13,825 FAV, previously \$27,307 UNF under budget due to increased rentals for end of year ceremonies \$6,000 FAV and offset by fewer athletic rentals \$37,744 FAV mainly for sports restricted during COVID-19. This includes pool rentals, van rentals, and off-site turf field rentals for practices. Special education rentals covered by a grant \$20,000 FAV. Additional rentals related to COVID-19 were \$51,523 UNF.*

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

*Special Education Transportation was \$488,891 FAV, previously, \$407,960 FAV balance due to the first summer session being held virtually and student transportation needs adjusted throughout the year. Late busses, athletic and field trips were reduced due to COVID-19, by \$181,813 FAV, previously \$125,919 FAV projection for a total projection of \$670,484 FAV, previously, \$523,094 FAV.*

**LINE 23 on Page 3: 5521-GENERAL LIABILITY INSURANCE:** Student Accident insurance renewed slightly higher-\$922 UNF, LAP and several other policies came in lower-\$8,588 FAV and cyber-insurance is now a separate policy and not covered under general liability increases \$14,820 UNF for a total account increase of *\$7,941 UNF previously \$2,242 UNF*

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

*E-Rate funding is approved for the current fiscal year. The District will receive discounted invoices for the CEN service provided by the State of Connecticut. The District will save \$19,032 FAV. Postage costs were less this year, \$11,000 FAV, net for the account \$26,195 previously \$30,276 FAV.*

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

*Tuition is currently forecasted to have a \$240,380 FAV previously \$222,380 FAV variance. The forecast is based on current students and their placements.*

*Tuition for the vo-ag schools has a projected variance of \$61,503 FAV previously \$51,503 FAV.*

	<b>FY16-17 ACTUAL</b>	<b>FY17-18 ACTUAL</b>	<b>FY18-19 ACTUAL</b>	<b>FY19-20 ACTUAL</b>	<b>FY20-21 BUDGET</b>	<b>FY20-21 FORECAST</b>
Sound	3	4	6	6	8	5(5)
Trumbull	3	6	4	4	5	3(3)
Nonnewaug	3	4	6	5	7	7(7)
Common Ground Charter HS	1	0	0	0	1	1(1)
Betsy Ross Magnet	0	0	0	0	0	1(1)

King Robinson Magnet	1	0	0	0	0	0
Engineering Science Magnet	0	1	0	0	0	0
Highville Charter School	0	1	0	0	0	0
<b>Totals</b>	<b>11</b>	<b>16</b>	<b>16</b>	<b>15</b>	<b>21</b>	<b>17(17)</b>

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

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

*Public (ACES) and private out-of-district placements are currently less than anticipated, \$152,950 FAV previously \$144,949 FAV. There are more outplaced students who recently returned back to District in-house programs or moved out of the District.*

	<b>FY16-17 ACTUAL</b>	<b>FY17-18 ACTUAL</b>	<b>FY18-19 ACTUAL</b>	<b>FY19-20 ACTUAL</b>	<b>FY20-21 BUDGET</b>	<b>FY20-21 FORECAST</b>
Public SPED	8	8	11	8	9	6(6)
Private SPED	27	20	22	18	29	27(27)
<b>Totals</b>	<b>35</b>	<b>28</b>	<b>33</b>	<b>26</b>	<b>38</b>	<b>33(33)</b>

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

The forecast assumes a transfer into the cafeteria fund to cover operations due to losses in the program. The year-to-date projection for the café fund is \$153,395 UNF. The volume of meals is significantly impacted by no in-person dining option and near zero ala carte sales. Typical November ala carte sales are \$28,923 and this year ala carte revenue for November was \$175. Also 13,681 meals were served in November of 2019 and just 3,734 meals were served in November 2020. We meet regularly to discuss options to increase participation. We plan to expand the Friday offering of 2 meals to 4 to cover Saturday. This will benefit the families participating and generate a larger State reimbursement. Previous estimates ranged from \$100,000 to \$150,000 that the Board needed to transfer from the general fund. A budget request of \$75,000 was approved in February. *The loss for the year is \$119,879 previously projected \$122,783 in food services.* The District was able to secure \$21,928 in ESSER II grant funding towards this deficit. The transfer requested in June was \$31,440 to return the fund balance to \$100,000. The Board had approved funds in 2020 to cover the rising costs of food services, equipment repairs and replacements. *The Board approved a total transfer from the general fund of \$106,440 this year. Other accounts were underbudget by \$41,020 due to limited functions and refreshments during the year.*

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

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

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

The 2020-2021 budget for electricity assumes the use of 3,189,868 kilowatt hours at an average price of \$0.19661 per kilowatt hour, or a cost of \$627,736. Actual kilowatt hours were down, 3,097,407 even with the increased full capacity run times for HVAC systems during the pandemic. *The usage was under budget, \$72,408 FAV previously \$56,000 FAV. The lower usage is due to limited evening activities and several weeks of remote learning.*

**ELECTRICITY (KILOWATT HOURS)**

<b>MONTH</b>	<b>2020-2021 FORECAST</b>	<b>2020-2021 BUDGET</b>	<b>VARIANCE</b>	<b>2019-2020 ACTUAL</b>	<b>2018-2019 ACTUAL</b>
<i>JUL</i>	<i>254,686</i>	261,716	<i>(7,030)</i>	306,744	104,580
<i>AUG</i>	<i>299,439</i>	292,794	<i>6,645</i>	298,187	152,275
<i>SEP</i>	<i>285,993</i>	308,389	<i>(22,396)</i>	255,198	314,178
<i>OCT</i>	<i>248,089</i>	282,314	<i>(34,225)</i>	294,827	271,919
<i>NOV</i>	<i>238,583</i>	260,774	<i>(22,191)</i>	243,754	249,759
<i>DEC</i>	<i>240,912</i>	260,198	<i>(19,286)</i>	250,944	247,237
<i>JAN</i>	<i>249,595</i>	268,460	<i>(18,865)</i>	266,227	274,992
<i>FEB</i>	<i>243,774</i>	269,090	<i>(25,316)</i>	251,802	263,959
<i>MAR</i>	<i>246,886</i>	256,461	<i>(9,575)</i>	217,683	248,762
<i>APR</i>	<i>254,711</i>	260,337	<i>(5,626)</i>	232,983	262,037
<i>MAY</i>	<i>244,685</i>	246,095	<i>(1,410)</i>	145,568	276,658
<i>JUN</i>	<i>290,054</i>	223,240	<i>66,814</i>	239,032	91,898
<b>Totals</b>	<b>3,097,407</b>	<b>3,189,868</b>	<b>(92,461)</b>	<b>3,002,949</b>	<b>2,758,254</b>

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

*The budget assumed there would not be a Load Shed credit, but in fact \$9,905 FAV was received.* Building had limited use in FY20 from March 13-June 30. The delivery charge has increased significantly since last year. This was offset by shorter operating days even with extended run time for air handlers. Overall costs are lower.

The budget for propane is \$3,330. *Actual costs were \$2,000 FAV.*

The budget for water is \$47,800. *The forecast is projects a savings of \$2,426 FAV previously \$35,000 FAV.* All invoices are received and one invoice is under review. Costs invoiced are lower than expected. Some lower usage may be due to limited evening activities and several weeks of remote learning.

Sewer costs are budgeted at \$31,000; costs are projected to be \$24,623. *Actual costs were \$6,376 FAV previously \$6,647 FAV.*

**DEGREE DAYS**

There are 3,952 degree days to date compared to 3,943 last year at this time.

**LINE 32 on Page 4: 5420-REPAIRS & MAINTENANCE:** There is an emergency repair to a leaking underground water line to the boiler at the high school quoted at \$53,420. A transfer was requested in December. A transfer was approved in February for snow removal. Snow removal for March was \$3,300 bringing the total to \$93,825 year-to-date or \$26,325 UNF over budget. *Some repair accounts are not fully expended, athletics \$13,193 FAV and technology \$33,914 FAV, offsetting the water line and snow removal for a net \$2,705 UNF previously \$40,783 UNF.*

**LINE 33 on Page 4: 5611-INSTRUCTIONAL SUPPLIES:** *Instructional supply accounts are underspent by \$121,852 FAV, previously \$61,829 FAV. This is largely due to less copy paper and general supplies \$34,959 FAV, lab supplies \$33,405 FAV, tech ed and consumer science \$14,093 FAV and other instructional supplies limited due to the remote and hybrid schedules this year. Nearly all supply lines were underspent.*

**LINE 33 on Page 4: 5613-MAINTENANCE SUPPLIES:** *Maintenance supply were underbudget by \$70,427 FAV. A significant amount of the maintenance supplies were related to COVID-19 cleaning, reimbursement from grants totaled \$96,980 and thus the regular accounts were not depleted.*

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

These accounts were difficult to estimate as we increased the percentage of outdoor airflow into the HVAC system per CDC recommendations. The actual temperatures for the winter months were not below average. *These accounts are \$18,157 FAV, previous \$20,400 FAV.* A budget transfer was approved in May to top off the oil tank at Bethany Middle School using funds left on the high school natural gas line. There has not been a significant stretch of low temperatures and with the reduced occupancy in the evenings and remote learning days, the forecast slightly favorable.

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

The forecast reflects reimbursement from the Coronavirus Relief Fund grant and a budget transfer approved earlier this year for \$17,500 UNF for virus protection. *These accounts were overbudget \$2,872 UNF previously \$33,303 FAV including \$35,815 in unbudgeted COVID-19 expenses. This was offset by athletics which was under budget \$24,512 FAV and several other accounts had positive balances.*

**LINE 42 on Page 4: 5730-EQUIPMENT - NEW:**

The forecast reflects purchasing devices for support staff to work remotely. Many of the staff have managed to utilize chrome books from computer labs. These devices are not robust enough for many of the operational programs to run. The bid price is 33 devices at \$832 per device, approved in June, totaling \$27,456 UNF, previously estimated at \$33,300 UNF. \$63,263 UNF was previously approved and transferred for COVID-19 related equipment needs. *These accounts are \$111,864 UNF previously, \$106,319 UNF.*

**LINE 43 on Page 4: 5731-EQUIPMENT REPLACEMENT:**

The forecast reflects the estimated costs of \$20,000 UNF for student devices that will be unreturnable at the end of the first 3-year lease cycle. The administration is working with the lease company to determine the fair market value of replacement items. The damaged devices will be retained in-house and utilized for parts in repairing other devices. The

devices for the administrative staff are near the end of their useful life. The forecast estimates 11 devices at \$1,617 per device, totaling \$17,787 UNF. *Auditory equipment was purchase \$5,073 UNF. These accounts are \$74,510 UNF previously, \$69,875 UNF.*

**LINE 45 and 46 on Page 4: 5715-IMPROVEMENTS TO BUILDINGS and 5720 IMPROVEMENTS TO SITES:**

*The Board approved purchases of a new phone system \$159,990 UNF, window film \$37,150 UNF, and keyless entry points \$49,744 UNF in June. Adding a fence to the field area at Amity Middle School-Bethany for \$5,000 UNF. These purchases are eligible for grant reimbursements and the administration has applied for funds and is awaiting decisions by the various State and Federal entities. Other projects including widening the doors for the student help desk and cooling tower work. These accounts are \$275,439 UNF.*

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

The budget includes a \$100,000 contingency for unplanned, necessary facility expenditures. The forecast assumes these funds will be entirely used. There is an emergency repair to a leaking underground water line to the boiler at the high school quoted at \$53,420. A transfer was requested in December. A transfer was approved in March for snow removal for \$23,025 UNF. *The balance in the facility contingency is zero after the transfer requested was approved in April for the cooling tower piping of \$23,555.*

**LINE 47 on Page 4: 5850-CONTINGENCY:**

The budget includes a \$150,000 contingency for unplanned, necessary expenditures. The forecast assumes these funds will be entirely used. A transfer was approved in November for \$17,500 for critical security license to cover the additional devices purchase this fiscal year. A budget transfer was approved in February for food services for \$75,000 to cover losses in the food service program. A transfer was approved in April for science textbooks for \$3,996. *Transfers approved in June for the cafeteria fund \$31,440, laptops \$14,990, and \$7,374 for key card access points. The balance is contingency is zero after these transfers were approved.*

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

Actual expenditures are less due to less travel between schools and to conferences. *Actual expenditures are \$53,903 FAV previously \$55,640 FAV.*

**LINES 52 on page 4: 5810 DUES AND FEES:**

*The forecast estimates \$42,409 FAV previously, \$21,000 FAV in unspent dues and fees. Many entrance fees were reduced or waived during virtual programs. There were less athletic tournaments fees to pay \$19,020 FAV, STEM \$1,800 FAV, administrative services \$6,095 FAV and principal services \$6,760 FAV.*

**COVID-19 EXPENDITURES:** *Currently expenditures related to preparing for reopening and operating in the COVID-19 environment are estimated at \$1,998,674 total, \$1,662,539 from current fiscal year. The two largest purchases are in the area of*

*PPE of approximately \$180,019, \$37,185 on cleaning supplies, \$176,863 for social distancing measures, \$51,583 for rentals and end of year celebrations, \$24,667 on equipment and \$257,314 for technology. Staffing costs of \$1,157,512 for additional personnel to provide coverage for absences, remote teaching, and additional supervision for appropriate COVID-19 protocols. Expenses are across all object codes and were funded with the funds held as a 15% encumbrance, in the amount of \$968,619 in regular accounts. The District was approved for \$55,040 in ESSER funds. These grant funds were utilized for summer programs and curriculum writing are included in the COVID-19 estimates. A second grant, Coronavirus Relief Funds (CRF) awarded the District \$240,120. All awarded grant funds are exhausted. The District applied for another round of funding at the end of February. This is identified as the ESSER II funding allotment of \$244,022 for the District. Districts were strongly encouraged to identified new costs in response to the COVID-19 environment. Areas of social emotional learning, devices, professional development for remote learning are some of the needs identified by the State Department. \$48,678 was been applied to this year's costs and the remaining funds will be for expenditures through September 2023. This funding was approved on Friday, April 9, 2021. **ARP-ESSER III grant application for \$542,565 will be submitted by August 16, 2021. 20% of the grant must address priority items of academic improvement and reengagement.***

**LINE 53 on page 4: 5856 TRANSFER ACCOUNT:** *The forecast projects 2%, \$1,015,688 of the operating budget will be available for transfer into the Capital Nonrecurring Account. The State Legislature increased the amount to 2% of the operating budget. A separate memo is included in the packet to discussion and possible action on transferring the funds.*

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

		<b>COLUMN 1</b>	<b>COLUMN 2</b>	<b>COLUMN 3</b>	<b>COLUMN 4</b>	<b>COLUMN 5</b>	<b>COLUMN 6</b>	<b>COL 7</b>
		<b>2019-2020</b>	<b>2020-2021</b>	<b>MAY 2021</b>	<b>CHANGE</b>	<b>EOY 2021</b>	<b>VARIANCE</b>	<b>FAV</b>
<b>LINE</b>	<b>CATEGORY</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>FORECAST</b>	<b>INCR./(DECR.)</b>	<b>FORECAST</b>	<b>OVER/(UNDER)</b>	<b>UNF</b>
1	MEMBER TOWN ALLOCATIONS	48,627,967	49,760,789	49,760,789	0	49,760,789	0	FAV
2	OTHER REVENUE	262,141	248,317	155,306	(169)	155,137	(93,180)	UNF
3	OTHER STATE GRANTS	758,946	731,653	1,081,353	0	1,081,353	349,700	FAV
4	MISCELLANEOUS INCOME	70,134	43,750	23,160	214	23,374	(20,376)	UNF
5	BUILDING RENOVATION GRANTS	0	0	0	0	0	0	FAV
6	<b>TOTAL REVENUES</b>	<b>49,719,188</b>	<b>50,784,509</b>	<b>51,020,608</b>	<b>45</b>	<b>51,020,653</b>	<b>236,144</b>	<b>FAV</b>
7	SALARIES	25,967,645	27,168,752	26,683,557	290,322	26,973,879	(194,873)	FAV
8	BENEFITS	5,141,056	6,186,149	5,433,514	(631,843)	4,801,671	(1,384,478)	FAV
9	PURCHASED SERVICES	7,565,040	9,450,642	9,139,264	(655,565)	8,483,699	(966,943)	FAV
10	DEBT SERVICE	4,559,210	4,453,835	4,453,835	0	4,453,835	0	FAV
11	SUPPLIES (INCLUDING UTILITIES)	2,935,589	2,907,974	2,726,576	(143,257)	2,583,319	(324,655)	FAV
12	EQUIPMENT	771,215	134,053	310,247	10,180	320,427	186,374	UNF
13	IMPROVEMENTS / CONTINGENCY	222,666	305,940	175,149	156,230	331,379	25,439	UNF
14	DUES AND FEES	110,508	177,164	100,524	(19,672)	80,852	(96,312)	FAV
15	TRANSFER ACCOUNT	495,482	0	507,844	507,844	1,015,688	1,015,688	UNF
16	<b>TOTAL EXPENDITURES</b>	<b>47,768,411</b>	<b>50,784,509</b>	<b>49,530,510</b>	<b>(485,761)</b>	<b>49,044,749</b>	<b>(1,739,760)</b>	<b>FAV</b>
17	<b>SUBTOTAL</b>	<b>1,950,777</b>	<b>0</b>	<b>1,490,098</b>	<b>485,806</b>	<b>1,975,904</b>	<b>1,975,904</b>	<b>FAV</b>
18	PLUS: CANCELLATION OF PRIOR YEAR'S ENCUMBRANCES	<b>35,457</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>FAV</b>
19	DESIGNATED FOR SUBSEQUENT YEAR'S BUDGET:	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>FAV</b>
20	<b>NET BALANCE / (DEFICIT)</b>	<b>1,986,234</b>	<b>0</b>	<b>1,490,098</b>	<b>485,806</b>	<b>1,975,904</b>	<b>1,975,904</b>	<b>FAV</b>

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

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

		<b>COLUMN 1</b>	<b>COLUMN 2</b>	<b>COLUMN 3</b>	<b>COLUMN 4</b>	<b>COLUMN 5</b>	<b>COLUMN 6</b>	<b>COL 7</b>
		<b>2019-2020</b>	<b>2020-2021</b>	<b>MAY 2021</b>	<b>CHANGE</b>	<b>EOY 2021</b>	<b>VARIANCE</b>	<b>FAV</b>
<b>LINE</b>	<b>CATEGORY</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>FORECAST</b>	<b>INCR./((DECR.)</b>	<b>FORECAST</b>	<b>OVER/(UNDER)</b>	<b>UNF</b>
1	BETHANY ALLOCATION	8,926,150	9,000,731	9,000,731	0	9,000,731	0	FAV
2	ORANGE ALLOCATION	24,736,074	25,003,802	25,003,802	0	25,003,802	0	FAV
3	WOODBIDGE ALLOCATION	14,965,743	15,756,256	15,756,256	0	15,756,256	0	FAV
4	<b>MEMBER TOWN ALLOCATIONS</b>	<b>48,627,967</b>	<b>49,760,789</b>	<b>49,760,789</b>	<b>0</b>	<b>49,760,789</b>	<b>0</b>	<b>FAV</b>
5	ADULT EDUCATION	3,748	3,042	4,286	0	4,286	1,244	FAV
6	PARKING INCOME	20,865	32,000	25,052	(7)	25,045	(6,955)	UNF
7	INVESTMENT INCOME	52,292	35,000	3,500	(162)	3,338	(31,662)	UNF
8	ATHLETICS	25,300	22,000	0	0	0	(22,000)	UNF
9	TUITION REVENUE	133,936	129,675	102,968	0	102,968	(26,707)	UNF
10	TRANSPORTATION INCOME	26,000	26,600	19,500	0	19,500	(7,100)	UNF
11	TRANSPORTATION BOWA AGREEMENT	0	0	0	0	0	0	FAV
12	<b>OTHER REVENUE</b>	<b>262,141</b>	<b>248,317</b>	<b>155,306</b>	<b>(169)</b>	<b>155,137</b>	<b>(93,180)</b>	<b>UNF</b>
13	OTHER STATE GRANT	0	0	0	0	0	0	FAV
14	SPECIAL EDUCATION GRANTS	758,946	731,653	1,081,353	0	1,081,353	349,700	FAV
15	<b>OTHER STATE GRANTS</b>	<b>758,946</b>	<b>731,653</b>	<b>1,081,353</b>	<b>0</b>	<b>1,081,353</b>	<b>349,700</b>	<b>FAV</b>
16	RENTAL INCOME	18,177	14,000	25	0	25	(13,975)	UNF
17	INTERGOVERNMENTAL REVENUE	32,884	4,750	4,750	47	4,797	47	FAV
18	OTHER REVENUE	19,073	25,000	18,385	167	18,552	(6,448)	UNF
19	TRANSFER IN	0	0	0	0	0	0	FAV
20	<b>MISCELLANEOUS INCOME</b>	<b>70,134</b>	<b>43,750</b>	<b>23,160</b>	<b>214</b>	<b>23,374</b>	<b>(20,376)</b>	<b>UNF</b>
21	<b>BUILDING RENOVATION GRANTS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>FAV</b>
22	<b>TOTAL REVENUES</b>	<b>49,719,188</b>	<b>50,784,509</b>	<b>51,020,608</b>	<b>45</b>	<b>51,020,653</b>	<b>236,144</b>	<b>FAV</b>

