

AMITY REGIONAL SCHOOL DISTRICT NO. 5 BOARD OF EDUCATION FINANCE COMMITTEE  
FEBRUARY 24, 2021 SPECIAL MEETING MINUTES  
5:30 pm  
Virtual Meeting

**COMMITTEE MEMBERS PRESENT**

Christopher Browe, Patricia Cardozo, Matthew Giglietti, Sharon Huxley, Joseph Nuzzo, Dr. Jennifer Turner

**COMMITTEE MEMBERS ABSENT**

None

**STAFF MEMBERS PRESENT**

Dr. Jennifer Byars, Theresa Lumas

**1. Call to Order**

Chairperson Cardozo called the meeting to order at 5:31 p.m.

**2. Discussion and Possible Action on Superintendent's Proposed 2021-2022 Budget**

*MOTION by Christopher Browe, Second by Dr. Turner, to approve Superintendent's Proposed 2021-2022 Budget as submitted*

*VOTES IN FAVOR, 5 (Browe, Cardozo, Giglietti, Huxley, Turner)*

*OPPOSED, 1 (Nuzzo)*

*MOTION CARRIED*

**3. Adjourn**

*MOTION by Matthew Giglietti, Second by Christopher Browe, to adjourn meeting*

*VOTES IN FAVOR, 6 (unanimous)*

*MOTION CARRIED*

Meeting adjourned at 5:52 p.m.

Respectfully submitted,

Theresa Lumas  
Director of Finance & Administration

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



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TO: Dr. Jennifer Byars, Superintendent of Schools

FROM: Theresa Lumas, Director of Finance & Administration

DATE: February 23, 2021

RE: 2021-2022 Budget Update

The administrative team continued to work this month to further reduce the budget request. Another \$973,738 has been cut since the February budget presentation. The latest data available for costs, particularly insurance and tuition, along with a new grant opportunity are driving down the increase. The District anticipates receiving more grant funds but the application has not yet been released. These funds will have a 2 year drawn down period. All of these changes lower the budget increase to \$913,698 or 1.80%.

Reductions were done while upholding the high quality of services to students and maintaining the integrity of the curriculum.

Benefits are reduced by \$535,996 which includes lowering the reserve to 22%, lowering the overall claim expectation per Anthem's renewal data, reduction in payroll taxes and benefits reflecting cuts in new staff requests and positions cut through attrition and lower renewal data for workers' compensation.

The proposed lease for music equipment and lease for 12<sup>th</sup> graders' devices are removed from the budget request. The music lease is on the capital plan starting in FY23 and devices will be funded with ESSER II funds.

Salaries changes include the reduction of 1.0 FTE certified and classified through attrition. Most new coaching and teaching positions were eliminated, some existing stipend pay and summer work hours were reduced. The cost of the additional mental health clinician position is proposed to be 50% supported by the ESSER II funds.

Two students outplaced have returned to the District this year. Capital projects was reduced for sidewalk repair being addressed this year. Also the printed student agendas will move to digital versions.

Additions made to salary lines include support for the return, scan, and distribution of the 1800 student devices with student help, teacher stipends, current degree changes, and curriculum writing for middle school music. Thirty laptops were added to support staff working remotely.

CATEGORY	REDUCTION
Benefits	\$535,996
Capital	\$10,000
Certified	\$134,293
Classified	\$29,257
Equipment-New	-\$23,250
Purchased Services	\$97,000
Tuition	\$184,396
Other Purchased Services	\$6,046
<b>Grand Total</b>	<b>\$973,738</b>

The member town allocations increase by 1.48%. The breakdown by town is shown below:

TOWN	FY21	FY22	\$ CHANGE	% CHANGE
BETHANY ALLOCATION	9,000,731	8,983,608	(17,123)	-0.19%
ORANGE ALLOCATION	25,003,802	25,236,005	232,204	0.93%
WOODBIDGE ALLOCATION	15,756,256	16,275,624	519,369	3.30%
<b>MEMBER TOWN ALLOCATIONS</b>	<b>49,760,789</b>	<b>50,495,237</b>	<b>734,448</b>	<b>1.48%</b>

