

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

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

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

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

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

Column 7: FAV=Favorable Variance

Revenues: At or OVER budget

Expenditures: At or UNDER budget

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**REVENUES AND EXPENDITURES**  
**FOR FY 2020-2021**

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

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

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

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

Column 7: FAV=Favorable Variance

Revenues: At or OVER budget

Expenditures: At or UNDER budget

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



**EOY 2021**

**2020-2021 FORECAST**

**OVERVIEW**

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

**REVENUES BY CATEGORY**

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

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

The forecast is based on actual State payments.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

### **EXPENDITURES BY CATEGORY**

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

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

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

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

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

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

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

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

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

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

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

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

#### CLAIMS OF CURRENT EMPLOYEES AND RETIREES

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

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

2016-2017 ACTUAL	2017-2018 ACTUAL	2018-2019 ACTUAL	2019-2020 ACTUAL	2020-2021 FORECAST
85.2%	72.1%	92.2%	84.1%	75.8%

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



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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

**ELECTRICITY (KILOWATT HOURS)**

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

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

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

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

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

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

**DEGREE DAYS**

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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



**JULY 2021**

**2021-2022 FORECAST**

**OVERVIEW**

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

**REVENUES BY CATEGORY**

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

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

The forecast is based on historical State payments.

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

The forecast is based on budget.

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

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

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

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

The forecast is based on budget.

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

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

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

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



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

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

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

The forecast is based on the budget.

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

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

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

The forecast is based on budget.

**EXPENDITURES BY CATEGORY**

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

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

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

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

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

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

The forecast is based on the budget.

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

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

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

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

### CLAIMS OF CURRENT EMPLOYEES AND RETIREES

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

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

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

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

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

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

The forecast is based on budget.

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

The forecast is based on budget.

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

The forecast is based on budget..

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

The forecast is based on budget.

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

The forecast is based on budget.

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

The forecast is based on budget.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

**ELECTRICITY (KILOWATT HOURS)**

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

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

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

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

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

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

**DEGREE DAYS**

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

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

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

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

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

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

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

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

## APPENDIX A

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

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

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

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

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

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

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

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

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

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

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

## APPENDIX B

### MONTHLY FORECASTS: PURPOSE, METHODOLOGY, HISTORICAL

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

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

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

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

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

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

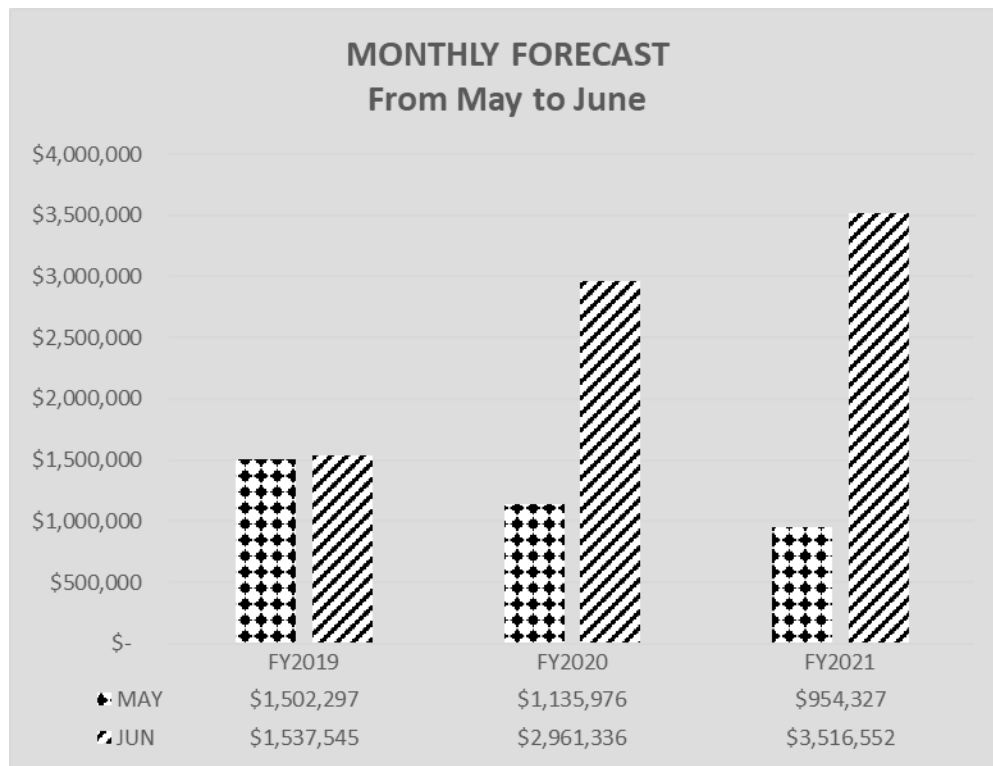
Prudent financial management is necessary. We need to be sure the total expenditures budget is never overspent (and may need to be underspent if revenues are below budget because total expenditures cannot exceed total revenues). It is imperative we 'hold back' on spending any of the Contingency Account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

