

Board of Education
Darien, Connecticut

**SPECIAL MEETING OF THE BOARD OF EDUCATION
TUESDAY, JANUARY 18, 2022**

**PLACE:
DARIEN PUBLIC SCHOOLS'
ADMINISTRATIVE OFFICES
MEETING ROOM
7:00 P.M.**

AGENDA

1. Call to Order..... Mr. David Dineen 7:00 p.m.
2. Chairperson's Report..... Mr. David Dineen
3. Public Comment*..... Mr. David Dineen
4. Comments from Board of Finance.....Mr. David Dineen
and RTM Education and
Finance and Budget Committees
on the FY23 Proposed Budget
5. Further Discussion on 2022-23.... Dr. Alan Addley
Proposed Budget and Follow Up
Questions
6. Adjournment..... Mr. David Dineen

AA:nv

**** The Board of Education meeting will be available to the public in person and via Zoom. In-Person attendance at the Board meeting is limited by room capacity and social distancing requirements. All members of the community must wear masks regardless of vaccination status. Only 14 seats are available for the public which will be available on a first come, first serve basis. Doors open at 6:30 p.m. for the 7:00 p.m. meeting. If you are present and wish to give public comment but are unable to get a seat, you will be required to wait outside and you will be invited into the room when it is your turn to speak. Those members of the community wishing to participate in public comment should join the meeting via Zoom:**

<https://darienps.zoom.us/j/92912293577>

Those members of the community wishing to view only, should do so through the Darien Youtube link: <https://www.youtube.com/channel/UCUnvyKBFbFrTWQRuoB6OZA>

In order to reduce audio interference, members of the community are requested not to simultaneously view by Youtube while participating on Zoom.

FY 23 Questions - Board of Education

January 08, 2022

#	Question	Response
RC 11 Athletics		
1	Please change reference to a “non cut” policy on page 10 to “recommendation.”	Yes, we will send a replacement page.
2	How many other freshman teams have 2 assistant coaches?	Freshman Football Freshman Boys Lacrosse Freshman Boys Soccer
3	If we add an assistant coach to field hockey will this affect the JV team? Will we have massive cuts or will we need to add a coach?	Based on our current experiences with freshman teams we have not cut players. Significant cuts are not anticipated as in many instances students choose not to return when they see their skill level is not as competitive as their peers. There would be cuts, as we currently have now at the JV level, and perhaps a few more. Adding a 2nd freshman field hockey coach would ensure all freshmen who have the desire to play the sport the opportunity to do so. This year more freshman players than ever tried out for field hockey, leading to the request for an additional coach.
RC 12 Facilities		
4	Should we increase the facilities usage fees? We would like a recommendation from the administration.	The administration recommended a 4% increase as reflected in the budget book. For every 1% increase field rentals would increase \$1,857 assuming flat enrollment. Some districts do peg these rates to inflation. That would result in a 7% increase to \$198,196. We would not recommend anything greater than 4% for building rentals as building rentals have lagged since COVID.

5% field rentals would be \$(194,482)
 6% field rentals would be \$(196,339)
 7% field rentals would be \$(198,196)
 8% field rentals would be \$(200,053)
 9% field rentals would be \$(201,910)
 10% field rentals would be \$(203,767)

RC 13 Music

5	Should we consider buying the required music attire for students as we do with athletic uniforms?	<p>If the BOE would like to pay for this attire the cost would be \$23,735.</p> <p>Orchestra: \$68 per student at 73 students =\$4,964 Chorus: \$108 per student at 62 students =\$6,696 Band: \$105 per student at 115 students =\$12,075</p>
---	---	--

RC 21 Library/Media

6	Can we have a presentation on how libraries are used today?	We will include this in one of the curriculum presentations to the BOE.
---	---	---

RC 15 Technology

7	Do we track the ratio of repairs to the number of devices? Device failures during midterms?	Yes, it is typically a ratio of 1:15 devices that needs repairs. There is no uptick during Midterms though the bulk of repairs come from MMS.
---	---	---

8	Could we have more information on the requested Technician	The new technician will be hardware centric, but will handle all facets of technical support at the middle school, including hardware support, smartboard repair, application support, and network diagnosis. The new tech will be able to repair devices in house not only for the middle school but also for the district. The technician will also be available to help at other schools when needed as the Technology department continues to see expanding demands from students and staff.
---	--	--

RC 26 ELP

9	Can we see the tuition from other area preschools?	<p>St Johns Pre School: \$6,800 (4 day) and \$9,375 (5 days)</p> <p>YMCA Holly Pond: \$7065 (4 day) and \$11,195 (5 days)</p> <p>St. Thomas Happiness: \$7,825</p> <p>Methodist: \$8,800 and \$11,715 (pre-k)</p> <p>Presbyterian: \$11,331 and \$11,700 (pre-k)</p> <p>1st Congregational: \$8,862 and \$11,247 (pre-k)</p>
---	--	--

RC 24 Special Education

10	Why is there an increase in out of district transportation?	Previously we were able to utilize ride shares with other districts. Many service providers are limiting rideshares due to covid concerns and some districts are not willing to rideshare due to the nationwide driver shortage as they are putting multiple students on one vehicle who go to different locations. We have lost 2 rideshares in FY22. Another contributing factor is the nationwide driver shortage has resulted in operators paying higher wages and bonuses which are then passed on as a higher cost to districts.
----	---	--

11	The number of drivers in the personnel detail doesn't match the drivers in this RC.	The Drivers are located on page 197 of the personnel detail. Both this page and RC24 show 4.0 FTE.
12	How do we determine the need for additional psychologists?	The need for additional staffing is based on an increased need for social emotional support for all students. Additionally, there have been increases in IEP recommendations for related services, the number of student referrals requiring evaluations, the number of PPT and 504 meetings and the number of triennial evaluations based on increased number of classified students.
13	We need to know the hours of service for the SLP's rather than the number of students.	As of January 10, 2022 there are approximately 90 hours of direct SLP services per 8 day cycle at DHS. The two SLP's at DHS provide approximately 45 hours over an 8 day cycle of direct SLP services (5.625 hours daily). In addition, the collective bargaining agreement provides a lunch and prep period daily. The 5.625 hours daily does not include hours for evaluation, ppt meeting attendance, observations, and IEP consultations. This year we are managing the additional time needed to support students by compensating our current staff for the extra hours worked.
14	How many special education students are exiting the high school this year?	As of the SEDAC reporting October, 1 2021 there are 72 students exiting DHS and 69 MMS students entering DHS in 2022.
RC 19 Curriculum		
15	Could we have a breakdown of all PD in other budgets in the same way it is broken out here?	Apart from RC24, allocation of professional development in other RCs largely supports individual teacher professional development participation in content and grade specific learning experiences offered outside the District.

