

COMMITTEE MEMBERS PRESENT

Patricia Cardozo, Christopher Browe, Matthew Giglietti (remote), Dr. Jennifer Turner (remote)

COMMITTEE MEMBERS ABSENT

Sharon Huxley, Joseph Nuzzo

STAFF MEMBERS PRESENT

Dr. Jennifer Byars, Theresa Lumas, Brian Dower, Shaun DeRosa, Stephen Martoni

BOE MEMBERS PRESENT

John Belfonti

1. CALL TO ORDER

Chairperson Cardozo called the meeting to order at 5:30 p.m.

2. DISCUSSION AND POSSIBLE ACTION ON MINUTES

a. Finance Committee Meeting – May 10, 2021

*MOTION by Christopher Browe, SECOND by Matthew Giglietti, to approve minutes as submitted
VOTES IN FAVOR, 4 (unanimous)
MOTION CARRIED*

3. PUBLIC COMMENT

None

4. DISCUSSION AND POSSIBLE ACTION ON TUITION RATE FOR 2021-2022

*MOTION by Matthew Giglietti, SECOND by Christopher Browe, to recommend the Amity Board of Education approve the non-resident tuition rate for 2021-2022 school year at \$19,170.00; and the the non-resident Special Education base tuition rate for 2021-2022 school year at \$19,623.00 plus any additional services
VOTES IN FAVOR, 4 (unanimous)
MOTION CARRIED*

5. DISCUSSION AND POSSIBLE ACTION ON CONTRACTS OVER \$35,000

a. 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 Christopher Browe, SECOND by Dr. Turner, to recommend that the Amity Board of Education award a one-year contract extension 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, 4 (unanimous)

MOTION CARRIED

b. Telephone System

MOTION by Christopher Browe, SECOND by Dr. Turner, to recommend the Amity Board of Education 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, 4 (unanimous)

MOTION CARRIED

c. Paving Phase III

MOTION by Christopher Browe, SECOND by Matthew Giglietti, to recommend the Amity Board of Education 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, 4 (unanimous)

MOTION CARRIED

6. DISCUSSION OF MONTHLY FINANCIAL STATEMENTS

7. DIRECTOR OF FINANCE AND ADMINISTRATION APPROVED TRANSFERS UNDER \$3,000

8. DISCUSSION AND POSSIBLE ACTION ON BUDGET TRANSFERS OF \$3,000 OR MORE

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

- Technology – Staff Laptops
- Technology – Promethean ActiveBoards (Smartboards)
- Technology – Technology – Student Devices Buyout

VOTES IN FAVOR, 4 (unanimous)

MOTION CARRIED

MOTION by Christopher Browe, SECOND by Matthew Giglietti, to approve the following items at the same time:

- Technology – Staff Laptops - Recommend the Amity Board of Education approve the following 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) - Recommend the Amity Board of Education approve the following 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

- Technology – Student Devices Buyout - Recommend the following 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

VOTES IN FAVOR, 4 (unanimous)

MOTION CARRIED

AMITY REGIONAL SCHOOL DISTRICT NO. 5 BOARD OF EDUCATION FINANCE COMMITTEE
 JUNE 14, 2021 MEETING MINUTES
 5:30 pm, 100 Ohman Avenue, Orange, CT

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

- 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, 4 (unanimous)
 MOTION CARRIED

MOTION by Christopher Browe, SECOND by Matthew Giglietti, to approve the following items at the same time:

- Security – Technology Telephone System - Recommend the Amity Board of Education approve the following 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 - Recommend the Amity Board of Education approve the following 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) Recommend the Amity Board of Education approve the following 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

AMITY REGIONAL SCHOOL DISTRICT NO. 5 BOARD OF EDUCATION FINANCE COMMITTEE
 JUNE 14, 2021 MEETING MINUTES
 5:30 pm, 100 Ohman Avenue, Orange, CT

- *Security – Facilities (field, Amity Middle School Bethany) - Recommend the Amity Board of Education approve the following 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 - Recommend the Amity Board of Education approve the following 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

- *Staff Development - Recommend the Amity Board of Education approve the following 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 - Recommend the Amity Board of Education approve the following 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 - Recommend the Amity Board of Education approve the following 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