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

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

		<b>COLUMN 1</b>	<b>COLUMN 2</b>	<b>COLUMN 3</b>	<b>COLUMN 4</b>	<b>COLUMN 5</b>	<b>COLUMN 6</b>	<b>COL 7</b>
		<b>2019-2020</b>	<b>2020-2021</b>	<b>MAY 2021</b>	<b>CHANGE</b>	<b>EOY 2021</b>	<b>VARIANCE</b>	<b>FAV</b>
<b>LINE</b>	<b>CATEGORY</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>FORECAST</b>	<b>INCR./(DECR.)</b>	<b>FORECAST</b>	<b>OVER/(UNDER)</b>	<b>UNF</b>
1	5111-CERTIFIED SALARIES	21,243,071	22,123,005	21,768,080	272,990	22,041,070	(81,935)	FAV
2	5112-CLASSIFIED SALARIES	4,724,574	5,045,747	4,915,477	17,332	4,932,809	(112,938)	FAV
3	<b>SALARIES</b>	<b>25,967,645</b>	<b>27,168,752</b>	<b>26,683,557</b>	<b>290,322</b>	<b>26,973,879</b>	<b>(194,873)</b>	<b>FAV</b>
4	5200-MEDICARE - ER	354,550	393,384	373,379	(3,539)	369,840	(23,544)	FAV
5	5210-FICA - ER	293,447	315,690	279,613	21,036	300,649	(15,041)	FAV
6	5220-WORKERS' COMPENSATION	203,071	237,774	235,228	(29,920)	205,308	(32,466)	FAV
7	5255-MEDICAL & DENTAL INSURANCE	3,134,277	4,229,925	3,523,624	(609,713)	2,913,911	(1,316,014)	FAV
8	5860-OPEB TRUST	40,950	31,678	31,678	0	31,678	0	FAV
9	5260-LIFE INSURANCE	42,820	47,280	50,399	(5,849)	44,550	(2,730)	FAV
10	5275-DISABILITY INSURANCE	10,277	10,529	11,752	(987)	10,765	236	UNF
11	5280-PENSION PLAN - CLASSIFIED	851,987	790,234	790,234	0	790,234	0	FAV
12	5281-DEFINED CONTRIBUTION RETIREMENT PLAN	99,079	120,224	124,787	(3,570)	121,217	993	UNF
12	5282-RETIREMENT SICK LEAVE - CERT	0	0	0	0	0	0	FAV
13	5283-RETIREMENT SICK LEAVE - CLASS	0	0	0	0	0	0	FAV
14	5284-SEVERANCE PAY - CERTIFIED	0	0	0	0	0	0	FAV
15	5290-UNEMPLOYMENT COMPENSATION	109,160	7,431	11,431	700	12,131	4,700	UNF
16	5291-CLOTHING ALLOWANCE	1,438	2,000	1,389	(1)	1,388	(612)	FAV
17	<b>BENEFITS</b>	<b>5,141,056</b>	<b>6,186,149</b>	<b>5,433,514</b>	<b>(631,843)</b>	<b>4,801,671</b>	<b>(1,384,478)</b>	<b>FAV</b>
18	5322-INSTRUCTIONAL PROG IMPROVEMENT	21,594	22,200	42,973	(5,000)	37,973	15,773	UNF
19	5327-DATA PROCESSING	110,412	102,829	102,829	(2,893)	99,936	(2,893)	FAV
20	5330-OTHER PROFESSIONAL & TECHNICAL SRVC	1,385,205	1,759,359	1,917,939	(260,880)	1,657,059	(102,300)	FAV
21	5440-RENTALS - LAND, BLDG, EQUIPMENT	48,229	113,634	140,941	(41,132)	99,809	(13,825)	FAV
22	5510-PUPIL TRANSPORTATION	2,861,329	3,544,897	3,021,803	(147,390)	2,874,413	(670,484)	FAV
23	5521-GENERAL LIABILITY INSURANCE	238,281	247,562	249,804	5,699	255,503	7,941	UNF
24	5550-COMMUNICATIONS: TEL, POST, ETC.	77,186	114,356	244,069	(155,909)	88,161	(26,195)	FAV
25	5560-TUITION EXPENSE	2,640,986	3,446,498	3,224,118	(18,000)	3,206,118	(240,380)	FAV
26	5590-OTHER PURCHASED SERVICES	181,818	99,307	194,788	(30,061)	164,727	65,420	UNF
27	<b>PURCHASED SERVICES</b>	<b>7,565,040</b>	<b>9,450,642</b>	<b>9,139,264</b>	<b>(655,565)</b>	<b>8,483,699</b>	<b>(966,943)</b>	<b>FAV</b>

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

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

		<b>COLUMN 1</b>	<b>COLUMN 2</b>	<b>COLUMN 3</b>	<b>COLUMN 4</b>	<b>COLUMN 5</b>	<b>COLUMN 6</b>	<b>COL 7</b>
		<b>2019-2020</b>	<b>2020-2021</b>	<b>MAY 2021</b>	<b>CHANGE</b>	<b>EOY 2021</b>	<b>VARIANCE</b>	<b>FAV</b>
<b>LINE</b>	<b>CATEGORY</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>FORECAST</b>	<b>INCR./((DECR.)</b>	<b>FORECAST</b>	<b>OVER/(UNDER)</b>	<b>UNF</b>
28	5830-INTEREST	809,210	788,835	788,835	0	788,835	0	FAV
29	5910-REDEMPTION OF PRINCIPAL	3,750,000	3,665,000	3,665,000	0	3,665,000	0	FAV
30	<b>DEBT SERVICE</b>	<b>4,559,210</b>	<b>4,453,835</b>	<b>4,453,835</b>	<b>0</b>	<b>4,453,835</b>	<b>0</b>	<b>FAV</b>
31	5410-UTILITIES, EXCLUDING HEAT	620,438	709,866	610,490	6,261	616,751	(93,115)	FAV
32	5420-REPAIRS, MAINTENANCE & CLEANING	774,787	761,354	802,137	(38,078)	764,059	2,705	UNF
33	5611-INSTRUCTIONAL SUPPLIES	311,910	366,196	304,367	(60,023)	244,344	(121,852)	FAV
34	5613-MAINTENANCE/CUSTODIAL SUPPLIES	228,327	229,557	214,625	(55,495)	159,130	(70,427)	FAV
35	5620-OIL USED FOR HEATING	42,700	42,700	50,755	(968)	49,787	7,087	UNF
36	5621-NATURAL GAS	47,475	67,173	38,673	3,256	41,929	(25,244)	FAV
37	5627-TRANSPORTATION SUPPLIES	96,789	124,202	121,182	(27,380)	93,802	(30,400)	FAV
38	5641-TEXTS & DIGITAL RESOURCES	291,630	63,778	75,504	(7,182)	68,322	4,544	UNF
39	5642-LIBRARY BOOKS & PERIODICALS	18,584	20,215	19,213	177	19,390	(825)	FAV
40	5690-OTHER SUPPLIES	502,949	522,933	489,630	36,175	525,805	2,872	UNF
41	<b>SUPPLIES (INCLUDING UTILITIES)</b>	<b>2,935,589</b>	<b>2,907,974</b>	<b>2,726,576</b>	<b>(143,257)</b>	<b>2,583,319</b>	<b>(324,655)</b>	<b>FAV</b>
42	5730-EQUIPMENT - NEW	332,148	70,947	177,266	5,545	182,811	111,864	UNF
43	5731-EQUIPMENT - REPLACEMENT	439,067	63,106	132,981	4,635	137,616	74,510	UNF
44	<b>EQUIPMENT</b>	<b>771,215</b>	<b>134,053</b>	<b>310,247</b>	<b>10,180</b>	<b>320,427</b>	<b>186,374</b>	<b>UNF</b>
45	5715-IMPROVEMENTS TO BUILDING	160,841	55,940	116,645	209,734	326,379	270,439	UNF
45a	5715-FACILITIES CONTINGENCY	100,000	100,000	100,000	0	100,000	0	FAV
45b	TRSF. FROM FACILITIES CONTINGENCY	(100,000)	0	(100,000)	0	(100,000)	(100,000)	FAV
46	5720-IMPROVEMENTS TO SITES	61,825	0	5,000	0	5,000	5,000	UNF
47	5850-DISTRICT CONTINGENCY	150,000	150,000	150,000	0	150,000	0	FAV
47a	TRSF. FROM CONTINGENCY TO OTHER ACCTS.	(150,000)	0	(96,496)	(53,504)	(150,000)	(150,000)	FAV
48	<b>IMPROVEMENTS / CONTINGENCY</b>	<b>222,666</b>	<b>305,940</b>	<b>175,149</b>	<b>156,230</b>	<b>331,379</b>	<b>25,439</b>	<b>UNF</b>
49	5580-STAFF TRAVEL	10,723	24,850	4,637	(1,502)	3,135	(21,715)	FAV
50	5581-TRAVEL - CONFERENCES	22,406	46,660	11,233	3,239	14,472	(32,188)	FAV
51	5810-DUES & FEES	77,379	105,654	84,654	(21,409)	63,245	(42,409)	FAV
52	<b>DUES AND FEES</b>	<b>110,508</b>	<b>177,164</b>	<b>100,524</b>	<b>(19,672)</b>	<b>80,852</b>	<b>(96,312)</b>	<b>FAV</b>
53	<b>5856-TRANSFER ACCOUNT</b>	495,482	0	507,844	507,844	1,015,688	1,015,688	UNF
54	<b>ESTIMATED UNSPENT BUDGETS</b>		0	0	0	0	0	FAV
55	<b>TOTAL EXPENDITURES</b>	<b>47,768,411</b>	<b>50,784,509</b>	<b>49,530,510</b>	<b>(485,761)</b>	<b>49,044,749</b>	<b>(1,739,760)</b>	<b>FAV</b>

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

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



**JULY 2021**

**2021-2022 FORECAST**

**OVERVIEW**

*The projected unspent fund balance for this fiscal year is \$321,171 FAV, which appears on page 1, column 6, and line 20.*

**REVENUES BY CATEGORY**

The projected yearend balance of revenues is **\$17,833 UNF**, which appears on page 2, column 6, line 22.

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

The forecast is based on historical State payments.

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

The forecast is based on budget.

**LINE 7 on Page 2: INVESTMENT INCOME:**

The budget is based on the expectation that interest rates will remain low and revenue will be as budgeted.

<u>Month</u>	<u>Peoples United</u>	<u>State Treasurer's Investment Fund</u>
July 2021	.398%	.10%

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

The forecast is based on budget.

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

The budget is based on three tuition students, one at a reduced employee rate. The actual tuition charged is higher (\$574 per year) than budgeted since the rate is set after the budget referendum is past. One less tuition students enrolled in the District. *The projected variance is \$17,833 UNF.*

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

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

**LINE 14 on Page 2: SPECIAL EDUCATION GRANTS:**

The current projection is based on budgeted costs for placements and transportation. The budget assumes a 73% reimbursement rate.

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

The forecast is based on the budget.

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

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

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

The forecast is based on budget.

**EXPENDITURES BY CATEGORY**

The projected yearend balance of expenditures is *\$339,004 FAV* which appears on page 4, column 6, line 55.

**LINE 1 on Page 3: 5111-CERTIFIED SALARIES:**

The forecast is based on budget. There are still open positions and the forecast will be updated after the school year begins.

**LINE 2 on Page 3: 5112-CLASSIFIED SALARIES:**

The forecast is based on budget. There are still open positions and the forecast will be updated after the school year begins.

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

The forecast is based on the budget.

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

The workers' compensation premium is less than budgeted and the forecast assumes the payroll audit will be as budgeted. Member equity distribution was received for *\$23,129 FAV*. *Total savings YTD \$23,129 FAV*.

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

The forecast assumes actual claims of current employees and retirees will be the same as the budget. The projected monthly budget is based on an average of five years of claims.

**CLAIMS OF CURRENT EMPLOYEES AND RETIREES**

<b>MONTH</b>	<b>2021-2022 ACTUAL</b>	<b>2021-2022 BUDGET</b>	<b>VARIANCE</b>	<b>2020-2021 ACTUAL</b>	<b>2019-2020 ACTUAL</b>
<i>JUL</i>	<b>\$ 530,877</b>	\$ 369,954	<b>\$ 160,923</b>	\$ 256,509	\$ 366,182
AUG	\$ 426,870	\$ 426,870	\$ -	\$ 200,490	\$ 383,765
SEP	\$ 363,929	\$ 363,929	\$ -	\$ 292,575	\$ 317,685
OCT	\$ 361,074	\$ 361,074	\$ -	\$ 293,360	\$ 383,369
NOV	\$ 464,671	\$ 464,671	\$ -	\$ 409,279	\$ 370,672
DEC	\$ 507,134	\$ 507,134	\$ -	\$ 489,999	\$ 403,126
JAN	\$ 325,625	\$ 325,625	\$ -	\$ 253,077	\$ 348,820
FEB	\$ 312,242	\$ 312,242	\$ -	\$ 259,775	\$ 124,317
MAR	\$ 366,860	\$ 366,860	\$ -	\$ 255,965	\$ 276,832
APR	\$ 303,014	\$ 303,014	\$ -	\$ 304,485	\$ 196,735
MAY	\$ 379,181	\$ 379,181	\$ -	\$ 235,252	\$ 124,900
JUN	\$ 318,269	\$ 318,269	\$ -	\$ 274,741	\$ 194,428
<b>TOTALS</b>	<b>\$ 4,659,747</b>	<b>\$ 4,498,824</b>	<b>\$ 160,923</b>	<b>\$ 3,525,507</b>	<b>\$ 3,490,831</b>

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

<b>2017-2018 ACTUAL</b>	<b>2018-2019 ACTUAL</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 ACTUAL</b>	<b>2021-2022 FORECAST</b>
72.1%	92.2%	84.1%	75.8%	<b>103.6%</b>

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

<b>MONTH</b>	<b>2021-2022 ACTUAL</b>	<b>2021-2022 BUDGET</b>	<b>VARIANCE</b>	<b>2020-2021 ACTUAL</b>	<b>2019-2020 ACTUAL</b>
JUL	<b>\$ 14,068</b>	\$ 49,997	<b>\$ (35,929)</b>	\$ 53,562	\$ 65,692
AUG	\$ 53,423	\$ 53,423	\$ -	\$ 50,187	\$ 62,661
SEP	\$ 45,088	\$ 45,088	\$ -	\$ 53,804	\$ 46,306
OCT	\$ 51,048	\$ 51,048	\$ -	\$ 55,100	\$ 70,245
NOV	\$ 42,200	\$ 42,200	\$ -	\$ 56,242	\$ 59,406
DEC*	\$ 39,812	\$ 39,812	\$ -	\$ 55,608	\$ 62,365
JAN	\$ 36,118	\$ 36,118	\$ -	\$ 11,403	\$ 73,157
FEB	\$ 44,037	\$ 44,037	\$ -	\$ 94,489	\$ 57,592
MAR	\$ 38,241	\$ 38,241	\$ -	\$ 80,240	\$ 58,624
APR	\$ 38,834	\$ 38,834	\$ -	\$ 54,687	\$ 57,573
MAY	\$ 40,369	\$ 40,369	\$ -	\$ 59,398	\$ 56,459
JUN	\$ 36,858	\$ 36,858	\$ -	\$ 50,341	\$ 56,502
<b>TOTALS</b>	<b>\$ 480,095</b>	<b>\$ 516,024</b>	<b>\$ (35,929)</b>	<b>\$ 675,061</b>	<b>\$ 726,582</b>

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

The forecast is based on budget.

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

The forecast is based on budget.

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

The forecast is based on budget..

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

The forecast is based on budget.

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

The forecast is based on budget.

**LINE 21on Page 3: 5440-RENTALS:**

The forecast is based on budget.

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

Special Education Transportation is projecting a *\$48,915 UNF*, based on current student placements.

**LINE 23 on Page 3: 5521-GENERAL LIABILITY INSURANCE:** *Student Accident insurance renewed higher-\$2,421 UNF.*

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

E-Rate funding is approved for the current fiscal year. *The District will receive discounted invoices for the CEN service provided by the State of Connecticut. The District will save \$18,446 FAV.*

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

*Tuition is currently forecasted to have a \$348,765 FAV variance.* The forecast is based on current students and their placements.

Tuition for the vo-ag schools has a projected variance of *\$61,949 FAV.*

	<b>FY17-18 ACTUAL</b>	<b>FY18-19 ACTUAL</b>	<b>FY19-20 ACTUAL</b>	<b>FY20-21 ACTUAL</b>	<b>FY21-22 BUDGET</b>	<b>FY21-22 FORECAST</b>
Sound	4	6	6	5	6	3
Trumbull	6	4	4	3	3	1
Nonnewaug	4	6	5	7	7	7
Common Ground Charter HS	0	0	0	1	1	1
Betsy Ross Magnet	0	0	0	0	1	1

King Robinson Magnet	0	0	0	0	0	<i>0</i>
Engineering Science Magnet	1	0	0	0	0	<i>0</i>
Highville Charter School	1	0	0	0	0	<i>0</i>
<b>Totals</b>	<b>16</b>	<b>16</b>	<b>15</b>	<b>16</b>	<b>18</b>	<b>13</b>

ECA is projected variance *to be \$11,360 FAV, with two less students enrolled than budgeted.*

	<b>FY17-18 ACTUAL</b>	<b>FY18-19 ACTUAL</b>	<b>FY19-20 ACTUAL</b>	<b>FY20-21 ACTUAL</b>	<b>FY21-22 BUDGET</b>	<b>FY21-22 FORECAST</b>
<b>ECA</b>	<b>19</b>	<b>24</b>	<b>21</b>	<b>16</b>	<b>20</b>	<b>18</b>

*Public (ACES) and private out-of-district placements are currently less than anticipated, \$275,456 FAV. There are more outplaced students who recently returned back to District in-house programs or moved out of the District.*

	<b>FY17-18 ACTUAL</b>	<b>FY18-19 ACTUAL</b>	<b>FY19-20 ACTUAL</b>	<b>FY20-21 ACTUAL</b>	<b>FY21-22 BUDGET</b>	<b>FY21-22 FORECAST</b>
Public SPED	8	11	8	6	14	<i>12</i>
Private SPED	20	22	18	27	25	<b>25</b>
<b>Totals</b>	<b>28</b>	<b>33</b>	<b>26</b>	<b>33</b>	<b>39</b>	<b>37</b>

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

The 2021-2022 budget for electricity assumes the use of 3,189,868 kilowatt hours at an average price of 0.20037 or a cost of \$639,169. Forecast is neutral.