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



## **HISTORICAL:**

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



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

### **FY2019:**

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

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

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

#### **FY2020:**

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

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

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

#### **FY2021:**

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

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

## APPENDIX C

### **RECAP OF 2018-2019**

#### **Return Unspent Fund Balance:**

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

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

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

#### **FINANCIAL MANAGEMENT:**

**\$ 204,608**

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

#### **SPECIAL EDUCATION (NET)**

**\$ 539,798**

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

#### **OTHER:**

**\$ 1,289,695**

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

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

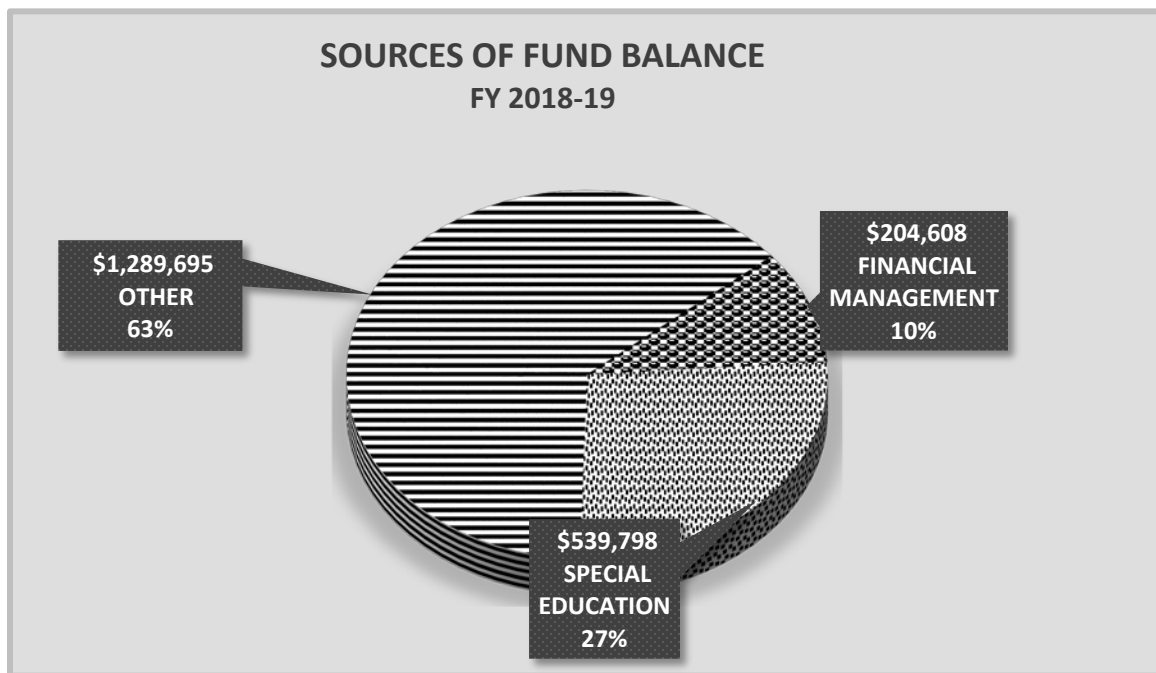
**\$378,012 REVENUE:** The Special Education Grant was higher than budgeted by \$224,297 based on actual special education costs and a higher reimbursement rate. The interest earned on the District’s accounts was \$100,966 more than budgeted as interest rates were higher than budgeted. These accounts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