AMITY REGIONAL SCHOOL DISTRICT NO. 5 BOARD OF EDUCATION FINANCE COMMITTEE
 JUNE 14, 2021 MEETING MINUTES
 5:30 pm, 100 Ohman Avenue, Orange, CT

- COVID - Recommend the Amity Board of Education approve the following 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, 4 (unanimous)

MOTION CARRIED

MOTION by Christopher Browe, Second by Dr. Turner, to approve the following change orders and their corresponding budget transfers at the same time:

- Stadium Project Change Order #4 – recommend the Amity Board of Education approve Change order 4 to increased equipment rental costs due to Stop Work Order totaling \$16,445.15
- Stadium Project Change Order #4 Budget Transfer – recommend the Amity Board of Education approve 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 – recommend the Amity Board of Education approve HVAC Change order 1 to enlarge doorway for equipment access totaling \$5,800.00
- HVAC Change Order #1 Budget Transfer – recommend the Amity Board of Education approve 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 – recommend the Amity Board of Education approve HVAC Change order #2 to install temporary air conditioning to the library media/technology area up to \$12,676 for 2 months.

AMITY REGIONAL SCHOOL DISTRICT NO. 5 BOARD OF EDUCATION FINANCE COMMITTEE
JUNE 14, 2021 MEETING MINUTES
5:30 pm, 100 Ohman Avenue, Orange, CT

- *HVAC Change Order #2 Budget Transfer – recommend the Amity Board of Education approve 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, 4 (unanimous)

MOTION CARRIED

9. PROJECT REPORT - INFORMATIONAL

Chairman Patricia Cardozo thanked the Amity Finance Committee for their hard work during her tenure.

10. ADJOURN

MOTION by Patricia Cardozo, SECOND by Christopher Browe, to adjourn meeting

VOTES IN FAVOR, 4 (unanimous)

MOTION CARRIED

Meeting adjourned at 6:17 p.m.

Respectfully submitted,

Pamela Pero

Recording Secretary

AMITY REGIONAL SCHOOL DISTRICT NO. 5

Bethany Orange Woodbridge
25 Newton Road, Woodbridge Connecticut 06525



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

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

To: Jennifer Byars, Ed. D., Superintendent of Schools
From: Theresa Lumas, Director of Finance and Administration
Re: Budget Transfers over \$3,000 for FY 2020-21
Date: June 1, 2021

1a. Technology - Staff Laptops:

Many of the staff do not have a laptop to work remotely or their existing laptop is past its useful life. Several are failing and old version loaners are provided if available. The devices for administrators are \$1,617.00 each and 11 are needed totaling \$17,787. Devices for support staff are \$832 each and 33 are needed totaling \$27,456. Pricing is from bids awarded through the MHEC purchasing consortium. The total purchase request is \$45,243, the transfer totals \$40,243 since \$5,000 is remaining on the new equipment line.

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 purchasing staff devices.

ACCOUNT NUMBER	ACCOUNT NAME	FROM	TO
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

1b. Technology- Promethean ActiveBoards (Smartboards):

The Prometheans were removed from the budget. Currently there are 2 that are not repairable and there is no funds in the budget to replace any that fail during next year. The request is for 4 Prometheans, at \$4,722 each from the awarded State of CT audio visual contract. The total request costs \$18,338 with shipping.

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 purchasing Prometheans ActiveBoards.

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

1c. Technology- Student Devices Buyout:

This request is to cover the estimated costs of unreturnable devices. The estimate is \$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.

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 purchasing student devices.

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

2a. Security - Technology Telephone System:

The District's phone system is no longer supported and is on the capital plan for replacement. The State is offering another round of security grant funding and the phone system is an eligible item. The District must allocate funding for the project in order to be eligible for reimbursement. The reimbursement rate averages 35% between all three towns. An RFP was posted for VoIP systems on premises and cloud based. A mandatory site visit was held on June 1, 2021. 19 vendors attended. Proposals were due on June 9, 2021 and 15 vendors submitted proposals. The District will apply for reimbursement from the State Department of Education. The District is required to secure funding first.

The Director of Technology and Network Administrator reviewed all proposals comparing cloud based systems and on premise systems, products and functionality. Their recommendations is an on premise NEC brand system proposed by Environmental Systems Corporation of West Hartford. The price is \$159,989.45.

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 a new phone system.