**ELECTRICITY (KILOWATT HOURS)**

<b>MONTH</b>	<b>2021-2022 FORECAST</b>	<b>2021-2022 BUDGET</b>	<b>VARIANCE</b>	<b>2020-2021 ACTUAL</b>	<b>2019-2020 ACTUAL</b>
JUL	253,660	253,660	-	254,686	306,744
AUG	287,736	287,736	-	299,439	298,187
SEP	303,777	303,777	-	285,993	255,198
OCT	282,968	282,968	-	248,089	294,827
NOV	262,230	262,230	-	238,583	243,754
DEC	263,699	263,699	-	240,912	250,944
JAN	273,187	273,187	-	249,595	266,227
FEB	268,924	268,924	-	243,774	251,802
MAR	255,252	255,252	-	246,886	217,683
APR	265,084	265,084	-	254,711	<b>232,983</b>
MAY	243,404	243,404	-	244,685	<b>145,568</b>
JUN	229,947	229,947	-	290,054	<b>239,032</b>
Totals	<b>3,189,868</b>	<b>3,189,868</b>	-	<b>3,097,407</b>	<b>3,002,949</b>

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

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

The budget for propane is \$3,546. *The forecast is project to be neutral.*

The budget for water is \$57,350. *The forecast is project to be neutral.*

Sewer costs are budgeted at \$25,000. *The forecast is project to be neutral*

**DEGREE DAYS**

There are 0 degree days to date compared to 0 last year at this time.

**LINE 32 on Page 4: 5420-REPAIRS & MAINTENANCE:** *The forecast is project to be neutral.*

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

The budget for natural gas is \$68,171 and the budget for oil is \$41,000. *The forecast is project to be neutral.*

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

The budget includes a \$100,000 contingency for unplanned, necessary facility expenditures. The forecast assumes these funds will be entirely used.

**LINE 47 on Page 4: 5850-CONTINGENCY:**

The budget includes a \$150,000 contingency for unplanned, necessary expenditures. The forecast assumes these funds will be entirely used.

## APPENDIX A

### COST SAVINGS AND EFFICIENCIES FOR FISCAL YEAR 2020-2021

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**TOTAL ANNUAL SAVINGS TO-DATE OF: \$128,708**

**\$19,268 Cable Advisory Grant:** One of the high school teachers, Jeremy Iverson, applied for and received a grant from Cable Advisory Grant. The grant is to be used to purchase production equipment for the film courses and production room. This reduces the amounts that would be funded through the general fund.

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

**\$19,032 E-Rate Credits:** The District's application for E-Rate credits is approved. The amount reflects discounted invoices for the CEN – state provided internet connection.

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

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

**\$7,524 Reduced Trash Pickups:** The Director of Facilities, Steve Martoni, negotiated a revised schedule for trash pickups at all three buildings, saving \$1,254 per month. Less trash is generated without full cafeteria service and the hybrid/shortened day schedule of students.

**\$300 DMV fees:** The Facilitites staff reviewed motor vehicles fees for registering our vehicles and obtained a waiver as a municipal agency.

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

- Energy Savings Initiatives for the past decade  
<http://www.amityregion5.org/boe/sub-committees/finance-committe>
- District recognized CQIA Innovation Prize for Fostering a District Culture of Maximizing Cost Savings and Efficiencies  
<http://www.amityregion5.org/boe/sub-committees/finance-committee2>
- Fiscal Year 2019-2020 - \$43,497 <https://www.amityregion5.org/boe/sub-committees/finance-committee>
- Fiscal Year 2018-2019 - \$52,451 <https://www.amityregion5.org/boe/sub-committees/finance-committee>
- Fiscal Year 2017-2018 – \$746,688 <https://www.amityregion5.org/boe/sub-committees/finance-committee>
- Fiscal Year 2016-2017 – \$595,302 <http://www.amityregion5.org/boe/sub-committees/finance-committee>
- Fiscal Year 2015-2016 – \$125,911 <http://www.amityregion5.org/boe/sub-committees/finance-committee>
- Fiscal Year 2014-2015 – \$139,721 <http://www.amityregion5.org/boe/sub-committees/finance-committee>

## APPENDIX B

### MONTHLY FORECASTS: PURPOSE, METHODOLOGY, HISTORICAL

#### **PURPOSE & METHODOLOGY:**

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

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

The most recent two fiscal years were significantly impacted by the COVID-19 pandemic. School operations were halted or modified and not at 100% for either year. The District staff took many steps to reserve the general operating budget to meet the demands and brace for the unknown costs. Nearly one million dollars was held from accounts to prepare for operations in fiscal year 2021. Grant funding from State and Federal sources became available during the year. These funds were used to offset unexpected costs and plan for the future costs. Some of the funds do not expire until September 2024. The administration is planning to use funds as required by grant guidelines while limiting the impact to future budgets.

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

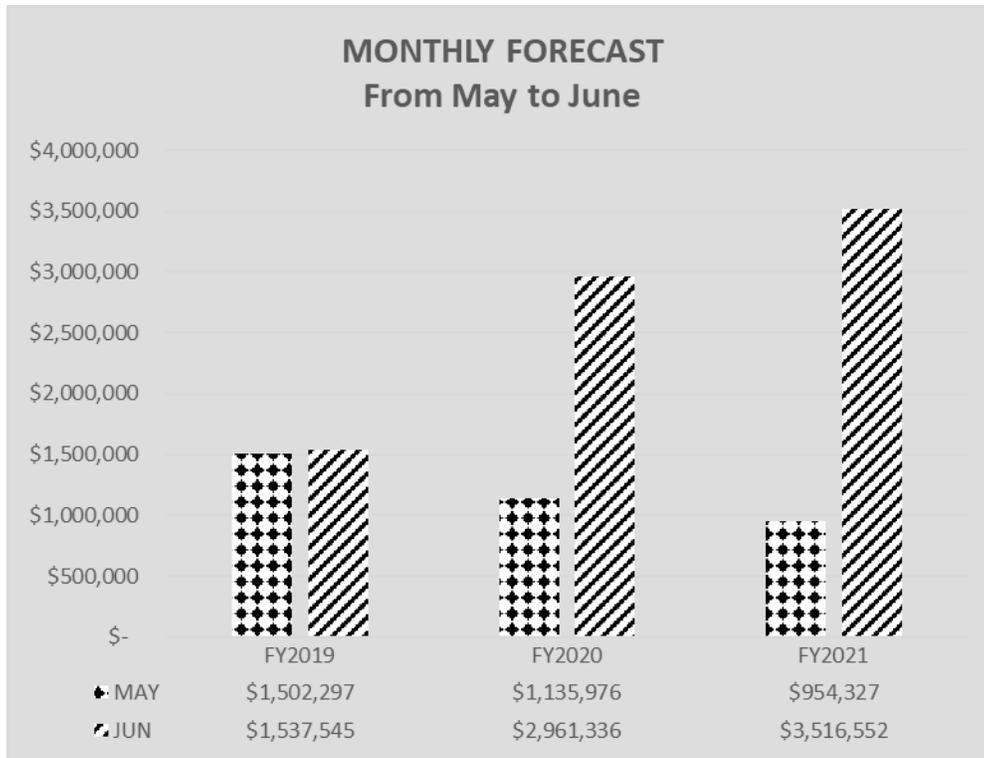
Revenues can be most impacted by decisions made at the State level for Special Education and Transportation grants. We have seen the reimbursement rate change in mid-year.

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

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

## HISTORICAL:

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



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

### FY2019:

The audited fund balance is \$2,033,027. The monthly forecast for May 2019 projected a fund balance of \$1,502,297 which included \$409,259 designated for security projects. The change is **\$531,804 higher than the prior month's forecast**. The major reasons for the significant increase in the yearend fund balance from one month to the next month were, as follows:

- **\$57,653:** Certified and classified salaries were lower than forecasted. It is not until the end of the fiscal year when we know the actual expenditures for coverages, substitutes, leaves of absences, overtime, and pay docks. Many unpaid leaves occur at the end of the school year. We use conservative estimates in the forecasts based on past history.
- **\$137,507:** Medical & dental claims were lower than expected. Since we are self-insured, actual claims are not known until the end of the fiscal year.

- **\$150,147** Purchased services were lower than forecasted. There were fewer interns than budgeted. Less than anticipated need for psychiatric consults and other consultants at PPTs. Less need for printed materials, postage, changes in special education transportation and athletic rentals were less than anticipated.
- **\$82,370:** Fuel costs for busses were less than anticipated. Repairs and maintenance costs for accounts other than facilities were down. Instructional supplies were less than anticipated.

**FY2020:**

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

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

- **\$54,739:** Communication costs were lower due to the COVID-19 global pandemic. Less postage, copy paper, and catering needs due to the remote learning environment.
- **\$35,521:** Rentals for fields, tables, chairs, tents, etc. were lower due to the COVID-19 global pandemic. End of year athletic contests were cancelled and ceremonies were done in a socially distance manner which eliminated the need for many items used for large crowd gatherings.
- **\$14,945:** Electricity usage was lower due to the COVID-19 global pandemic. Buildings had a few occupants during the March through June timeframe.

**FY2021:**

The *unaudited* fund balance for 2020-2021 is \$1,975,904 after designating \$185,600 for items cut from the FY22 budget, \$339,360 for end of year purchases (security and technology) and \$1,015,688 proposed for capital nonrecurring account. ***The change is \$2,991,592 higher than the prior month's forecast.*** *The major reasons for the significant increase in the yearend fund balance was the continuing unsettled environment of the COVID-19 global pandemic. The changes from one month to the next month are summarized as follows:*

- **\$609,645:** Medical & dental claims were lower and the assumption is it is due to the COVID-19 global pandemic. Routine office visits and medical tests may not have resumed to normal levels. Since we are self-insured, actual claims are not known until the end of the fiscal year.
- **\$260,880** Purchased services were lower due to the COVID-19 global pandemic. There were fewer athletic contests, which reduced the annual number of game day staff and officials paid. Less costs were incurred for special education than anticipated.
- **\$147,390:** Transportation and fuel costs for busses were lower due to the COVID-19 global pandemic. There were no field trips or late runs during the year. As the schools edged toward operating at 100% it was difficult to predicate if transportation needs would increase in May and June. There were also a reduced number of athletic trips. The fuel bills from the member towns are not finalized until mid-July. The final invoices were less than allotted.
- **\$111,272:** Instructional supplies and maintance supplies were lower due to the COVID-19 global pandemic. Consumable materials could not be utilized in the remote learning environment so there was a significant decrease in food for culinary, lumber and other raw materials for technology education and science lab materials. Grant funding became available to reimburse \$96,980 of cleaning supplies.

## APPENDIX C

### RECAP OF 2018-2019

#### Return Unspent Fund Balance:

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

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

The *audited* fund balance for 2018-2019 is \$2,034,101 plus \$409,259 designated at year-end for security projects. These source of the available funds are described below.

#### FINANCIAL MANAGEMENT:

**\$ 204,608**

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

#### SPECIAL EDUCATION (NET)

**\$ 539,798**

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

#### OTHER:

**\$ 1,289,695**

**\$346,235 SALARIES (OTHER):** “Turnover savings” from replacing teachers and other staff who retired or resigned is over budget and savings from unpaid leaves-of-absence. Athletic salaries were down from unfilled coaching positions at the middle school including cheerleading and several assistant coaching positions. Teacher coverages, summer work costs, substitute costs, degree changes and homebound services were less than anticipated.

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

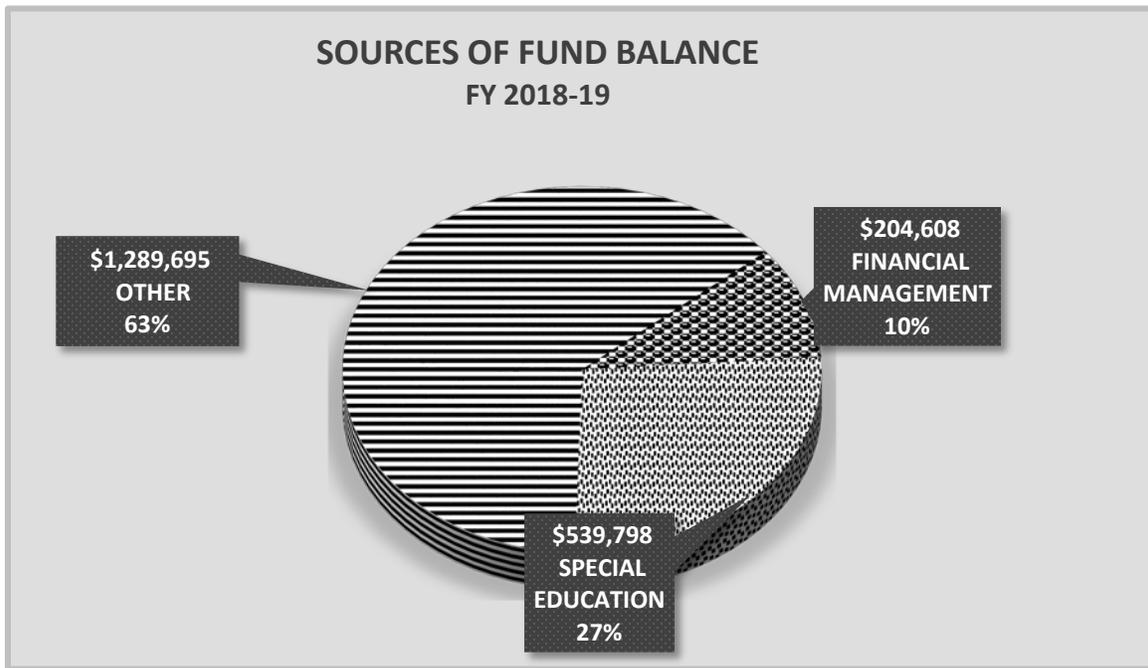
**\$378,012 REVENUE:** The Special Education Grant was higher than budgeted by \$224,297 based on actual special education costs and a higher reimbursement rate. The interest earned on the District’s accounts was \$100,966 more than budgeted as interest rates were higher than budgeted. These accounts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

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

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

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

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

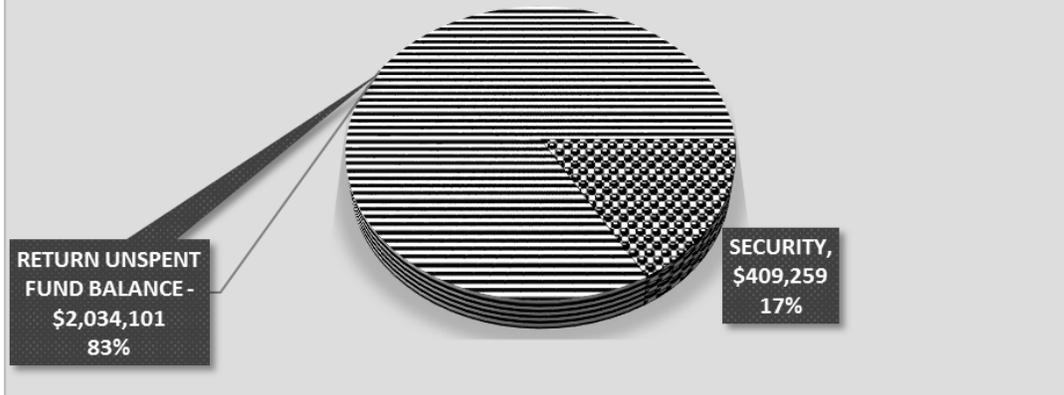


The use of the fund balance is proposed to return to the the member towns:

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

The uses of the fund balance are shown graphically below:

**USES OF FUND BALANCE  
FY 2018-2019**



**Return Unspent Fund Balance:**

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

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

**APPENDIX D**

**RECAP OF 2019-2020**

**Return Unspent Fund Balance:**

*The cancellation of 2018-2019 encumbrances of \$35,457 will be returned to the Member Towns. We encumber funds for goods and services received by June 30<sup>th</sup> but not yet billed. In some cases, the estimated amount encumbered varies from the actual invoice (e.g., utility bill; water bill) and we do not need to spend the entire encumbrance. Once the audit is final for 2019-2020, the funds will be returned.*

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

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

**SUMMARY:**

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

**FINANCIAL MANAGEMENT:**

**\$ 107,610**

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

**SPECIAL EDUCATION:**

**\$ 580,502**

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

special education expenditures. The State reimbursement rate fluctuates throughout the year. Expenses were down \$580,502 prior to the shutdown.

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

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

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

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

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

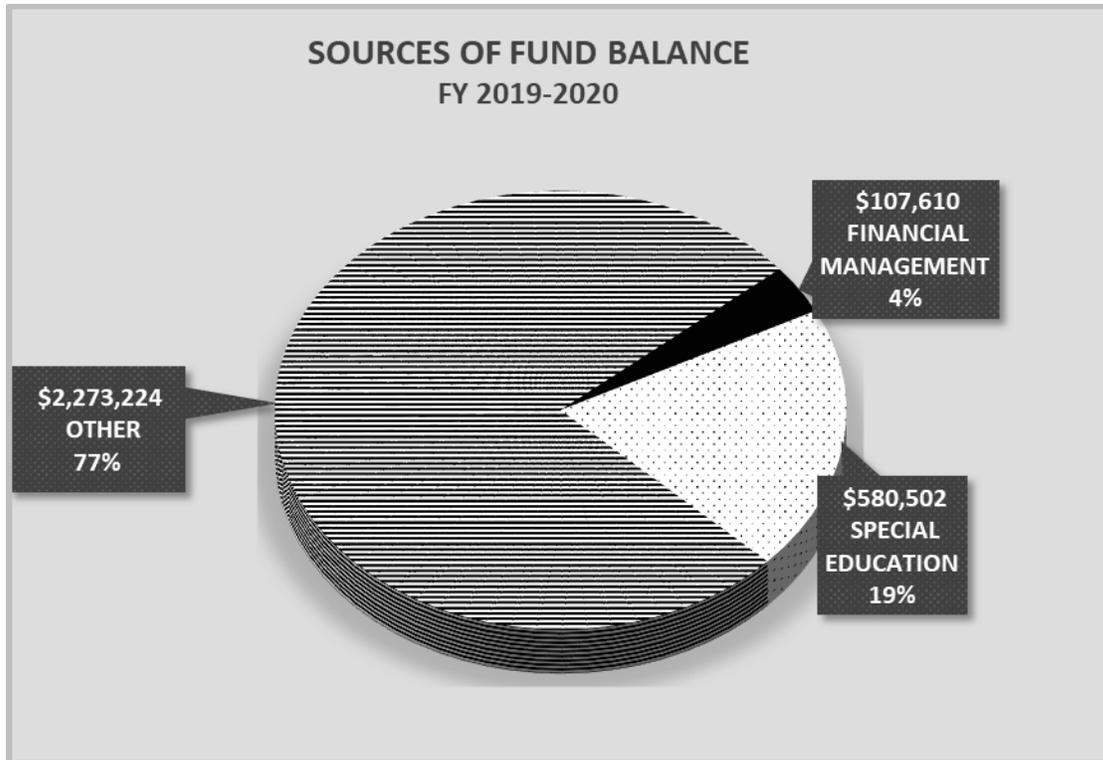
**\$93,339 UTILITIES (OTHER):** A mild winter combined with fuel cell operating properly to supply heat generated savings of \$17,731 FAV. Electricity usage was down due to the reduced occupancy in buildings, \$70,089 FAV.

