

**New Hartford Public Schools
Board of Education Regular Meeting
Antolini School
Multi-Purpose Room
May 16, 2023 @ 7:00 p.m.
Google Meet joining info
Video call link: <https://meet.google.com/fgp-fuai-hcv>**

- A. Chair to Open Meeting**
- B. Pledge of Allegiance**
- C. Chair to Select Order of Business**
- D. Board of Education Chair's Report**
- E. Superintendent's Report
Student performance presentation**
- F. Routine Business**
 - 1. Line item transfer**
 - 2. Approval of minutes - March 31, 2023**
 - 3. Expenditure report**
- H. New Business**
 - Policy Updates (First Reading)**
 - A policy on Minimum Duty-Free Lunch Periods for Teacher**
 - A policy on Class Size**
 - An update to policy on Student Discipline**
 - An update to policy on Student Attendance, Excused Absences and Truancy**
- I. Old Business**
 - RESC Alliance Updates**
- J. Reports**
- K. Executive Session**
 - New Hartford Board of Education Self Assessment**
- L. Adjournment**

Recorded meetings will be posted to:
https://www.youtube.com/channel/UCX-ZlomWmjG81dc_QM3rfq

Date: May 10, 2023
To: Members of the Board of Education
From: Superintendent Jeffrey Sousa
Re: March 10, 2023 Board of Education Regular Meeting

In-Person Meeting/7:00 P.M./Ann Antolini School/Multi-Purpose Room

Pledge of Allegiance

The Pledge of Allegiance will be recited

Chair to Select Order of Business

Board of Education Chair's Report

Superintendent's Report

1. Update SPED historical budget (information sharing only).

	Students	with IEP	% of students receiving SPED support	SPED Budget	Variance
2017-2018	457	50	11.1	\$1,326,562	
2018-2019	447	56	11.9	\$1,268,177	-4.40%
2019-2020	437	50	11.2	\$1,602,744	26.40%
2020-2021	421	56	12.8	\$1,770,511	10.50%
2021-2022	432	61	14.6	\$1,993,186	12.60%
2022-2023	443	64	14.9	\$1,943,250	-2.50%
2023-2024	446	79	17.6	\$ 1,964,603	0.70%

2. Teacher Appreciation week last week.
3. School Nurse's Appreciation Day.
4. Administrative Assistant's Day.
5. Students - White Memorial, School Play, What are students learning, doing?
6. Student Performance Presentation

Routine Business

1. Line item transfer
2. Approval of Minutes - March 31, 2023
3. Expenditure Report

New Business

Policy Subcommittee met on April 18, 2023

First reading of the following policies:

Policy Updates (First Reading)

A policy on Minimum Duty-Free Lunch Periods for Teacher

A policy on Class Size

An update to policy on Student Discipline

An update to policy on Student Attendance, Excused Absences and Truancy

Old Business

Moving RESC from CREC to EdAdvance

Reports

Executive Session

BOE will vote to go into executive session. Each BOE member will complete the attached BOE self assessment. Each BOE member will review Bylaws.

Adjournment

2022-2023 BUDGET TRANSFERS REQUEST

DATE	FROM	TO	AMOUNT	REASON
	TRANSPORTATION SPEC. ED. 100.2700.511.603.155	PUPIL SERVICES/THERAPIES 100.1000.312.000.120	\$25,000.00	TO COVER CT JUNIOR REPUBLIC COST
	MEDICAL/DENTAL INSURANCE 100.6100.201.000.161	SUPERINTENDENT SALARY 100.2320.111.004.133	\$19,000.00	TO COVER OVERAGE IN SALARIES
	MEDICAL/DENTAL INSURANCE 100.6100.201.000.161	DEFFERED COMP. 100.6100.209.001.161	\$26,000.00	TO COVER OVERAGE IN DEFFERED COMP.
	TRANSPORTAITON SPEC. ED. 100.2700.511.603.155	TRANSPORTATION SUMMER 100.2700.511.604.155	\$5,000.00	TO COVER HIGH SUMMER TRANSPORTATION
	TUITION 100.1200.560.603.120	FUEL (TRANSPORTATION) 100.2700.512.000.155	\$4,000.00	TO COVER HIGHER FUEL COSTS

2022-2023 BUDGET TRANSFERS

DATE	FROM	TO	AMOUNT	REASON
1/26/2023	SERVICE CONTRACTS 100.2602.407.000.154	EMERGENCY REPAIRS 100.2600.406.000.154	\$5,140.00	TO COVER REPAIRS PAID FROM S.C. AND MOVED TO E.R.
1/26/2023	SERVICE CONTRACTS 100.2602.407.000.154	EMERGENCY REPAIRS 100.2600.406.000.154	\$10,000.00	TO USE EXCESS S.C. FUNDS DUE TO PRE-PAID ITEMS
1/26/2023	PARTIAL TUITION REIMBURSEMENT 100.2210.322.000.130	CURRICULUM WORK 100.2210.325.000.130	\$3,000.00	COVERAGE
2/10/2023	TUITION - SPED TUITION - SPED	SPED TESTING SUPPLIES	\$5,000.00	TO COVER DEFICITS IN SUPPLY LINES
		SPED TEACHING SUPPLIES	\$2,000.00	TO COVER DEFICITS IN SUPPLY LINES
4/17/2023	PARTIAL TUITION REIMBURSEMENT 100.2210.322.000.130	EMERGENCY REPAIRS 100.2600.406.000.154	\$4,000.00	TO COVER EMERGENCY REPAIRS OVERAGE
4/17/2023	SPECIAL EDUCATION TRANSPORT 100.2700.511.603.155	MAINTENANCE 100.2600.407.000.154	\$4,000.00	TO COVER ANTICIPATED MAINTENANCE EXPENSES

**New Hartford Public Schools
Board of Education Special Meeting
Antolini School – Library
March 31, 2023 @ 5:00 PM**

https://www.youtube.com/channel/UCX-ZlomWmjG81dc_QM3rfg

Present Chairman Karl Hermonat, Members: Travis Bonhomme, Tom Buzzi, Tim Klepps, Kelly O'Dell-Longhi (on Zoom), Penny Miller, Deirdre Tindall, Supt. of Schools Jeff Sousa.

Absent: Tony Persechino and Mary Stempien.

Chair to Open Meeting Chairman Hermonat opened the meeting at 5:02 pm with the Pledge of Allegiance.

Chair to Select Order of Business No changes

Board of Education Chair's Report

Chairman Hermonat said that recently he and Supt. of Schools Sousa had attended a Board of Finance meeting to present the proposed 5.19% increase in the 2023-2024 New Hartford School Budget. The Board of Finance requested that the Board of Education reduce their budget by \$90,000 for the coming year. Mr. Hermonat feels the budget is fair. Despite being a high increase, he feels it was warranted and fair. Mr. Bonhomme asked if we have any options about not cutting the \$90,000. Mr. Hermonat said we don't. The Board of Finance has ultimate authority as to what to set forth to the town. Mr. Bonhomme asked how Region 7 do what they want. Mr. Hermonat responded that Region 7 is set up differently. They have control over their budget financially. Mr. Bonhomme didn't think it was fair to ask the BOE to cut their budget.

Superintendent's Report

Mr. Sousa said the one item is to take budgetary action to cut \$90,000 from our budget. The Board of Finance directed us to cut \$90,000 from our budget. They looked carefully at our class sizes especially Grade 2. We added a kindergarten teacher because of the influx of students and that is the area of greater need. Currently there are 60 children enrolled for the coming school year. We also added a para to support this 4th section. This year there are 4 sections of 1st grade that will be going into 2nd grade next year. Mr. Sousa's recommendation is that we move forward with this change to save the \$90,000. The class sizes would go up to around 20 per class. Our average class size across the district would be 17.9.

MOTION by Mr. Hermonat to remove \$90,000 from the previously approved board budget by removing a second grade section for the 2023-24 fiscal year bringing the total second grade sections from 4 to 3. Second by Ms. Miller.

Mr. Hermonat said that currently there are 2 sections of Grade 2 in Bakerville and 2 sections in New Hartford Elementary. He asked Mr. Sousa how he would make that work. Mr. Sousa replied he will look at bus routes. The least impactful solution would be for about six New Hartford Elementary students to move to Bakerville.

Mr. Buzzi asked if the 30 students in Pre-K are paid students or half-paid. Mr. Sousa said a high number of them pay tuition. The percentage of paid students is between 70-80%. Special needs students come to the program free of charge. There is a sliding fee schedule for those that can't afford it or have financial hardships. This year about \$100,000 revenue will be generated by the end of the year. Ms.

Miller asked if we had looked at increasing our tuition. Mr. Sousa has looked at the other schools in our area and what they provide compared to what we provide. He is in discussions with the Director of Pupil Services to increase that amount. Mr. Bonhomme asked why we would want to increase. Mr. Sousa said we have been at this rate for quite a while. Other places are charging more than double. This is for the service we provide to get the children ready for school. The tuition doesn't cover the full cost of having a Pre-K.

Mr. Bonhomme asked if this money could be pulled out of the Capital budget. Mr. Sousa said that Capital is different from Operating Expenses and it can't be done.

Aye: Klepps, Buzzi, Hermonat, Tindall, Miller **Nay:** Bonhomme, O'Dell-Longhi

Motion passes

Mr. Sousa said another budgetary action for consideration for the board is that we had the surveyed the community about security. We had town residents provide us responses to adding security at our schools. Fifty-three percent said that they would like some security measure and 47% said no. We wanted to put this question before the May Referendum but there isn't time to do this. The question will be added to the Referendum scheduled for this fall. The other piece we have for discussion is to look for places in our budget that are non-instructional, non-impact and will not take away from our children. It would be a reservation of \$75,000 that the public has stated they are in favor of adding security. Mr. Sousa went through the budget and earmarked the following items: Painting \$30,000, Emergency Repairs (\$25,000), Window Cleaning \$3,000, CREC Membership (\$1,200), Superintendent's Line (\$2,750), Propane (\$2,000) and Enviromed in Capital (\$12,000) for a total of \$75,000. This non-instructional money will be set aside until after the vote at Referendum. There is a lot to get done before it goes to Referendum.

MOTION by Mr. Hermonat to hold \$75,000 of 2023-24 budget funds in line items identified by the Superintendent that will not impact students to cover the cost of one security guard position line item. Transferring and expending these funds in the new line item will be subject to the town referendum vote. Second by Ms. Miller.

