

**AMITY REGIONAL SCHOOL DISTRICT NO. 5**

*Bethany Orange Woodbridge  
25 Newton Road, Woodbridge, Connecticut 06525  
(203) 397-4811*

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*Dr. Jennifer P. Byars  
Superintendent of Schools*

**AMITY REGIONAL BOARD OF EDUCATION FINANCE COMMITTEE MEETING AGENDA**

*May 8, 2023 at 5:30 p.m.  
25 Newton Road, Woodbridge, CT*

**COMMITTEE MEMBERS PRESENT**

Christopher Browe, Andrea Hubbard, Sharon Huxley, Donovan Lofters, Joseph Nuzzo

**COMMITTEE MEMBERS ABSENT**

Dr. K. Sudhir

**STAFF MEMBERS PRESENT**

Dr. Jennifer Byars and Theresa Lumas

**1. Call to Order**

Chairperson Browe called the meeting to order at 5:36 p.m.

**2. Discussion and Possible Action on Minutes**

**a. Finance Committee Meeting – April 3, 2023**

*MOTION by Sharon Huxley, SECOND by Andrea Hubbard, to approve minutes as submitted*

*VOTES IN FAVOR, 5 (UNANIMOUS)*

*MOTION CARRIED*

**3. Public Comment**

No Public Comment

**4. Presentation and Discussion of First Quarter 2023 Executive Summary Review of Amity Pension Fund,  
Sick and Severance Account and OPEB Trust**

Presented by Fiducient representative Chris Kachmar

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

**Renewals:**

**a. Student Accident**

*MOTION by Joseph Nuzzo, SECOND by Andrea Hubbard, to recommend the Amity Board of Education to award the Student Accident Insurance bid to H.D. Segur Insurance of Wallingford, CT for the third year of the contract for \$34,505 for Interscholastic Sports, including Student Activities and \$2,910 for Catastrophic Accident Coverage.*

*VOTES IN FAVOR, 5 (UNANIMOUS)*

*MOTION CARRIED*

**6. Discussion and Possible Action on Healthy Food Certification**

*MOTION* by Sharon Huxley, *SECOND* by Donovan Lofters, *to recommend the Amity Board of Education to accept the mandatory state language as presented with respect to the Health Food Program statement for July 1, 2023- June 30, 2024:*

1. Pursuant to C.G.S. Section 10-215f, the board of education or governing authority certifies that all food items offered for sale to students in the schools under its jurisdiction, and not exempted from the Connecticut Nutrition Standards published by the Connecticut State Department of Education, will comply with the Connecticut Nutrition Standards during the period of July 1, 2022, through June 30, 2023. This certification shall include all food offered for sale to students separately from reimbursable meals at all times and from all sources, including but not limited to school stores, vending machines, school cafeterias, culinary programs, and any fundraising activities on school premises sponsored by the school or non-school organizations and groups.
2. The board of education or governing authority will allow the sale to students of food items that do not meet the Connecticut Nutrition Standards provided that the following conditions are met: 1) the sale is in connection with an event occurring after the end of the regular school day or on the weekend; 2) the sale is at the location of the event; and 3) the food items are not sold from a vending machine or school store. An “event” is an occurrence that involves more than just a regularly scheduled practice, meeting, or extracurricular activity. For example, soccer games, school plays, and interscholastic debates are events but soccer practices, play rehearsals, and debate team meetings are not. The “regular school day” is the period from midnight before to 30 minutes after the end of the official school day. “Location” means where the event is being held and must be the same place as the food sales.
3. The board of education or governing authority will allow the sale to students of beverages not listed in Section 10-221q of the Connecticut General Statutes provided that the following conditions are met: 1) the sale is in connection with an event occurring after the end of the regular school day or on the weekend; 2) the sale is at the location of the event; and 3) the beverages are not sold from a vending machine or school store. An “event” is an occurrence that involves more than just a regularly scheduled practice, meeting or extracurricular activity. The “school day” is the period from midnight before to 30 minutes after the end of the official school day. “Location” means where the event is being held and must be the same place as the beverage sales