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

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

**\$38,170 COMMUNICATIONS: TEL, POST, ETC. (OTHER):** Less copy paper, postage, toner and other Xerox supplies were needed during the remote instruction period. The District also received a grant for internet services.

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



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

1. **\$1,950,777** - Return of unspent fund balance per audit.
2. **\$ 495,482** – Request for Capital Reserve (\*pending)
3. **\$ 515,077** - End of Year Purchases

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

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

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

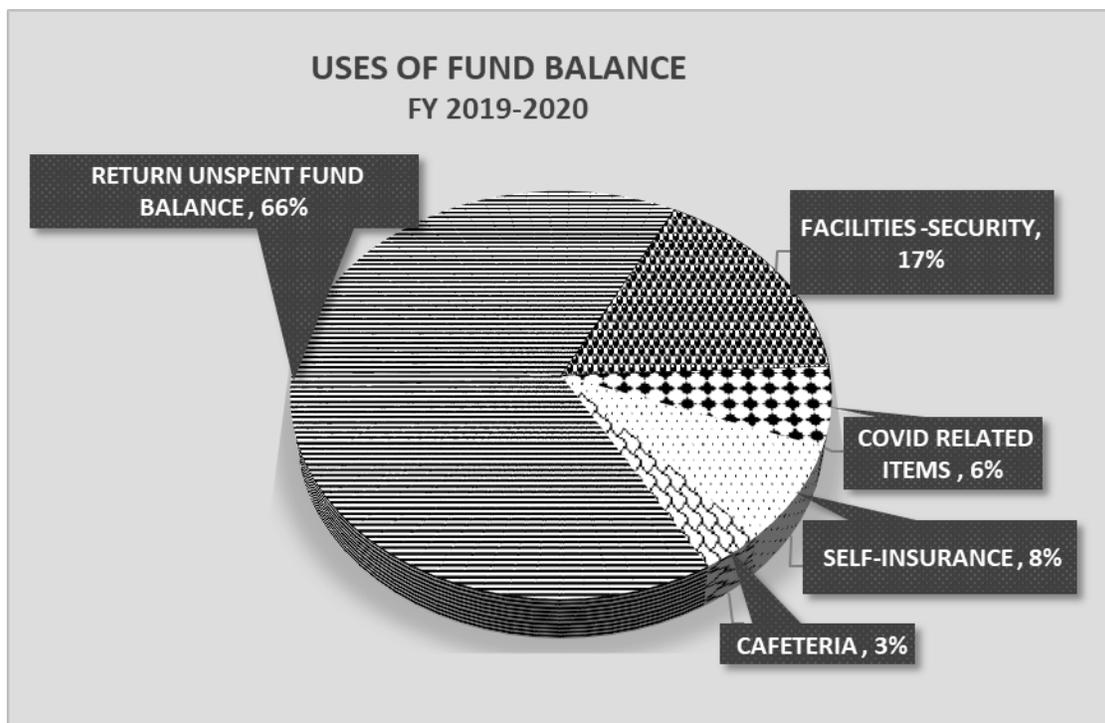
**\$229,311 SELF-INSURANCE FUNDING. (EOY):** The suspension of routine exams, diagnostic tests, dental appointments, and non-emergency surgeries reduced the medical claims for the final quarter of FY20. It is anticipated that once the State reopens the missed procedures will be scheduled, as well as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

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

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

**\$100,000 CAFETERIA (EOY):** The District’s fund to support school lunch program has been running a deficit for three straight years. The ongoing repair and maintenance of aging equipment contributed to the deficit and the State’s change in eligibility status determination increased free and reduced lunch status. Next year appears to be even more challenging in the COVID-19 environment as we will have to change how service is provided, food is served, and food packaging. These necessary changes will increase costs with no anticipated increase in revenue.

The uses of the fund balance are shown graphically below:



**Return Unspent Fund Balance:**

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

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

APPENDIX E

RECAP OF 2020-21

Return Unspent Fund Balance:

*The cancellation of 2019-2020 encumbrances of \$352,364 will be returned to the Member Towns. We encumber funds for goods and services received by June 30<sup>th</sup> but not yet billed. The final quarter of FY20 was a period of shut down making it difficult to determine the need for open orders and there was a substantial amount of unemployment claims in dispute. In some cases, the estimated amount encumbered varies from the actual invoice (e.g., utility bill; water bill, pending special education settlements) and we do not need to spend the entire encumbrance. Once the audit is final for 2020-21, the funds will be returned.*

<i>Bethany</i>	<i>\$ 64,680</i>
<i>Orange</i>	<i>\$179,241</i>
<i>Woodbridge</i>	<i><u>\$108,444</u></i>
<i>Total</i>	<i>\$352,364</i>

The *unaudited* fund balance for 2020-2021 is \$1,976,255 after designating \$185,600 for items cut from the FY22 budget, \$339,360 for end of year purchases (security and technology) and \$1,015,688 proposed for capital nonrecurring account. These source of the available funds are described below.

FINANCIAL MANAGEMENT:

**\$ 578,763**

Our efforts to foster a District culture of finding cost savings and efficiencies has been successful producing savings of \$128,708. Grant money was applied for and awarded to offset the cost of the CEN for savings of \$27,440, \$49,245 Pegpetia Grant for course equipment and supplies, \$28,339 for polycarbonate dividers manufactured in-house. \$968,619 was withheld in general fund accounts in preparation for operating in a pandemic environment. These funds were redistributed as needed and it was difficult to predict all throughout the year how much funds would be needed to keep schools open. The District operating under many scenarios, remote, hybrid, shortened days and full days. All operations were subject to constant change during the year making forecasting difficult.

**\$194,873 SALARIES (FINANCIAL MANAGEMENT):** The administration worked closely with bargaining units to develop options for remote work to keep all staff employed. The administration hired an additional number of bench subs including college students (allowed under executive order) to maintain our own pool of substitutes rather than contracting for more outsident services.

**\$255,182 GRANTS AWARDS (FINANCIAL MANAGEMENT):** The administration closely tracked expenses related to the pandemic and applied for funding under various grants. \$255,182 of expenses were credited to the general operation and charged to appropriate grants.

SPECIAL EDUCATION:

**\$1, 078,971**

These accounts are extremely difficult to forecast. As examples, special need students can be hospitalized; move into the district or leave the district at any time; withdraw from Amity and enroll in Adult Education. Several students who were budgeted to be outplaced were not for a number of reasons. Some transportation needs were coordinated with the elementary districts to reduce the number of singletons on busses for outplacements. Any one of these events can have a significant impact, positive or negative, on the District's special education expenditures. The Director of Pupil Services has been successful in establishing suitable programs for students within the District and a number of students have returned from outplacement. Transportation budget was \$488,891 FAV and the tuition budget was \$240,380 FAV.

**\$349,700 REVENUE (SPECIAL EDUCATION):** The Special Education Grant was higher than budgeted by \$349,700 based on actual special education costs and a higher reimbursement rate. The interest earned on the District's accounts was \$31,662 less than budgeted as interest rates were less than budgeted. Building rental and athletics events generated no income due to COVID-19 pandemic and offset the gain in special education revenue.

**OTHER:** **\$ 1,877,084**

**\$1,315,946 MEDICAL (OTHER):** The net balance of the medical account was under budget. Claims and fees were significantly lower than budgeted, \$1,125,718, amounting to only 75.8% of expected claims. The assumption is members were still hesitant to get routine care because of the pandemic. There were some other savings with other components of the account including employer contributions to HSA accounts, retiree payments, and employee co-share contributions.

**\$212,213 TRANSPORTATION (OTHER):** Transportation costs including fuel for were reduced since no late busses were offered during the year, fewer athletic trips and no field trips requiring bus services were scheduled due to the pandemic.

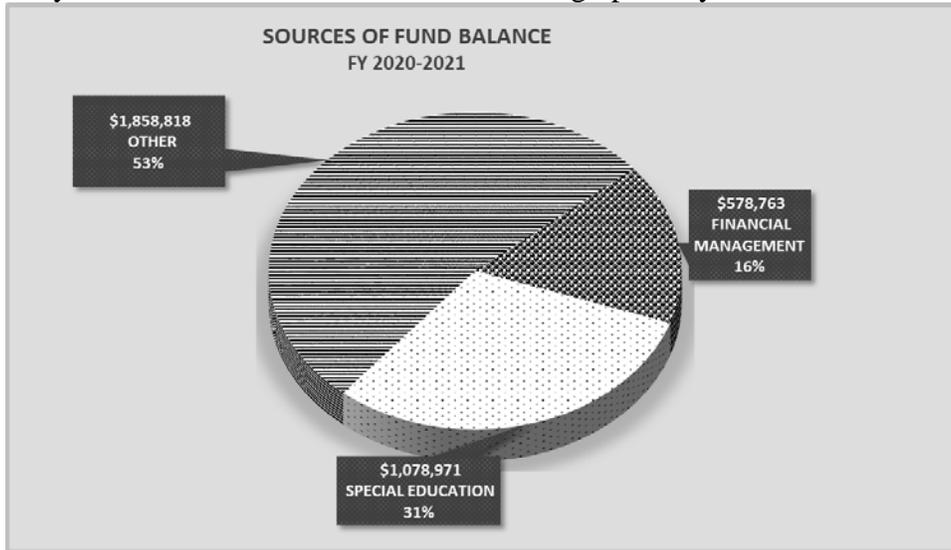
**\$192,377 SUPPLIES:** Instructional supplies and maintenance supplies were underbudget. The teaching staff adjusted purchases for remote and hybrid learning. \$96,980 was reimbursed through grants.

**\$111,272 UTILITIES (OTHER):** The buildings did not operate under full capacity for most of the year and there were no building rentals, limited evening activities and many more outside events.

**\$102,300 PROFESSIONAL TECHNICAL SERVICES (OTHER):** Athletic services were reduced for officials and game day workers and special education services were less than budgeted. These savings were offset by higher legal costs.

**\$96,312 STAFF TRAVEL, CONFERENCES AND DUES & FEES (OTHER):** Staff travel was not necessary with remote options and many in-person conferences cancelled. Mileage payments for staff traveling between buildings and travel and accommodations for out of District travel were not needed during the school year. Less entry fees for athletics also reduced fees.

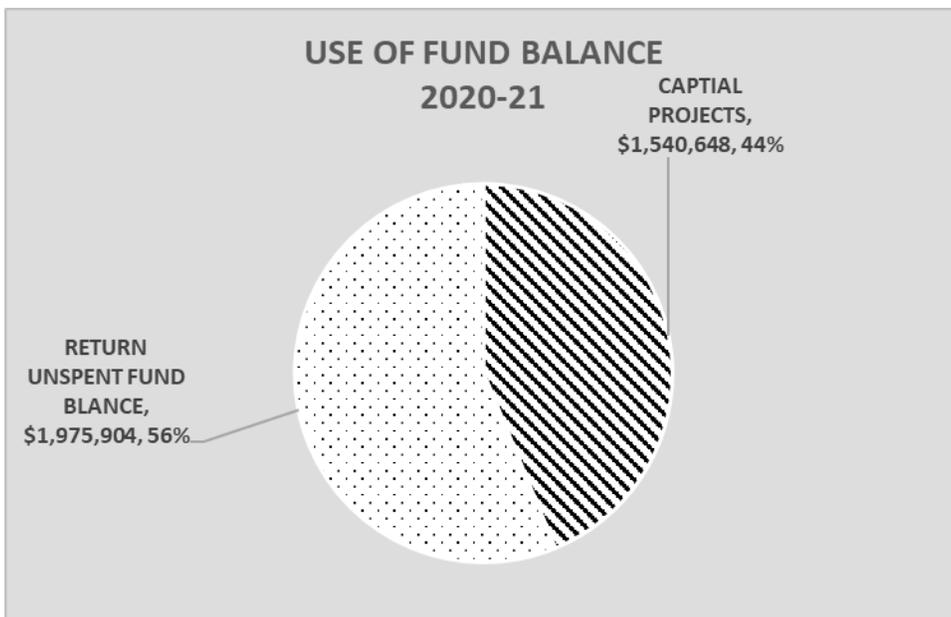
The primary sources of the fund balance are shown graphically below:



The use of the fund balance was designated as follows:

1. **\$187,600** was designated in items removed from the 21-22 budget
2. **\$339,360** was designated for security and technology items eligible for grant reimbursement.
3. **\$1,015,688** proposed for capital nonrecurring projects to offset future budgets.
4. **\$1,975,904** - Return of unspent fund balance upon audit completion.

The uses of the fund balance are shown graphically below:



**Return Unspent Fund Balance:**

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

<i>Town of Bethany</i>	\$ 357,402
<i>Town of Orange</i>	\$ 992,852
<i>Town of Woodbridge</i>	<u>\$ 625,650</u>
<i>Total</i>	<i>\$1,975,904</i>

**AMITY REGIONAL SCHOOL DISTRICT NO. 5  
REVENUES AND EXPENDITURES  
FOR FY 2021-2022**

		<b>COLUMN 1</b>	<b>COLUMN 2</b>	<b>COLUMN 3</b>	<b>COLUMN 4</b>	<b>COLUMN 5</b>	<b>COLUMN 6</b>	<b>COL 7</b>
		<b>2020-2021</b>	<b>2021-2022</b>	<b>JULY 2021</b>	<b>CHANGE</b>	<b>JULY 2021</b>	<b>VARIANCE</b>	<b>FAV</b>
<b>LINE</b>	<b>CATEGORY</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>FORECAST</b>	<b>INCR./(DECR.)</b>	<b>FORECAST</b>	<b>OVER/(UNDER)</b>	<b>UNF</b>
1	MEMBER TOWN ALLOCATIONS	49,760,789	50,495,237	50,495,237	0	50,495,237	0	FAV
2	OTHER REVENUE	155,137	136,871	136,871	(17,833)	119,038	(17,833)	UNF
3	OTHER STATE GRANTS	1,081,353	1,025,301	1,025,301	0	1,025,301	0	FAV
4	MISCELLANEOUS INCOME	23,374	40,798	40,798	0	40,798	0	FAV
5	BUILDING RENOVATION GRANTS	0	0	0	0	0	0	FAV
6	<b>TOTAL REVENUES</b>	<b>51,020,653</b>	<b>51,698,207</b>	<b>51,698,207</b>	<b>(17,833)</b>	<b>51,680,374</b>	<b>(17,833)</b>	<b>UNF</b>
7	SALARIES	26,973,879	28,036,821	28,036,821	0	28,036,821	0	FAV
8	BENEFITS	4,801,671	5,597,784	5,597,784	(23,129)	5,574,655	(23,129)	FAV
9	PURCHASED SERVICES	8,483,699	9,758,800	9,758,800	(315,875)	9,442,925	(315,875)	FAV
10	DEBT SERVICE	4,453,835	4,453,835	4,453,835	0	4,453,835	0	FAV
11	SUPPLIES (INCLUDING UTILITIES)	2,583,319	3,218,072	3,218,072	0	3,218,072	0	FAV
12	EQUIPMENT	320,427	54,348	54,348	0	54,348	0	FAV
13	IMPROVEMENTS / CONTINGENCY	331,379	404,500	404,500	0	404,500	0	FAV
14	DUES AND FEES	80,852	174,047	174,047	0	174,047	0	FAV
15	TRANSFER ACCOUNT	1,015,688	0	0	0	0	0	FAV
16	<b>TOTAL EXPENDITURES</b>	<b>49,044,749</b>	<b>51,698,207</b>	<b>51,698,207</b>	<b>(339,004)</b>	<b>51,359,203</b>	<b>(339,004)</b>	<b>FAV</b>
17	<b>SUBTOTAL</b>	<b>1,975,904</b>	<b>0</b>	<b>0</b>	<b>321,171</b>	<b>321,171</b>	<b>321,171</b>	<b>FAV</b>
18	PLUS: CANCELLATION OF PRIOR YEAR'S ENCUMBRANCES	<b>352,364</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>FAV</b>
19	DESIGNATED FOR SUBSEQUENT YEAR'S BUDGET:	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>FAV</b>
20	<b>NET BALANCE / (DEFICIT)</b>	<b>2,328,268</b>	<b>0</b>	<b>0</b>	<b>321,171</b>	<b>321,171</b>	<b>321,171</b>	<b>FAV</b>

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

**AMITY REGIONAL SCHOOL DISTRICT NO. 5  
REVENUES AND EXPENDITURES  
FOR FY 2021-2022**

		<b>COLUMN 1</b>	<b>COLUMN 2</b>	<b>COLUMN 3</b>	<b>COLUMN 4</b>	<b>COLUMN 5</b>	<b>COLUMN 6</b>	<b>COL 7</b>
		<b>2020-2021</b>	<b>2021-2022</b>	<b>JULY 2021</b>	<b>CHANGE</b>	<b>JULY 2021</b>	<b>VARIANCE</b>	<b>FAV</b>
<b>LINE</b>	<b>CATEGORY</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>FORECAST</b>	<b>INCR./ (DECR.)</b>	<b>FORECAST</b>	<b>OVER/ (UNDER)</b>	<b>UNF</b>
1	BETHANY ALLOCATION	9,000,731	8,983,608	8,983,608	0	8,983,608	0	FAV
2	ORANGE ALLOCATION	25,003,802	25,236,005	25,236,005	0	25,236,005	0	FAV
3	WOODBIDGE ALLOCATION	15,756,256	16,275,624	16,275,624	0	16,275,624	0	FAV
4	<b>MEMBER TOWN ALLOCATIONS</b>	<b>49,760,789</b>	<b>50,495,237</b>	<b>50,495,237</b>	<b>0</b>	<b>50,495,237</b>	<b>0</b>	<b>FAV</b>
5	ADULT EDUCATION	4,286	3,042	3,042	0	3,042	0	FAV
6	PARKING INCOME	25,045	32,000	32,000	0	32,000	0	FAV
7	INVESTMENT INCOME	3,338	7,500	7,500	0	7,500	0	FAV
8	ATHLETICS	0	25,000	25,000	0	25,000	0	FAV
9	TUITION REVENUE	102,968	43,329	43,329	(17,833)	25,496	(17,833)	UNF
10	TRANSPORTATION INCOME	19,500	26,000	26,000	0	26,000	0	FAV
11	TRANSPORTATION BOWA AGREEMENT	0	0	0	0	0	0	FAV
12	<b>OTHER REVENUE</b>	<b>155,137</b>	<b>136,871</b>	<b>136,871</b>	<b>(17,833)</b>	<b>119,038</b>	<b>(17,833)</b>	<b>UNF</b>
13	OTHER STATE GRANT	0	0	0	0	0	0	FAV
14	SPECIAL EDUCATION GRANTS	1,081,353	1,025,301	1,025,301	0	1,025,301	0	FAV
15	<b>OTHER STATE GRANTS</b>	<b>1,081,353</b>	<b>1,025,301</b>	<b>1,025,301</b>	<b>0</b>	<b>1,025,301</b>	<b>0</b>	<b>FAV</b>
16	RENTAL INCOME	25	18,000	18,000	0	18,000	0	FAV
17	INTERGOVERNMENTAL REVENUE	4,797	4,798	4,798	0	4,798	0	FAV
18	OTHER REVENUE	18,552	18,000	18,000	0	18,000	0	FAV
19	TRANSFER IN	0	0	0	0	0	0	FAV
20	<b>MISCELLANEOUS INCOME</b>	<b>23,374</b>	<b>40,798</b>	<b>40,798</b>	<b>0</b>	<b>40,798</b>	<b>0</b>	<b>FAV</b>
21	<b>BUILDING RENOVATION GRANTS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>FAV</b>
22	<b>TOTAL REVENUES</b>	<b>51,020,653</b>	<b>51,698,207</b>	<b>51,698,207</b>	<b>(17,833)</b>	<b>51,680,374</b>	<b>(17,833)</b>	<b>UNF</b>