Discussion followed. Mr. Hermonat commented that many people feel strongly about this. Mr. Bonhomme feels that we have a need in our schools for other things and does not understand why we are discussing security. Mr. Buzzi said he didn't want to cut the additional teacher but there are other needs.

Ms. O'Dell Longhi does not agree with the armed guards. She feels if someone wants to get in, they will. One guard will not do enough. We should use that money to beef up the security of the buildings. Mr. Klepps said as a sub-committee there are two different thoughts. One is arming the walls. The other is adding security. Once they are in – they are in. We have \$50,000 in Capital to start arming the walls. There are several grants that Superintendent Sousa is looking into. The armed guard is the deterrent.

Aye: Buzzi, O'Dell Longhi, Hermonat, Miller, Klepps, Tindall **Nay:** Bonhomme

Motion passes

Ms. O'Dell Longhi left the meeting.

Superintendent Sousa talked about the 5-year SPED historical budget costs. The number of identified students has increased over the years. The percentage of our identified students is in line with the other towns. We have gone from \$1.2 million to almost \$2 million for the 2023-2024 school year. Mr. Sousa will compile a report as to how we compare to other towns.

MOTION by Mr. Hermonat to put forth to the Board of Finance our revised budget with the reduction of \$90,000 for a total of \$9,418,090.32 which is a net increase of 4.12%. Second by Ms. Miller.

Aye: Buzzi, Hermonat, Miller, Klepps, Tindall **Nay:** Bonhomme

Motion passes

Routine Business

Approval of Minutes – March 21, 2023

MOTION by Ms. Miller to approve the Minutes of the March 21, 2023 meeting. Second by Ms. Tindall.

Unanimous

Expenditure Report

MOTION by Ms. Miller to approve the Expenditure Report. Second by Mr. Klepps

Unanimous

New Business

Mr. Hermonat said that he had received an email from Marissa Klepps regarding SROs. A copy of the letter is available for viewing in the Superintendent's Office.

Adjournment

MOTION by Mr. Hermonat to adjourn at 5:58 pm. Second by Mr. Buzzi.

Unanimous

Respectfully submitted, Penny Miller, Board Secretary
Attachment Marissa Klepps's email

Town of New Hartford Board of Education

GENERAL FUND EXPENDITURE RUN

From Date: 5/1/2023

To Date: 5/31/2023

Fiscal Year: 2022-2023

☐ Include pre encumbrance

☐ Print accounts with zero balance

☒ Filter Encumbrance Detail by Date Range

☐ Exclude inactive accounts with zero balance

Account Number	Description	Budget	Adjustments	GL Budget	Current	YTD	Balance	Encumbrance	Budget Bal	% Rem
100.1000.111.000.100	SALARIES, MISC STIPENDS	\$23,500.00	\$0.00	\$23,500.00	\$0.00	\$9,500.00	\$14,000.00	\$0.00	\$14,000.00	59.57%
100.1000.111.001.100	SALARIES, TCHR SUBSTITUTES	\$57,400.00	\$0.00	\$57,400.00	\$6,271.22	\$63,356.12	(\$5,956.12)	\$0.00	(\$5,956.12)	-10.38%
100.1000.111.001.101	SALARIES, RESPONSIBLE TEACHERS	\$3,900.00	\$0.00	\$3,900.00	\$0.00	\$1,950.00	\$1,950.00	\$0.00	\$1,950.00	50.00%
100.1000.111.001.117	SALARIES, REGULAR CLASS TCHR	\$2,334,570.00	\$90,502.50	\$2,425,072.50	\$95,334.80	\$1,821,766.72	\$603,305.78	\$543,764.03	\$59,541.75	2.46%
100.1000.112.001.117	SALARIES, REGULAR CLASS PARAS	\$136,899.00	\$0.00	\$136,899.00	\$8,310.77	\$109,784.35	\$27,114.65	\$21,531.64	\$5,583.01	4.08%
100.1000.313.000.100	CURRICULUM ASSESSMENTS	\$6,525.00	\$0.00	\$6,525.00	\$0.00	\$298.00	\$6,227.00	\$0.00	\$6,227.00	95.43%
100.1000.320.000.100	PURCHASED SERVICES- Extra Curr.	\$13,300.00	\$0.00	\$13,300.00	\$0.00	\$2,207.12	\$11,092.88	\$175.00	\$10,917.88	82.09%
100.1000.560.603.120	CREC Magnet School Tuition	\$75,000.00	\$0.00	\$75,000.00	\$0.00	\$75,663.00	(\$663.00)	\$0.00	(\$663.00)	-0.88%
100.1000.591.000.100	TRAVEL- All Dept.	\$2,500.00	\$0.00	\$2,500.00	\$220.50	\$643.22	\$1,856.78	\$0.00	\$1,856.78	74.27%
100.1000.616.000.109	GIFTED & TALENTED SUPPLIES	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$1,304.57	\$695.43	\$0.00	\$695.43	34.77%
100.1000.616.001.102	ART SUPPLIES	\$4,760.00	\$0.00	\$4,760.00	\$222.97	\$4,764.75	(\$4.75)	\$0.00	(\$4.75)	-0.10%
100.1000.616.001.112	MUSIC - K - 6	\$1,700.00	\$0.00	\$1,700.00	\$0.00	\$364.98	\$1,335.02	\$0.00	\$1,335.02	78.53%
100.1000.616.001.117	CLASSROOM/TEACHER	\$2,400.00	\$0.00	\$2,400.00	\$0.00	\$2,590.69	(\$190.69)	\$0.00	(\$190.69)	-7.95%
100.1000.616.001.118	PHYSICAL EDUCATION	\$1,700.00	\$0.00	\$1,700.00	\$199.03	\$1,662.57	\$37.43	\$0.00	\$37.43	2.20%
100.1000.616.001.119	GENERAL SUPPLIES - BAK	\$1,059.22	\$0.00	\$1,059.22	\$0.00	\$1,685.52	(\$626.30)	\$0.00	(\$626.30)	-59.13%
100.1000.616.001.120	CENTRAL SUPPLIES -BAK	\$1,154.18	\$0.00	\$1,154.18	\$0.00	\$1,016.72	\$137.46	\$0.00	\$137.46	11.91%
100.1000.616.002.112	MUSIC - INSTRUMENTAL	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$920.95	\$79.05	\$0.00	\$79.05	7.91%
100.1000.616.002.119	GENERAL SUPPLIES- NHES	\$647.87	\$0.00	\$647.87	\$0.00	\$1,014.64	(\$366.77)	\$0.00	(\$366.77)	-56.61%
100.1000.616.002.120	CENTRAL SUPPLIES- NHES	\$705.96	\$0.00	\$705.96	\$0.00	\$792.31	(\$86.35)	\$0.00	(\$86.35)	-12.23%
100.1000.616.003.106	SPANISH	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
100.1000.616.003.119	GENERAL SUPPLIES- ANT	\$2,642.91	\$0.00	\$2,642.91	\$0.00	\$3,805.84	(\$1,162.93)	\$0.00	(\$1,162.93)	-44.00%
100.1000.616.003.120	CENTRAL SUPPLIES- ANT	\$2,879.86	\$0.00	\$2,879.86	\$0.00	\$2,879.86	\$0.00	\$0.00	\$0.00	0.00%
100.1000.641.000.110	SCIENCE	\$3,000.00	\$0.00	\$3,000.00	\$0.00	\$2,424.33	\$575.67	\$0.00	\$575.67	19.19%
100.1000.641.003.109	LANGUAGE ARTS	\$2,752.00	\$0.00	\$2,752.00	\$0.00	\$2,435.23	\$316.77	\$0.00	\$316.77	11.51%
100.1000.641.100.114	SOCIAL STUDIES	\$2,500.00	\$0.00	\$2,500.00	\$0.00	\$0.00	\$2,500.00	\$0.00	\$2,500.00	100.00%
100.1000.641.200.109	READING	\$7,831.00	\$0.00	\$7,831.00	\$0.00	\$8,010.57	(\$179.57)	\$0.00	(\$179.57)	-2.29%
100.1000.641.200.111	MATH	\$10,000.00	\$0.00	\$10,000.00	\$0.00	\$1,736.68	\$8,263.32	\$0.00	\$8,263.32	82.63%
100.1000.642.001.100	PERIODICALS	\$3,200.00	\$0.00	\$3,200.00	\$0.00	\$2,706.90	\$493.10	\$0.00	\$493.10	15.41%
100.1000.730.001.119	EQUIPMENT	\$1,200.00	\$0.00	\$1,200.00	\$74.27	\$129.90	\$1,070.10	\$0.00	\$1,070.10	89.18%
	Func: - 1000	\$2,707,227.00	\$90,502.50	\$2,797,729.50	\$110,633.56	\$2,125,415.54	\$672,313.96	\$565,470.67	\$106,843.29	3.82%
100.1200.111.000.120	SALARIES, CERTIFIED	\$812,292.00	\$0.00	\$812,292.00	\$29,853.53	\$602,311.74	\$209,980.26	\$187,432.12	\$22,548.14	2.78%
100.1200.111.001.120	SALARIES, Director -Student Services	\$118,235.00	\$0.00	\$118,235.00	\$4,547.50	\$94,540.00	\$23,695.00	\$13,642.50	\$10,052.50	8.50%
100.1200.112.001.100	SALARIES, PARA SUBSTITUTES	\$4,500.00	\$0.00	\$4,500.00	\$950.00	\$4,972.56	(\$472.56)	\$0.00	(\$472.56)	-10.50%
100.1200.112.001.120	SALARIES, PARAS	\$464,827.00	\$0.00	\$464,827.00	\$28,398.26	\$382,626.89	\$82,200.11	\$77,428.86	\$4,771.25	1.03%