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

2b. Security - Technology Key Card Access:

Additional key card access points are requested at each building. Increasing the entrances equipped with key card access allows for multiple re-entry points in the event of a security concern on the grounds. Student time outdoors has increased with COVID-19 and will continue beyond the pandemic. There is a total of 3 additional access points at each school requested.

The District will apply for reimbursement from the State Department of Education. The reimbursement rate is approximately 35%. The District is required to secure funding first.

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 installing additional key card access points at all three buildings.

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

2c. Security - Facilities:

The District is seeking to increase the windows covered by protective film. Additional window film projects are eligible and will be included in the grant application. The District will apply for reimbursement from the State Department of Education. The reimbursement rate is approximately 35%. The District is required to secure funding first.

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 window film at all 3 schools.

ACCOUNT NUMBER	ACCOUNT NAME	FROM	TO
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

2d. Security - Facilities:

The field on the side of Amity Middle School – Bethany is used for many activities. One end of the field is assessable from the road. The request is to install a fence to increase the safety of field activities. Fencing projects that aid in securing grounds are eligible and will be included in the grant application. The District will apply for reimbursement from the State Department of Education. The reimbursement rate is approximately 35%. The District is required to secure funding first.

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 installation of a fence on the Amity Middle School Bethany property.

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

3. Cafeteria:

The Cafeteria Fund has operated at a deficit all year due to the limited operations under pandemic conditions. Ala carte sales, a \$281,152 revenue source was only available on a limited basis in the middle school since April. The total for this year was only \$7,520. Participation is lower than expected with breakfast and lunch provided for free under the State of CT and USDA National School Lunch Program. The District received and applied \$21,928 in grant funding toward this deficit. The current loss for the year is projected to be \$122,783. The request is for \$31,440 to transfer to the cafeteria fund.

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 deficit in the School Lunch Account.

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

4. Staff Development:

Dr. McPadden is requesting a transfer to cover the costs of presenters for Readers' Workshop. Administrators, language arts teachers, principals, and reading coaches will participate. Training is scheduled this month for two days.

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 presenters for staff development in June.

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

5. Special Education:

Mr. Brant, the Director of Special Education, is requesting funds be transferred to cover purchases. Due to the COVID-19 Pandemic and an end of the year increase in referrals to special education, additional funds are required to purchases protocols and assessments to complete outstanding evaluations.

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 purchase of protocols and assessments.

ACCOUNT NUMBER	ACCOUNT NAME	FROM	TO
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

6. Bethany Middle School:

Dr. Tracy has requested to purchase 25 guitars, mini amps, stands, picks and plugs. He has stated that with the addition of Music to the rounds this coming school year, there is a need to incorporate additional instruments as this class set will allow for whole-group instruction and provide variety to the established curricula. AMSO has enough guitars but may need to order amps, and those are under \$3,000.

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 purchase of guitars for music class.

ACCOUNT NUMBER	ACCOUNT NAME	FROM	TO
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

7. COVID:

This transfer request is for expenses in the COVID accounts for rentals and professional technical services related to end of year ceremonies conducted under pandemic guidelines. This will bring all COVID accounts in balance except for the salary accounts for COVID which will be adjusted with all salary accounts at the end of the year.

The total of this transfer request is \$49,126 requiring Board of Education approval.

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 operations including rentals and professional technical services \$49,126.

ACCOUNT	ACCOUNT NAME	FROM	TO
05142675-5330	Professional Technical Serv		\$ 6,043
05142675-5440	Rentals		\$ 43,083
04126130-5510	Transportation	\$ 49,126	\$ -