**AMITY REGIONAL SCHOOL DISTRICT NO. 5  
REVENUES AND EXPENDITURES  
2021-2022 PROPOSED BUDGET**

**SUPERINTENDENT REQUESTS**

		<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>2019-2020</b>	<b>2020-2021</b>	<b>2020-2021</b>	<b>2021-2022</b>	<b>VAR. \$ TO</b>	<b>VAR. %</b>
<b>LINE</b>	<b>CATEGORY</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>FORECAST NOV</b>	<b>BUDGET</b>	<b>BUDGET</b>	<b>TO BUDGET</b>
1	MEMBER TOWN ALLOCATIONS	48,190,256	49,760,789	49,760,789	50,495,237	734,448	1.48%
2	OTHER REVENUE	324,088	248,317	151,614	136,871	(111,446)	-44.88%
3	OTHER STATE GRANTS	798,102	731,653	942,439	1,025,301	293,648	40.13%
4	MISCELLANEOUS INCOME	92,101	43,750	36,750	40,798	(2,952)	-6.75%
5	BUILDING RENOVATION GRANTS	0	0	0	0	0	0.00%
6	<b>TOTAL REVENUES</b>	<b>49,719,188</b>	<b>50,784,509</b>	<b>50,891,592</b>	<b>51,698,207</b>	<b>913,698</b>	<b>1.80%</b>
7	SALARIES	25,967,645	27,168,752	27,234,600	28,036,817	868,065	3.20%
8	BENEFITS	5,141,056	6,186,149	6,182,452	5,597,784	(588,365)	-9.51%
9	PURCHASED SERVICES	7,565,040	9,450,642	9,383,745	9,736,587	285,945	3.03%
10	DEBT SERVICE	4,559,210	4,453,835	4,453,835	4,453,835	0	0.00%
11	SUPPLIES (INCLUDING UTILITIES)	2,935,589	2,907,974	2,739,507	3,200,289	292,315	10.05%
12	EQUIPMENT	771,215	134,053	134,053	94,348	(39,705)	-29.62%
13	IMPROVEMENTS / CONTINGENCY	222,666	305,940	305,940	404,500	98,560	32.22%
14	DUES AND FEES	110,508	177,164	170,013	174,047	(3,117)	-1.76%
15	TRANSFER ACCOUNT	495,482	0	0	0	0	0.00%
16	<b>TOTAL EXPENDITURES</b>	<b>47,768,411</b>	<b>50,784,509</b>	<b>50,604,145</b>	<b>51,698,207</b>	<b>913,698</b>	<b>1.80%</b>
17	<b>SUBTOTAL</b>	<b>1,950,777</b>	<b>0</b>	<b>287,447</b>	<b>0</b>	<b>(0)</b>	<b>0.00%</b>
18	CANCELLATION OF PRIOR YEAR'S ENCUMBRANCES	35,457	0	0	0	0	0.00%
19	DESIGNATED FOR SUBSEQUENT YEAR'S BUDGET	0	0	0	0	0	0.00%
20	<b>NET BALANCE / (DEFICIT)</b>	<b>1,986,234</b>	<b>0</b>	<b>287,447</b>	<b>0</b>	<b>(0)</b>	<b>0.00%</b>
21	<b>AVERAGE DAILY MEMBERSHIP</b>	<b>2,217</b>	<b>2,195</b>	<b>2,209</b>	<b>2,179</b>	<b>(16)</b>	<b>-0.73%</b>
22	<b>PER PUPIL EXPENDITURE</b>	<b>18,199</b>	<b>19,492</b>	<b>19,390</b>	<b>19,968</b>	<b>476</b>	<b>2.44%</b>