Town of New Hartford Board of Education

GENERAL FUND EXPENDITURE RUN

Fiscal Year: 2022-2023

From Date: 5/1/2023

To Date: 5/31/2023

☐ Include pre encumbrance

☐ Print accounts with zero balance

☒ Filter Encumbrance Detail by Date Range

☐ Exclude inactive accounts with zero balance

Account Number	Description	Budget	Adjustments	GL Budget	Current	YTD	Balance	Encumbrance	Budget Bal	% Rem
100.1200.113.000.120	SALARIES, SECRETARY, SPED	\$44,983.00	\$0.00	\$44,983.00	\$1,990.40	\$33,305.30	\$11,677.70	\$6,568.32	\$5,109.38	11.36%
100.1200.311.000.120	HOMEBOUND	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	100.00%
100.1200.312.000.120	PUPIL SERVICES-THERAPIES	\$65,000.00	\$712.14	\$65,712.14	\$10,869.60	\$59,345.88	\$6,366.26	\$0.00	\$6,366.26	9.69%
100.1200.313.000.120	EVALUATIONS & CONSULTS	\$20,000.00	\$1,265.38	\$21,265.38	\$1,432.75	\$15,042.75	\$6,222.63	\$0.00	\$6,222.63	29.26%
100.1200.314.000.120	TESTING SUPPLIES	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$4,764.85	\$235.15	\$0.00	\$235.15	4.70%
100.1200.322.000.120	INSERVICE	\$7,950.00	\$0.00	\$7,950.00	\$0.00	\$2,328.63	\$5,621.37	\$0.00	\$5,621.37	70.71%
100.1200.560.603.120	TUITION	\$395,028.00	\$0.00	\$395,028.00	\$8,016.25	\$272,621.30	\$122,406.70	\$0.00	\$122,406.70	30.99%
100.1200.616.000.120	TEACHING SUPPLIES - SPED	\$500.00	\$0.00	\$500.00	\$0.00	\$1,571.25	(\$1,071.25)	\$0.00	(\$1,071.25)	-214.25%
100.1200.690.000.120	OFFICE SUPPLIES - SPED	\$500.00	\$0.00	\$500.00	\$0.00	\$504.47	(\$4.47)	\$0.00	(\$4.47)	-0.89%
100.1200.730.000.120	EQUIPMENT - SPED	\$3,000.00	\$0.00	\$3,000.00	\$0.00	\$3,075.82	(\$75.82)	\$116.25	(\$192.07)	-6.40%
100.1200.890.000.120	DUES & FEES	\$435.00	\$0.00	\$435.00	\$0.00	\$450.00	(\$15.00)	\$0.00	(\$15.00)	-3.45%
	Func: - 1200	\$1,943,250.00	\$1,977.52	\$1,945,227.52	\$86,058.29	\$1,477,461.44	\$467,766.08	\$285,188.05	\$182,578.03	9.39%
100.1300.560.603.127	ADULT EDUCATION	\$6,680.00	\$0.00	\$6,680.00	\$0.00	\$6,680.00	\$0.00	\$0.00	\$0.00	0.00%
	Func: - 1300	\$6,680.00	\$0.00	\$6,680.00	\$0.00	\$6,680.00	\$0.00	\$0.00	\$0.00	0.00%
100.2130.112.000.129	SALARIES, NURSE	\$129,626.00	\$0.00	\$129,626.00	\$5,931.21	\$113,840.70	\$15,785.30	\$17,793.55	(\$2,008.25)	-1.55%
100.2130.114.000.100	SALARIES, NURSE SUBSTITUTES	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$1,920.00	\$80.00	\$0.00	\$80.00	4.00%
100.2130.320.000.129	MEDICAL ADVISOR	\$3,000.00	\$0.00	\$3,000.00	\$0.00	\$3,000.00	\$0.00	\$0.00	\$0.00	0.00%
100.2130.690.000.129	HEALTH SUPPLIES	\$2,800.00	\$0.00	\$2,800.00	\$0.00	\$1,419.66	\$1,380.34	\$360.18	\$1,020.16	36.43%
100.2130.730.000.129	EQUIPMENT - NURSES	\$550.00	\$0.00	\$550.00	\$0.00	\$256.00	\$294.00	\$0.00	\$294.00	53.45%
	Func: - 2130	\$137,976.00	\$0.00	\$137,976.00	\$5,931.21	\$120,436.36	\$17,539.64	\$18,153.73	(\$614.09)	-0.45%
100.2210.322.000.130	PARTIAL TUITION REIM.	\$10,000.00	\$0.00	\$10,000.00	\$0.00	\$9,000.00	\$1,000.00	\$0.00	\$1,000.00	10.00%
100.2210.324.000.130	STAFF DEVELOPMENT	\$12,000.00	\$1,500.00	\$13,500.00	\$0.00	\$9,929.64	\$3,570.36	\$0.00	\$3,570.36	26.45%
100.2210.325.000.130	CURRICULUM WORK	\$10,000.00	\$0.00	\$10,000.00	\$255.00	\$9,897.76	\$102.24	\$0.00	\$102.24	1.02%
100.2210.590.000.130	PURCHASED SERVICES	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	100.00%
100.2210.593.000.130	PRINTING	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00	\$250.00	\$0.00	\$250.00	100.00%
100.2210.617.000.130	CURRICULUM MATERIALS	\$4,500.00	\$0.00	\$4,500.00	(\$1,000.00)	\$3,231.46	\$1,268.54	\$0.00	\$1,268.54	28.19%
100.2210.618.000.130	INNOVATIVE TEACHING	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
100.2210.619.000.130	PROF. DEVELOP. LIBRARY	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$466.44	\$533.56	\$0.00	\$533.56	53.36%
100.2210.890.000.130	DUES & FEES	\$624.00	\$0.00	\$624.00	\$0.00	\$35.00	\$589.00	\$0.00	\$589.00	94.39%
	Func: - 2210	\$39,874.00	\$1,500.00	\$41,374.00	(\$745.00)	\$32,560.30	\$8,813.70	\$0.00	\$8,813.70	21.30%
100.2220.611.001.131	AV SERVICES	\$100.00	\$0.00	\$100.00	\$0.00	\$0.00	\$100.00	\$0.00	\$100.00	100.00%
100.2220.612.001.131	MEDIA SERVICES & SUPPLIES - BAK	\$1,250.00	\$0.00	\$1,250.00	\$0.00	\$357.50	\$892.50	\$0.00	\$892.50	71.40%
100.2220.612.002.131	MEDIA SERVICES & SUPPLIES - NHES	\$1,250.00	\$0.00	\$1,250.00	\$0.00	\$519.05	\$730.95	\$0.00	\$730.95	58.48%

Town of New Hartford Board of Education

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☐ Print accounts with zero balance

☒ Filter Encumbrance Detail by Date Range

☐ Exclude inactive accounts with zero balance

Account Number	Description	Budget	Adjustments	GL Budget	Current	YTD	Balance	Encumbrance	Budget Bal	% Rem
100.2220.612.003.131	MEDIA SERVICES & SUPPLIES - ANT	\$2,600.00	\$0.00	\$2,600.00	\$0.00	\$2,600.00	\$0.00	\$0.00	\$0.00	0.00%
100.2220.619.000.131	INSTRUCTIONAL SUPPLIES-ANT	\$200.00	\$0.00	\$200.00	\$0.00	\$200.00	\$0.00	\$0.00	\$0.00	0.00%
100.2220.619.001.131	INSTRUCTIONAL SUPPLIES-BAK	\$100.00	\$0.00	\$100.00	\$0.00	\$0.00	\$100.00	\$0.00	\$100.00	100.00%
100.2220.619.002.131	INSTRUCTIONAL SUPPLIES-NHES	\$100.00	\$0.00	\$100.00	\$0.00	\$0.00	\$100.00	\$0.00	\$100.00	100.00%
100.2220.641.001.131	ON-LINE SUBSCRIPTIONS	\$12,500.00	\$0.00	\$12,500.00	\$0.00	\$0.00	\$12,500.00	\$0.00	\$12,500.00	100.00%
100.2220.642.001.131	PERIODICALS - BAK	\$425.00	\$0.00	\$425.00	\$0.00	\$280.65	\$144.35	\$0.00	\$144.35	33.96%
100.2220.642.002.131	PERIODICALS - NHES	\$350.00	\$0.00	\$350.00	\$0.00	\$310.65	\$39.35	\$0.00	\$39.35	11.24%
100.2220.642.003.131	PERIODICALS - ANT	\$900.00	\$0.00	\$900.00	\$0.00	\$580.42	\$319.58	\$0.00	\$319.58	35.51%
100.2220.643.001.131	LIBRARY BOOKS - BAK	\$700.00	\$0.00	\$700.00	\$0.00	\$0.00	\$700.00	\$0.00	\$700.00	100.00%
100.2220.643.002.131	LIBRARY BOOKS - NHES	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
100.2220.643.003.131	LIBRARY BOOKS - ANT	\$3,550.00	\$0.00	\$3,550.00	\$0.00	\$1,140.34	\$2,409.66	\$0.00	\$2,409.66	67.88%
100.2220.730.000.131	EQUIPMENT	\$500.00	\$0.00	\$500.00	\$0.00	\$165.93	\$334.07	\$0.00	\$334.07	66.81%
100.2220.890.001.131	DUES AND FEES	\$679.00	\$0.00	\$679.00	\$0.00	\$130.00	\$549.00	\$0.00	\$549.00	80.85%
	Func: - 2220	\$25,704.00	\$0.00	\$25,704.00	\$0.00	\$6,284.54	\$19,419.46	\$0.00	\$19,419.46	75.55%
100.2230.112.000.134	SALARIES, SUPPORTIVE	\$69,076.00	\$0.00	\$69,076.00	\$2,656.77	\$61,105.71	\$7,970.29	\$7,970.29	\$0.00	0.00%
100.2230.321.000.134	TECHNICAL/LICENSES	\$13,200.00	\$0.00	\$13,200.00	\$30.00	\$9,402.21	\$3,797.79	\$3,545.00	\$252.79	1.92%
100.2230.324.000.134	Professional Development	\$1,500.00	\$0.00	\$1,500.00	\$85.00	\$1,491.20	\$8.80	\$0.00	\$8.80	0.59%
100.2230.407.000.134	REPAIRS/MAINTENANCE	\$25,750.00	\$0.00	\$25,750.00	\$1,325.94	\$20,787.96	\$4,962.04	\$1,120.50	\$3,841.54	14.92%
100.2230.617.000.134	CURRICULUM SOFTWARE	\$35,312.00	\$0.00	\$35,312.00	\$0.00	\$15,442.83	\$19,869.17	\$0.00	\$19,869.17	56.27%
100.2230.690.000.134	SUPPLIES	\$300.00	\$0.00	\$300.00	\$0.00	\$18.07	\$281.93	\$0.00	\$281.93	93.98%
100.2230.730.000.134	EQUIPMENT	\$6,825.00	\$0.00	\$6,825.00	\$0.00	\$6,615.75	\$209.25	\$0.00	\$209.25	3.07%
100.2230.890.000.134	DUES AND FEES	\$400.00	\$0.00	\$400.00	\$0.00	\$0.00	\$400.00	\$0.00	\$400.00	100.00%
	Func: - 2230	\$152,363.00	\$0.00	\$152,363.00	\$4,097.71	\$114,863.73	\$37,499.27	\$12,635.79	\$24,863.48	16.32%
100.2310.112.005.132	SALARIES, BOARD SECRETARY	\$1,200.00	\$0.00	\$1,200.00	\$0.00	\$950.00	\$250.00	\$0.00	\$250.00	20.83%
100.2310.314.005.132	LEGAL	\$28,000.00	\$14,847.30	\$42,847.30	\$0.00	\$44,078.00	(\$1,230.70)	\$0.00	(\$1,230.70)	-2.87%
100.2310.690.005.132	OFFICE SUPPLIES - BOE	\$1,000.00	\$0.00	\$1,000.00	\$194.81	\$1,000.00	\$0.00	\$0.00	\$0.00	0.00%
100.2310.890.005.132	DUES & FEES - BOE	\$8,500.00	\$0.00	\$8,500.00	\$5,168.54	\$10,330.17	(\$1,830.17)	\$0.00	(\$1,830.17)	-21.53%
	Func: - 2310	\$38,700.00	\$14,847.30	\$53,547.30	\$5,363.35	\$56,358.17	(\$2,810.87)	\$0.00	(\$2,810.87)	-5.25%
100.2320.111.004.133	SALARIES, SUPERINTENDENT	\$170,254.00	\$0.00	\$170,254.00	\$6,823.07	\$168,934.72	\$1,319.28	\$20,469.31	(\$19,150.03)	-11.25%
100.2320.112.002.113	BOOKKEEPER	\$32,038.00	\$0.00	\$32,038.00	\$1,201.44	\$27,877.17	\$4,160.83	\$3,604.32	\$556.51	1.74%
100.2320.112.002.133	SALARIES, ADMINISTRATIVE ASST	\$58,261.00	\$0.00	\$58,261.00	\$304.10	\$49,658.70	\$8,602.30	\$7,298.40	\$1,303.90	2.24%
100.2320.112.004.133	SALARIES, FISCAL SERVICES	\$61,859.00	\$0.00	\$61,859.00	\$2,379.20	\$58,052.48	\$3,806.52	\$7,137.60	(\$3,331.08)	-5.38%
100.2320.113.004.133	SALARIES, OT-ADM ASST	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$3,121.55	(\$2,121.55)	\$0.00	(\$2,121.55)	-212.16%