UPDATED

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

		COLUMN 1	COLUMN 2	COLUMN 3	COLUMN 4	COLUMN 5	COLUMN 6	COL 7
		2019-2020	2020-2021	APR 2021	CHANGE	APR 2021	VARIANCE	FAV
LINE	CATEGORY	ACTUAL	BUDGET	FORECAST	INCR./((DECR.))	FORECAST	OVER/(UNDER)	UNF
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	153,486	1,820	155,306	(93,011)	UNF
3	OTHER STATE GRANTS	758,946	731,653	1,084,849	(3,496)	1,081,353	349,700	FAV
4	MISCELLANEOUS INCOME	70,134	43,750	23,160	0	23,160	(20,590)	UNF
5	BUILDING RENOVATION GRANTS	0	0	0	0	0	0	FAV
6	TOTAL REVENUES	49,719,188	50,784,509	51,022,284	(1,676)	51,020,608	236,099	FAV
7	SALARIES	25,967,645	27,168,752	26,849,015	(165,458)	26,683,557	(485,195)	FAV
8	BENEFITS	5,141,056	6,186,149	5,763,852	(330,338)	5,433,514	(752,635)	FAV
9	PURCHASED SERVICES	7,565,040	9,450,642	9,120,487	18,777	9,139,264	(311,378)	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	2,809,380	(82,804)	2,726,576	(181,398)	FAV
12	EQUIPMENT	771,215	134,053	286,156	24,091	310,247	176,194	UNF
13	IMPROVEMENTS / CONTINGENCY	222,666	305,940	132,999	42,150	175,149	(130,791)	FAV
14	DUES AND FEES	110,508	177,164	144,389	(43,865)	100,524	(76,640)	FAV
15	TRANSFER ACCOUNT	495,482	0	507,844	0	507,844	507,844	UNF
16	TOTAL EXPENDITURES	47,768,411	50,784,509	50,067,957	(537,447)	49,530,510	(1,253,999)	FAV
17	SUBTOTAL	1,950,777	0	954,327	535,771	1,490,098	1,490,098	FAV
18	PLUS: CANCELLATION OF PRIOR YEAR'S ENCUMBRANCES	35,457	0	0	0	0	0	FAV
19	DESIGNATED FOR SUBSEQUENT YEAR'S BUDGET:	0	0	0	0	0	0	FAV
20	NET BALANCE / (DEFICIT)	1,986,234	0	954,327	535,771	1,490,098	1,490,098	FAV

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**

		COLUMN 1	COLUMN 2	COLUMN 3	COLUMN 4	COLUMN 5	COLUMN 6	COL 7
		2019-2020	2020-2021	APR 2021	CHANGE	APR 2021	VARIANCE	FAV
LINE	CATEGORY	ACTUAL	BUDGET	FORECAST	INCR./ (DECR.)	FORECAST	OVER/ (UNDER)	UNF
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	MEMBER TOWN ALLOCATIONS	48,627,967	49,760,789	49,760,789	0	49,760,789	0	FAV
5	ADULT EDUCATION	3,748	3,042	3,042	1,244	4,286	1,244	FAV
6	PARKING INCOME	20,865	32,000	24,476	576	25,052	(6,948)	UNF
7	INVESTMENT INCOME	52,292	35,000	3,500	0	3,500	(31,500)	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	OTHER REVENUE	262,141	248,317	153,486	1,820	155,306	(93,011)	UNF
13	OTHER STATE GRANT	0	0	0	0	0	0	FAV
14	SPECIAL EDUCATION GRANTS	758,946	731,653	1,084,849	(3,496)	1,081,353	349,700	FAV
15	OTHER STATE GRANTS	758,946	731,653	1,084,849	(3,496)	1,081,353	349,700	FAV
16	RENTAL INCOME	18,177	14,000	25	0	25	(13,975)	UNF
17	INTERGOVERNMENTAL REVENUE	32,884	4,750	4,750	0	4,750	0	FAV
18	OTHER REVENUE	19,073	25,000	18,385	0	18,385	(6,615)	UNF
19	TRANSFER IN	0	0	0	0	0	0	FAV
20	MISCELLANEOUS INCOME	70,134	43,750	23,160	0	23,160	(20,590)	UNF
21	BUILDING RENOVATION GRANTS	0	0	0	0	0	0	FAV
22	TOTAL REVENUES	49,719,188	50,784,509	51,022,284	(1,676)	51,020,608	236,099	FAV