16	Line 1912009 - Are we adding staff that was paid through a grant?	No, the increase reflected in the budget is based on the DEA contract TEG for the existing 13.5 FTE. The 2.5 FTE paid from the ARP Esser III grant will no longer exist in FY23 as those positions are 1 year only positions. There are two staff members in the operating budget who are moving from a step 18 to a step 19, which on the DEA grid is a 10% raise. There was also a budget adjustment of \$19,916 during the year out of the account for salary savings during a period of time.
----	---	---

17	Can we spread out the purchase of the Western Civ books?	<p>The cost for a six year digital subscription renewal is included in RC 19 for FY 23.</p> <table border="1" data-bbox="646 527 1997 760"> <tr> <td data-bbox="646 527 1323 605">1 year</td> <td data-bbox="1323 527 1997 605">\$7,517.25</td> </tr> <tr> <td data-bbox="646 605 1323 683">3 year</td> <td data-bbox="1323 605 1997 683">\$22,181.25</td> </tr> <tr> <td data-bbox="646 683 1323 760">6 year</td> <td data-bbox="1323 683 1997 760">\$30,498.00</td> </tr> </table>	1 year	\$7,517.25	3 year	\$22,181.25	6 year	\$30,498.00
1 year	\$7,517.25							
3 year	\$22,181.25							
6 year	\$30,498.00							

RC 16 Administration

18	Are we certain that we will use YouTube and Zoom going forward? Are there other platforms?	Yes. We have invested significant time to train staff and the public on accessing meetings via Zoom and YouTube. It is working well and we have no plans to make a change.
----	--	--

19	Can you break out the dues and memberships for the administration?	CABE: \$17,000 Center of School Change: \$5,119 CAPSS: \$5,500 CES: \$5,800 CES Superintendent: \$550 Tri State: \$8,000 Southern County Fairfield Superintendent: \$1,000 DMG: \$3,750
----	--	--

FY 23 Questions - Board of Education
January 11, 2022

#	Question	Response
RC 1 DHS		
1	Could we have a job description for the bursar?	<p>Attached is the job description for the Bursar.</p> <p>The schedule for the bursar varies each day. 70% of the day deals with parents, captains, faculty club advisors, the athletic director to post catalog items, record student activity transactions, provide reports, issue parking permits, respond to students about graduation and prom tickets, and work with clubs and organizations to ensure internal controls are enforced. About 5% of the day involves scholarship requests, 25% of the day involves managing all ordering for the high school, processing requisitions, placing orders for teachers and administrators, working with departments to ensure goods are received, fielding phone calls, and working with accounts payable to provide invoices to close out purchase orders.</p>

2

Can you explain the changes to GASB that require additional FTE for the bursar?

GASB 84 establishes specific criteria for identifying fiduciary activities based primarily on whether the school district is controlling the assets of the fiduciary activity and the beneficiaries with which a fiduciary relationship exists. If the activity is not a “fiduciary activity”, then it is a “governmental activity”. The school district must examine the items it accounts for in its current fiduciary funds and determine if they meet the terms and conditions, as set forth by GASB 84 as well as items currently accounted for in its operating funds that must now be accounted for as a fiduciary activity. Key distinguishing factors of each activity include:

- A fiduciary activity greatly limits the amount of control and oversight a school district may exercise.
- A governmental activity considers funds as public school funds and subject to the related laws, regulations, Board policies and administrative regulations.

Since the school district cannot have administrative or direct financial involvement over the assets, all of the commonly used “other fiduciary activities” (student activity accounts, payroll withholdings and certain scholarships) that currently reside in the fiduciary funds (Private Purpose Trust or Agency Funds) would not meet the new definition of fiduciary type activities, as described by GASB 84, and must be reported in a governmental fund.

Special Revenue Fund Reporting – Since revenue sources from student activity funds and scholarships are restricted for specific purposes, they should be reported in a special revenue fund.

These changes are effective for the year ending June 30, 2021.

		<p>The High School Bursar currently processes approximately 2,500 transactions each year within student activities, currently in School Cash Online. The change in reporting will require all revenue items (approximately 1,000 records each year) to be recorded in both School Cash Online and MUNIS while checks will be issued in MUNIS. This creates an additional 1,000 records to be created each year. This change is approximately 0.10 FTE of the 0.30 FTE request. The remaining FTE request comes from existing work, which has been paid on payroll memos throughout the last five years. While the FTE was not reflective, the expense has always been 0.6FTE based on additional hours worked and paid above the 0.5 FTE. This work includes processing all orders for the high school, supporting graduation, and supporting the high school main office. These extra hours over the years have equated a 0.10 FTE. The remaining 0.10 FTE would allow the schedule to be four days a week for 38 weeks to support the high school.</p>
3	What do we use the \$12,000 for handbook printing for?	<p>Printing in RC1 includes the following:</p> <ul style="list-style-type: none">\$1,400 for Literature Magazine\$4,550 for Graduation\$400 for Science Symposium Book\$1,100 for Awards Ceremony Booklet\$400 for Scholarship Awards Booklet\$1,500 for Lawn Signs\$1,000 for Winter Literature Magazine\$150 for class schedules\$1,000 for Posters\$400 for stationery\$100 for ID Inserts

4	How many PE/Health classes hit the 26/28 class size that the principal is concerned about?	There are a total of 120 sections of PE/Health. 22 of those sections have more than 26 students in the class. Adding a 0.6 FTE would reduce the average class size from 24 to 22.
5	What is the balance of the student activity account at DHS?	The current bank balance is \$452,760.84 however this includes funds collected but not yet spent. The balance as of June 30, 2021 was \$216,797.
6	What fees are being collected from parents/students that go into the student activity account?	<p>Parking Fees (248 spots charged at \$110 spot, unless its late birthday then \$55. \$11,000 to the BOE, the remainder is used to support events for the entire school population).</p> <p>Rental Fees (Boys Hockey \$898, Girls Hockey \$938, Skiing \$292, Squash \$452, Sailing \$375)*</p> <p>Music Uniforms (Band, Orchestra, Chorus)</p> <p>Voluntary Activity Fee for athletics Athletic Voluntary Fees</p> <p>Technology Student Association Due \$25</p> <p>Tri-M Honor Society Dues \$20</p> <p>DECA Dues \$20</p> <p><i>*Collected in Student Activities then credited to BOE account</i></p>
RC 3 Middlesex Middle School		
7	Can we have a job description for the Campus Monitor?	Attached is the job description for the Campus Monitor .