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

**AMITY REGIONAL SCHOOL DISTRICT NO. 5  
REVENUES AND EXPENDITURES  
FOR FY 2021-2022**

		<b>COLUMN 1</b>	<b>COLUMN 2</b>	<b>COLUMN 3</b>	<b>COLUMN 4</b>	<b>COLUMN 5</b>	<b>COLUMN 6</b>	<b>COL 7</b>
		<b>2020-2021</b>	<b>2021-2022</b>	<b>JULY 2021</b>	<b>CHANGE</b>	<b>JULY 2021</b>	<b>VARIANCE</b>	<b>FAV</b>
<b>LINE</b>	<b>CATEGORY</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>FORECAST</b>	<b>INCR./((DECR.))</b>	<b>FORECAST</b>	<b>OVER/(UNDER)</b>	<b>UNF</b>
1	5111-CERTIFIED SALARIES	22,041,070	22,915,344	22,915,344	0	22,915,344	0	FAV
2	5112-CLASSIFIED SALARIES	4,932,809	5,121,477	5,121,477	0	5,121,477	0	FAV
3	<b>SALARIES</b>	<b>26,973,879</b>	<b>28,036,821</b>	<b>28,036,821</b>	<b>0</b>	<b>28,036,821</b>	<b>0</b>	<b>FAV</b>
4	5200-MEDICARE - ER	369,840	407,811	407,811	0	407,811	0	FAV
5	5210-FICA - ER	300,649	311,405	311,405	0	311,405	0	FAV
6	5220-WORKERS' COMPENSATION	205,308	214,297	214,297	(23,129)	191,168	(23,129)	FAV
7	5255-MEDICAL & DENTAL INSURANCE	2,913,911	3,675,704	3,675,704	0	3,675,704	0	FAV
8	5860-OPEB TRUST	31,678	0	0	0	0	0	FAV
9	5260-LIFE INSURANCE	44,550	49,918	49,918	0	49,918	0	FAV
10	5275-DISABILITY INSURANCE	10,765	11,136	11,136	0	11,136	0	FAV
11	5280-PENSION PLAN - CLASSIFIED	790,234	764,395	764,395	0	764,395	0	FAV
12	5281-DEFINED CONTRIBUTION RETIREMENT PLAN	121,217	148,418	148,418	0	148,418	0	FAV
12	5282-RETIREMENT SICK LEAVE - CERT	0	0	0	0	0	0	FAV
13	5283-RETIREMENT SICK LEAVE - CLASS	0	0	0	0	0	0	FAV
14	5284-SEVERANCE PAY - CERTIFIED	0	0	0	0	0	0	FAV
15	5290-UNEMPLOYMENT COMPENSATION	12,131	12,500	12,500	0	12,500	0	FAV
16	5291-CLOTHING ALLOWANCE	1,388	2,200	2,200	0	2,200	0	FAV
17	<b>BENEFITS</b>	<b>4,801,671</b>	<b>5,597,784</b>	<b>5,597,784</b>	<b>(23,129)</b>	<b>5,574,655</b>	<b>(23,129)</b>	<b>FAV</b>
18	5322-INSTRUCTIONAL PROG IMPROVEMENT	37,973	26,600	26,600	0	26,600	0	FAV
19	5327-DATA PROCESSING	99,936	114,785	114,785	0	114,785	0	FAV
20	5330-OTHER PROFESSIONAL & TECHNICAL SRVC	1,657,059	1,749,530	1,749,530	0	1,749,530	0	FAV
21	5440-RENTALS - LAND, BLDG, EQUIPMENT	99,809	122,685	122,685	0	122,685	0	FAV
22	5510-PUPIL TRANSPORTATION	2,874,413	3,655,436	3,655,436	48,915	3,704,351	48,915	UNF
23	5521-GENERAL LIABILITY INSURANCE	255,503	249,650	249,650	2,421	252,071	2,421	UNF
24	5550-COMMUNICATIONS: TEL, POST, ETC.	88,161	114,356	114,356	(18,446)	95,910	(18,446)	FAV
25	5560-TUITION EXPENSE	3,206,118	3,638,655	3,638,655	(348,765)	3,289,890	(348,765)	FAV
26	5590-OTHER PURCHASED SERVICES	164,727	87,103	87,103	0	87,103	0	FAV
27	<b>PURCHASED SERVICES</b>	<b>8,483,699</b>	<b>9,758,800</b>	<b>9,758,800</b>	<b>(315,875)</b>	<b>9,442,925</b>	<b>(315,875)</b>	<b>FAV</b>

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

**AMITY REGIONAL SCHOOL DISTRICT NO. 5  
REVENUES AND EXPENDITURES  
FOR FY 2021-2022**

		<b>COLUMN 1</b>	<b>COLUMN 2</b>	<b>COLUMN 3</b>	<b>COLUMN 4</b>	<b>COLUMN 5</b>	<b>COLUMN 6</b>	<b>COL 7</b>
		<b>2020-2021</b>	<b>2021-2022</b>	<b>JULY 2021</b>	<b>CHANGE</b>	<b>JULY 2021</b>	<b>VARIANCE</b>	<b>FAV</b>
<b>LINE</b>	<b>CATEGORY</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>FORECAST</b>	<b>INCR./(DECR.)</b>	<b>FORECAST</b>	<b>OVER/(UNDER)</b>	<b>UNF</b>
28	5830-INTEREST	788,835	788,835	788,835	0	788,835	0	FAV
29	5910-REDEMPTION OF PRINCIPAL	3,665,000	3,665,000	3,665,000	0	3,665,000	0	FAV
30	<b>DEBT SERVICE</b>	<b>4,453,835</b>	<b>4,453,835</b>	<b>4,453,835</b>	<b>0</b>	<b>4,453,835</b>	<b>0</b>	<b>FAV</b>
31	5410-UTILITIES, EXCLUDING HEAT	616,751	725,065	725,065	0	725,065	0	FAV
32	5420-REPAIRS, MAINTENANCE & CLEANING	764,059	747,751	747,751	0	747,751	0	FAV
33	5611-INSTRUCTIONAL SUPPLIES	244,344	369,883	369,883	0	369,883	0	FAV
34	5613-MAINTENANCE/CUSTODIAL SUPPLIES	159,130	246,698	246,698	0	246,698	0	FAV
35	5620-OIL USED FOR HEATING	49,787	42,500	42,500	0	42,500	0	FAV
36	5621-NATURAL GAS	41,929	68,171	68,171	0	68,171	0	FAV
37	5627-TRANSPORTATION SUPPLIES	93,802	122,016	122,016	0	122,016	0	FAV
38	5641-TEXTS & DIGITAL RESOURCES	68,322	243,902	243,902	0	243,902	0	FAV
39	5642-LIBRARY BOOKS & PERIODICALS	19,390	20,215	20,215	0	20,215	0	FAV
40	5690-OTHER SUPPLIES	525,805	631,871	631,871	0	631,871	0	FAV
41	<b>SUPPLIES (INCLUDING UTILITIES)</b>	<b>2,583,319</b>	<b>3,218,072</b>	<b>3,218,072</b>	<b>0</b>	<b>3,218,072</b>	<b>0</b>	<b>FAV</b>
42	5730-EQUIPMENT - NEW	182,811	49,348	49,348	0	49,348	0	FAV
43	5731-EQUIPMENT - REPLACEMENT	137,616	5,000	5,000	0	5,000	0	FAV
44	<b>EQUIPMENT</b>	<b>320,427</b>	<b>54,348</b>	<b>54,348</b>	<b>0</b>	<b>54,348</b>	<b>0</b>	<b>FAV</b>
45	5715-IMPROVEMENTS TO BUILDING	326,379	65,000	65,000	0	65,000	0	FAV
45a	5715-FACILITIES CONTINGENCY	100,000	100,000	100,000	0	100,000	0	FAV
45b	TRSF. FROM FACILITIES CONTINGENCY	(100,000)	0	0	0	0	0	FAV
46	5720-IMPROVEMENTS TO SITES	5,000	89,500	89,500	0	89,500	0	FAV
47	5850-DISTRICT CONTINGENCY	150,000	150,000	150,000	0	150,000	0	FAV
47a	TRSF. FROM CONTINGENCY TO OTHER ACCTS.	(150,000)	0	0	0	0	0	FAV
48	<b>IMPROVEMENTS / CONTINGENCY</b>	<b>331,379</b>	<b>404,500</b>	<b>404,500</b>	<b>0</b>	<b>404,500</b>	<b>0</b>	<b>FAV</b>
49	5580-STAFF TRAVEL	3,135	23,850	23,850	0	23,850	0	FAV
50	5581-TRAVEL - CONFERENCES	14,472	44,800	44,800	0	44,800	0	FAV
51	5810-DUES & FEES	63,245	105,397	105,397	0	105,397	0	FAV
52	<b>DUES AND FEES</b>	<b>80,852</b>	<b>174,047</b>	<b>174,047</b>	<b>0</b>	<b>174,047</b>	<b>0</b>	<b>FAV</b>
53	<b>5856-TRANSFER ACCOUNT</b>	<b>1,015,688</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>FAV</b>
54	<b>ESTIMATED UNSPENT BUDGETS</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>FAV</b>
55	<b>TOTAL EXPENDITURES</b>	<b>49,044,749</b>	<b>51,698,207</b>	<b>51,698,207</b>	<b>(339,004)</b>	<b>51,359,203</b>	<b>(339,004)</b>	<b>FAV</b>

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

Amity Regional School District No. 5 - Budget Transfers 2021-2022

<u>MONTH/YR</u>	<u>JNL#</u>	<u>ACCOUNT NUMBER &amp; DESCRIPTION</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
<b>JUL</b>				
2021-July	129	05-13-2212-5581 TRAVEL - CONFERENCES	(400.00)	INCREASE IN STAR TESTING
2021-July	129	05-13-2212-5611 INSTRUCTIONAL SUPPLIES	400.00	INCREASE IN STAR TESTING

**AMITY REGIONAL SCHOOL DISTRICT NO. 5**

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



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

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

To: Jennifer Byars, Ed. D., Superintendent of Schools

From: Theresa Lumas, Director of Finance and Administration

Re: Capital Projects FY 2020-21 Change Order and Budget Transfer

Date: August 4, 2021

**Stadium Project Change Order #1a REVISED:**

The Administration presented 4 enhancement options to the Facilities Committee in August of 2020 for inclusion in the stadium project. The Administration recommended 2 of the 5 options and the Facilities Committee approved the request. The recommended change order is for conduits to 8 field locations and poles on home side for cameras totaling \$11,133.00 was not brought to the full Board once the project was put on hold last year. Options not recommended including additional GFCI conduits to 8 other areas, conduits on visitor side for speakers and cameras, all totaling \$43,162. ***The request should have included \$556 for overhead. The revision is to adjust the total of this change order.***

**Motions for Change Order #1a REVISED:**

**For the Amity Finance Committee:**

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

**For the Amity Board of Education:**

***Move to approve –***

***Change order 1a to include overhead of \$556 and the bringing the total for change order 1a to \$11,689.00.***

**Motions for Budget Transfer:**

**For the Amity Finance Committee:**

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

**For the Amity Board of Education:**

***Move to approve...***

*A transfer from Bond Contingency Account to the Athletic Project Account. Add empty conduits to 8 locations and to the home side poles for cameras at the stadium at Amity High School.*

ACCOUNT NUMBER	ACCOUNT NAME	FROM	TO
17-00-15-0053-5720	Bond Contingency	\$556	
17-00-15-0047-5720	Athletic Projects		\$556

**HVAC Change Order #3:**

A part for the air handler is not available. An alternate model FTR is in stock and slightly more expensive. The part was necessary to keep the job progressing. The increased cost is \$1,886.00.

**Motions for HVAC Change Order #3:**

**For the Amity Finance Committee:**

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

**For the Amity Board of Education:**

*Move to approve –*

*HVAC Change order #3 for FTR part price increase of \$1,886.00.*

**Motions for Budget Transfer:**

**For the Amity Finance Committee:**

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

**For the Amity Board of Education:**

*Move to approve...*

*A transfer from Bond Contingency Account to the HVAC Project Account for HVAC Change order #3 for FTR part price increase of \$1,886.00.*

ACCOUNT NUMBER	ACCOUNT NAME	FROM	TO
17-00-15-0053-5720	Bond Contingency	\$1,886	
17-00-15-0048-5715	HVAC Projects		\$1,886

**PAVING Change Order #1:**

The District requested H & L Paving, LLC, the contractor awarded the bid project to quote additional paving work. The parking lot in the rear of the high school had 26 holes from the tent erected for end of year activities. The cost to mill, pave and line paint is \$26,595. The request is for \$26,595.

**Motions for Paving Change Order #1:**

**For the Amity Finance Committee:**

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

**For the Amity Board of Education:**

*Move to approve –*

*Paving Change order #1 to mill, pave and line stripe rear parking lot for \$26,595.*

**Motions for Budget Transfer:**

**For the Amity Finance Committee:**

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

**For the Amity Board of Education:**

*Move to approve...*

*A transfer from Bond Contingency Account to the Paving Project Account for Paving Change order #1 to mill, pave and line stripe rear parking lot for \$26,595.*

ACCOUNT NUMBER	ACCOUNT NAME	FROM	TO
17-00-15-0053-5720	Bond Contingency	\$26,595	
17-00-15-0050-5715	Paving Project		\$26,595

**PAVING Change Order #2:**

The District requested H & L Paving, LLC, the contractor awarded the bid project to quote additional paving work. The grass section and parking lot in the front of the field house was cleared of storage units and will be utilized for additional parking and one building (to be constructed at a future date). The cost to excavate and remove grass and concrete, pave and line stripe is \$13,950.00. The change order and budget transfer request is for \$13,950.

**Motions for Paving Change Order #2:**

**For the Amity Finance Committee:**

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

**For the Amity Board of Education:**

*Move to approve –*

*Paving Change order # 2 to excavate and remove grass and concrete, pave and line stripe is \$13,950.*

**Motions for Budget Transfer:**

**For the Amity Finance Committee:**  
*Recommend the Amity Board of Education approve ...*

**For the Amity Board of Education:**  
*Move to approve...*

*A transfer from Bond Contingency Account to the Paving Project Account for Paving Change order #2 to excavate and remove grass and concrete, pave and line stripe is \$13,950.*

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>FROM</b>	<b>TO</b>
17-00-15-0053-5720	Bond Contingency	\$13,950	
17-00-15-0050-5715	Paving Project		\$13,950

The balance in the project contingency account will be **\$215,633** if the budget transfers are approved.

**AMITY REGIONAL SCHOOL DISTRICT NO. 5**

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



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

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

To: Jennifer Byars, Ed. D., Superintendent of Schools  
From: Theresa Lumas, Director of Finance and Administration  
Re: Budget Transfers over \$3,000 for FY 2021-22  
Date: August 9, 2021

**Special Education:**

A long-term independent contractor is needed to cover a leave of absence. The estimated cost is \$43,582 to cover 82 days.

**Motions:**

**For the Amity Finance Committee:**

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

**For the Amity Board of Education:**

*Move to approve –*

*the following budget transfer to cover the cost of a long-term independent contractor to substitute for a staff member on leave of absence.*

ACCOUNT NUMBER	ACCOUNT NAME	FROM	TO
04-13-2140-5330	Professional Technical Services		\$43,582
05-15-1026-5111	Salaries	\$43,582	

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

<b>MONTH/YR</b>	<b>JNL#</b>	<b>ACCOUNT NUMBER &amp; DESCRIPTION</b>	<b>AMOUNT</b>	<b>DESCRIPTION</b>
<b>JUL</b>				
2021-Jul	56	03-14-2600-5613 MAINTENANCE/CUSTODIAL SUPPLIES	(678.00)	SCHOOLDUDE SRVC CONT (15% HOLD)
2021-Jul	56	05-14-2600-5690 OTHER SUPPLIES	678.00	SCHOOLDUDE SRVC CONT (15% HOLD)
2021-Jul	57	03-14-2600-5613 MAINTENANCE/CUSTODIAL SUPPLIES	(90.00)	EAGLE TRAILERS (15% HOLD)
2021-Jul	57	03-14-2600-5440 RENTALS-LAND,BLDG,EQUIPMENT	90.00	EAGLE TRAILERS (15% HOLD)
2021-Jul	69	03-14-2600-5613 MAINTENANCE/CUSTODIAL SUPPLIES	(446.00)	ADDITIONAL FUNDS EAGLE TRAILERS
2021-Jul	69	03-14-2600-5440 RENTALS-LAND,BLDG,EQUIPMENT	446.00	ADDITIONAL FUNDS EAGLE TRAILERS
2021-Jul	106	03-11-3202-5440 RENTALS-LAND,BLDG,EQUIPMENT	(150.00)	15% HOLD BACK-EAGLE LEASING
2021-Jul	106	02-11-3202-5440 RENTALS-LAND,BLDG,EQUIPMENT	150.00	15% HOLD BACK-EAGLE LEASING
<b>SEPT</b>				
2021-Sept	5	01-11-1005-5330 OTHER PROFESSIONAL & TECH SRVC	(600.00)	COVER COSTS OF ONLINE LICENSE
2021-Sept	5	01-11-1005-5641 TEXTBOOKS	600.00	COVER COSTS OF ONLINE LICENSE
2021-Sept	7	03-13-2400-5330 OTHER PROFESSIONAL & TECH SRVC	(1,200.00)	UPDATE MASTERCAM SOFTWARE
2021-Sept	7	03-11-1008-5611 INSTRUCTIONAL SUPPLIES	1,200.00	UPDATE MASTERCAM SOFTWARE
2021-Sept	8	01-11-1010-5690 OTHER SUPPLIES	(29.00)	COVER THE COST OF MEMBERSHIP F
2021-Sept	8	01-11-1010-5810 DUES & FEES	29.00	COVER THE COST OF MEMBERSHIP F
<b>OCT</b>				
2021-Oct	11	04-12-6111-5560 TUITION	(110.00)	TRANSPORTATION EZRA ACADEMY
2021-Oct	11	05-14-2700-5513 TRANSPORTATION	110.00	TRANSPORTATION EZRA ACADEMY
2021-Oct	78	02-11-1010-5420 REPAIR & MAINTENANCE	(720.00)	MUSICAL INSTRUMENT RENTAL
2021-Oct	78	02-11-1010-5440 RENTALS	720.00	MUSICAL INSTRUMENT RENTAL
2021-Oct	103	05-14-2310-5810 DUES & FEES	166.00	Cover cost of BOE Dues & Fees
2021-Oct	103	05-14-2320-5810 DUES & FEES	(166.00)	Cover cost of BOE Dues & Fees
2021-Oct	106	03-12-1203-5611 INSTRUCTIONAL SUPPLIES	(375.00)	MEMBERSHIP FEES
2021-Oct	106	04-13-2190-5810 DUES & FEES	375.00	MEMBERSHIP FEES
<b>NOV</b>				
2021-Nov	79	03-11-1001-5581 TRAVEL - CONFERENCES	(219.00)	COVER TEACHER DUES & FEES
2021-Nov	79	03-11-1001-5810 DUES & FEES	219.00	SCHOLASTICS COMPETITION
2021-Nov	123	01-11-1010-5330 OTHER PROFESSIONAL & TECH SRVC	(800.00)	ADDITIONAL CLASSROOM SUPPLIES
2021-Nov	123	01-11-1010-5611 INSTRUCTIONAL SUPPLIES	800.00	ADDITIONAL CLASSROOM SUPPLIES
<b>DEC</b>				
2021-Dec	416	03-14-2600-5613 MAINTENANCE/CUSTODIAL SUPPLIES	(709.00)	SNOW BLOWER REPLACEMENT
2021-Dec	416	03-14-2600-5731 EQUIPMENT REPLACEMENT	709.00	SNOW BLOWER REPLACEMENT
<b>JAN</b>				
2021-Jan	17	<b>04-12-1206-5580 STAFF TRAVELS</b>	(225.00)	MEMBERSHIP RENEWAL ASHA DUES
2021-Jan	18	<b>04-13-2190-5810 DUES &amp; FEES</b>	225.00	MEMBERSHIP RENEWAL ASHA DUES
2021-Jan	69	01-13-2220-5330 OTHER PROFESSIONAL & TECH SRVC	(483.00)	Supplies for Tinker Space
2021-Jan	69	01-13-2220-5690 OTHER SUPPLIES	483.00	Supplies for Tinker Space
<b>FEB</b>				
2021-Feb	17	<b>03-11-3202-5810 DUES &amp; FEES</b>	(124.00)	HUDL price increase
2021-Feb	17	<b>03-11-3202-5590 OTHER PURCHASED SERVICES</b>	124.00	HUDL price increase
2021-Feb	19	<b>03-13-2220-5810 DUES &amp; FEES</b>	(34.00)	Unused dues and conferences
2021-Feb	19	<b>03-13-2220-5690 OTHER SUPPLIES</b>	34.00	to cover database shortfall
2021-Feb	20	<b>01-11-1014-5611 INSTRUCTIONAL SUPPLIES</b>	(42.00)	Cengage Learning price increas
2021-Feb	20	<b>01-11-1014-5641 TEXTBOOKS</b>	42.00	Cengage Learning price increas
2021-Feb	92	<b>01-14-2700-5510 PUPIL TRANSPORTATION</b>	(665.00)	Social Studies Amistad Program
2021-Feb	92	<b>01-11-1014-5611 INSTRUCTIONAL SUPPLIES</b>	665.00	Social Studies Amistad Program
<b>MARCH</b>				
2021-Mar	6	05-13-2212-5581 TRAVEL - CONFERENCES	(701.00)	Courageous Conversations PD
2021-Mar	6	05-13-2212-5322 INSTRUCTIONAL PROG IMPROVEMENT	701.00	Courageous Conversations PD
2021-Mar	7	01-11-1005-5611 INSTRUCTIONAL SUPPLIES	(180.00)	Behaviorial Incentive Program
2021-Mar	7	01-11-1005-5690 OTHER SUPPLIES	180.00	Behaviorial Incentive Program
2021-Mar	8	01-11-1010-5330 OTHER PROFESSIONAL & TECH SRVC	(257.00)	online audio studio subscripti
2021-Mar	8	01-11-1010-5690 OTHER SUPPLIES	257.00	online audio studio subscripti
2021-Mar	26	02-13-2220-5611 INSTRUCTIONAL SUPPLIES	(886.00)	Media Center Books
2021-Mar	26	02-13-2220-5642 LIBRARY BOOKS & PERIODICALS	886.00	Media Center Books
2021-Mar	26	02-13-2220-5690 OTHER SUPPLIES	(1,394.00)	Media Center Books
2021-Mar	26	02-13-2220-5642 LIBRARY BOOKS & PERIODICALS	1,394.00	Media Center Books
2021-Mar	168	05-14-2310-5810 DUES & FEES	240.00	Membership fees increased