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**

		COLUMN 1	COLUMN 2	COLUMN 3	COLUMN 4	COLUMN 5	COLUMN 6	COL 7
		2019-2020	2020-2021	APR 2021	CHANGE	APR 2021	VARIANCE	FAV
LINE	CATEGORY	ACTUAL	BUDGET	FORECAST	INCR./(DECR.)	FORECAST	OVER/(UNDER)	UNF
1	5111-CERTIFIED SALARIES	21,243,071	22,123,005	21,856,818	(88,738)	21,768,080	(354,925)	FAV
2	5112-CLASSIFIED SALARIES	4,724,574	5,045,747	4,992,197	(76,720)	4,915,477	(130,270)	FAV
3	SALARIES	25,967,645	27,168,752	26,849,015	(165,458)	26,683,557	(485,195)	FAV
4	5200-MEDICARE - ER	354,550	393,384	373,379	0	373,379	(20,005)	FAV
5	5210-FICA - ER	293,447	315,690	279,613	0	279,613	(36,077)	FAV
6	5220-WORKERS' COMPENSATION	203,071	237,774	215,228	20,000	235,228	(2,546)	FAV
7	5255-MEDICAL & DENTAL INSURANCE	3,134,277	4,229,925	3,873,624	(350,000)	3,523,624	(706,301)	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	0	50,399	3,119	UNF
10	5275-DISABILITY INSURANCE	10,277	10,529	11,479	273	11,752	1,223	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	0	124,787	4,563	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	0	11,431	4,000	UNF
16	5291-CLOTHING ALLOWANCE	1,438	2,000	2,000	(611)	1,389	(611)	FAV
17	BENEFITS	5,141,056	6,186,149	5,763,852	(330,338)	5,433,514	(752,635)	FAV
18	5322-INSTRUCTIONAL PROG IMPROVEMENT	21,594	22,200	18,870	24,103	42,973	20,773	UNF
19	5327-DATA PROCESSING	110,412	102,829	102,829	0	102,829	0	FAV
20	5330-OTHER PROFESSIONAL & TECHNICAL SRVC	1,385,205	1,759,359	1,985,755	(67,816)	1,917,939	158,580	UNF
21	5440-RENTALS - LAND, BLDG, EQUIPMENT	48,229	113,634	97,858	43,083	140,941	27,307	UNF
22	5510-PUPIL TRANSPORTATION	2,861,329	3,544,897	3,092,361	(70,558)	3,021,803	(523,094)	FAV
23	5521-GENERAL LIABILITY INSURANCE	238,281	247,562	249,804	0	249,804	2,242	UNF
24	5550-COMMUNICATIONS: TEL, POST, ETC.	77,186	114,356	95,324	148,745	244,069	129,713	UNF
25	5560-TUITION EXPENSE	2,640,986	3,446,498	3,239,338	(15,220)	3,224,118	(222,380)	FAV
26	5590-OTHER PURCHASED SERVICES	181,818	99,307	238,348	(43,560)	194,788	95,481	UNF
27	PURCHASED SERVICES	7,565,040	9,450,642	9,120,487	18,777	9,139,264	(311,378)	FAV

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**

		COLUMN 1	COLUMN 2	COLUMN 3	COLUMN 4	COLUMN 5	COLUMN 6	COL 7
LINE	CATEGORY	2019-2020 ACTUAL	2020-2021 BUDGET	APR 2021 FORECAST	CHANGE INCR./DECR.)	APR 2021 FORECAST	VARIANCE OVER/(UNDER)	FAV UNF
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	DEBT SERVICE	4,559,210	4,453,835	4,453,835	0	4,453,835	0	FAV
31	5410-UTILITIES, EXCLUDING HEAT	620,438	709,866	599,490	11,000	610,490	(99,376)	FAV
32	5420-REPAIRS, MAINTENANCE & CLEANING	774,787	761,354	841,099	(38,962)	802,137	40,783	UNF
33	5611-INSTRUCTIONAL SUPPLIES	311,910	366,196	298,605	5,762	304,367	(61,829)	FAV
34	5613-MAINTENANCE/CUSTODIAL SUPPLIES	228,327	229,557	251,775	(37,150)	214,625	(14,932)	FAV
35	5620-OIL USED FOR HEATING	42,700	42,700	58,000	(7,245)	50,755	8,055	UNF
36	5621-NATURAL GAS	47,475	67,173	46,173	(7,500)	38,673	(28,500)	FAV
37	5627-TRANSPORTATION SUPPLIES	96,789	124,202	124,202	(3,020)	121,182	(3,020)	FAV
38	5641-TEXTS & DIGITAL RESOURCES	291,630	63,778	84,473	(8,969)	75,504	11,726	UNF
39	5642-LIBRARY BOOKS & PERIODICALS	18,584	20,215	15,933	3,280	19,213	(1,002)	FAV
40	5690-OTHER SUPPLIES	502,949	522,933	489,630	0	489,630	(33,303)	FAV
41	SUPPLIES (INCLUDING UTILITIES)	2,935,589	2,907,974	2,809,380	(82,804)	2,726,576	(181,398)	FAV
42	5730-EQUIPMENT - NEW	332,148	70,947	167,510	9,756	177,266	106,319	UNF
43	5731-EQUIPMENT - REPLACEMENT	439,067	63,106	118,646	14,335	132,981	69,875	UNF
44	EQUIPMENT	771,215	134,053	286,156	24,091	310,247	176,194	UNF
45	5715-IMPROVEMENTS TO BUILDING	160,841	55,940	79,495	37,150	116,645	60,705	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	0	5,000	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)	0	(96,496)	(96,496)	FAV
48	IMPROVEMENTS / CONTINGENCY	222,666	305,940	132,999	42,150	175,149	(130,791)	FAV
49	5580-STAFF TRAVEL	10,723	24,850	18,637	(14,000)	4,637	(20,213)	FAV
50	5581-TRAVEL - CONFERENCES	22,406	46,660	35,098	(23,865)	11,233	(35,427)	FAV
51	5810-DUES & FEES	77,379	105,654	90,654	(6,000)	84,654	(21,000)	FAV
52	DUES AND FEES	110,508	177,164	144,389	(43,865)	100,524	(76,640)	FAV
53	5856-TRANSFER ACCOUNT	495,482	0	507,844	0	507,844	507,844	UNF
54	ESTIMATED UNSPENT BUDGETS		0	0	0	0	0	FAV
55	TOTAL EXPENDITURES	47,768,411	50,784,509	50,067,957	(537,447)	49,530,510	(1,253,999)	FAV