		Darien uses one consistent job description for it's teachers, since we require the same qualifications for all teaching positions. The only qualification that varies from position to position is the certification area required. We require all teachers at the high school to be dually certified in both Physical Education and Health. We do not require dual certification at the lower levels. The job description for a teacher is linked here .
RC 12 Maintenance		
10	Could we have a job description and schedule for the groundskeeper?	Attached is the Weekly Grounds Schedule: Grounds Schedule Attached is the Year Round Duties of a Groundskeeper: Duties and Responsibilities Attached is the Job Description for the Groundskeeper .
RC 13 Music		
11	Should we consider buying the required music attire for students as we do with athletic uniforms?	If the BOE would like to pay for this attire the cost would be \$23,735. Orchestra: \$68 per student at 73 students =\$4,964 Chorus: \$108 per student at 62 students =\$6,696 Band: \$105 per student at 115 students =\$12,075
12	What are the uniforms for orchestra, chorus and band?	Black Suit (Pants, dress shirt, tie and jacket) Black Dress Black Top and pants <i>Students have the option to wear a suit, dress or a top/pants combo.</i>

RC 15 Technology

13

Could we have a job description and schedule for the technician?

Attached is the job description for the [Technician](#).

- 25% of the day typically involves tier 1 hardware and software repairs for students and staff.
- 30% of the day typically involves tier 2 fixes for Chromebooks, laptops and desktops.
- 45% of the day typically involves working with teachers on anything ranging from smartboard issues to wireless connectivity issues to application support.

Currently response time at the schools averages the following:

- DHS: averages 1 hour
- MMS: averages 12 hours
- Elementary: averages 4 hours

By providing this additional technician, the MMS averages should drop greatly. The lengthy response time impacts the time in which a student or staff member could be without technology.

The MMS tech supports the following, but not limited to:

- 95 desktop computers, including hardware repair and application support
- 100 teacher laptops, including hardware repair and application support
- 1300 student Chromebooks, including hardware repair and application support
- 70 interactive display systems
- Auditorium display system
- Network hardware, including all switches, routers, and connectivity to all devices

		<ul style="list-style-type: none"> ● Wireless system with 75 access points ● Digital door entry system ● Digital camera surveillance system ● Cafeteria POS system ● Library Destiny asset management system ● Aspen SIS system, including gradebook support for teachers ● Intruder detection (Alertus) system ● Phone system support <p>The MMS tech spends two hours dedicated to helping students by manning a desk that students can come to directly for issues. During this time, no other tech issues can be addressed.</p>
14	What are the caseloads for the technicians?	A technician typically handles between 6 and 17 help desk tickets a day, projects such as upgrading wireless access, updates on computers, computer patching and break fix items that are considered tier 1 and not logged as a help desk ticket.
15	If we move to BYOD at the high school and only perform level 1 repairs, won't there be excess capacity at the high school that could be transferred to the middle school?	<p>The high school techs mainly handle level 1 support currently for mobile devices. Most hardware issues are sent out for repair. Their level 1 support requirements should remain consistent as the variety of devices they will have to support will increase with BYOD. Their list of responsibilities include, but are not limited to:</p> <ul style="list-style-type: none"> ● 400 desktop computers, including hardware repair and application support ● 150 teacher laptops, including hardware repair and application support ● 1300 student ipads, including hardware repair and application support ● 105 interactive display systems with audio systems ● Auditorium and cafeteria display systems

		<ul style="list-style-type: none"> ● Network hardware, including all switches, routers, and connectivity to all devices ● Wireless system with 110 access points ● Digital door entry system ● Digital camera surveillance system ● Cafeteria POS system ● Library Destiny asset management system ● Aspen SIS system, including gradebook support for teachers ● Intruder detection (blue button) system ● Phone system support <p>The removal of one of the techs will result in a severe drop in timely support for the users in the high school.</p>
16	If everything is web-based why do we need to purchase the 25 Mac labs?	<p>This lab supports the global innovators course for eighth grade students. These courses require the use of large screens, video and graphic software, and editing tools that all students need to access in the same way for instructional purposes. This course is group-work oriented and designed for high student usage of the Mac Computers.</p>

17	Why do we need the 85 middle school office desk tops at the middle school? What are we using them for?	85 replacements are scheduled as follows: 10 for Administration 8 for Guidance 3 for Nurses 24 for Special Education 5 for Cafeteria 1 for Auditorium 8 for the Library 26 for Specials (PE, Art, Music, WL) These devices no longer update due to their age.
18	Are the grade 12 iPads usable?	The iPads are usable but the logitech crayons will no longer work with them. The quality of the iPads degrade over time, which usually results in 12th grade iPads being recycled.
RC 17 Health		
19	Are we charging the nurses to this RC because they really do service all students?	Yes, they service all students
20	Should we move the LPN to RC 24?	Yes, we can move the LPN to RC24. If the BOE agrees, we will move all the psychologists to the schools' RC's as well as the school social workers to DHS and MMS.

RC 26 ELP

21

Can we see the tuition from other area preschools?

St John's Pre School: \$6,800 (4 days) and \$9,375 (5 days)

YMCA Holly Pond: \$7,065 (4 days) and \$11,195 (5 days)

St. Thomas Happiness: \$7,825

Methodist: \$8,800 and \$11,715 (pre-k)

Presbyterian: \$11,331 and \$11,700 (pre-k)

1st Congregational: \$8,862 and \$11,247 (pre-k)

22

What programs are these comps for?

The proposed tuition for Darien is \$7,230

The comparisons are 4 year old programs.

RC 24 Special Education

23

Could you please provide a narrative similar to what we provided for the SLP?

As of January 12, 2022 there are approximately 91.58 hours of IEP recommended counseling services provided by school psychologists per 8 day cycle at DHS. The 4 psychologists at DHS provide approximately 2.9 hours of mandated direct service daily.