Town of New Hartford Board of Education

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100.2320.320.004.133	PROF/TECH SERVICES	\$5,500.00	\$0.00	\$5,500.00	\$0.00	\$6,615.56	(\$1,115.56)	\$0.00	(\$1,115.56)	-20.28%
100.2320.324.004.133	WORKSHOPS/CONFERENCES	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$1,200.00	(\$200.00)	\$0.00	(\$200.00)	-20.00%
100.2320.593.004.133	PRINTING	\$250.00	\$0.00	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00	\$0.00	0.00%
100.2320.642.004.133	PERIODICALS	\$250.00	\$0.00	\$250.00	\$0.00	\$97.00	\$153.00	\$0.00	\$153.00	61.20%
100.2320.690.004.133	OFFICE SUPPLIES - C.O.	\$2,560.00	\$0.00	\$2,560.00	\$0.00	\$2,434.32	\$125.68	\$0.00	\$125.68	4.91%
100.2320.693.004.133	DATA PROCESSING	\$2,000.00	\$94.00	\$2,094.00	\$0.00	\$1,806.04	\$287.96	\$95.99	\$191.97	9.17%
100.2320.730.004.133	EQUIPMENT - C.O.	\$325.00	\$0.00	\$325.00	\$0.00	\$587.32	(\$262.32)	\$0.00	(\$262.32)	-80.71%
100.2320.890.004.133	DUES & FEES - C.O.	\$3,500.00	\$0.00	\$3,500.00	\$0.00	\$978.00	\$2,522.00	\$75.00	\$2,447.00	69.91%
	Func: - 2320	\$338,797.00	\$94.00	\$338,891.00	\$10,707.81	\$321,612.86	\$17,278.14	\$38,680.62	(\$21,402.48)	-6.32%
100.2410.111.001.141	SALARIES, ADMINISTRATORS	\$261,256.00	\$0.00	\$261,256.00	\$10,362.18	\$235,968.18	\$25,287.82	\$31,086.52	(\$5,798.70)	-2.22%
100.2410.112.001.141	SALARIES, ADMINISTRATIVE ASST	\$153,481.00	\$0.00	\$153,481.00	\$6,863.54	\$128,368.16	\$25,112.84	\$22,079.60	\$3,033.24	1.98%
100.2410.113.001.141	SALARIES, SECY SUBSTITUTES	\$1,500.00	\$0.00	\$1,500.00	\$0.00	\$2,793.68	(\$1,293.68)	\$0.00	(\$1,293.68)	-86.25%
100.2410.690.001.141	OFFICE SUPPLIES-BAK	\$1,200.00	\$0.00	\$1,200.00	\$381.86	\$748.30	\$451.70	\$0.00	\$451.70	37.64%
100.2410.690.002.141	OFFICE SUPPLIES-NHES	\$1,200.00	\$0.00	\$1,200.00	\$157.40	\$1,201.48	(\$1.48)	\$0.00	(\$1.48)	-0.12%
100.2410.690.003.141	OFFICE SUPPLIES-ANT	\$2,600.00	\$0.00	\$2,600.00	\$627.22	\$2,154.74	\$445.26	\$0.00	\$445.26	17.13%
100.2410.730.001.141	EQUIPMENT-BAK	\$600.00	\$0.00	\$600.00	\$0.00	\$205.08	\$394.92	\$0.00	\$394.92	65.82%
100.2410.730.002.141	EQUIPMENT-NHES	\$600.00	\$0.00	\$600.00	\$119.98	\$570.62	\$29.38	\$0.00	\$29.38	4.90%
100.2410.730.003.141	EQUIPMENT-ANT	\$800.00	\$0.00	\$800.00	\$671.83	\$764.78	\$35.22	\$0.00	\$35.22	4.40%
100.2410.890.001.141	DUES AND FEES	\$1,230.00	\$0.00	\$1,230.00	\$0.00	\$986.60	\$243.40	\$0.00	\$243.40	19.79%
	Func: - 2410	\$424,467.00	\$0.00	\$424,467.00	\$19,184.01	\$373,761.62	\$50,705.38	\$53,166.12	(\$2,460.74)	-0.58%
100.2600.112.001.154	SALARIES, CUSTODIANS	\$262,052.00	\$0.00	\$262,052.00	\$9,677.16	\$230,909.58	\$31,142.42	\$28,722.00	\$2,420.42	0.92%
100.2600.113.001.154	SALARIES, OVERTIME	\$7,500.00	\$800.87	\$8,300.87	\$355.25	\$9,164.83	(\$863.96)	\$0.00	(\$863.96)	-10.41%
100.2600.114.001.154	SALARIES, PART-TIME	\$5,500.00	\$0.00	\$5,500.00	\$0.00	\$8,172.28	(\$2,672.28)	\$0.00	(\$2,672.28)	-48.59%
100.2600.115.000.154	SALARIES, SUBSTITUTES	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$838.18	\$161.82	\$0.00	\$161.82	16.18%
100.2600.402.000.154	UTILITIES, REFUSE	\$108,000.00	\$0.00	\$108,000.00	\$6,230.42	\$89,322.99	\$18,677.01	\$0.00	\$18,677.01	17.29%
100.2600.406.000.154	EMERGENCY REPAIRS/MAINTENANCE	\$38,900.00	\$9,048.00	\$47,948.00	\$0.00	\$47,843.64	\$104.36	\$0.00	\$104.36	0.22%
100.2600.407.000.154	MAINTENANCE	\$24,300.00	\$1,400.00	\$25,700.00	\$760.95	\$23,249.26	\$2,450.74	\$0.00	\$2,450.74	9.54%
100.2600.431.000.154	REPAIRS, NON-INSTR EQUIPMENT	\$4,000.00	\$0.00	\$4,000.00	\$0.00	\$3,506.57	\$493.43	\$0.00	\$493.43	12.34%
100.2600.532.001.154	COMMUNICATIONS	\$12,000.00	\$0.00	\$12,000.00	(\$1,231.99)	\$11,045.00	\$955.00	\$0.00	\$955.00	7.96%
100.2600.533.000.154	INTERNET SERVICE PROVIDER	\$13,000.00	\$4,094.91	\$17,094.91	\$4,061.92	\$19,194.85	(\$2,099.94)	\$0.00	(\$2,099.94)	-12.28%
100.2600.590.000.154	PROP. INS. & LIAB	\$42,285.00	\$0.00	\$42,285.00	\$0.00	\$31,799.01	\$10,485.99	\$0.00	\$10,485.99	24.80%
100.2600.691.001.154	MAINTENANCE SUPPLIES - BAK	\$9,290.00	\$0.00	\$9,290.00	\$0.00	\$3,903.44	\$5,386.56	\$0.00	\$5,386.56	57.98%
100.2600.691.002.154	MAINTENANCE SUPPLIES - NHE	\$9,290.00	\$0.00	\$9,290.00	\$265.79	\$3,110.94	\$6,179.06	\$0.00	\$6,179.06	66.51%
100.2600.691.003.154	MAINTENANCE SUPPLIES - ANT	\$13,466.00	\$0.00	\$13,466.00	\$28.91	\$3,946.37	\$9,519.63	\$0.00	\$9,519.63	70.69%