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

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



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

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

To: Dr. Jennifer Byars, Superintendent of Schools

From: Theresa Lumas, Director of Finance and Administration

Re: Award of Contracts of \$35,000 or More

Date: May 5, 2021

Fiscal Year 2020-21

1. Technology Telephone System:

The District's phone system is no longer supported and is on the capital plan for replacement. The State is offering another round of security grant funding and the phone system is an eligible item. The District must allocate funding for the project in order to be eligible for reimbursement. The reimbursement rate averages 35% between all three towns. An RFP was posted for VoIP systems on premises and cloud based. A mandatory site visit was held on June 1, 2021. 19 vendors attended. Proposals were due on June 9, 2021 and 15 vendors submitted proposals. The District will apply for reimbursement from the State Department of Education. The reimbursement rate is approximately 35%. The District is required to secure funding first.

The Director of Technology and Network Administrator reviewed all proposals comparing cloud based systems and on premise systems, products and functionality. Their recommendations is an on premise NEC brand system proposed by Environmental Systems Corporation of West Hartford. The price is \$159,989.45. The cloud based systems require significantly more annual costs over an on premise system. The NEC product has highly rated among our peers. The system allows for future replacement of our PRI phone lines with SIP lines. This system has the capability to notify the police dispatcher the classroom and building the emergency call originates. The monthly service is an added cost which we plan to budget for in 2022-23.

Amity Finance Committee:

Move to recommend the Amity Board of Education...

Amity Board of Education:

Move to ...

award the implementation of a new phone system to Environmental Systems Corporation (ESC) of West Hartford at a price of \$159,989.45.

Capital Nonrecurring Funds

1. Facilities – High School Parking Lot Phase 3:

The third phase of paving at Amity High School was bid in May. Five contractors bid on the project and the pricing ranged from \$1.91 per sq ft to \$2.75 per sq foot for paving; pricing for line striping ranged from \$4,500 to \$6,100; and pricing for curbing ranged from \$5.85 per sq ft to \$8.50. Total project costs ranged from \$192,974 to \$279,335. H & L Paving, LLC from Norwalk is the overall low bidder. The District has worked with the project manager on previous projects and references were checked.

The remaining budget for paving is \$329,485. The Administration would like the option to work with the low bidder to repair any damaged done to the rear parking lot at Amity High School once the tent is removed. The tent company will patch the area but our intent is to have it in the new condition it was at the start of school this year. We will assess the condition of the parking lot and if further work is needed contact H & L Paving to expand the project to include the rear parking lot. This remains in the scope of the original bond project.

I recommend the Amity Finance Committee and the Amity Board of Education award the contract to H & L Paving, LLC.

Amity Finance Committee:

Move to recommend the Amity Board of Education...

Amity Board of Education:

Move 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.