These related service hours do not include psychoeducational evaluations (approx. 4-hours direct administration time with students). Each psychologist conducts approximately 15-20 initial evaluations and 20-30 triennial evaluations annually.

Psychologists are required to attend Student Assistance Team (SAT) meetings (1 time in an 8 day cycle .67 hours) and Student Intervention Team (SIT) meetings (2 times in an 8 day cycle) designated by their grade level.

Additionally, psychologists are case managers for all new referrals to special education. Psychologists conduct student observations (approx.45 minutes), attend parent meetings (approx.60 minutes), participate in PPT and 504 meetings (approx. 45- 90 minutes), consult with outside agencies and providers (approx. 60 minutes), consult with general and special education teachers (variable), provide support for general education students and families (variable), as well as manage crisis intervention (variable).

The collective bargaining agreement provides a lunch and prep period daily for psychologists.

24	Who do the school psychologists report to? Should they be charged to the buildings?	The school psychologists report to the Principals. If the BOE agrees, we will move the psychologists and social workers to the schools' RC's.																											
25	Could we have more detail for the professional development in this RC?	<table border="1"> <thead> <tr> <th data-bbox="751 367 1365 443">PD</th> <th data-bbox="1365 367 1984 443">Budget</th> </tr> </thead> <tbody> <tr> <td data-bbox="751 443 1365 519">Marilyn Friend, PhD</td> <td data-bbox="1365 443 1984 519">\$40,000</td> </tr> <tr> <td data-bbox="751 519 1365 596">CBC-DBT</td> <td data-bbox="1365 519 1984 596">\$37,590</td> </tr> <tr> <td data-bbox="751 596 1365 672">ACE</td> <td data-bbox="1365 596 1984 672">\$10,000</td> </tr> <tr> <td data-bbox="751 672 1365 748">NECC</td> <td data-bbox="1365 672 1984 748">\$15,000</td> </tr> <tr> <td data-bbox="751 748 1365 824">Wilson Training AIM Academy</td> <td data-bbox="1365 748 1984 824">\$32,300</td> </tr> <tr> <td data-bbox="751 824 1365 901">ADOS</td> <td data-bbox="1365 824 1984 901">\$5,000</td> </tr> <tr> <td data-bbox="751 901 1365 977">PMT Associates</td> <td data-bbox="1365 901 1984 977">\$610</td> </tr> <tr> <td data-bbox="751 977 1365 1053">ConnCase</td> <td data-bbox="1365 977 1984 1053">\$700</td> </tr> <tr> <td data-bbox="751 1053 1365 1130">Wilson Training- Individual</td> <td data-bbox="1365 1053 1984 1130">\$700</td> </tr> <tr> <td data-bbox="751 1130 1365 1206">Staff Member Individual PD</td> <td data-bbox="1365 1130 1984 1206">\$4,000</td> </tr> <tr> <td data-bbox="751 1206 1365 1282">PMT</td> <td data-bbox="1365 1206 1984 1282">\$4,100</td> </tr> <tr> <td data-bbox="751 1282 1365 1359">Total RC 24 PD</td> <td data-bbox="1365 1282 1984 1359">\$150,000</td> </tr> </tbody> </table>		PD	Budget	Marilyn Friend, PhD	\$40,000	CBC-DBT	\$37,590	ACE	\$10,000	NECC	\$15,000	Wilson Training AIM Academy	\$32,300	ADOS	\$5,000	PMT Associates	\$610	ConnCase	\$700	Wilson Training- Individual	\$700	Staff Member Individual PD	\$4,000	PMT	\$4,100	Total RC 24 PD	\$150,000
PD	Budget																												
Marilyn Friend, PhD	\$40,000																												
CBC-DBT	\$37,590																												
ACE	\$10,000																												
NECC	\$15,000																												
Wilson Training AIM Academy	\$32,300																												
ADOS	\$5,000																												
PMT Associates	\$610																												
ConnCase	\$700																												
Wilson Training- Individual	\$700																												
Staff Member Individual PD	\$4,000																												
PMT	\$4,100																												
Total RC 24 PD	\$150,000																												

RC 19 Curriculum

26

Could we have more detail for the professional development in this RC?

English Dept. 6-12 (ASCD Blended Learning, TC Summer Institute, RESC Workshops)	5,700
Teachers College (supplementing Title Grant)	8,000
Equitable Instructional Practices (content specific PD / workshops)	24,000
SEL (RULER, CS, CPS)	27,000
Idea (NAGC Conference)	5,000
Wilson (virtual training for 8)	5,200
NGSS (PBL Design, CT Science Center)	4,500
SRBI (book study)	2,500
Curriculum (PLC, HQI, Admin PD)	19,000
AP	3,500
PLTW (new course training)	4,525
Music (First Steps in Music)	3,000
Technology / Instr. Tech (ISTE)	15,000
Total RC 19 PD	126,925

27	What is the title of the book that we are purchasing for Western Civ?	World History and Geography Publisher: McGraw Hill
28	Line 12001 - Can you explain the charge for the DEI consultant for next year? Is there any overlap from the amount you are requesting to transfer this year and the amount in your budget request for next year?	There is no overlap between the current proposal and the FY 23 request. Next year's proposal of \$45,000 includes seven on site visits, six virtual meetings and collaborative planning for all related events with administration. The scope of work includes continued support of the DEI Team, staff professional development, and working with staff and student leadership in academic and athletic settings.
29	Could we have more information on the TC K - 2 units for next year? What does this include? Where do the new requirements come from?	In June 2021, the State passed the "Right to Read" legislation in response to the Science of Reading. Currently the District utilizes a balanced literacy approach. To align with State requirements and most current research related to the "Science of Reading", we plan to deepen learning opportunities for students with new K-2 units integrating the work students are doing with phonics (Foundations), phonemic awareness (Heggerty), as well as the synchrony between reading and writing. With the purchase of these new units of study, students will be exposed to the most up-to-date practices and methodologies. Teachers College Reading and Writing Project is an international research organization currently revising their curriculum that is used by more than 50% of districts in Connecticut. We will provide additional detail during a presentation to the BOE Curriculum Committee on January 27, 2022.

Personnel Object

30 Can we reconcile the FTE in the personnel object pages 184 to 198 to the FTE throughout the budget book?

Attached is the reconciliation. Guidance FTE on pg 191 reflected 13 FTE where it should have reflected 14 FTE (8 at DHS and 6 at MMS). The dollar amount in the recommended budget was correct. A replacement page will be provided.