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

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

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

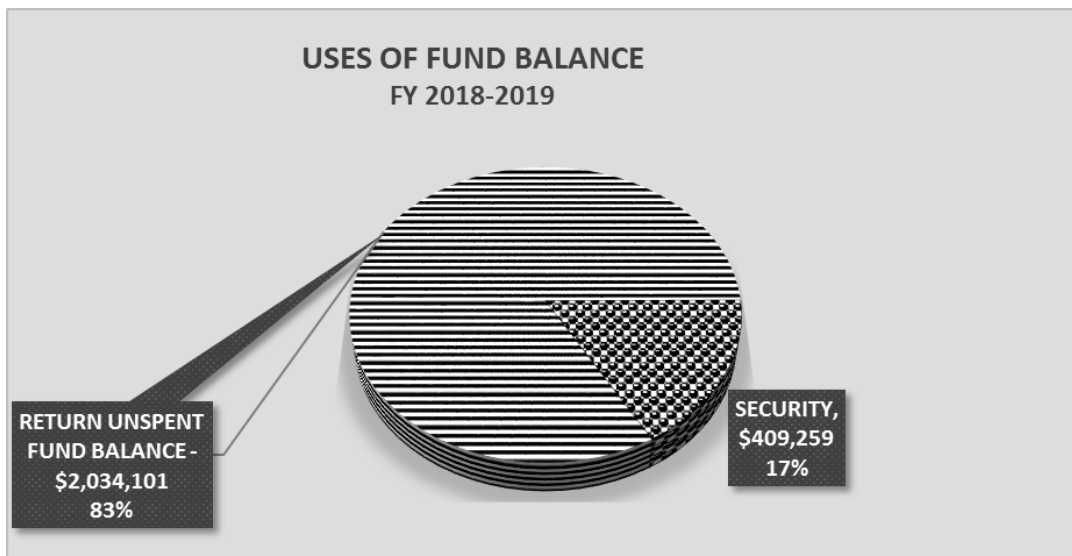
The primary sources of the fund balance are shown graphically below:



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

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

The uses of the fund balance are shown graphically below:



**Return Unspent Fund Balance:**

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

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

## APPENDIX D

### RECAP OF 2019-2020

#### Return Unspent Fund Balance:

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

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

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

#### SUMMARY:

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

#### FINANCIAL MANAGEMENT:

**\$ 107,610**

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

#### SPECIAL EDUCATION:

**\$ 580,502**

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



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

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

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

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

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

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

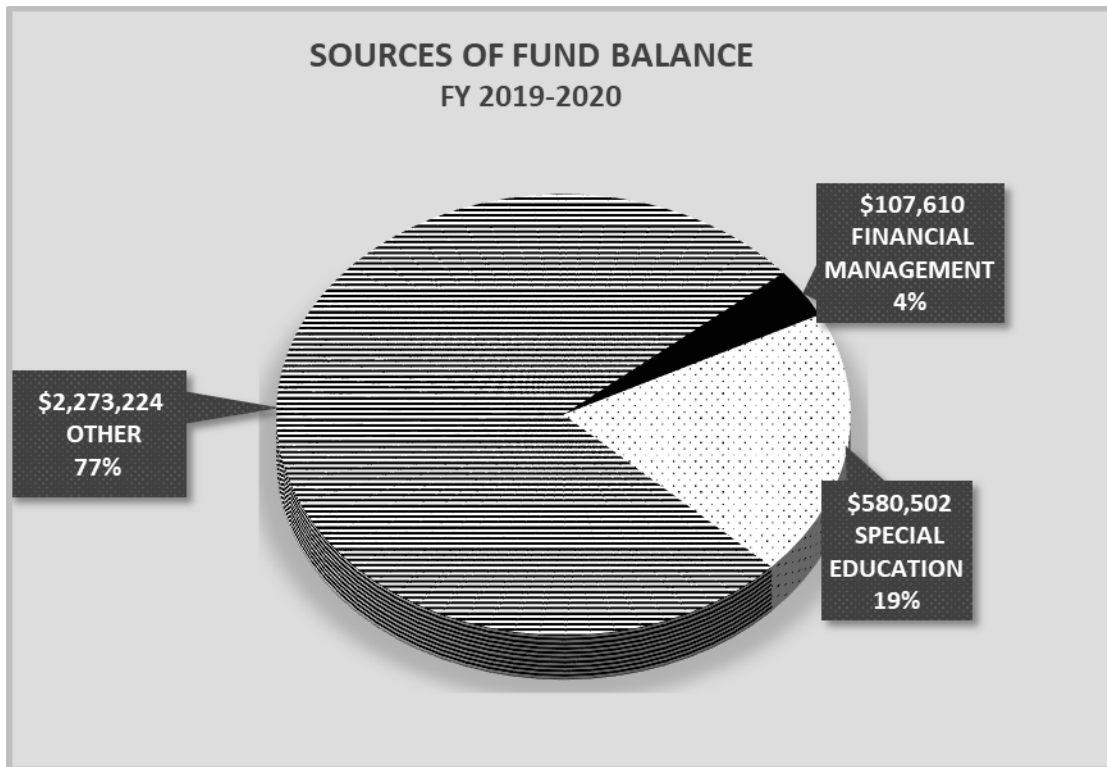
**\$93,339 UTILITIES (OTHER):** A mild winter combined with fuel cell operating properly to supply heat generated savings of \$17,731 FAV. Electricity usage was down due to the reduced occupancy in buildings, \$70,089 FAV.