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100.2600.692.001.154	FUEL ENERGY SUPPLIES	\$95,700.00	\$0.00	\$95,700.00	\$99.83	\$99,588.30	(\$3,888.30)	\$0.00	(\$3,888.30)	-4.06%
100.2600.694.000.154	PROPANE	\$9,000.00	\$0.00	\$9,000.00	\$0.00	\$6,602.37	\$2,397.63	\$0.00	\$2,397.63	26.64%
100.2600.731.000.154	EQUIPMENT, LEASED	\$47,000.00	\$0.00	\$47,000.00	\$969.00	\$31,413.83	\$15,586.17	\$0.00	\$15,586.17	33.16%
	Func: - 2600	\$702,283.00	\$15,343.78	\$717,626.78	\$21,217.24	\$623,611.44	\$94,015.34	\$28,722.00	\$65,293.34	9.10%
100.2602.407.000.154	SERVICE CONTRACTS	\$112,851.00	\$0.00	\$112,851.00	\$2,263.96	\$76,368.18	\$36,482.82	\$2,655.00	\$33,827.82	29.98%
	Func: - 2602	\$112,851.00	\$0.00	\$112,851.00	\$2,263.96	\$76,368.18	\$36,482.82	\$2,655.00	\$33,827.82	29.98%
100.2700.510.000.155	PUPIL TRANS.	\$560,412.00	\$0.00	\$560,412.00	\$56,041.20	\$448,329.60	\$112,082.40	\$0.00	\$112,082.40	20.00%
100.2700.511.603.155	TRANS SPEC ED	\$170,354.00	\$0.00	\$170,354.00	\$9,281.25	\$68,884.97	\$101,469.03	\$0.00	\$101,469.03	59.56%
100.2700.511.604.155	TRANSPORTATION SUMMER	\$10,000.00	\$0.00	\$10,000.00	\$0.00	\$14,955.26	(\$4,955.26)	\$0.00	(\$4,955.26)	-49.55%
100.2700.512.000.155	FUEL	\$55,000.00	\$13,038.41	\$68,038.41	\$1,773.55	\$60,279.31	\$7,759.10	\$0.00	\$7,759.10	11.40%
	Func: - 2700	\$795,766.00	\$13,038.41	\$808,804.41	\$67,096.00	\$592,449.14	\$216,355.27	\$0.00	\$216,355.27	26.75%
100.2800.530.000.156	POSTAGE	\$6,000.00	\$0.00	\$6,000.00	\$0.00	\$3,332.17	\$2,667.83	\$0.00	\$2,667.83	44.46%
100.2800.533.000.156	ADVERTISING	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	100.00%
	Func: - 2800	\$7,000.00	\$0.00	\$7,000.00	\$0.00	\$3,332.17	\$3,667.83	\$0.00	\$3,667.83	52.40%
100.6100.201.000.161	MEDICAL & DENTAL INSURANCE	\$1,199,020.00	\$34,445.89	\$1,233,465.89	\$450.00	\$1,068,778.21	\$164,687.68	\$0.00	\$164,687.68	13.35%
100.6100.204.000.161	LIFE INSURANCE	\$16,850.00	\$26.16	\$16,876.16	\$0.00	\$14,098.21	\$2,777.95	\$0.00	\$2,777.95	16.46%
100.6100.205.000.161	SOCIAL SECURITY	\$92,020.00	\$61.38	\$92,081.38	\$4,190.02	\$81,458.55	\$10,622.83	\$201.22	\$10,421.61	11.32%
100.6100.206.000.161	MEDICARE	\$70,869.00	\$0.00	\$70,869.00	\$3,089.16	\$58,638.66	\$12,230.34	\$47.06	\$12,183.28	17.19%
100.6100.209.000.161	TOWN PENSION FUND	\$152,000.00	\$0.00	\$152,000.00	\$0.00	\$140,905.00	\$11,095.00	\$0.00	\$11,095.00	7.30%
100.6100.209.001.161	Deferred Comp Expense 457	\$15,150.00	\$0.00	\$15,150.00	\$2,044.59	\$40,686.75	(\$25,536.75)	\$200.68	(\$25,737.43)	-169.88%
100.6100.211.000.161	TSA	\$10,500.00	\$0.00	\$10,500.00	\$440.00	\$8,400.00	\$2,100.00	\$880.00	\$1,220.00	11.62%
100.6100.214.000.161	UNEMPLOYMENT COMP.	\$3,500.00	\$0.00	\$3,500.00	\$0.00	\$0.00	\$3,500.00	\$0.00	\$3,500.00	100.00%
100.6100.215.000.161	WORKMENS COMP	\$51,000.00	\$0.00	\$51,000.00	\$0.00	\$41,724.76	\$9,275.24	\$0.00	\$9,275.24	18.19%
100.6100.217.000.161	ADMIN. TRAVEL	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$268.70	\$1,731.30	\$0.00	\$1,731.30	86.57%
	Func: - 6100	\$1,612,909.00	\$34,533.43	\$1,647,442.43	\$10,213.77	\$1,454,958.84	\$192,483.59	\$1,328.96	\$191,154.63	11.60%
	Fund: General Fund - 100	\$9,045,847.00	\$171,836.94	\$9,217,683.94	\$342,021.91	\$7,386,154.33	\$1,831,529.61	\$1,006,000.94	\$825,528.67	8.96%
120.1202.600.000.120	Title I SUPPLIES 2021	\$248.00	\$0.00	\$248.00	\$0.00	\$248.00	\$0.00	\$0.00	\$0.00	0.00%
120.1202.730.105.120	Title I SUPPLIES 2023	\$295.00	\$0.00	\$295.00	\$0.00	\$295.00	\$0.00	\$0.00	\$0.00	0.00%
	Func: - 1202	\$543.00	\$0.00	\$543.00	\$0.00	\$543.00	\$0.00	\$0.00	\$0.00	0.00%
	Fund: Title I - Personal Services/Salaries - 120	\$543.00	\$0.00	\$543.00	\$0.00	\$543.00	\$0.00	\$0.00	\$0.00	0.00%
200.1201.201.005.102	Title II Supplies 2023	\$250.00	\$0.00	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00	\$0.00	0.00%
	Func: - 1201	\$250.00	\$0.00	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00	\$0.00	0.00%

Town of New Hartford Board of Education

GENERAL FUND EXPENDITURE RUN

Fiscal Year: 2022-2023

☐ Include pre encumbrance

☐ Print accounts with zero balance

☒ Filter Encumbrance Detail by Date Range

From Date: 5/1/2023

To Date: 5/31/2023

☐ Exclude inactive accounts with zero balance

Account Number	Description	Budget	Adjustments	GL Budget	Current	YTD	Balance	Encumbrance	Budget Bal	% Rem
Fund: Title II Grant - 200		\$250.00	\$0.00	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00	\$0.00	0.00%
300.1205.322.001.120	IDEA 619 TUTOR INSTRUCT Pre K 6/30/2024	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$4,982.04	\$17.96	\$0.00	\$17.96	0.36%
300.1205.322.002.120	IDEA 619 PUPIL SERV-OT Pre K/K 6/30/2024	\$1,000.00	\$346.25	\$1,346.25	\$205.49	\$1,205.49	\$140.76	\$0.00	\$140.76	10.46%
300.1205.322.003.120	IDEA 619 PUPIL SERV-PT Pre K/K 6/30/2024	\$1,115.00	(\$346.25)	\$768.75	\$0.00	\$768.75	\$0.00	\$0.00	\$0.00	0.00%
300.1205.322.004.120	IDEA 619 PRE K/K Speech & Lang Costs 6/30/2024	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$0.00	\$0.00	0.00%
	Func: - 1205	\$9,115.00	\$0.00	\$9,115.00	\$205.49	\$8,956.28	\$158.72	\$0.00	\$158.72	1.74%
	Fund: IDEA 619 - 300	\$9,115.00	\$0.00	\$9,115.00	\$205.49	\$8,956.28	\$158.72	\$0.00	\$158.72	1.74%
301.1205.730.003.120	ARP IDEA 619 PRE-K & K EQUIP expires 6/30/2023	\$1,810.00	\$0.00	\$1,810.00	\$0.00	\$1,743.21	\$66.79	\$0.00	\$66.79	3.69%
	Func: - 1205	\$1,810.00	\$0.00	\$1,810.00	\$0.00	\$1,743.21	\$66.79	\$0.00	\$66.79	3.69%
	Fund: ARP 619 - 301	\$1,810.00	\$0.00	\$1,810.00	\$0.00	\$1,743.21	\$66.79	\$0.00	\$66.79	3.69%
400.1208.111.001.120	IDEA 611- Salaries SPED CERTIFIED 6/30/2024	\$50,000.00	\$0.00	\$50,000.00	\$1,923.08	\$36,538.52	\$13,461.48	\$13,461.59	(\$0.11)	0.00%
400.1208.112.005.120	IDEA 611- Pupil Serv- PT/OT 6/30/2023	\$6,025.50	\$0.00	\$6,025.50	\$3,646.27	\$6,025.50	\$0.00	\$0.00	\$0.00	0.00%
400.1208.112.006.120	IDEA 611- Pupil Serv- BCBA costs 6/30/2023	\$6,784.50	\$0.00	\$6,784.50	\$1,223.75	\$6,784.50	\$0.00	\$0.00	\$0.00	0.00%
400.1208.730.001.120	IDEA 611- EQUIPMENT 6/30/2023	\$1,000.00	\$0.00	\$1,000.00	(\$1,000.00)	\$0.00	\$1,000.00	\$549.00	\$451.00	45.10%
	Func: - 1208	\$63,810.00	\$0.00	\$63,810.00	\$5,793.10	\$49,348.52	\$14,461.48	\$14,010.59	\$450.89	0.71%
400.1209.112.004.120	IDEA 611 Pupil Serv- OT 6/30/2024	\$34,516.00	\$0.00	\$34,516.00	\$0.00	\$34,516.00	\$0.00	\$0.00	\$0.00	0.00%
400.1209.112.005.120	IDEA 611 Pupil Serv- PT 6/30/2024	\$8,000.00	\$0.00	\$8,000.00	\$0.00	\$300.00	\$7,700.00	\$0.00	\$7,700.00	96.25%
400.1209.112.006.120	IDEA 611 Pupil Serv- BCBA costs 6/30/2024	\$6,000.00	\$0.00	\$6,000.00	\$0.00	\$1,621.00	\$4,379.00	\$0.00	\$4,379.00	72.98%
400.1209.112.007.120	IDEA 611- Contracted Speech & Lang Costs 6/30/2024	\$6,000.00	\$0.00	\$6,000.00	\$0.00	\$1,125.00	\$4,875.00	\$0.00	\$4,875.00	81.25%
400.1209.112.009.120	IDEA 611- Multisen literacy, math suppl 6/30/2024	\$3,983.00	\$0.00	\$3,983.00	\$0.00	\$623.94	\$3,359.06	\$0.00	\$3,359.06	84.33%
	Func: - 1209	\$58,499.00	\$0.00	\$58,499.00	\$0.00	\$38,185.94	\$20,313.06	\$0.00	\$20,313.06	34.72%
	Fund: IDEA 611 - 400	\$122,309.00	\$0.00	\$122,309.00	\$5,793.10	\$87,534.46	\$34,774.54	\$14,010.59	\$20,763.95	16.98%
401.1201.002.105.120	ARP IDEA 611 Informal Audit ends 6/30/2023	\$10,000.00	\$0.00	\$10,000.00	\$0.00	\$10,000.00	\$0.00	\$0.00	\$0.00	0.00%
401.1201.002.106.120	ARP IDEA 611 CT JUN REPUBLIC ends 6/30/2023	\$8,652.00	\$0.00	\$8,652.00	\$0.00	\$8,652.00	\$0.00	\$0.00	\$0.00	0.00%
	Func: - 1201	\$18,652.00	\$0.00	\$18,652.00	\$0.00	\$18,652.00	\$0.00	\$0.00	\$0.00	0.00%
	Fund: ARP 611 - 401	\$18,652.00	\$0.00	\$18,652.00	\$0.00	\$18,652.00	\$0.00	\$0.00	\$0.00	0.00%
410.1201.001.101.120	REAP Grant 12/30/2022 #358A201568	\$1,935.34	\$0.00	\$1,935.34	\$0.00	\$1,935.34	\$0.00	\$0.00	\$0.00	0.00%
410.1201.001.102.120	REAP Grant 12/30/2023 #358A210692	\$26,213.98	\$0.00	\$26,213.98	\$0.00	\$26,010.03	\$203.95	\$0.00	\$203.95	0.78%
410.1201.001.103.120	REAP Grant 1/30/2025 #358A220641	\$44,310.00	\$0.00	\$44,310.00	\$0.00	\$0.00	\$44,310.00	\$0.00	\$44,310.00	100.00%
	Func: - 1201	\$72,459.32	\$0.00	\$72,459.32	\$0.00	\$27,945.37	\$44,513.95	\$0.00	\$44,513.95	61.43%
	Fund: REAP Grant - 410	\$72,459.32	\$0.00	\$72,459.32	\$0.00	\$27,945.37	\$44,513.95	\$0.00	\$44,513.95	61.43%