[Reconciliation](#)

FY 23 Questions - Board of Finance

January 08, 2022

#	Question	Response
RC 25 Fixed Expenses		
1	When the cap on health insurance expires for FY 25 is it possible that we will see a 15% increase?	Health Insurance renewals are based on claims data. As claim data worsens renewal rates worsen. FY24 will have a rate cap of 6.9% while FY23 is 8.75%. Should claims continue to worsen over that two year period we should expect a double digit renewal. However if claims improve renewals could be better than 6.9%. Over the past three years high claimants have weighed heavily on our renewal costs.
RC 15 Technology		
2	Is any tech support for the Town included in this budget?	Yes, in RC15 there is a credit of \$229,553 for Technology Shared Services. This covers the cost of 1 full time employee dedicated to the Town, a portion of the Director of IT, Technical Engineer, Network Manager, internet access, web filtering, firewall services, endpoint security, hardware and phone service.
RC 26 ELP		
3	Is \$10,000 a real number for the building sub?	Yes, our building substitutes work 4 days a week and tend to turnover throughout the year. The budget assumes we will see turnover at least twice in the year, which results in the lower figure.
RC 24 Special Education		
4	Questions the rate of reimbursement for Excess Cost.	If we exclude FY22 67.5% reimbursement rate as an abnormality along with FY21 80.3% and FY9 and FY10, which were 100% and 82.7% the average of the remaining years is 75.5%.

RC 19 Curriculum

5	Line 23005 - What pilot programs are being considered?	Programs vary year to year based on current needs and opportunities within the District. Frequently these funds are used for digital subscriptions/platforms related to instructional technology.
---	--	---

RC 11 Athletics

6	We have included gate receipts as revenue in this budget. Is this affecting the request for additional FTE for the Bursar?	No. This request has no impact on the need for the additional 0.3 FTE for the Bursar. The Bursar has historically worked approximately 150 hours over its 0.5 FTE allocation due to demands on the position. This would equate to 0.6 FTE. We anticipate the additional work due to GASB 84 to add another 150 hours to this position, which would be another 0.10 FTE. The request to make it a 0.8 allows it to be a 4 day per week position. Work being allocated to central office business office allows us to not request this to be a full 1.0 FTE.
---	--	--

FY 23 Questions - CDSP

January 08, 2022

#	Question	Response
RC 1 DHS		
1	Is there anything in the budget for the China Exchange? Is this all funded by parents?	Yes, there is \$7,000 in RC1 for China Exchange, in other student activities. This covers transportation to the airport for the students and incidental expenses for hosting the China students in Darien.
RC 2 Fitch		
2	Do we have plans to bring in outside students to produce revenue?	Most neighboring districts have a similar program to Fitch. There are not any realistic opportunities for generating revenue with Fitch. This situation has evolved since the administration first proposed Fitch and the possibility of revenue from other districts. At that time very few districts had programs similar to that at Fitch.
3	At what size would Fitch no longer be effective for students?	The answer to this question requires analysis that we are planning to do in preparation for the 23-24 budget recommendations as the current space limits any expansion now. The administration will consider the staffing, space, population, student learning and support implications of increasing the program in the coming year. Additionally we will continue to gauge the request for placement in Fitch Academy.
RC 3 Middlesex Middle School		
4	Will Project Lead the Way include Robotics?	The new PLTW course is Automation and Robotics. Students explore mechanical systems, energy transfer, machine automation and computer controlling systems using the VEX Robotics platform.

5	Can you include money in the MMS or Facilities budget for the Outdoor Classroom?	The recommendation was to not include the outside classroom in the FY23 Operating Budget and to seek outside resources to implement the outside classroom at MMS.
6	Will the STEM class and PLTW be offered equitably?	Yes. The classes will be open to all students.
RC 11 Athletics		
7	Are all gate receipts included in the budget?	Only gate receipts for athletics. Gate receipts for theater directly fund expenses for putting on events. Gate receipts for athletics should offset operating costs such as additional security and officials, which were already in the BOE Operating Budget.
8	Why are there fees for basketball and football games and not other sports?	These are the sports Darien and many other neighboring districts charge for, likely due to the added cost of running these home events.
9	What would be the savings if we made cuts from freshman teams? Please include transportation costs.	There are no extra costs for transportation because of the no-cut recommendation. Savings would come from the elimination of each of the freshman coaches \$(59,815).
10	Why doesn't the BOE have a policy about cuts vs no cuts?	This is an operational issue that does not require a Board policy.

RC 25 Fixed Expenses

11	Would the BOE consider a review of the policy regarding the bus/walking radius?	The BOE considered this policy last year and did not recommend any changes.
----	---	---

RC 15 Technology

12	Are there recycling credits available for any of the other equipment in this budget?	They are only available on the iPads. The Chromebooks have no useful life or trade in value.
13	Will we still replace the teachers' Chromebooks and desktops in FY 25?	The replacement cycle for teachers' devices remains as planned.

RC 19 Curriculum

14	Are textbooks needed for engineering?	There is not a textbook request for Principles of Engineering.
15	Will we be instituting co-taught classes at the elementary level?	The District is currently amidst a self-study that partially examines the benefits and feasibility of co-taught classes at the elementary level.
16	Can we expand dyslexia screening to kindergarten? Can we screen for all students? Should the Margie Gillis professional development be increased?	Teachers monitor student development through general instruction. When concerns arise, current levels of student performance are discussed with interventionists for possible recommendation to SRBI. The professional development regarding early literacy is robust and increasingly refined to meet the learning needs of all students. This includes an increased focus on phonology and phonemic awareness to support young readers.