**AMITY REGIONAL SCHOOL DISTRICT NO. 5  
REVENUES AND EXPENDITURES  
2021-2022 PROPOSED BUDGET**

**SUPERINTENDENT REQUESTS**

		COLUMN 1	COLUMN 2	COLUMN 3	COLUMN 4	COLUMN 5	COLUMN 6
		2019-2020	2020-2021	2020-2021	2021-2022	VAR. \$ TO	VAR. %
LINE	CATEGORY	ACTUAL	BUDGET	FORECAST NOV	BUDGET	BUDGET	TO BUDGET
1	BETHANY ALLOCATION	8,926,150	9,000,731	9,000,731	8,983,608	(17,123)	-0.19%
2	ORANGE ALLOCATION	24,736,074	25,003,802	25,003,802	25,236,005	232,203	0.93%
3	WOODBIDGE ALLOCATION	14,965,743	15,756,256	15,756,256	16,275,624	519,368	3.30%
4	<b>MEMBER TOWN ALLOCATIONS</b>	<b>48,627,967</b>	<b>49,760,789</b>	<b>49,760,789</b>	<b>50,495,237</b>	<b>734,448</b>	<b>1.48%</b>
5	ADULT EDUCATION	3,748	3,042	3,042	3,042	0	0.00%
6	PARKING INCOME	20,865	32,000	14,961	32,000	0	0.00%
7	INVESTMENT INCOME	52,292	35,000	10,000	7,500	(27,500)	-78.57%
8	ATHLETICS	25,300	22,000	11,000	25,000	3,000	13.64%
9	TUITION REVENUE	133,936	129,675	91,811	43,329	(86,346)	-66.59%
10	TRANSPORTATION INCOME	26,000	26,600	20,800	26,000	(600)	-2.26%
11	TRANSPORTATION BOWA AGREEMENT	0	0	0	0	0	0.00%
12	<b>OTHER REVENUE</b>	<b>262,141</b>	<b>248,317</b>	<b>151,614</b>	<b>136,871</b>	<b>(111,446)</b>	<b>-44.88%</b>
14	SPECIAL EDUCATION GRANTS	758,946	731,653	942,439	1,025,301	293,648	40.13%
15	<b>OTHER STATE GRANTS</b>	<b>758,946</b>	<b>731,653</b>	<b>942,439</b>	<b>1,025,301</b>	<b>293,648</b>	<b>40.13%</b>
16	RENTAL INCOME	18,177	14,000	7,000	18,000	4,000	28.57%
17	INTERGOVERNMENTAL	32,884	4,750	4,750	4,798	48	1.01%
18	OTHER REVENUE	19,073	25,000	25,000	18,000	(7,000)	-28.00%
19	TRANSFER IN	0	0	0	0	0	0.00%
20	<b>MISCELLANEOUS INCOME</b>	<b>70,134</b>	<b>43,750</b>	<b>36,750</b>	<b>40,798</b>	<b>(2,952)</b>	<b>-6.75%</b>
21	<b>BUILDING RENOVATION GRANTS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
22	<b>TOTAL REVENUES</b>	<b>49,719,188</b>	<b>50,784,509</b>	<b>50,891,592</b>	<b>51,698,207</b>	<b>913,698</b>	<b>1.80%</b>