Town of New Hartford Board of Education

GENERAL FUND EXPENDITURE RUN

Fiscal Year: 2022-2023

From Date: 5/1/2023

To Date: 5/31/2023

☐ Include pre encumbrance

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Account Number	Description	Budget	Adjustments	GL Budget	Current	YTD	Balance	Encumbrance	Budget Bal	% Rem
414.1201.000.101.120	Esser II Bonus Dyslexia Tutor Salary expi 6/30/23	\$1,034.97	\$0.00	\$1,034.97	\$0.00	\$1,034.97	\$0.00	\$0.00	\$0.00	0.00%
414.1201.000.201.120	Esser II Bonus ESY expires 6/30/2023	\$15,000.00	\$0.00	\$15,000.00	\$0.00	\$15,000.00	\$0.00	\$0.00	\$0.00	0.00%
414.1201.000.202.120	Esser II Bonus Staff Training expires 6/30/2023	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$0.00	0.00%
414.1201.000.203.120	Esser II Bonus Pupil Services expires 6/30/2023	\$14,000.00	\$0.00	\$14,000.00	\$0.00	\$14,000.00	\$0.00	\$0.00	\$0.00	0.00%
414.1201.001.100.120	Esser II Bonus Tutor SALARIES expires 6/30/2023	\$25,000.00	\$0.00	\$25,000.00	\$0.00	\$17,008.41	\$7,991.59	\$3,776.03	\$4,215.56	16.86%
	Func: - 1201	\$56,034.97	\$0.00	\$56,034.97	\$0.00	\$48,043.38	\$7,991.59	\$3,776.03	\$4,215.56	7.52%
	Fund: Esser II Bonus - 414	\$56,034.97	\$0.00	\$56,034.97	\$0.00	\$48,043.38	\$7,991.59	\$3,776.03	\$4,215.56	7.52%
415.1201.002.102.120	ESSER II Funds 9/30/2023 Tutor Salaries	\$7,549.97	\$0.00	\$7,549.97	\$75.96	\$7,549.97	\$0.00	\$0.00	\$0.00	0.00%
415.1201.002.105.120	ARP ESSER 9/30/2024 Tutor Salaries	\$93,775.40	\$0.00	\$93,775.40	\$103.79	\$41,269.71	\$52,505.69	\$1,140.36	\$51,365.33	54.77%
	Func: - 1201	\$101,325.37	\$0.00	\$101,325.37	\$179.75	\$48,819.68	\$52,505.69	\$1,140.36	\$51,365.33	50.69%
	Fund: Esser Fund - 415	\$101,325.37	\$0.00	\$101,325.37	\$179.75	\$48,819.68	\$52,505.69	\$1,140.36	\$51,365.33	50.69%
417.1201.001.105.120	SPED STIPEND- MENTAL HEALTH use by 9/30/2022	\$3,500.00	\$0.00	\$3,500.00	\$0.00	\$3,500.00	\$0.00	\$0.00	\$0.00	0.00%
417.1201.001.106.120	SPED STIPEND-MENTAL HEALTH use by 9/30/2022	\$6,500.00	\$0.00	\$6,500.00	\$0.00	\$6,500.00	\$0.00	\$0.00	\$0.00	0.00%
417.1201.001.200.120	SPED STIPEND- TUTOR TRAINING use by 9/30/2022	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$0.00	\$5,000.00	\$0.00	\$5,000.00	100.00%
	Func: - 1201	\$15,000.00	\$0.00	\$15,000.00	\$0.00	\$10,000.00	\$5,000.00	\$0.00	\$5,000.00	33.33%
	Fund: SPED STIPEND GRANT - 417	\$15,000.00	\$0.00	\$15,000.00	\$0.00	\$10,000.00	\$5,000.00	\$0.00	\$5,000.00	33.33%
418.1201.001.105.120	CT SEDS Instr. Salary 9/30/23	\$0.00	\$7,500.00	\$7,500.00	\$6,800.00	\$6,800.00	\$700.00	\$0.00	\$700.00	9.33%
418.1201.001.106.120	CT SEDS Emp. Training 9/30/23	\$0.00	\$2,000.00	\$2,000.00	\$0.00	\$0.00	\$2,000.00	\$0.00	\$2,000.00	100.00%
418.1201.001.107.120	CT SEDS Tech Hardware 9/30/23	\$0.00	\$500.00	\$500.00	\$317.85	\$317.85	\$182.15	\$0.00	\$182.15	36.43%
	Func: - 1201	\$0.00	\$10,000.00	\$10,000.00	\$7,117.85	\$7,117.85	\$2,882.15	\$0.00	\$2,882.15	28.82%
	Fund: CT SEDS Stipend - 418	\$0.00	\$10,000.00	\$10,000.00	\$7,117.85	\$7,117.85	\$2,882.15	\$0.00	\$2,882.15	28.82%
444.1004.300.009.144	Title IV Part A Ruler Training 6/30/24	\$0.00	\$4,000.00	\$4,000.00	\$0.00	\$4,000.00	\$0.00	\$0.00	\$0.00	0.00%
444.1004.300.010.144	Title IV Part A Goodwin Tech 6/30/24	\$0.00	\$6,000.00	\$6,000.00	\$0.00	\$0.00	\$6,000.00	\$0.00	\$6,000.00	100.00%
444.1004.600.301.144	TITLE IV PURCH SERV Ruler Training JUNE 2023	\$500.00	\$0.00	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$0.00	0.00%
444.1004.600.302.144	TITLE IV Supplies- RULER JUN 2023	\$2,694.39	\$0.00	\$2,694.39	\$1,000.00	\$1,220.00	\$1,474.39	\$0.00	\$1,474.39	54.72%
444.1004.600.303.144	TITLE IV PURCH SERV Goodwin College JUNE 2023	\$6,000.00	\$0.00	\$6,000.00	\$0.00	\$6,000.00	\$0.00	\$0.00	\$0.00	0.00%
	Func: - 1004	\$9,194.39	\$10,000.00	\$19,194.39	\$1,000.00	\$11,720.00	\$7,474.39	\$0.00	\$7,474.39	38.94%
	Fund: TITLE IV - 444	\$9,194.39	\$10,000.00	\$19,194.39	\$1,000.00	\$11,720.00	\$7,474.39	\$0.00	\$7,474.39	38.94%
600.9000.001.401.199	RETIREMENT 1%	\$0.00	\$0.00	\$0.00	\$15,167.62	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
600.9000.015.504.199	PHOENIX MUTUAL	\$0.00	\$0.00	\$0.00	(\$248.66)	(\$248.66)	\$248.66	\$0.00	\$248.66	0.00%
600.9000.021.501.199	ADM-HOSP.	\$0.00	\$0.00	\$0.00	(\$14,090.03)	(\$14,090.03)	\$14,090.03	\$0.00	\$14,090.03	0.00%

Town of New Hartford Board of Education

GENERAL FUND EXPENDITURE RUN

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Account Number	Description	Budget	Adjustments	GL Budget	Current	YTD	Balance	Encumbrance	Budget Bal	% Rem
600.9000.026.502.199	DENTAL	\$0.00	\$0.00	\$0.00	(\$813.48)	(\$813.48)	\$813.48	\$0.00	\$813.48	0.00%
	Func: - 9000	\$0.00	\$0.00	\$0.00	\$15.45	(\$15,152.17)	\$15,152.17	\$0.00	\$15,152.17	0.00%
	Fund: Payroll Deductions - 600	\$0.00	\$0.00	\$0.00	\$15.45	(\$15,152.17)	\$15,152.17	\$0.00	\$15,152.17	0.00%
Grand Total:		\$9,452,540.05	\$191,836.94	\$9,644,376.99	\$356,333.55	\$7,642,327.39	\$2,002,049.60	\$1,024,927.92	\$977,121.68	10.13%

End of Report

Bylaws of the Board

Formulation, Adoption, Amendment of Policies

Policy proposals and suggested amendments to, deletions of, or revisions of existing policies shall normally be submitted to all members of the Board of Education by the Superintendent in writing prior to a regularly scheduled Board of Education meeting in which such proposed policies, amendments or revisions thereof shall be read and discussed.

Policies will, unless by vote of two-thirds of the members present of the Board of Education, be adopted or amended after consideration at two meetings of the Board of Education. The agenda and minutes shall be marked to indicate policy matters.

The formal adoption of policies shall be by majority vote of all members present of the Board of Education and the action shall be recorded in the minutes of the Board of Education. Only those written statements so adopted and so recorded shall be regarded as official policy.

Reference: Robert's Rules of Order, Newly Revised

Bylaw adopted by the Board:
Bylaw revised:

January 17, 2006
March 5, 2013

NEW HARTFORD PUBLIC SCHOOLS
New Hartford, Connecticut

A new mandated policy to consider.

Personnel Certified

Minimum Duty-Free Lunch Periods for Teachers

The Board of Education, in compliance with P.A. 22-80, shall provide a minimum 30-minute uninterrupted lunch period for teachers and other certified staff.