17	Where do parents outplace students in literacy programs? Have we provided enough OG training? Is Foundations a successful program?	<p>Windward and Southport are special education private schools that parents often seek to place their children.</p> <p>The district provides Wilson training for our teachers, not OG training. As of this date the district has trained 30 level 1 certified Wilson teachers grades K-12. Foundations is a Wilson based phonology program that has been an effective program for all learners in grades K-3.</p>
18	Is our SRBI program successful? How many students in SRBI are referred for special education services?	<p>Our program is successful in meeting the needs of students and determining whether they may completely return to general instruction, receive increased tiered support, or be recommended to special education. Success is not determined by the percentage of students referred to special education services. Approximately 25% of students are classified for special education or 504 services after receiving tiered interventions.</p>

FY 23 Questions - RTM Education

January 08, 2022

#	Question	Response
RC 1 DHS		
1	What does the stipend for the SSD Coordinator add for the Director of Guidance?	This stipend will allow the Director of Guidance to be available for their professional responsibilities for grades 6-12. There is an increased demand for testing accommodations and more students taking tests at the high school.
2	Why is there not a full FTE added for physical education?	The 0.6 request at DHS is based on enrollment needs. 0.6 FTE in PE/Health creates 12 semester sections of PE/Health which will bring the class sizes to an average of 22.
3	Is there a general standard for class sizes in physical education?	Generally, the targeted class size is 22-24 students. This additional FTE would make this possible with greater frequency.
RC 3 Middlesex Middle School		
4	What is the projected enrollment for Mandarin? How many sections do you plan to run? Have we assessed student interest? If Mandarin doesn't run will we be able to reassign students?	We are anticipating that there will be three sections of Mandarin next year, with approximately 15 students in each class. Students and families have expressed interest in Mandarin at MMS for many years. If Mandarin does not run, students will be assigned to another language.

5	What specific supplies do you need for Genius Hour?	There is an allocation of approximately \$15 per student for Genius hour. This includes supplies for the “interest fair” that will represent a variety of topics based on a student interest inventory. Classroom supplies will be purchased to support those interests. Funding for genius hour also includes the professional development for teachers.
6	Will all students have access to Genius Hour? Will you monitor how many students are using it?	Yes, all students will have access to Genius Hour during their FLEX period. All students will participate in Genius Hour during Flex.
7	Why is there only 0.99 FTE for the IDEA program in such a large school? Is this a demand or supply issue?	There is currently 0.99 FTE for Idea at MMS. This allocation meets the scheduling and enrollment needs for Idea.
8	Is there money in the budget to hire a consultant to deal with issues like the swastika found at MMS?	There is \$46,000 in RC19 Consultant Services for DEI consultant work.
RC 5 - 10 Elementary		
9	Did we plan for the additional custodian at Ox Ridge when we planned for the new building?	Yes, it was included in the Ed Specs to add two custodians when the building is complete. Since only the academic wing will be complete for next school year only 1 custodian was requested. The 2nd custodian will be requested in FY24.
RC 12 Facilities		
10	Did we revert to the old agreement with the Y? Do we charge them for overtime?	We are enforcing the new agreement with the YMCA and are billing custodial overtime to the YMCA starting in FY22. This is why custodial OT has been removed from RC11.

Capital Budget

11	What are the dollars that we have spent on capital projects historically?	Attached is a capital spending budget to actual for the last three years Capital Spending
----	---	--

RC 25 Fixed Expenses

12	Is it true that there is low utilization for Bus 25? If so, would we consider eliminating it?	The bus census this year for Bus 25 is approximately 30 students in the morning. Due to driver shortages we have used bus 25 to also transport student athletes to the YMCA, which has increased ridership on bus 25 in the afternoon as student athletes are also on the bus.
13	Have we considered combining property insurance with the Town?	The BOE and the Town share a policy for Property Insurance and Workers Compensation.

RC 15 Technology

14	Has Joan McGettigan changed her mind about iPads at the high school?	The administrative team is in support of the BYOD program as presented to the Board.
----	--	--

RC 24 Special Education

15	We would like to understand the trend in speech services over the last few years.	We saw an 8.5% increase in classified students recommended for SLP services from last year. We are anticipating, based on IEP's, a 2% increase from this year to next year.
16	What percentage of our legal fees are spent for cases that end in a unilateral placement?	Approximately 15% of legal fees are for unilateral placements.

17	How many students are outplaced? Are they included in our enrollment numbers?	As of the October 1,2021 SEDAC report there are 29 Out of District IEP Placements grades K-12+. Yes. IEP placements are included in our SEDAC enrollment numbers.
18	Have we budgeted enough for evaluations? What is the average cost of an evaluation?	Yes, we have budgeted appropriately. Costs vary depending on the type of evaluation. Types of evaluations include Neuropsychological, psychiatric, speech and language, literacy evaluation, occupational therapy, physical therapy, and central auditory processing evaluation. Costs may vary by vendor.
19	Have we considered adding additional programs to keep students in the District?	We continue to review and design programs to support our students in the District. The District's commitment to Wilson training, Foundations, and Heggerty all support literacy and address the needs of students with reading differences. Our specialized programs, DLC, ALC, AIM, CORE, and Excel, provide programs in the District to support our learners.
20	Why is there a large increase in paraprofessionals and not teachers?	The increase in Teacher Aide in RC24 include the contractual 2.25% general wage increase, Employees who are set to receive an anniversary increase as well as restoring the funds transferred out in FY22 that were salary savings due to turnover.
21	Where is the professional development for the new AP's charged?	RC19 and RC24. Professional development for these positions is provided by District personnel.
22	Do the teachers teaching co-taught classes at MMS have PD?	There is job-embedded professional development for these teachers.

RC 11 Athletics

23

Is the Turkey Bowl the only event that has gate receipts included in the budget?

No, there are gate receipts for football games and basketball.

FY 23 Questions - RTM Finance & Budget

January 08, 2022

#	Question	Response
RC 1 DHS		
1	AP Spanish is projected to have 255 students next year. How many in the current school year? The 2020-2021 school year?	In 19-20, 168 students were in Spanish 4/4 Honors as juniors and 75 students took AP Spanish the following year. In 20-21, 196 students were in Spanish4/Spanish 4 Honors as juniors and 110 students are in AP Spanish currently. There are 255 students in Spanish4/4 Honors who are currently sophomores and juniors. We expect the rate of retention will increase this year due to the number of sophomores who have advanced in Spanish.
RC 3 Middlesex Middle School		
2	What is the difference between a Campus Monitor and a Resource Officer? Ratios (student to monitor) are different if you add the Resource Officers.	A Resource Officer is employed by the Police Department and Campus Monitors are employed by the school district. There is different training for each position. While it is true that when adding in the SRO the ratios are different at both MMS and DHS, however the ratio at MMS still remains the highest at 1 to 538 students. By adding the second campus monitor and including the SRO, the MMS goes to 1 to 358 students, which is still higher than the HS at 1 to 240 students (including the SRO).
3	Is the Campus Monitor requested because of the incidents at MMS this fall?	No. It is requested for increased supervision at the middle school.
4	What are we doing to ensure a safe environment for all students?	The safety and security of students and staff is always the first priority of the school district and is reviewed on an ongoing basis in collaboration with the individual School Safety Committees and the Safe School Climate Coordinator.