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

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

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

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



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

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

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

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

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

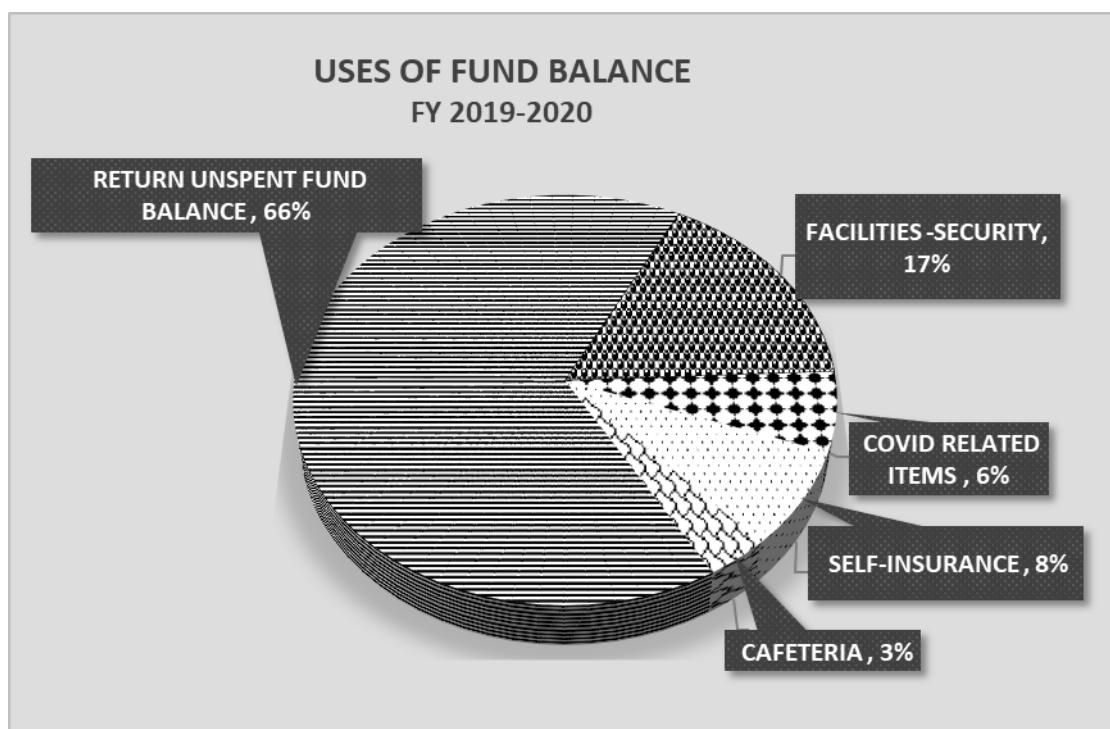
**\$229,311 SELF-INSURANCE FUNDING. (EOY):** The suspension of routine exams, diagnostic tests, dental appointments, and non-emergency surgeries reduced the medical claims for the final quarter of FY20. It is anticipated that once the State reopens the missed procedures will be scheduled, as well as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

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

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

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

The uses of the fund balance are shown graphically below:



**Return Unspent Fund Balance:**

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

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

## APPENDIX E

### RECAP OF 2020-21

#### Return Unspent Fund Balance:

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

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

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

#### FINANCIAL MANAGEMENT:

**\$ 578,763**

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

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

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

#### SPECIAL EDUCATION:

**\$1, 078,971**

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

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

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

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

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

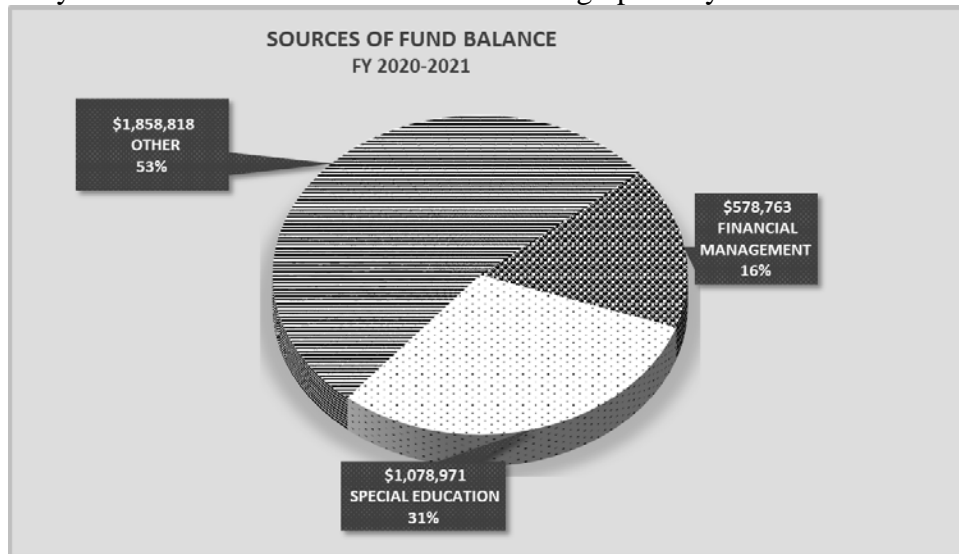
**\$192,377 SUPPLIES:** Instructional supplies and maintenance supplies were underbudget. The teaching staff adjusted purchases for remote and hybrid learning. \$96,980 was reimbursed through grants.

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

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

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

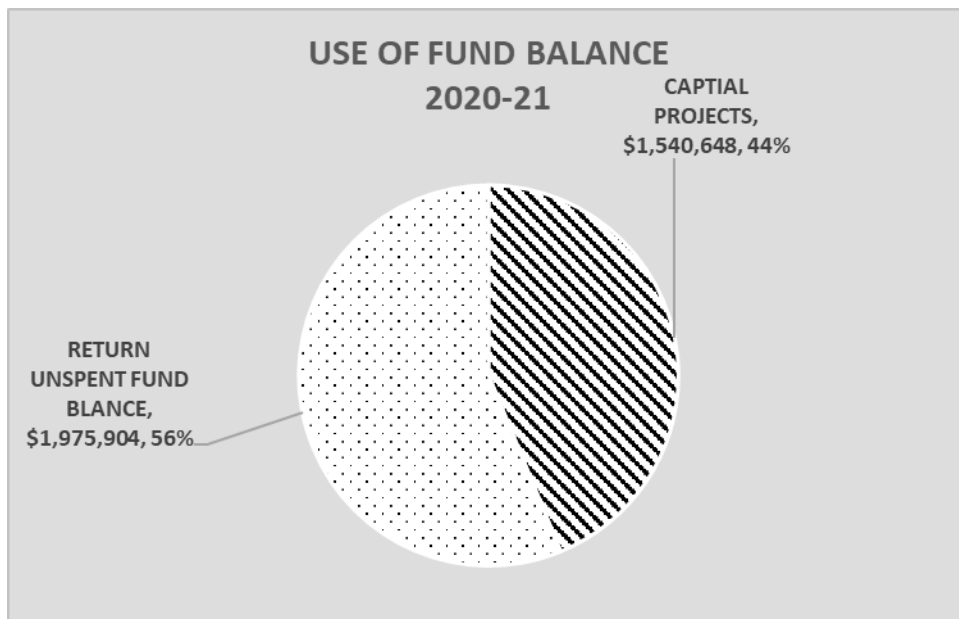
The primary sources of the fund balance are shown graphically below:



The use of the fund balance was designated as follows:

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

The uses of the fund balance are shown graphically below:



**Return Unspent Fund Balance:**

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

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