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

<b>MONTH/YR</b>	<b>JNL#</b>	<b>ACCOUNT NUMBER &amp; DESCRIPTION</b>	<b>AMOUNT</b>	<b>DESCRIPTION</b>
2021-Mar	168	05-14-2320-5810 DUES & FEES	(240.00)	Membership fees increased
2021-Mar	203	05-13-2213-5590 OTHER PURCHASED SERVICES	(748.00)	Years of Service Gifts
2021-Mar	203	05-13-2213-5690 OTHER SUPPLIES	748.00	Years of Service Gifts
2021-Mar	224	03-11-1001-5581 TRAVEL - CONFERENCES	(206.00)	no travel funds need for suppl
2021-Mar	224	03-11-1001-5611 INSTRUCTIONAL SUPPLIES	206.00	no travel funds need for suppl
2021-Mar	225	03-11-1001-5730 EQUIPMENT - NEW	(200.00)	funds needed for instr supplie
2021-Mar	225	03-11-1001-5611 INSTRUCTIONAL SUPPLIES	200.00	funds needed for instr supplie
2021-Mar	226	03-11-1001-5810 DUES & FEES	(425.00)	funds needed for instr supply
2021-Mar	226	03-11-1001-5611 INSTRUCTIONAL SUPPLIES	425.00	funds needed for instr supply
2021-Mar	243	03-13-2220-5810 DUES & FEES	(336.00)	Cancelled conference
2021-Mar	243	03-13-2220-5611 INSTRUCTIONAL SUPPLIES	336.00	Additional supplies
2021-Mar	244	03-13-2220-5330 OTHER PROFESSIONAL & TECH SRVC	(1,000.00)	Cancelled speakers
2021-Mar	244	03-13-2220-5642 LIBRARY BOOKS & PERIODICALS	1,000.00	Book purchase
2021-Mar	278	05-13-2213-5580 STAFF TRAVEL	(2,000.00)	Yrs Service, Excellence, Retir
2021-Mar	278	05-13-2213-5690 OTHER SUPPLIES	(2,000.00)	Yrs Service, Excellence, Retir
2021-Mar	309	02-13-2130-5690 OTHER SUPPLIES	(1.00)	PRICE INCREASE ON MEMBERSHIP
2021-Mar	309	02-13-2130-5810 DUES & FEES	1.00	PRICE INCREASE ON MEMBERSHIP
2021-Mar	313	03-11-1010-5810 DUES & FEES	(62.00)	Additional supplies needed
2021-Mar	313	03-11-1010-5611 INSTRUCTIONAL SUPPLIES	62.00	Additional supplies needed
2021-Mar	323	03-11-1011-5330 OTHER PROFESSIONAL & TECH SRVC	(425.00)	PURCHASE ADD'L CLASSRM SUPPLY
2021-Mar	323	03-11-1011-5611 INSTRUCTIONAL SUPPLIES	425.00	PURCHASE ADD'L CLASSRM SUPPLY
2021-Mar	324	03-11-1010-5330 OTHER PROFESSIONAL & TECH SRVC	(1,396.00)	baby grand extensive repair
2021-Mar	324	03-11-1010-5420 REPAIRS, MAINTENANCE & CLEANING	1,396.00	baby grand extensive repair
2021-Mar	331	03-11-1010-5330 OTHER PROFESSIONAL & TECH SRVC	(345.00)	For Bass Repairs
2021-Mar	331	03-11-1010-5420 REPAIRS, MAINTENANCE & CLEANING	345.00	For Bass Repairs
2021-Apr	333	03-11-1001-5611 INSTRUCTIONAL SUPPLIES	(600.00)	<b>camera need for photo instead</b>
2021-Apr	333	03-11-1001-5730 EQUIPMENT - NEW	600.00	<b>camera need for photo instead</b>
2021-Mar	334	03-11-1010-5611 INSTRUCTIONAL SUPPLIES	(155.00)	bass repair needed for strings
2021-Mar	334	03-11-1010-5420 REPAIRS, MAINTENANCE & CLEANING	155.00	bass repair needed for strings
<b>APRIL</b>				
2021-Apr	11	01-13-2120-5590 OTHER PURCHASED SERVICES	(30.00)	registration conference fee
2021-Apr	11	01-13-2120-5810 DUES & FEES	30.00	registration conference fee
2021-Apr	12	01-11-1014-5810 DUES & FEES	(120.00)	DVD's & Books
2021-Apr	12	01-11-1014-5641 TEXTBOOKS	(112.00)	DVD's & Books
2021-Apr	12	01-11-1014-5611 INSTRUCTIONAL SUPPLIES	232.00	DVD's & Books
2021-Apr	13	04-13-2140-5730 EQUIPMENT - NEW	2,250.00	LAPTOPS - PPS COORDINATORS
2021-Apr	13	04-12-6116-5510 PUPIL TRANSPORTATION	(2,250.00)	LAPTOPS - PPS COORDINATORS
2021-Apr	14	04-12-2150-5690 OTHER SUPPLIES	412.00	GUIDED THERAPY EVERYDAY SPEECH
2021-Apr	14	04-12-6116-5510 PUPIL TRANSPORTATION	(412.00)	GUIDED THERAPY EVERYDAY SPEECH
2021-Apr	16	04-13-2190-5690 OTHER SUPPLIES	1,000.00	PROTOCOLS FOR STUDENT TESTING
2021-Apr	16	04-12-6116-5510 PUPIL TRANSPORTATION	(1,000.00)	PROTOCOLS FOR STUDENT TESTING
2021-Apr	27	03-11-1017-5611 INSTRUCTIONAL SUPPLIES	(12.00)	item for brady center
2021-Apr	27	03-11-1017-5330 OTHER PROFESSIONAL & TECH SRVC	12.00	item for brady center

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

<b>MONTH/YR</b>	<b>JNL#</b>	<b>ACCOUNT NUMBER &amp; DESCRIPTION</b>	<b>AMOUNT</b>	<b>DESCRIPTION</b>
2021-Apr	51	04-13-2140-5611 INSTRUCTIONAL SUPPLIES	(324.00)	LAPTOPS FOR COORDINATORS
2021-Apr	51	04-13-2140-5730 EQUIPMENT - NEW	324.00	LAPTOPS FOR COORDINATORS
2021-Apr	113	05-13-2212-5322 INSTRUCTIONAL PROG IMPROVEMENT	4,800.00	Correct Acct on JE 2021-10-107
2021-Apr	113	05-13-2212-5330 OTHER PROFESSIONAL & TECH SRVC	(4,800.00)	Correct Acct on JE 2021-10-107
2021-Apr	114	05-14-2675-5440 RENTALS-LAND,BLDG,EQUIPMENT	4,151.00	15% Hold fr Budget for COVID
2021-Apr	114	05-14-2675-5611 INSTRUCTIONAL SUPPLIES	6,079.00	15% Hold fr Budget for COVID
2021-Apr	114	05-14-2675-5613 MAINTENANCE/CUSTODIAL SUPPLIES	11,070.00	15% Hold fr Budget for COVID
2021-Apr	114	05-14-2675-5690 OTHER SUPPLIES	27,694.00	15% Hold fr Budget for COVID
2021-Apr	114	05-14-2675-5730 EQUIPMENT - NEW	10,000.00	15% Hold fr Budget for COVID
2021-Apr	114	01-11-1005-5641 TEXTBOOKS	(1,485.00)	15% Hold fr Budget for COVID
2021-Apr	114	01-11-1010-5420 REPAIRS,MAINTENANCE & CLEANING	(540.00)	15% Hold fr Budget for COVID
2021-Apr	114	01-11-1011-5420 REPAIRS,MAINTENANCE & CLEANING	(150.00)	15% Hold fr Budget for COVID
2021-Apr	114	01-11-1013-5510 PUPIL TRANSPORTATION	(90.00)	15% Hold fr Budget for COVID
2021-Apr	114	01-11-1014-5641 TEXTBOOKS	(210.00)	15% Hold fr Budget for COVID
2021-Apr	114	01-11-1016-5641 TEXTBOOKS	(215.00)	15% Hold fr Budget for COVID
2021-Apr	114	01-11-3202-5420 REPAIRS,MAINTENANCE & CLEANING	(225.00)	15% Hold fr Budget for COVID
2021-Apr	114	01-11-3202-5510 PUPIL TRANSPORTATION	(2,556.00)	15% Hold fr Budget for COVID
2021-Apr	114	01-13-2400-5420 REPAIRS,MAINTENANCE & CLEANING	(75.00)	15% Hold fr Budget for COVID
2021-Apr	114	01-14-2700-5510 PUPIL TRANSPORTATION	(533.00)	15% Hold fr Budget for COVID
2021-Apr	114	05-14-2700-5514 IN DISTRICT PUBLIC REG ED-MED	(5,435.00)	15% Hold fr Budget for COVID
2021-Apr	114	01-11-1005-5641 TEXTBOOKS	(1,564.00)	15% Hold fr Budget for COVID
2021-Apr	114	02-11-1008-5420 REPAIRS,MAINTENANCE & CLEANING	(75.00)	15% Hold fr Budget for COVID
2021-Apr	114	02-11-1010-5420 REPAIRS,MAINTENANCE & CLEANING	(630.00)	15% Hold fr Budget for COVID
2021-Apr	114	02-11-1011-5420 REPAIRS,MAINTENANCE & CLEANING	(60.00)	15% Hold fr Budget for COVID
2021-Apr	114	02-11-3202-5420 REPAIRS,MAINTENANCE & CLEANING	(225.00)	15% Hold fr Budget for COVID
2021-Apr	114	02-11-3202-5510 PUPIL TRANSPORTATION	(2,556.00)	15% Hold fr Budget for COVID
2021-Apr	114	02-13-2400-5420 REPAIRS,MAINTENANCE & CLEANING	(75.00)	15% Hold fr Budget for COVID
2021-Apr	114	02-14-2700-5510 PUPIL TRANSPORTATION	(450.00)	15% Hold fr Budget for COVID
2021-Apr	114	03-11-1001-5730 EQUIPMENT - NEW	(150.00)	15% Hold fr Budget for COVID
2021-Apr	114	03-11-1005-5641 TEXTBOOKS	(1,110.00)	15% Hold fr Budget for COVID
2021-Apr	114	03-11-1006-5641 TEXTBOOKS	(300.00)	15% Hold fr Budget for COVID
2021-Apr	114	03-11-1008-5420 REPAIRS,MAINTENANCE & CLEANING	(165.00)	15% Hold fr Budget for COVID
2021-Apr	114	03-11-1009-5641 REPAIRS,MAINTENANCE & CLEANING	(1,237.00)	15% Hold fr Budget for COVID
2021-Apr	114	03-11-1010-5420 REPAIRS,MAINTENANCE & CLEANING	(776.00)	15% Hold fr Budget for COVID
2021-Apr	114	03-11-1013-5420 REPAIRS,MAINTENANCE & CLEANING	(150.00)	15% Hold fr Budget for COVID
2021-Apr	114	03-11-1013-5641 TEXTBOOKS	(225.00)	15% Hold fr Budget for COVID
2021-Apr	114	03-11-3202-5420 REPAIRS,MAINTENANCE & CLEANING	(5,083.00)	15% Hold fr Budget for COVID
2021-Apr	114	03-11-3202-5510 PUPIL TRANSPORTATION	(26,199.00)	15% Hold fr Budget for COVID
2021-Apr	114	03-13-2400-5420 REPAIRS,MAINTENANCE & CLEANING	(300.00)	15% Hold fr Budget for COVID
2021-Apr	114	03-13-2400-5641 TEXTBOOKS	(900.00)	15% Hold fr Budget for COVID
2021-Apr	114	03-14-2700-5510 PUPIL TRANSPORTATION	(5,250.00)	15% Hold fr Budget for COVID
2021-Apr	121	05-14-2350-5581 TRAVEL - CONFERENCES	(1,785.00)	TRANSF. RAPTOR RENEWAL
2021-Apr	121	05-14-2350-5690 OTHER SUPPLIES	1,785.00	TRANSF. RAPTOR RENEWAL
2021-Apr	168	03-13-2400-5580 STAFF TRAVEL	(2,000.00)	purchase of cameras,art equipm
2021-Apr	168	03-11-1001-5730 EQUIPMENT - NEW	2,000.00	purchase of cameras,art equipm
2021-Apr	169	03-13-2400-5580 STAFF TRAVEL	(600.00)	purchase of film equipment
2021-Apr	169	03-11-1017-5730 EQUIPMENT - NEW	600.00	purchase of film equipment
2021-Apr	171	05-14-2320-5550 COMMUNICATIONS: TEL,POST,ETC.	1,160.00	Legal Notices posted in papers
2021-Apr	171	05-14-2320-5580 STAFF TRAVEL	(1,160.00)	Legal Notices posted in papers
2021-Apr	183	01-13-2400-5581 TRAVEL - CONFERENCES	(125.00)	Reimbursmt staff meeting lunch
2021-Apr	183	01-14-2219-5690 OTHER SUPPLIES	125.00	Reimbursmt staff meeting lunch
<b>MAY '2021</b>				
2021-May	8	03-13-2400-5641 TEXTBOOKS	(250.00)	flowers teacher appreciation
2021-May	8	03-13-2400-5330 OTHER PROFESSIONAL & TECH SRVC	250.00	flowers teacher appreciation
2021-May	30	01-11-1011-5810 DUES & FEES	(425.00)	Adaptive Games for Field Day
2021-May	30	01-11-1011-5611 INSTRUCTIONAL SUPPLIES	425.00	Adaptive Games for Field Day