RC 5 - 10 Elementary

5	Professional Development is increasing by \$65 in each school. Why is that? Is this for the new Assistant Principals?	No, this is not for the new Assistant Principals. The \$65 in Hindley represents the addition of a 2nd grade teacher due to enrollment. In FY22 the BOE approved the use of budget control for Holmes, Ox Ridge and Royle. The allocation for professional development was not transferred; only the funds for the FTE from budget control, therefore the revised budget does not include PD money for those FTEs. Each classroom teacher is allocated \$65 for PD based on the elementary allocation of resources. Tokeneke does not have an increase of \$65.
6	When was the last time we reviewed the budget for textbooks and consumables? Is this still relevant?	The administration reviews the budget for textbooks and consumables each budget year. This year we weighted funds more heavily towards consumables in the allocation of resources at the elementary level as there is greater need for consumables.

RC 12 Facilities

7	Please provide us with a fully loaded analysis of adding the additional custodian. Will there be savings in other lines if we add the groundskeeper?	<p>Below is the breakdown of the full cost of both the custodian and the groundskeeper:</p> <table border="1" data-bbox="625 987 1556 1222"> <thead> <tr> <th>Position</th> <th>Salary</th> <th>Health Insurance</th> <th>FICA</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Custodian</td> <td>\$73,590</td> <td>\$22,232</td> <td>\$5,630</td> <td>\$101,452</td> </tr> <tr> <td>Groundskeeper</td> <td>\$75,795</td> <td>\$22,232</td> <td>\$5,798</td> <td>\$103,826</td> </tr> </tbody> </table> <p>The request for the groundskeeper is for operational need and is not a savings to the budget. We have typically run short on funds in the "Care of Grounds" account due to short staffing. The current group of groundskeeping staff does not have the manpower to maintain the grounds at an adequate level.</p>	Position	Salary	Health Insurance	FICA	Total	Custodian	\$73,590	\$22,232	\$5,630	\$101,452	Groundskeeper	\$75,795	\$22,232	\$5,798	\$103,826
Position	Salary	Health Insurance	FICA	Total													
Custodian	\$73,590	\$22,232	\$5,630	\$101,452													
Groundskeeper	\$75,795	\$22,232	\$5,798	\$103,826													

Capital Budget

8	Have we coordinated with the Town about the asphalt road?	Yes, the district piggybacks off the Town bid for asphalt projects each year we have them.
9	Historically capital projects have come in under budget. How do we come up with the numbers in the budget? F and B will provide us with a list of projects that have come in under budget.	For Capital Project estimates, the district uses architects, engineers, contractors and the Facilities Director's knowledge of the cost of previous projects to come up with the estimates. Some cost variation comes from inflation, bid process, vendor shortages, which drive prices up and differences in architecture estimates and scope proposals as in the case of the copy center proposal.

RC 25 Fixed Expenses

10	What is the incremental effect on fixed costs with the addition of staff?	<p>Here is the breakdown of fixed costs for the proposed new FTE (this was also in the Superintendents PowerPoint Presentation on January 6th):</p> <table border="1" data-bbox="625 943 1677 1576"> <thead> <tr> <th data-bbox="625 943 934 1068">Position</th> <th data-bbox="934 943 1157 1068">Health Net of PCS</th> <th data-bbox="1157 943 1394 1068">FICA Costs</th> <th data-bbox="1394 943 1677 1068">Total Fixed</th> </tr> </thead> <tbody> <tr> <td data-bbox="625 1068 934 1146">Bursar</td> <td data-bbox="934 1068 1157 1146">\$0*</td> <td data-bbox="1157 1068 1394 1146">\$1,723</td> <td data-bbox="1394 1068 1677 1146">\$1,723</td> </tr> <tr> <td data-bbox="625 1146 934 1224">DHS PE Teacher</td> <td data-bbox="934 1146 1157 1224">\$22,232</td> <td data-bbox="1157 1146 1394 1224">\$633</td> <td data-bbox="1394 1146 1677 1224">\$22,866</td> </tr> <tr> <td data-bbox="625 1224 934 1302">Mandarin</td> <td data-bbox="934 1224 1157 1302">\$22,232</td> <td data-bbox="1157 1224 1394 1302">\$783</td> <td data-bbox="1394 1224 1677 1302">\$23,016</td> </tr> <tr> <td data-bbox="625 1302 934 1380">Campus Monitor</td> <td data-bbox="934 1302 1157 1380">\$22,514</td> <td data-bbox="1157 1302 1394 1380">\$2,972</td> <td data-bbox="1394 1302 1677 1380">\$25,486</td> </tr> <tr> <td data-bbox="625 1380 934 1458">Hindley Teacher</td> <td data-bbox="934 1380 1157 1458">\$22,232</td> <td data-bbox="1157 1380 1394 1458">\$1,056</td> <td data-bbox="1394 1380 1677 1458">\$23,288</td> </tr> <tr> <td data-bbox="625 1458 934 1576">Instructional Para (Ox and Hol)</td> <td data-bbox="934 1458 1157 1576">\$22,514</td> <td data-bbox="1157 1458 1394 1576">\$3,076</td> <td data-bbox="1394 1458 1677 1576">\$25,590</td> </tr> </tbody> </table>	Position	Health Net of PCS	FICA Costs	Total Fixed	Bursar	\$0*	\$1,723	\$1,723	DHS PE Teacher	\$22,232	\$633	\$22,866	Mandarin	\$22,232	\$783	\$23,016	Campus Monitor	\$22,514	\$2,972	\$25,486	Hindley Teacher	\$22,232	\$1,056	\$23,288	Instructional Para (Ox and Hol)	\$22,514	\$3,076	\$25,590
Position	Health Net of PCS	FICA Costs	Total Fixed																											
Bursar	\$0*	\$1,723	\$1,723																											
DHS PE Teacher	\$22,232	\$633	\$22,866																											
Mandarin	\$22,232	\$783	\$23,016																											
Campus Monitor	\$22,514	\$2,972	\$25,486																											
Hindley Teacher	\$22,232	\$1,056	\$23,288																											
Instructional Para (Ox and Hol)	\$22,514	\$3,076	\$25,590																											