*VOTES IN FAVOR, 5 (UNANIMOUS)*

*MOTION CARRIED*

**7. Discussion and Possible Action on Building Use Rates**

*MOTION* by Andrea Hubbard, *SECOND* by Donovan Lofters, *to recommend the Amity Board of Education approve the revised Brady Center fee structure for July 1, 2023 and add to the existing list of rental charges.*

*VOTES IN FAVOR, 5 (UNANIMOUS)*

*MOTION CARRIED*

**8. Discussion of Monthly Financial Statements**

Presented by Amity Region 5 Director of Finance Theresa Lumas

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

Presented by Amity Region 5 Director of Finance Theresa Lumas

**PLEASE POST**

**PLEASE POST**

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

*MOTION by Donovan Lofters, SECOND by Joseph Nuzzo to Recommend the Amity Board of Education approve the following budget transfer for concrete repair, modular refurbishing at Amity Middle School- Bethnay, IXL software, OPEB Trust and Security cameras.*

*Recommend the Amity Board of Education to approve the following budget transfer for concrete sidewalk repair.*

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>FROM</b>	<b>TO</b>
01-14-2600-5720	Improvements to Sites	\$14,000	
02-14-2600-5720	Improvements to Sites	\$10,000	
03-14-2600-5720	Improvements to Sites		\$24,000

*Recommend the Amity Board of Education to approve the following budget transfer for modular refurbishing at Amity Middle School- Behtany*

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>FROM</b>	<b>TO</b>
05-15-0000-5850	Contingency	\$9,000	
03-14-2600-5410	Utilities	\$24,540	
01-14-2600-5715	Improvements to Bldgs		\$33,540

*Recommend the Amity Board of Education to approve the following budget transfer for IXL Software*

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>FROM</b>	<b>TO</b>
05-13-2212-5581	Travel-Conferences	\$2,950	
05-13-2213-5581	Travel-Conferences	\$2,950	
05-13-2213-5611	Instructional Supplies	\$2,950	
05-14-2350-5695	Technology Software		8,850

*Recommend the Amity Board of Education to approve the following budget transfer to make the full Actuarial Determined Employer Contribution (ADEC)*

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>FROM</b>	<b>TO</b>
04-12-6110-5560	Tuition- Sped-Public	\$111,758	
05-15-0000-5860	OPEB Trust		\$111,758

*Recommend the Amity Board of Education to approve the following budget transfer for security cameras at all three schools.*

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>FROM</b>	<b>TO</b>
05-15-0000-5850	Contingency	\$48,769.00	
05-14-2660-5330	Security –Professional/Tech	\$ 99.49	
05-14-2660-5690	Security –Other Supplies	\$ 3.03	
05-14-2660-5695	Security-Tech Supplies/Software	\$2,140.00	
05-14-2660-5715	Security-Improvements to Bldg	\$ 370.22	
05-14-2350-5731	Security -Replacement Equipment		\$51,381.74

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VOTES IN FAVOR, 5 (UNANIMOUS)  
MOTION CARRIED

**11. Discussion and Possible Action on Standard Year-End Transfers**

*MOTION by Sharon Huxley, SECOND by Joseph Nuzzo, to recommend the Amity Board of Education authorize the Director of Finance and Administration to make the necessary budget transfer to salary and benefit accounts and to pay other standard charges. These budget transfers may exceed \$3000. The Director of Finance and Administration will report all budget transfers made to the Amity Finance Committee and Amity Board of Education.*

VOTES IN FAVOR, 5 (UNANIMOUS)  
MOTION CARRIED

**12. Other**

None

**13. Adjourn**

Meeting adjourned, without objection, by Chairperson Browe at 6:21 p.m.

Respectfully submitted,

*Lisa Zaleski*

Lisa Zaleski

BOE Recording Secretary

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