Legal Reference: Connecticut General Statutes

PA 22-80 An Act Concerning Childhood Mental and Physical Health Services in School.

Policy adopted:

cps 7/22

Class Size

The Board agree that unless it experiences serious constraints of budget, instructional time and/or space, school organization, teacher qualifications and individual student needs the following pupil/teacher ratio guidelines will apply in determining the number of regular classroom teacher positions: 18:1 for pre-kindergarten; 20:1 for grades K through 2; 25:1 for grades 3 through 6; and for special instruction, State guidelines.

Students

Discipline

Physical Exercise and Discipline of Students

The Board of Education (Board) recognizes that a positive approach toward exercise and physical activity is important to the health and well-being of students. The Board requires that each student in elementary school shall have not less than twenty minutes daily in total devoted to physical exercise, except that a Planning and Placement Team may alter such schedule for a child requiring special education and related services. Further, the Board permits, in its elementary schools, including an additional amount of time, beyond the required twenty minutes for physical exercise, devoted to undirected play during the regular school day, subject to the approval of the building administration.

All aspects of the school experience should encourage students to have a healthy attitude toward exercise and promote the life-long enjoyment of physical activity. Therefore, when school employees impose disciplinary consequences for student misconduct during the regular day, the following restrictions shall apply:

1. Loss of Recess as Disciplinary Consequence

Except as provided below, school employees may NOT prevent a student in elementary school from participating in the entire time devoted to physical exercise or undirected play in the regular school day as a form of discipline. Recess and other physically active learning opportunities may include movement-oriented learning activities in the academic environment, physical activity breaks, and regularly scheduled school wide routines and events that engage students in physical activity that is the time devoted each day (at least 20 minutes) to physical exercise in the District's elementary schools.

~~Loss of recess or other physically active learning opportunities as a form of discipline may be permitted on a case-by-case basis if approved in writing by the building administration prior to the imposition of the discipline. Such approval may be granted for safety reasons, as a last resort before in-school suspension, or in extraordinary situations when alternative strategies to address student misconduct have been ineffective.~~

~~This restriction shall not apply to students who are receiving in-school suspension.~~

School employees may prevent or restrict recess when:

- a. a student poses a danger to the health or safety of other students or school personnel or
- b. it is limited to the shorter recess period if there are two or more recess periods in the school day, so long as the student is allowed to participate in at least 20 minutes of physical activity during the school day.

~~Recess prevention or restriction may be imposed only once during a school week, unless the student is a danger to the health or safety of other students or school personnel. Recess prevention or restriction is not allowed for a student's failure to complete their work on time or for the student's academic performance. Discipline may be imposed~~

before recess begins and/or imposed during recess. Appropriate interventions shall be used to redirect a student's behavior during recess.

Students

Discipline

Physical Exercise and Discipline of Students (continued)

2. Physical Activity as Punishment

School employees may NOT require students enrolled in grades K-12, inclusive, to engage in physical activity as a form of discipline during the school day.

3. Wellness Instruction

School employees shall not prevent students from participating in physical exercise or undirected play during wellness instruction as a form of discipline.

This restriction does not apply to brief periods of respite/time-outs, referrals to the building administrator, or for safety reasons.

At no time shall an entire class be prevented from participating in wellness instruction or physical exercise activity as a disciplinary consequence.

The Superintendent of Schools is authorized to develop guidelines to implement this policy.

Nothing in this policy shall prevent a school employee from acting in accordance with an Individualized Education Plan (IEP) developed by the student's Planning and Placement Team (PPT).

For the purpose of this policy, "school employee" means a teacher, substitute teacher, school administrator, school superintendent, guidance counselor, school counselor, psychologist, social worker, nurse, physician, school paraprofessional or coach employed by the Board or working in a public elementary, middle or high school; or any other individual who, in the performance of his or her duties, has regular contact with students and who provides services to, or on behalf of students enrolled in a public elementary, middle or high school, pursuant to a contract with the Board.

Any employee who fails to comply with this policy will be subject to discipline, up to and including termination of employment. Any contracted individual who provides services to or on behalf of District students and who fails to comply with the requirements of this policy may be subject to having his/her contract for services suspended by the District.

(cf. 6142.10 – Health Education Program)

(cf. 6142.101 – Wellness)

(cf. 6142.61 – Physical Activity)

(cf. 6142.6 – Physical Education)

Students

Discipline

Physical Exercise and Discipline of Students (continued)

Legal Reference: Connecticut General Statutes

10-221o Lunch periods. Recess. ~~(as amended by P.A. 12-116, An Act Concerning Educational Reform, P.A. 13-173, An Act Concerning Childhood Obesity and Physical Exercise in Schools and P.A. 19-173 An Act Concerning the Improvement of Child Development Through Play)~~

10-221u Boards to adopt policies addressing the use of physical activity as discipline. ~~(as amended by PA 18-15)~~

PA 22-81 An Act Expanding Preschool and Mental and Behavioral Services for Children.

Policy adopted: December 16, 2021
Policy revised:

NEW HARTFORD PUBLIC SCHOOLS
New Hartford, Connecticut

Existing policy updated to reflect new legislation.

Students

Attendance, Excused Absences and Truancy

Connecticut state law requires parents to cause their children to attend school regularly during the hours and terms the public school is in session. The responsibility for regular attendance rests with the students' parents, guardians or with the students themselves when they become of legal age.

A student is considered to be "in attendance" if present at his/her assigned school, or an activity sponsored by the school (e.g., field trip), for at least half of the regular school day. A student who is serving an out-of-school suspension or expulsion should always be considered absent.

The New Hartford Board of Education establishes two levels of criteria for an absence to be considered an excused absence (see table below).

Level	Total # of Days Absent*	Acceptable Reasons for a Student Absence to be Considered Excused	Documentation Required Within 10 Days
1	One through nine	Any reason that the student's parent or guardian approves.	Parent or guardian notification
2	Ten and above	• Student illness (<i>Note: to be deemed excused, an appropriately licensed medical professional must verify all student illness absences, regardless of the absence's length</i>). • Student's observance of a religious holiday. • Death in the student's family or other emergency beyond the control of the student's family. • Mandated court appearances (additional documentation required). • The lack of transportation that is normally provided by a district other than the one the student attends (parental documentation is not required for this reason). • Extraordinary educational opportunities pre-approved by district administrators. (Opportunities must meet certain criteria.)	Parent or guardian note and in some cases additional documentation (see details of specific reason).

**Note: The total number of days absent includes both excused and unexcused absences.*

It is important to note that while the first nine absences in a school year can be deemed excused for any reason the parent or guardian provides, the tenth and each subsequent absence establish a more stringent and specific set of reasons for the absence to qualify as excused.

Students

Attendance, Excused Absences and Truancy (continued)

Release of Student During School Day

The Board recognizes the need for students to be in school for the full instructional day. It is encouraged that early dismissal should be required only in emergency situations.

Dismissal before the normal end of the school day must be in writing.

Students who become ill during the school day may be excused by the school nurse, and transportation home will be arranged by school personnel and parent or legal guardian.

Excused Absences for Children of Service Members

An enrolled student, age four to thirteen, inclusive, whose parent or legal guardian is an active duty member of the armed forces, as defined in section 27-103, and has been called to duty for, is on leave from, or has immediately returned from deployment to a combat zone or combat support posting, shall be granted ten days of excused absences in any school year and, at the discretion of the Board of Education, additional excused absences to visit such child's parent or legal guardian with respect to such leave or deployment of the parent or legal guardian. In the case of such excused absences such child and parent or legal guardian shall be responsible for obtaining assignments from the student's teacher prior to any period of excused absence, and for ensuring that such assignments are completed by such child prior to his or her return to school from such period of excused absence.

Mental Health Wellness Day

A student, in order to attend to his/her emotional and psychological well-being, is permitted to take a "mental health wellness day" in lieu of attending school. Such days must be nonconsecutive. Two such days are permitted per school year.

Truancy

Regular attendance and punctuality are expected from all children enrolled in our schools. By statute, responsibility for assuring that students attend school rests with the parent or legal guardian having control of the child. Every effort must be made to keep absences and tardiness to a minimum. To assist parent(s) or legal guardian in meeting this responsibility, the Board of Education has developed the following procedures regarding students ages five (5) to eighteen (18) inclusive.

1. Annually notify parent(s) or legal guardian having control of each child enrolled, ages four (4) to thirteen (13), inclusive in writing of the obligations of the parent or legal guardian pursuant to student attendance (C.G.S. 10-184).

Students

Attendance, Excused Absences and Truancy

Truancy (continued)

2. Obtain from each parent or legal guardian having control of an enrolled child a telephone number or other means of contacting such parent or legal guardian during the school day.
3. Establish a system for monitoring student's individual absences/tardies.
4. Notify, by telephone, the parent(s) or legal guardian whenever a child fails to report to school on a regularly scheduled school day and no indication has been received by school personnel that the child's parent(s) or legal guardian is aware of the student's absence.

The required notice shall include a warning that two unexcused absences from school in one month or five unexcused absences in a school year may result in a complaint filed with the Superior Court alleging the belief that the acts or omissions of the child are such that the child's family is a family with service needs.

5. Identify a student as "truant" when the student has four (4) unexcused absences in any one month or ten (10) unexcused absences in any school year.
6. Hold a meeting with appropriate staff and the parent(s) or legal guardian of the child identified as a "truant" within ten (10) days of such designation to review the reasons for the truant behavior and to evaluate the situation.
7. Referral will be made to the Pupil Placement Team (PPT) to determine whether or not an education evaluation is appropriate, prior to filing a written complaint with the Superior Court.
8. File a written complaint, by the Superintendent or designee with the Superior Court alleging that the acts or omissions of any child identified as a "truant" are such that the student's family is a "family with service needs" if the parent(s) or legal guardian of the child identified as "truant" fails.
 - a. To attend the required meeting to evaluate why the child is truant, or
 - b. To cooperate with the school in trying to solve the truancy problem.
 - c. Such filing shall occur not later than fifteen (15) calendar days after such failure to attend the required meeting or such failure to cooperate with the school in trying to solve the truancy problem.

9. Provide for the coordination of services and refer enrolled students who are truant to community agencies providing child and family services.

A student who is identified as "truant" may be subject to the following consequences:

- a. Promotion to the next grade may be contingent upon the student successfully completing a summer school program.
 - b. The student may be retained in the same grade in order to acquire the skills necessary for promotion to the next grade level.
10. Provide notice to the parents/guardian the information concerning the 2-1-1 Infoline and other pediatric mental and behavioral health screening sources and tools provided by the State Department of Education.