		<table border="1"> <tr> <td>PE Teacher Hindley</td> <td>\$0</td> <td>\$211</td> <td>\$211</td> </tr> <tr> <td>Groundskeeper</td> <td>\$22,232</td> <td>\$5,798</td> <td>\$28,031</td> </tr> <tr> <td>Custodian</td> <td>\$22,232</td> <td>\$5,629</td> <td>\$27,862</td> </tr> <tr> <td>Technician</td> <td>\$22,232</td> <td>\$5,738</td> <td>\$27,970</td> </tr> <tr> <td>LPN</td> <td>\$22,232</td> <td>\$3,458</td> <td>\$25,690</td> </tr> <tr> <td>Special Education Teacher</td> <td>\$22,232</td> <td>\$1,208</td> <td>\$23,441</td> </tr> <tr> <td>Driver</td> <td>\$0**</td> <td>\$3,440</td> <td>\$3,440</td> </tr> <tr> <td>Total</td> <td>\$222,884</td> <td>\$35,894</td> <td>\$258,614</td> </tr> </table> <p>Bursar: \$1,723 in FICA costs. No benefits as the position already has benefits.</p> <p>Driver: No Health Benefits as our Drivers have historically not taken benefits.</p>	PE Teacher Hindley	\$0	\$211	\$211	Groundskeeper	\$22,232	\$5,798	\$28,031	Custodian	\$22,232	\$5,629	\$27,862	Technician	\$22,232	\$5,738	\$27,970	LPN	\$22,232	\$3,458	\$25,690	Special Education Teacher	\$22,232	\$1,208	\$23,441	Driver	\$0**	\$3,440	\$3,440	Total	\$222,884	\$35,894	\$258,614
PE Teacher Hindley	\$0	\$211	\$211																															
Groundskeeper	\$22,232	\$5,798	\$28,031																															
Custodian	\$22,232	\$5,629	\$27,862																															
Technician	\$22,232	\$5,738	\$27,970																															
LPN	\$22,232	\$3,458	\$25,690																															
Special Education Teacher	\$22,232	\$1,208	\$23,441																															
Driver	\$0**	\$3,440	\$3,440																															
Total	\$222,884	\$35,894	\$258,614																															
11	Can we prepay health insurance?	No. This is not an option.																																
RC 15 Technology																																		
12	Why do we need iPads and MacAirs for staff? What is the difference?	iPads and MacAirs are compatible with the technology infrastructure in classrooms. The iPads allow teachers to utilize an interactive display with portability the AppleTV. The laptop becomes the teacher's professional working device using the applications learned through the professional learning program over the past three years.																																

13	Why do we need 85 office desk tops at MMS?	85 replacements are scheduled as follows: 10 for Administration 8 for Guidance 3 for Nurses 24 for Special Education 5 for Cafeteria 1 for Auditorium 8 for the Library 26 for Specials (PE, Art, Music, WL)
14	Why do the other DRG A schools have more technicians than we do? Are their programs structured differently?	Some districts allocate a technician per building to support technology, some districts have chosen to allocate more assistance at the secondary level due to high levels of break/fix with Chromebooks. This helps ensure students are not without a device for long periods of time.
15	What is the difference between a teacher and student MacAir?	Teacher MacAirs have a screen size of 13' while the student has 12".
RC 24 Special Education		
16	Did we move any position from the grant to the budget this year?	Yes, we are recommending moving the following from the ARP and IDEA grant to the operating grant: 1.0 FTE campus monitor at MMS 1.0 FTE LPN

RC 19 Curriculum

17	Line 1912009 - Are we adding staff that was paid through a grant?	No, the 2.5 FTE from the ARP ESSER III grant are not included in the budget as they were 1 year only positions. The increase is based on the DEA contract TEG. There are two staff members who are moving from a step 18 to a step 19, which on the DEA grid is a 10% raise. There was also a budget adjustment of \$19,916 during the year out of the account for salary savings during a period of time.
----	---	--

FY 23 Questions - SEPAC

January 08, 2022

#	Question	Response
RC 1 DHS		
1	Are there PLC's for physical education classes?	There are PLC's for physical education.
2	Is there professional development for teachers teaching team taught classes?	Yes. There is job-embedded professional development for team teaching.
3	Will the SSD Coordinator see students' IEPs?	Yes, so students can receive appropriate accommodations for testing.
4	Will the SSD Coordinator work directly with parents or through the case managers?	The SSD will work through case managers and general education teachers.
RC 3 Middlesex Middle School		
5	Will Unified Sports continue at MMS?	Yes, there is funding in RC11 to expand Unified Sports at MMS.
6	Is \$2,200 enough for professional development?	Yes. If additional professional development is needed, we will explore support from Title II or IV grant funding and RC19.

7	Is there professional development for the co-taught classes?	There is ongoing job-embedded training for these teachers.
RC's 5 - 10 Elementary		
8	Are all expenses for the new Assistant Principals in RC24, including professional development for them?	There are additional funds for PD in RC19 as our new assistant principals at the elementary schools serve the entire student population.
9	How is the ratio of students to instructional aides determined?	This is a ratio that was approved by the BOE and has been included in the budget for many years.
RC 13 Music		
10	Is there professional development on differentiated instruction for music teachers, including the use of Assistive Technology?	Differentiated instruction is embedded with the professional development for music teachers. Support for teachers is provided when there are specific needs related to assistive technology.
RC 15 Technology		
11	How will Assistive Technology be affected if we go to BYOD? Will teachers be able to access Assistive Technology across multiple devices?	Teachers and students will have access to the technology and training they need to support IEP implementation with fidelity.

RC 26 ELP

12	Which ELP expenses are in RC24?	There are funds for OT/PT, Evaluations, Contracted Speech and Consultant Services.
----	---------------------------------	--

RC 19 Curriculum

13	How long will the DEI work take?	DEI work is ongoing as applying an equity lens to teaching and learning at all times is a prerequisite to high-quality instruction.
----	----------------------------------	---

14	Line 24012 - Please explain the increase here and why the change was made to move these funds from RC 15.	Assessments were previously funded partially in RC19 standardized testing and some in RC15 software. For consistency all are being housed in RC19 standardized testing
----	---	--