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

<u>MONTH/YR</u>	<u>JNL#</u>	<u>ACCOUNT NUMBER &amp; DESCRIPTION</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
2021-May	32	04-12-6130-5560 TUITION EXPENSE	(2,560.00)	LAPTOPS FOR NURSES (4)
2021-May	32	04-13-2140-5730 EQUIPMENT - NEW	2,560.00	LAPTOPS FOR NURSES (4)
2021-May	37	01-11-1005-5330 OTHER PROFESSIONAL & TECH SRVC	(270.00)	misc exps end of yr activities
2021-May	37	01-11-1005-5611 INSTRUCTIONAL SUPPLIES	(180.00)	misc exps end of yr activities
2021-May	37	01-11-1005-5641 TEXTBOOKS	(91.00)	misc exps end of yr activities
2021-May	37	01-11-1005-5690 OTHER SUPPLIES	(43.00)	misc exps end of yr activities
2021-May	37	01-11-1006-5611 INSTRUCTIONAL SUPPLIES	(259.00)	misc exps end of yr activities
2021-May	37	01-11-1007-5611 INSTRUCTIONAL SUPPLIES	(118.00)	misc exps end of yr activities
2021-May	37	01-11-1009-5611 INSTRUCTIONAL SUPPLIES	(412.00)	misc exps end of yr activities
2021-May	37	01-11-1009-5810 DUES & FEES	(530.00)	misc exps end of yr activities
2021-May	37	01-11-1013-5510 PUPIL TRANSPORTATION	(510.00)	misc exps end of yr activities
2021-May	37	01-11-1013-5611 INSTRUCTIONAL SUPPLIES	(12.00)	misc exps end of yr activities
2021-May	37	01-11-1013-5690 OTHER SUPPLIES	(22.00)	misc exps end of yr activities
2021-May	37	01-11-1016-5641 TEXTBOOKS	(125.00)	misc exps end of yr activities
2021-May	37	01-11-1016-5810 DUES & FEES	(168.00)	misc exps end of yr activities
2021-May	37	01-11-3201-5690 OTHER SUPPLIES	2,740.00	misc exps end of yr activities
2021-May	179	02-14-2600-5613 MAINTENANCE/CUSTODIAL SUPPLIES	2,141.00	Flooring for exercise room
2021-May	179	02-11-1011-5611 INSTRUCTIONAL SUPPLIES	(2,141.00)	Flooring for exercise room
2021-May	229	01-11-1015-5810 DUES & FEES	(467.00)	to purchase needed supplies
2021-May	229	01-11-1008-5810 DUES & FEES	(100.00)	to purchase needed supplies
2021-May	229	01-13-2220-5690 OTHER SUPPLIES	567.00	to purchase needed supplies
2021-May	230	04-12-1200-5611 INSTRUCTIONAL SUPPLIES	1,268.00	WOODCOCK JOHNSON IV TEST KIT
2021-May	230	04-12-6116-5510 PUPIL TRANSPORTATION	(1,268.00)	WOODCOCK JOHNSON IV TEST KIT
2021-May	231	01-14-2219-5611 INSTRUCTIONAL SUPPLIES	(1,000.00)	T-Shirts for spirit events
2021-May	231	01-13-2400-5690 OTHER SUPPLIES	1,000.00	T-Shirts for spirit events
<b>June '2021</b>				
2021-June	17	05-13-2212-5111 CERTIFIED SALARIES	(2,700.00)	WORKSHOP BOOKCASES
2021-June	17	05-13-2213-5611 INSTRUCTIONAL SUPPLIES	2,700.00	WORKSHOP BOOKCASES
2021-June	30	01-14-2219-5611 INSTRUCTIONAL SUPPLIES	(2,500.00)	new seating for media center
2021-June	30	01-13-2220-5730 EQUIPMENT - NEW	2,500.00	new seating for media center
2021-June	62	03-14-2600-5420 REPAIRS, MAINTENANCE & CLEANING	(1,375.00)	ROOF REPAIR over cafe AMSO
2021-June	62	02-14-2600-5420 REPAIRS, MAINTENANCE & CLEANING	1,375.00	ROOF REPAIR over cafe AMSO
2021-June	113	05-13-2212-5590 OTHER PURCHASED SERVICES	(1,017.00)	Pollinator Project
2021-June	113	05-13-2213-5690 OTHER SUPPLIES	1,017.00	Pollinator Project
2021-June	134	05-13-2212-5581 TRAVEL - CONFERENCES	(1,700.00)	Readers' Workshop Supplies
2021-June	134	05-13-2212-5611 INSTRUCTIONAL SUPPLIES	1,700.00	Readers' Workshop Supplies
2021-June	135	05-13-2212-5810 DUES & FEES	(50.00)	Readers' Workshop Supplies
2021-June	135	05-13-2212-5611 INSTRUCTIONAL SUPPLIES	50.00	Readers' Workshop Supplies
2021-June	152	04-12-6116-5510 PUPIL TRANSPORTATION	(175.00)	LANGUAGE & LITERACY SKILLS
2021-June	152	04-12-2150-5690 OTHER SUPPLIES	175.00	LANGUAGE & LITERACY SKILLS
2021-June	153	03-14-2219-5611 INSTRUCTIONAL SUPPLIES	(2,000.00)	purchase of breathalyzers
2021-June	153	03-14-2219-5690 OTHER SUPPLIES	2,000.00	purchase of breathalyzers
2021-June	180	04-12-2151-5330 OTHER PROFESSIONAL & TECH SRVC	(2,506.00)	AUDIOLOGY DEVICE INCOMING GR7
2021-June	180	04-12-2151-5730 EQUIPMENT - NEW	2,506.00	AUDIOLOGY DEVICE INCOMING GR7
2021-June	272	04-12-2151-5330 OTHER PROFESSIONAL & TECH SRVC	(2,567.00)	PHONAK TOUCHSCREENS GR 11&12
2021-June	272	04-12-2151-5730 EQUIPMENT - NEW	2,567.00	PHONAK TOUCHSCREENS GR 11&12
2021-June	352	05-14-2675-5111 CERTIFIED SALARIES	932,085.00	EOY FY21 Budget Transfers

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

<b>MONTH/YR</b>	<b>JNL#</b>	<b>ACCOUNT NUMBER &amp; DESCRIPTION</b>	<b>AMOUNT</b>	<b>DESCRIPTION</b>
2021-June	352	05-15-1026-5111 CERTIFIED SALARIES	196,152.00	EOY FY21 Budget Transfers
2021-June	352	05-14-2310-5330 OTHER PROFESSIONAL & TECH SRVC	82,696.00	EOY FY21 Budget Transfers
2021-June	352	03-13-2110-5111 CERTIFIED SALARIES	75,804.00	EOY FY21 Budget Transfers
2021-June	352	03-13-2400-5112 CLASSIFIED SALARIES	60,143.00	EOY FY21 Budget Transfers
2021-June	352	04-12-1200-5111 CERTIFIED SALARIES	55,328.00	EOY FY21 Budget Transfers
2021-June	352	03-15-2601-5111 CERTIFIED SALARIES	39,471.00	EOY FY21 Budget Transfers
2021-June	352	03-14-2600-5112 CLASSIFIED SALARIES	34,707.00	EOY FY21 Budget Transfers
2021-June	352	01-13-2110-5111 CERTIFIED SALARIES	29,973.00	EOY FY21 Budget Transfers
2021-June	352	02-13-2110-5111 CERTIFIED SALARIES	29,973.00	EOY FY21 Budget Transfers
2021-June	352	05-14-2675-5112 CLASSIFIED SALARIES	28,498.00	EOY FY21 Budget Transfers
2021-June	352	02-12-1009-5112 CLASSIFIED SALARIES	23,842.00	EOY FY21 Budget Transfers
2021-June	352	03-11-1011-5111 CERTIFIED SALARIES	22,971.00	EOY FY21 Budget Transfers
2021-June	352	01-14-2600-5112 CLASSIFIED SALARIES	20,294.00	EOY FY21 Budget Transfers
2021-June	352	01-12-1200-5112 CLASSIFIED SALARIES	19,746.00	EOY FY21 Budget Transfers
2021-June	352	01-12-2150-5111 CERTIFIED SALARIES	18,489.00	EOY FY21 Budget Transfers
2021-June	352	03-11-1027-5111 CERTIFIED SALARIES	18,378.00	EOY FY21 Budget Transfers
2021-June	352	02-14-2600-5112 CLASSIFIED SALARIES	11,986.00	EOY FY21 Budget Transfers
2021-June	352	02-11-1006-5111 CERTIFIED SALARIES	10,882.00	EOY FY21 Budget Transfers
2021-June	352	03-12-1200-5112 CLASSIFIED SALARIES	9,045.00	EOY FY21 Budget Transfers
2021-June	352	05-14-2510-5521 GENERAL LIABILITY INSURANCE	7,942.00	EOY FY21 Budget Transfers
2021-June	352	03-13-2220-5112 CLASSIFIED SALARIES	5,071.00	EOY FY21 Budget Transfers
2021-June	352	05-15-2512-5290 UNEMPLOYMENT COMPENSATION	4,700.00	EOY FY21 Budget Transfers
2021-June	352	03-11-3201-5111 CERTIFIED SALARIES	3,763.00	EOY FY21 Budget Transfers
2021-June	352	02-11-1010-5111 CERTIFIED SALARIES	3,528.00	EOY FY21 Budget Transfers
2021-June	352	05-14-2675-5440 RENTALS-LAND,BLDG,EQUIPMENT	3,020.00	EOY FY21 Budget Transfers
2021-June	352	01-14-2219-5690 OTHER SUPPLIES	2,800.00	EOY FY21 Budget Transfers
2021-June	352	03-11-3202-5731 EQUIPMENT - REPLACEMENT	2,775.00	EOY FY21 Budget Transfers
2021-June	352	03-11-1008-5111 CERTIFIED SALARIES	2,544.00	EOY FY21 Budget Transfers
2021-June	352	01-13-2220-5112 CLASSIFIED SALARIES	2,282.00	EOY FY21 Budget Transfers
2021-June	352	02-13-2220-5111 CERTIFIED SALARIES	2,215.00	EOY FY21 Budget Transfers
2021-June	352	05-14-2320-5111 CERTIFIED SALARIES	2,162.00	EOY FY21 Budget Transfers
2021-June	352	04-12-1200-5112 CLASSIFIED SALARIES	2,145.00	EOY FY21 Budget Transfers
2021-June	352	05-15-2512-5112 CLASSIFIED SALARIES	2,100.00	EOY FY21 Budget Transfers
2021-June	352	01-13-2400-5690 OTHER SUPPLIES	2,100.00	EOY FY21 Budget Transfers
2021-June	352	02-13-2130-5112 CLASSIFIED SALARIES	1,914.00	EOY FY21 Budget Transfers
2021-June	352	01-11-1016-5111 CERTIFIED SALARIES	1,879.00	EOY FY21 Budget Transfers
2021-June	352	02-13-2120-5112 CLASSIFIED SALARIES	1,813.00	EOY FY21 Budget Transfers
2021-June	352	03-11-3202-5730 EQUIPMENT - NEW	1,775.00	EOY FY21 Budget Transfers
2021-June	352	05-14-2600-5420 REPAIRS,MAINTENANCE & CLEANING	1,748.00	EOY FY21 Budget Transfers
2021-June	352	05-14-2320-5112 CLASSIFIED SALARIES	1,608.00	EOY FY21 Budget Transfers
2021-June	352	05-13-2213-5581 TRAVEL - CONFERENCES	1,562.00	EOY FY21 Budget Transfers
2021-June	352	02-13-2120-5111 CERTIFIED SALARIES	1,342.00	EOY FY21 Budget Transfers
2021-June	352	02-11-1027-5111 CERTIFIED SALARIES	1,261.00	EOY FY21 Budget Transfers
2021-June	352	04-13-2190-5112 CLASSIFIED SALARIES	1,098.00	EOY FY21 Budget Transfers
2021-June	352	03-11-1001-5730 EQUIPMENT - NEW	1,058.00	EOY FY21 Budget Transfers
2021-June	352	05-15-2512-5281 DEFINED CONTRIB RETIRE PLAN	994.00	EOY FY21 Budget Transfers
2021-June	352	01-12-1200-5111 CERTIFIED SALARIES	768.00	EOY FY21 Budget Transfers
2021-June	352	02-11-1010-5420 REPAIRS,MAINTENANCE & CLEANING	740.00	EOY FY21 Budget Transfers
2021-June	352	03-13-2120-5112 CLASSIFIED SALARIES	659.00	EOY FY21 Budget Transfers
2021-June	352	01-13-2130-5112 CLASSIFIED SALARIES	586.00	EOY FY21 Budget Transfers
2021-June	352	04-13-2190-5111 CERTIFIED SALARIES	500.00	EOY FY21 Budget Transfers
2021-June	352	05-15-2512-5275 DISABILITY INSURANCE	237.00	EOY FY21 Budget Transfers
2021-June	352	02-13-2220-5642 LIBRARY BOOKS & PERIODICALS	231.00	EOY FY21 Budget Transfers
2021-June	352	05-14-2310-5810 DUES & FEES	230.00	EOY FY21 Budget Transfers
2021-June	352	04-12-1206-5112 CLASSIFIED SALARIES	137.00	EOY FY21 Budget Transfers
2021-June	352	05-14-2350-5420 REPAIRS,MAINTENANCE & CLEANING	46.00	EOY FY21 Budget Transfers
2021-June	352	05-14-2310-5580 STAFF TRAVEL	44.00	EOY FY21 Budget Transfers
2021-June	352	05-13-2212-5112 CLASSIFIED SALARIES	41.00	EOY FY21 Budget Transfers
2021-June	352	02-13-2220-5690 OTHER SUPPLIES	33.00	EOY FY21 Budget Transfers
2021-June	352	02-11-3202-5440 RENTALS-LAND,BLDG,EQUIPMENT	19.00	EOY FY21 Budget Transfers
2021-June	352	04-12-1200-5690 OTHER SUPPLIES	18.00	EOY FY21 Budget Transfers
2021-June	352	01-13-2220-5642 LIBRARY BOOKS & PERIODICALS	14.00	EOY FY21 Budget Transfers
2021-June	352	02-14-2600-5621 NATURAL GAS	8.00	EOY FY21 Budget Transfers
2021-June	352	03-11-1010-5731 EQUIPMENT - REPLACEMENT	1.00	EOY FY21 Budget Transfers

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

<b>MONTH/YR</b>	<b>JNL#</b>	<b>ACCOUNT NUMBER &amp; DESCRIPTION</b>	<b>AMOUNT</b>	<b>DESCRIPTION</b>
2021-June	352	05-15-4000-5830 INTEREST	1.00	EOY FY21 Budget Transfers
2021-June	352	04-12-1206-5111 CERTIFIED SALARIES	1.00	EOY FY21 Budget Transfers
2021-June	352	02-11-1011-5111 CERTIFIED SALARIES	1.00	EOY FY21 Budget Transfers
2021-June	352	02-11-1008-5111 CERTIFIED SALARIES	1.00	EOY FY21 Budget Transfers
2021-June	352	03-11-1005-5111 CERTIFIED SALARIES	(178,786.00)	EOY FY21 Budget Transfers
2021-June	352	02-11-1014-5111 CERTIFIED SALARIES	(144,396.00)	EOY FY21 Budget Transfers
2021-June	352	05-15-0000-5112 CLASSIFIED SALARIES	(130,939.00)	EOY FY21 Budget Transfers
2021-June	352	03-11-1009-5111 CERTIFIED SALARIES	(126,603.00)	EOY FY21 Budget Transfers
2021-June	352	03-13-2120-5111 CERTIFIED SALARIES	(124,937.00)	EOY FY21 Budget Transfers
2021-June	352	02-12-1200-5111 CERTIFIED SALARIES	(96,221.00)	EOY FY21 Budget Transfers
2021-June	352	03-11-1001-5111 CERTIFIED SALARIES	(86,521.00)	EOY FY21 Budget Transfers
2021-June	352	05-14-2600-5112 CLASSIFIED SALARIES	(77,689.00)	EOY FY21 Budget Transfers
2021-June	352	02-11-1005-5111 CERTIFIED SALARIES	(74,053.00)	EOY FY21 Budget Transfers
2021-June	352	01-11-1009-5111 CERTIFIED SALARIES	(70,202.00)	EOY FY21 Budget Transfers
2021-June	352	03-11-1013-5111 CERTIFIED SALARIES	(70,061.00)	EOY FY21 Budget Transfers
2021-June	352	04-12-6110-5510 PUPIL TRANSPORTATION	(58,668.00)	EOY FY21 Budget Transfers
2021-June	352	01-13-2400-5112 CLASSIFIED SALARIES	(58,578.00)	EOY FY21 Budget Transfers
2021-June	352	03-11-3202-5330 OTHER PROFESSIONAL & TECH SRVC	(56,142.00)	EOY FY21 Budget Transfers
2021-June	352	01-11-1013-5111 CERTIFIED SALARIES	(53,167.00)	EOY FY21 Budget Transfers
2021-June	352	03-11-1006-5111 CERTIFIED SALARIES	(46,920.00)	EOY FY21 Budget Transfers
2021-June	352	03-11-1017-5111 CERTIFIED SALARIES	(45,171.00)	EOY FY21 Budget Transfers
2021-June	352	05-14-2510-5330 OTHER PROFESSIONAL & TECH SRVC	(42,452.00)	EOY FY21 Budget Transfers
2021-June	352	01-11-1006-5111 CERTIFIED SALARIES	(37,823.00)	EOY FY21 Budget Transfers
2021-June	352	03-11-1014-5111 CERTIFIED SALARIES	(37,482.00)	EOY FY21 Budget Transfers
2021-June	352	04-12-1201-5111 CERTIFIED SALARIES	(34,389.00)	EOY FY21 Budget Transfers
2021-June	352	04-15-1204-5111 CERTIFIED SALARIES	(33,542.00)	EOY FY21 Budget Transfers
2021-June	352	02-11-3201-5111 CERTIFIED SALARIES	(32,837.00)	EOY FY21 Budget Transfers
2021-June	352	05-15-2512-5220 WORKER'S COMPENSATION	(32,466.00)	EOY FY21 Budget Transfers
2021-June	352	02-15-2601-5111 CERTIFIED SALARIES	(31,353.00)	EOY FY21 Budget Transfers
2021-June	352	03-11-1003-5111 CERTIFIED SALARIES	(10,580.00)	EOY FY21 Budget Transfers

ORG	ORG/PER	ACCOUNT	ACCOUNT DESCRIPTION	Description	ORIGINAL APPROP	TRANFRS/ADJSMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCE	AVAILABLE BUDGET	VENDOR NAME	COMMENT
		<b>17 -00-15-0047-5720</b>	<b>IMPROVEMENTS TO SITES</b>	<b>Athletics</b>	<b>3,167,960</b>	<b>170,090</b>	<b>3,338,050</b>	<b>2,435,349.45</b>	<b>902,700.55</b>	<b>-</b>		
00150047	00150047											
2,021	3	80	09/01/2020	API		241406	115998	175,500.00			FIELDTURF	ATHLETIC TURF
2,021	4	119	10/07/2020	API		241406	116784	173,250.00			FIELDTURF	ATHLETIC TURF
2,021	4	185	10/26/2020	API		241406	117441	35,199.90			FIELDTURF	ATHLETIC TURF
			12/04/2020			251145	API	500.00			J & M LANDSCAPING	Service - Field 3 Project
2,021	9	304	03/30/2021	API		241406	117441	434,691.00			FIELDTURF	ATHLETIC TURF
2,021	11	99	05/11/2021	API		241406	117441	101,700.00			FIELDTURF	ATHLETIC TURF
2,021	12	56	06/08/2021	API		241406	117441	63,673.45			FIELDTURF	ATHLETIC TURF
2,021	12		06/08/2021	API		241406	117441	909,000.00			FIELDTURF	ATHLETIC TURF
2,022	2	6	08/02/2021	API		372046	241406	483,335.10			FIELDTURF	ATHLETIC TURF
2,022	2	6	08/02/2021	API		372046	251842	58,500.00			FIELDTURF	ATHLETIC TURF
00150048	00150048	<b>17 -00-15-0048-5715</b>	<b>IMPROVEMENTS TO BUILDINGS</b>	<b>HVAC</b>	<b>1,830,630</b>	<b>70,396</b>	<b>1,901,026</b>	<b>1,062,282.48</b>	<b>833,569.76</b>	<b>5,173.76</b>		
2,020	12	79	5/22/2020	API		241814		14,725.00			SAV-MOR COOLING & HEATING INC	
2,021	1	140	07/17/2020	API		241814		196,555.00	Y		SAV-MOR COOLING & HEATING INC	SERVICE - CONTRACT - AMITY HIG
2,021	3	184	09/01/2020	API		241814		275,321.91	Y		SAV-MOR COOLING & HEATING INC	SERVICE - CONTRACT - AMITY HIG
2,021	3	184	09/01/2020	API		241814		50,416.67	Y		SAV-MOR COOLING & HEATING INC	SERVICE - CONTRACT - AMITY HIG
2,021	3	4	09/01/2020	API		241814		80,199.00	Y		SAV-MOR COOLING & HEATING INC	SERVICE - CONTRACT - AMITY HIG
2,021	6	298	12/09/2020	API		241814		1,662.50	Y		SAV-MOR COOLING & HEATING INC	SERVICE - CONTRACT - AMITY HIG
2,021	7	37	01/07/2021	API		241814		33,072.64	Y		SAV-MOR COOLING & HEATING INC	SERVICE - CONTRACT - AMITY HIG
2,021	10		04/30/2021	API		251440		21,330.00	Y		SAV-MOR COOLING & HEATING INC	SERVICE - CONTRACT - AMITY HIG
2,021	11		05/04/2021	API		250900		5,699.76	Y		VANZELM ENGINEERS	SERVICES HVAC
2,021	12	56	06/08/2021	API		251440		14,665.00	Y		SAV-MOR COOLING & HEATING INC	SERVICE - CONTRACT - AMITY HIG
2,021	12	265	06/15/2021	API		250900		2,472.50	Y		VANZELM ENGINEERS	SERVICES HVAC
2,021	12	338	06/30/2021	API		251440		365,315.00	Y		SAV-MOR COOLING & HEATING INC	SERVICE - CONTRACT - AMITY HIG
2,021	12	63	06/30/2021	API		250900		847.50	Y		VANZELM ENGINEERS	SERVICES HVAC
00150049	00150049	<b>17 -00-15-0049-5715</b>	<b>IMPROVEMENTS TO BUILDINGS</b>	<b>Chillers</b>	<b>140,000</b>	<b>0</b>	<b>140,000</b>	<b>136,822.00</b>	<b>0.00</b>	<b>3,178.00</b>		
2,021	3	40	09/01/2020	API	329846	241572	115945	136,822.00	Y		TRANE BUILDING SERVICES	SERVICE - Contract HVAC
00150050	00150050	<b>17 -00-15-0050-5715</b>	<b>IMPROVEMENTS TO BUILDINGS</b>	<b>Paving</b>	<b>600,000</b>	<b>0</b>	<b>600,000</b>	<b>330,514.80</b>	<b>0.00</b>	<b>269,485.20</b>		
2,021	3	184	09/01/2020	API	372188	242291	116171	270,514.80			B & W PAVING & LANDSCAPING, LLC	SERVICE - PARKING LOT
2,022	1	57	07/15/2021	API	372468	260252	122532	60,000.00			H AND L PAVING, LLC	SERVICE - PARKING LOT
00150051	00150051	<b>17 -00-15-0051-5330</b>	<b>OTHER PROFESSIONAL &amp; TECH SRVC</b>	<b>COI</b>	<b>108,018</b>	<b>-39,156</b>	<b>68,862</b>	<b>68,862.12</b>	<b>0.00</b>	<b>-</b>		
2021/01/0000	07/17/2020	API				250130		15,500.00			S & P RATINGS	ANALYTICAL SERVICES WITH U
2021/01/0000	07/17/2020	API				250133		21,700.00			DAY PITNEY LLP	PROFESSIONAL SERVICES- BOND