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		COLUMN 1	COLUMN 2	COLUMN 3	COLUMN 4	COLUMN 5	COLUMN 6
		2019-2020	2020-2021	2020-2021	2021-2022	VAR. \$ TO	VAR. %
LINE	CATEGORY	ACTUAL	BUDGET	FORECAST NOV	BUDGET	BUDGET	TO BUDGET
1	5111-CERTIFIED SALARIES	21,243,071	22,123,006	22,157,333	22,915,342	792,336	3.58%
2	5112-CLASSIFIED SALARIES	4,724,574	5,045,746	5,077,267	5,121,475	75,729	1.50%
3	<b>SALARIES</b>	<b>25,967,645</b>	<b>27,168,752</b>	<b>27,234,600</b>	<b>28,036,817</b>	<b>868,065</b>	<b>3.20%</b>
4	5200-MEDICARE - ER	354,550	393,384	393,384	407,811	14,427	3.67%
5	5210-FICA - ER	293,447	315,690	315,690	311,405	(4,285)	-1.36%
6	5220-WORKERS' COMPENSATION	203,071	237,774	215,228	214,297	(23,477)	-9.87%
7	5255-MEDICAL & DENTAL INSURANCE	3,134,277	4,229,925	4,229,925	3,675,704	(554,221)	-13.10%
8	5860-OPEB TRUST	40,950	31,678	31,678	0	(31,678)	-100.00%
9	5260-LIFE INSURANCE	42,820	47,280	45,772	49,918	2,638	5.58%
10	5275-DISABILITY INSURANCE	10,277	10,529	10,886	11,136	607	5.77%
11	5280-PENSION PLAN - CLASSIFIED	851,987	790,234	790,234	764,395	(25,839)	-3.27%
12	5281-DEFINED CONTRIBUTION RETIREMENT PLAN	99,079	120,224	120,224	148,418	28,194	23.45%
13	5282-RETIREMENT SICK LEAVE - CERT	0	0	0	0	0	0.00%
14	5283-RETIREMENT SICK LEAVE - CLASS	0	0	0	0	0	0.00%
15	5284-SEVERANCE PAY - CERTIFIED	0	0	0	0	0	0.00%
16	5290-UNEMPLOYMENT COMPENSATION	109,160	7,431	27,431	12,500	5,069	68.21%
17	5291-CLOTHING ALLOWANCE	1,438	2,000	2,000	2,200	200	10.00%
18	<b>BENEFITS</b>	<b>5,141,056</b>	<b>6,186,149</b>	<b>6,182,452</b>	<b>5,597,784</b>	<b>(588,365)</b>	<b>-9.51%</b>
19	5322-INSTRUCTIONAL PROG IMPROVEMENT	21,594	22,200	22,200	26,600	4,400	19.82%
20	5327-DATA PROCESSING	110,412	102,829	102,829	114,785	11,956	11.63%
21	5330-OTHER PROFESSIONAL & TECHNICAL SRVC	1,385,205	1,759,359	1,905,245	1,709,506	(49,853)	-2.83%
22	5440-RENTALS - LAND, BLDG, EQUIPMENT	48,229	113,634	113,634	122,685	9,051	7.97%
23	5510-PUPIL TRANSPORTATION	2,861,329	3,544,897	3,318,413	3,733,219	188,322	5.31%
24	5521-GENERAL LIABILITY INSURANCE	238,281	247,562	249,804	249,654	2,092	0.85%
25	5550-COMMUNICATIONS: TEL, POST, ETC.	77,186	114,356	95,324	114,356	0	0.00%
26	5560-TUITION EXPENSE	2,640,986	3,446,498	3,476,989	3,578,655	132,157	3.83%
27	5590-OTHER PURCHASED SERVICES	181,818	99,307	99,307	87,127	(12,180)	-12.26%
28	<b>PURCHASED SERVICES</b>	<b>7,565,040</b>	<b>9,450,642</b>	<b>9,383,745</b>	<b>9,736,587</b>	<b>285,945</b>	<b>3.03%</b>
29	5830-INTEREST	809,210	788,835	788,835	788,835	0	0.00%
30	5910-REDEMPTION OF PRINCIPAL	3,750,000	3,665,000	3,665,000	3,665,000	0	0.00%
30a	INTEREST OWED TO STATE	0	0	0	0	0	0.00%
30b	BONDING OF FACILITIES CAPITAL ITEMS	0	0	0	0	0	0.00%
31	<b>DEBT SERVICE</b>	<b>4,559,210</b>	<b>4,453,835</b>	<b>4,453,835</b>	<b>4,453,835</b>	<b>0</b>	<b>0.00%</b>

**AMITY REGIONAL SCHOOL DISTRICT NO. 5  
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		<b>2019-2020</b>	<b>2020-2021</b>	<b>2020-2021</b>	<b>2021-2022</b>	<b>VAR. \$ TO</b>	<b>VAR. %</b>
<b>LINE</b>	<b>CATEGORY</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>FORECAST NOV</b>	<b>BUDGET</b>	<b>BUDGET</b>	<b>TO BUDGET</b>
32	5410-UTILITIES, EXCLUDING HEAT	620,438	709,866	703,219	725,065	15,199	2.14%
33	5420-REPAIRS, MAINTENANCE & CLEANING	774,787	761,354	761,354	747,751	(13,603)	-1.79%
34	5611-INSTRUCTIONAL SUPPLIES	311,910	366,196	366,196	369,883	3,687	1.01%
35	5613-MAINTENANCE/CUSTODIAL SUPPLIES	228,327	229,557	229,557	246,698	17,141	7.47%
36	5620-OIL USED FOR HEATING	42,700	42,700	42,700	46,500	3,800	8.90%
37	5621-NATURAL GAS	47,475	67,173	67,173	68,171	998	1.49%
38	5627-TRANSPORTATION SUPPLIES	96,789	124,202	124,202	100,233	(23,969)	-19.30%
39	5641-TEXTS & DIGITAL RESOURCES	291,630	63,778	63,778	243,902	180,124	282.42%
40	5642-LIBRARY BOOKS & PERIODICALS	18,584	20,215	20,215	20,215	0	0.00%
41	5690-OTHER SUPPLIES	502,949	522,933	361,113	631,871	108,938	20.83%
42	<b>SUPPLIES (INCLUDING UTILITIES)</b>	<b>2,935,589</b>	<b>2,907,974</b>	<b>2,739,507</b>	<b>3,200,289</b>	<b>292,315</b>	<b>10.05%</b>
43	5730-EQUIPMENT - NEW	332,148	70,947	70,947	49,348	(21,599)	-30.44%
44	5731-EQUIPMENT - REPLACEMENT	439,067	63,106	63,106	45,000	(18,106)	-28.69%
45	<b>EQUIPMENT</b>	<b>771,215</b>	<b>134,053</b>	<b>134,053</b>	<b>94,348</b>	<b>(39,705)</b>	<b>-29.62%</b>
46	5715-IMPROVEMENTS TO BUILDING	160,841	55,940	55,940	65,000	9,060	16.20%
47	5715-FACILITIES CONTINGENCY	0	100,000	100,000	100,000	0	0.00%
48	5720-IMPROVEMENTS TO SITES	61,825	0	0	89,500	89,500	100.00%
49	5850-CONTINGENCY	0	150,000	150,000	150,000	0	0.00%
50	TRSF. FROM CONTINGENCY TO OTHER ACCTS.	0	0	0	0	0	0.00%
51	<b>IMPROVEMENTS / CONTINGENCY</b>	<b>222,666</b>	<b>305,940</b>	<b>305,940</b>	<b>404,500</b>	<b>98,560</b>	<b>32.22%</b>
52	5580-STAFF TRAVEL	10,723	24,850	22,365	23,850	(1,000)	-4.02%
53	5581-TRAVEL - CONFERENCES	22,406	46,660	41,994	44,800	(1,860)	-3.99%
54	5810-DUES & FEES	77,379	105,654	105,654	105,397	(257)	-0.24%
55	<b>DUES AND FEES</b>	<b>110,508</b>	<b>177,164</b>	<b>170,013</b>	<b>174,047</b>	<b>(3,117)</b>	<b>-1.76%</b>
56	<b>5856-TRANSFER ACCOUNT</b>	<b>495,482</b>	<b>0</b>	<b>0</b>		<b>0</b>	<b>0.00%</b>
57	<b>TOTAL EXPENDITURES</b>	<b>47,768,411</b>	<b>50,784,509</b>	<b>50,604,145</b>	<b>51,698,207</b>	<b>913,698</b>	<b>1.80%</b>