ORG	ORG/PER	ACCOUNT	ACCOUNT DESCRIPTION	Description	ORIGINAL APPROP	TRANFRS/ADJSMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCE	AVAILABLE BUDGET	VENDOR NAME	COMMENT
2021/01/0001	07/17/2020	API				250139		394.52			TECHNIQUE PRINTERS I	FINAL OFFICIAL STATEMENT -
2021/01/0001	07/17/2020	API				250188		26,000.00			HILLTOPSECURITIES	FINANCIAL ADVISORY FEES, D
2021/02/0000	08/03/2020	API				250131		4,000.00			US BANK	CERTIFYING, REGISTRAR, TRA
2021/03/0000	09/01/2020	API				250454		500.00			ARIZENT	ONLINE LEGAL AD-NOTICE OF
2021/05/0000	11/09/2020	API				250958		767.60			IPREO, LLC	BOND ISSUE 2020 \$6,570,000
<b>00150052</b>	<b>00150052</b>	<b>17 -00-15-0052-5715</b>	<b>IMPROVEMENTS TO BUILDINGS</b>	<b>Acoustics</b>	<b>245,000</b>	<b>0</b>	<b>245,000</b>	<b>2,150.00</b>	<b>4,350.00</b>	<b>238,500.00</b>		
2021/04/0001	10/07/2020	API				250798		2,150.00			COTE ACOUSTICAL CONS	SERVICE - PROJECT ACOUSTIC
<b>00150053</b>	<b>00150053</b>	<b>17 -00-15-0053-5715</b>	<b>IMPROVEMENTS TO BUILDINGS</b>	<b>Contingency</b>	<b>478,392</b>	<b>-201,330</b>	<b>277,062</b>	<b>0.00</b>	<b>0.00</b>	<b>277,061.88</b>		
			<b>Total Bond Projects</b>		<b>6,570,000</b>	<b>0</b>	<b>6,570,000</b>	<b>4,035,981</b>	<b>1,740,620.31</b>	<b>793,398.84</b>		

## Personnel – Certified

### Evaluation of Coaches

There shall be an annual evaluation of all coaches, to be conducted by the Athletic Director or his/her designee. The purposes of evaluation are:

1. To provide a systematic process whereby coaches may increase the effectiveness of their services to the athletic program utilizing the available professional resources.
2. To provide an opportunity for coaches to analyze their strengths and weaknesses, and to discuss objectively the contributions they have made to the athletic program.
3. To provide an opportunity for the administrative staff to analyze the strengths and weaknesses of individual coaches, and to utilize this knowledge to develop supervisory service to assist individuals in developing their competence.
4. To provide an effective means by which administrators may make recommendations concerning the continued employment of personnel, and/or other recommendations to the Board of Education.

It is the responsibility of all administrators, coaches, and other professional staff members to recognize that the district schools intend to seek and maintain the best qualified staff to provide quality coaching for student athletes. In keeping with this goal, all personnel are expected to participate fully in the appraisal process.

An integral part of this process is self-appraisal. The self and administrative appraisals include: knowledge of sports area, coaching skills and techniques, attitudes, behavior patterns, and values and ethics.

Any coach that has held the same coaching position for three or more years, for which the Board terminates or non-renews the contract shall be informed of the Board's decision within ninety (90) days of the completion of the sport season covered by the contract. The coach may request a written statement from the Board specifying the reason(s) for the Board's action. The statement shall be provided within thirty (30) days of the request. The decision to terminate or non-renew the coach's contract may be appealed by the coach in a manner prescribed by the Board.

The Board may terminate the contract of any coach at any time for reasons of moral misconduct, insubordination or a violation of the rules of the Board or because a sport has been cancelled by the Board.

Legal Reference: Connecticut General Statutes  
[10-149](#) Qualifications for coaches of intramural and interscholastic athletic coaches (as amended by P.A. 13-41)  
[10-151b](#) Evaluation by superintendent of certain educational personnel  
[10-220a](#) In-service training  
[10-222e](#) Policy on evaluation and termination of athletic coaches (as amended by P.A. 13-41)  
 P.A. 13-41 An Act Concerning Hiring Standards for Athletic Directors  
 P.A. 02-243 An Act Concerning Notification in Cases of Termination of Coaches

Personnel – Certified/Non-Certified

Rights, Responsibilities, and Duties – Acceptable Computer Use

4118.5(a)  
4218.5

~~Personnel – Certified-Non-Certified~~

~~Rights, Responsibilities and Duties~~

**Acceptable Computer Network Use**

The Amity Regional School District No. 5 (ARSD) Board of Education (Board) provides computers, networks and Internet access to support the educational mission of the schools and to enhance the curriculum and learning opportunities for students and school staff.

Employees are to utilize the school unit's computers, networks and Internet services for school-related purposes and performance of job duties. Incidental personal use of school computers is permitted as long as such use does not interfere with the employee's job duties and performance, with system operations or other system users. "Incidental personal use" is defined as use by an individual employee for occasional personal communications. Employees are reminded that such personal use must comply with this policy and all other applicable policies, procedures and rules.

The Board will implement a technology protection measure to block or filter internet access to visual depictions that are obscene material, contain child pornography, or are harmful to minors and ensure that such filtering technology is operative during computer use. Any employee who violates this policy and/or any rules governing use of the school unit's computers will be subject to disciplinary action, up to and including discharge. Illegal uses of the school unit's computers will also result in referral to law enforcement authorities.

All District computers remain under the control, custody and supervision of the school unit. The school unit reserves the right to monitor all computer and Internet activity by employees. The systems' security aspects, message delete function, and personal passwords can be bypassed for monitoring purposes. Therefore, employees must be aware that they should not have any expectation of personal privacy in the use of these computer systems. This provision applies to any and all uses of ARSD's computer systems, including any incidental personal use permitted in accordance with this policy and applicable regulations.

~~Employees have no expectation of privacy in their use of school computers.~~

## Personnel – Certified/Non-Certified

### Rights, Responsibilities, and Duties – Acceptable Computer Use

Each employee authorized to access the school unit's computers, networks and Internet services is required to sign an acknowledgment form stating that they have read this policy and the accompanying regulations. The acknowledgment form will be retained in the employee's personnel file.

The Superintendent or his/her designee shall be responsible for overseeing the implementation of this policy and the accompanying rules and for advising the Board of the need for any future amendments or revisions to the policy/regulations. The Superintendent or his/her designee may develop additional administrative procedures/rules governing the day-to-day management and operations of the school unit's computer system as long as they are consistent with the Board's policy/rules. The Superintendent may delegate specific responsibilities to building principals and others as he/she deems appropriate.

### Electronic Mail

Electronic mail is an electronic message that is transmitted between two or more computers or electronic terminals, whether or not the message is converted to hard copy format after receipt and whether or not the message is viewed upon transmission or stored for later retrieval. All ARSD electronic mail systems are owned by ARSD and are intended for the purpose of conducting ARSD business. ARSD employees should have no expectation of privacy when using the electronic mail systems. ARSD reserves the right to bypass individual passwords at any time and to monitor the use of such systems by employees.

Electronic messages are not for private or confidential matters. Due to the fact that there is no guarantee of privacy or confidentiality, other avenues of communication should be used for such matters.

ARSD retains the right to review, store, and disclose all information sent over ARSD electronic mail systems for any legally permissible reason including, but not limited to, determining whether the information is a public record, whether it contains information discoverable in litigation, and to access district information in the employee's absence.

Personnel – Certified/Non-Certified

Rights, Responsibilities, and Duties – Acceptable Computer Use

4118.5(b)

**4218.5**

~~Personnel – Certified Non-Certified~~

~~Rights, Responsibilities and Duties~~

(cf. 6141.321 - Student Use of the Internet)

~~(cf. 6141.322 – Web Sites/Pages)~~

Legal References: Connecticut General Statutes

The Freedom of Information Act

31-48d Employers engaged in electronic monitoring required to give prior notice to employees. Exceptions. Civil penalty.

53a-182 Disorderly conduct; Class C misdemeanor

53a-182b Harassment in the first degree.

53a-183 Harassment in the second degree

53a-250 Computer-related Offenses: Definitions

Electronics Communication Privacy Act, 28 U.S.C. §2510 through 2520

~~Legal References: Connecticut General Statutes~~

~~The Freedom of Information Act~~

~~53A-182B Harassment in the first degree.~~

~~P.A. 98-142 An Act Requiring Notice to Employees of Electronic Monitoring by Employers.~~

Personnel – Certified/Non-Certified

Rights, Responsibilities, and Duties – Acceptable Computer Use

Policy adopted: April 10, 2006

AMITY REGIONAL SCHOOL DISTRICT NO. 5  
Woodbridge, Connecticut

**Personnel – Certified/Non-Certified**

**Technology Equipment – Laptop Computers**

**Staff Laptop Use**

The Board of Education (Board) shall permit the assignment and use of a laptop computer and related equipment for each staff member in the Amity Regional School District No. 5 (ARSD) when such use is directly or peripherally related to employment and school purposes. Proper controls shall be established to assure each staff member's responsibility for, and return of, such equipment. The administration will develop written procedures outlining these responsibilities and appropriate use. Use of these computers must comply with all ARSD policies. These laptop computers are being provided for educational purposes. These laptops and all included items shall be returned upon resignation/termination or whenever requested by the Superintendent of ARSD Schools or his/her designee. Restitutions will be made for any and all damage done to the laptops owned by ARSD.

(cf. 4118.5 - Computer Network Use)

Personnel – Certified

Substitute Teachers

A substitute teacher shall be a person who has earned a Bachelor's Degree, is fully qualified to instruct in our schools, and who is employed for short periods of time in the absence of the regular teacher. The Commissioner of Education may waive requirement for a Bachelor's Degree for good cause upon the request of the Superintendent of Schools.

The Amity Regional School District No. 5 (ARSD) Board of Education (Board) shall only hire applicants for substitute teaching positions who comply with the reference and background checks and who comply with the required disclosure requirements and after requesting information from the applicant's prior employers and Connecticut State Department of Education (CSDE). The Superintendent shall determine which persons are employable as substitute teachers and maintain a list of such persons. Approved substitutes shall remain on such list, as long as he or she is continuously employed by the Board as a substitute teacher, provided the Superintendent does not have any knowledge of a reason that such person should be removed from the list.

Suitable programs for training, assigning, orienting, and evaluating the work of substitute teachers shall be provided by the certified staff under the direction of the Superintendent or his/her designee.

Daily substitute teachers are those who serve for a variety of teachers in a non-consecutive manner and are assigned on an as-needed basis. Building substitute teachers are those who serve for a variety of teachers and report to an assigned school building on all student days. Fully certified long-term substitute teachers will be assigned to classes whose regular teachers are on long-term leaves of absence of forty (40) days or more.

Rates of compensation for substitute teachers will be set by the Board of Education. Rates for daily substitutes and building substitutes will be determined annually during the budget process for the following year. Rates for long-term substitute teachers will be the prorated daily rate of the beginning B.A. salary step in effect for that school year. For shortage area positions, the Superintendent may consider the experience, degree, and/or certification of the long-term substitute teacher and establish a different rate.

Substitute teachers will not participate in the health and welfare plans or other fringe benefits of the school system.

Retired teachers may be employed as substitute teachers without jeopardizing their retirement salary within the limits as prescribed by law.

(c.f. 4112.5 Security Check/Fingerprinting)

Personnel – Certified

Substitute Teachers

Legal Reference: Connecticut General Statutes

10-183v Reemployment of teachers.

10-145a Certificates of qualification for teachers.

June 19 Special Session, Public Act No. 09-1

An Act Implementing the Provisions of the Budget Concerning Education, Authorizing State Grant Commitments for School Building Projects and Making Changes to the Statutes Concerning School building Projects and Other Education Statutes. (Section 48) Public Act No. 09-6 September Special Session

10-221d Criminal history records checks of school personnel. Fingerprinting. Termination or dismissal. (as amended by PA 16-67)

10-222c Hiring policy. (as amended by PA 16-67)

Legal Reference: ——— Connecticut General Statutes

10-183v Reemployment of teachers.

10-145a Certificates of qualification for teachers.

Personnel – Certified

Substitute Teachers

Policy adopted: ~~April 10, 2006~~ ~~AMITY REGIONAL SCHOOL DISTRICT NO. 5~~  
~~Woodbridge, Connecticut~~

Policy adopted: April 10, 2006 AMITY REGIONAL SCHOOL DISTRICT NO. 5  
Woodbridge, Connecticut

**Personnel – Certified**

**Code of Professional Responsibility**

Certified staff are expected to demonstrate knowledge of the Connecticut Code of Professional Responsibility for Teachers. Certified staff are also bound to the Code of Ethics in their respective areas of discipline.

Reference: Connecticut Code of Professional Responsibility for Teachers

## Personnel – Certified/Non-Certified

### Staff/Student Non-Fraternization

The Amity Regional School District No. 5 (ARSD) Board of Education (Board) requires all employees to conduct themselves in a manner which will maintain the authority and respect necessary in the educational setting. Staff members shall maintain professional relationships with students, which are conducive to an effective educational environment. Any action or comment by a member of the school staff which involves romantic or sexual involvement with a student is considered to be highly unethical and is unacceptable to the Board. It is the policy of the Board to prohibit any sexual relationship, contact, or sexually nuanced behavior or communication (verbal or non-verbal) between a staff member and a student while the student is enrolled in ARSD. The prohibition extends to students of the opposite sex or the same sex as the staff member and applies regardless of whether the student or the staff member is the initiator of the behavior and whether or not the student or staff member welcomes or reciprocates the attention.

It is the responsibility of the Principal of each school to emphasize the requirements of this policy and to provide appropriate follow-up on any complaint or evidence of failure to follow the policy and related regulations.

(cf. 5145.5/4118.112/4218.112 - Sexual Harassment)

(cf. 5141.4 - Child Abuse/Neglect)

Legal Reference: Connecticut General Statutes  
 10-53a-71 Sexual assault in the second degree: Class C or B felony.  
 10-151 Employment of teachers. Definitions. Notice and hearing on failure to renew or termination of contract. Appeal  
 PA 15-205 An Act Protecting School Children  
 17a-106 Cooperation in relation to prevention, identification, and treatment of child abuse/neglect  
 Elementary and Secondary Education Act (ESEA), as amended ESSA, 20 U.S.C. 7926(a); Prohibition on aiding and abetting sexual abuse (aka "don't pass the trash")

## Personnel – Certified/Non-Certified

### Use of Social Media by Employees

Public employees are public servants and are entrusted with the public trust. Because of this public trust The Amity Regional School District No. 5 (ARSD) Board of Education (Board) personnel are held to a higher standard of professionalism than private citizens. Board personnel must work hard to gain and maintain the trust and confidence of the community. Employees must give thoughtful consideration to their actions to avoid damaging the reputation and trust the Board has with the community.

The Board recognizes the importance and utility of social media for its employees, while also recognizing that misuse of social media may cause harm. Social media includes, but is not limited to, social networking sites or applications such as Twitter, Instagram, Facebook, LinkedIn, YouTube, and Snapchat. The policy applies to all expressive activity on social media platforms such as liking, commenting on, or sharing the post of another individual or entity.

ARSD strongly encourages all staff members to carefully review the privacy settings on social networking sites they use and exercise care and good judgement when posting content and information on such sites. Ordinarily, the use of social media by employees, including employees' personal use of social media, will not be a legal or policy issue. While a policy cannot address every instance of inappropriate social media use employees must refrain from social media use that: 1) interferes, disrupts, or undermines the effective operation of ARSD; 2) is used to engage in harassing, defamatory, obscene, discriminatory or threatening, or similarly inappropriate communications; 3) creates a hostile work or educational environment; 4) breaches ARSD's confidentiality obligations; 5) harms the goodwill and reputation of ARSD in the community **by use of inflammatory, exaggerated, and/or unsubstantiated information**; or 6) violates the law, board policies, and/or other school rules and regulations. The Board, through its Superintendent, will adopt and maintain administrative regulations to implement this policy.

The effectiveness of the Board depends importantly on the respect and trust of the community and on the perception in the community that it acts fairly, even-handedly, and without bias. The Board may take action with respect to social media activity to prevent disruption to its operations. The Board may also act, if the speech substantially or materially interferes with the employee's bona fide job performance or the working relationship between the employee and the employer.

The laws regarding social media continue to evolve and change. Nothing in this policy is intended to limit an employee's right to use social media under applicable law, as it may evolve. The Board acknowledges, for example, that its employees have the right under the First Amendment, in certain circumstances, to speak out on matters of public concern. Likewise, employees have rights to engage in concerted activities for their mutual aid and protection. The Board will resolve any conflict between this policy and applicable law in favor of the law.

Policy adopted:

AMITY REGIONAL SCHOOL DISTRICT NO. 5  
Woodbridge, CT

**Personnel – Certified/Non-Certified**

**Use of Social Media by Employees**

(c.f. 4118.24 – Staff/Student Relations)  
(c.f. 4118.5 – Acceptable Computer Network Use)  
(c.f. 5131.911 – Bullying and Teen Dating Violence)

Legal References: Connecticut General Statutes.  
The Freedom of Information Act.  
[53A](#)-182B Harassment in the first degree.  
[31](#)-48d Employees engaged in electronic monitoring required to give prior notice to employees. Exceptions. Civil penalty.  
United States Code, Title 20.  
675 1-6777 Enhancing Education Through Technology Act, Title II, Part D, especially: 6777 Internet safety.  
United States Code, Title 47.  
254 Universal service discounts (E-rate).  
Code of Federal Regulations, Title 47.  
54.520 Internet safety policy and technology protection measures, E-rate discounts.  
U.S. Constitution, 1st Amendment.  
Connecticut Constitution, Article 1, Sections 3, 4, 14