Students

Attendance, Excused Absences and Truancy

Chronic Absenteeism

The Board of Education, in compliance with statute, requires the establishment of attendance review teams when chronic absenteeism rates in the District or at individual schools in the District meet the following circumstances:

1. A District team must be established when the District's chronic absenteeism rate is 10 percent or higher.
2. A school team must be established when the school chronic absenteeism rate is 15 percent or higher.
3. A team for either the District or each school must be established when (a) more than one school in the District has a school chronic absenteeism rate of 15 percent or higher or (b) a District has a District chronic absenteeism rate of 10 percent or higher and one or more schools in the District have a school chronic absenteeism rate of 15 percent or higher.

The membership of attendance review teams may consist of school administrators, guidance counselors, school counselors, school social workers, teachers, chronically absent children, parents or guardians of chronically absent children, and representatives from community-based programs who address issues related to student attendance by providing programs and services to truants

Each attendance review team shall be responsible for reviewing the cases of truants and chronically absent children, discussing school interventions and community referrals for such truants and chronically absent children and making any additional recommendations for such truants and chronically absent children and their parents or guardians. Each attendance review team shall meet at least monthly.

In the calculation of the District's chronic absenteeism rate and the school chronic absenteeism rate, a student's engagement, in grades 9-12, in remote virtual learning shall be excluded if such engagement accounts for not less than one-half of the school day. In addition, the calculation of chronic absenteeism rates shall exclude absence resulting from a student taking a mental health day pursuant to P.A. 21-46.

The District shall utilize the chronic absenteeism prevention and intervention plan developed by the State Department of Education when it becomes available. Such plan must include the means for collecting and analyzing data relating to student attendance, truancy and chronic absenteeism. The data must be disaggregated by school district, school grades and subgroups such as race, ethnicity, gender, eligibility for free and reduced priced lunches, students whose primary language is no English, and student with disabilities.

Students

Attendance, Excused Absences and Truancy

Chronic Absenteeism

The District shall annually include in information for the strategic school profile report for each school and the District that submitted to the Commissioner of Education, data pertaining to truancy and chronically absent children.

The Principal or his/her designee of any elementary or middle school located in a town/city designated as an alliance district may refer to the children's truancy clinic established by the Probate Court serving the town/city, a parent/guardian with a child defined as a truant or who is at risk of becoming a truant. (An attendance officer or a police officer shall deliver the citation and summons and a copy of the referral to the parent/guardian.)

Legal Reference: Connecticut General Statutes
 10-184 Duties of parents ~~(as amended by PA 98-243 and PA 00-157)~~
 10-198a Policies and procedures concerning truants ~~(as amended by PA 00-157, PA 11-136, PA 14-198, and PA 16-147)~~
 10-199 through 10-202 Attendance, truancy in general ~~(Revised 1995 PA 95-304)~~
 10-221(b) Board of education to prescribe rules
Campbell v New Milford, 193 Conn 93 (1984).
Action taken by State Board of Education on January 2, 2008, to define "attendance."
Action taken by the State Board of Education on June 27 2012 to define "excused" and "unexcused" absences.
 10-198b State Board of Education to define "excused absence", "unexcused absence", and "disciplinary absences" ~~(as amended by PA 21-46)~~
 10-198c Attendance review teams ~~(as amended by PA 17-14)~~
 10-198d Chronic absenteeism ~~(as amended by PA 18-182)~~
 10-198e Identification of truancy identification models ~~(as amended by PA 18-182)~~
 PA 22-47 An Act Concerning Children's Mental Health

Policy adopted: March 10, 2014
 Policy revised: June 16, 2015
 Policy revised: January 18, 2022
 Policy revised:

NEW HARTFORD PUBLIC SCHOOLS
 New Hartford, Connecticut

Board of Education Self-Evaluation

Check the most appropriate rating box on a scale of 5-1 (5 representing the highest rating, 1 the lowest) for each question. A "NA" rating is also provided if you are unable to rate on an item for any reason. A space for comments is also provided on page 3.

Vision	5	4	3	2	1	Not sure
1. The Board has a vision and /or mission based on core values and beliefs of the district and community.	☐	☐	☐	☐	☐	☐
2. The Board demonstrates a belief that high quality instruction in every classroom is the foundation for high achievement for all students.	☐	☐	☐	☐	☐	☐
3. The Board communicates clearly the goals and expectations for the district, staff, and students with an emphasis on high achievement for all students in the district.	☐	☐	☐	☐	☐	☐
4. The Board works to promote the accomplishments of the district within the district and community at large and elicits community discourse and support for district goals.	☐	☐	☐	☐	☐	☐
5. The Board adopts policies that create a culture that supports the vision and goals of the district and ensures the manual is up-to-date and comprehensive.	☐	☐	☐	☐	☐	☐
Total Vision						
Board Operations	5	4	3	2	1	Not sure
6. The Board conducts meetings that are efficient, effective and focus primarily on student achievement and other district priorities.	☐	☐	☐	☐	☐	☐
7. The Board sets goals related to the Board's work and focuses on them on an annual basis.	☐	☐	☐	☐	☐	☐
8. The Board adopts a fiscally responsible budget based on the district's priorities and regularly monitors the fiscal health of the district.	☐	☐	☐	☐	☐	☐
9. The Board conducts a comprehensive orientation process to familiarize new Board members with their roles on the team.	☐	☐	☐	☐	☐	☐
10. The Board conducts district business in accordance with established ethical standards.	☐	☐	☐	☐	☐	☐
11. The Board participates in leadership development activities on a regular basis.	☐	☐	☐	☐	☐	☐
Total – Board Operations						

Please add any additional comments here (comments will be shared with participants):

Vision:

Student Achievement:

Board Operations:

Board Ethics:

Board/Superintendent Relations:

General Comments:

Bylaws of the Board

Code of Ethics

The success of every school system depends on an effective working relationship between the Board of Education and Superintendent of Schools. This code incorporates those standards and responsibilities most critical to productive Board and Superintendent relations.

- Boards members and Superintendents ensure the opportunity for high quality education for every student and make the well being of students the **fundamental goal** of all decision-making and actions.
- Board members and Superintendents are **staunch advocates** of high quality free public education for **all** Connecticut children.
- Board members and Superintendents **honor all** national, state and local laws and regulations pertaining to education and public agencies.
- Board members and Superintendents recognize that **clear** and **appropriate communications** are key to the successful operation of the school district.
- Board members and Superintendents will always carry out their respective roles with the highest levels of **professionalism, honesty** and **integrity**.
- Board members recognize that they represent the **entire** community and that they must ensure that **the** community remains fully informed on school-related matters.
- Superintendents and Board members recognize that the Superintendent serves as the Board of Education's **agent** and will, in that role, **faithfully apply** the policies and contracts adopted by the Board.
- Board members adhere to the principle that they shall confine the Board's role to **policy-making, planning** and **appraisal** while the Superintendent shall **implement** the Board's policies.
- Board members and Superintendents both recognize that they serve as a part of an educational team with **mutual respect, trust, civility** and **regard** for each other's respective roles and responsibilities.
- Board members are committed to the concept that the strength of the Superintendent is in being the **educational leader** of the school district.
- Board members and Superintendents practice and promote **ethical behavior** in the **Boardroom** as a **model** for all district employees.
- Board members and Superintendents consider and decide all issues **fairly** and **without bias**.

(cf. 2000.1 - Board-Superintendent Relationship)

(cf. 2300 - Statement of Ethics for Administrators)

Bylaw adopted by the Board: January 17, 2006

NEW HARTFORD PUBLIC SCHOOLS
New Hartford, Connecticut

Bylaws of the Board

Values

1. I will be a staunch advocate of high quality free public education for all Connecticut children. In fulfilling my responsibilities, I will think of "children first".
2. I will, as an agent of the state, uphold and enforce all laws, rules, regulations and court orders pertaining to public schools. I will strive to bring any needed change only through legal and ethical procedures.
3. I will strive to help create public schools which meet the individual educational needs of all children regardless of their ability, race, creed, sex, physical condition or social standing.
4. I will work unremittingly to help my community understand the importance of proper support for public education, whether it be in providing adequate finances, optimum facilities, staffing and resources, or better educational programs for children.
5. I will join with my Board, staff, community and students in becoming fully informed about the nature, value and direction of contemporary education in our society. I will support needed change in our schools.
6. I will strive to ensure that the community is fully and accurately informed about our schools, and will try to interpret community aspirations to the school staff.
7. I will recognize that my responsibility is not to "run the schools" through administration, but together with my fellow Board members, to see that they are well-run through effective policies.
8. I will attempt to confine my Board action to policy-making, planning and appraisal, and will help to frame policies and plans only after my Board has consulted those who will be affected by its actions.
9. I will arrive at conclusions only after discussing all aspects of the issue at hand with my fellow Board members in a meeting. I will respect the opinions of others, and abide by the principle of majority-rule.
10. I will recognize that authority rests only with the whole Board assembled in a meeting, and will make no personal promises nor take any private action which may compromise the Board.

Bylaws of the Board

Values (continued)

11. I will acknowledge that the Board represents the entire school community, and will refuse to surrender my independent judgment to special interests or partisan political groups. I will never use my position on the Board for gain of myself or my friends.
12. I will hold confidential all matters pertaining to schools which, if disclosed, might needlessly injure individuals or the schools.
13. I will insist that all school business transactions be open and ethical.
14. I will strive to appoint the best professional leader available when a vacancy exists in the chief administrative position.
15. I will strive to appoint the best trained technical and professional personnel available, upon recommendation by the appropriate administrative officer.
16. I will support and protect school personnel in the proper performance of their duties. I will strive to ensure that all personnel have not only the requisite responsibilities, but the necessary authority to perform effectively.
17. I will refer all complaints through the proper "chain of command" within the system, and will act on such complaints at public meetings only when administrative solutions fail.

Reference: "Connecticut Code of Ethics for Boards of Education", printed in Responsibilities of Board of Education Membership (revised June 1989)

Bylaws of the Board

Meeting Conduct

Meetings of the Board of Education shall be conducted by the Chairperson in a manner consistent with the adopted bylaws of the Board.

All Board meetings shall commence at the stated time and shall be guided by an agenda which has been prepared and delivered in advance to all Board members and other designated persons.

The conduct of meetings shall, to the fullest possible extent, enable members of the Board to (1) consider problems to be solved, weigh evidence related thereto, and make wise decisions intended to solve the problems, and (2) receive, consider and take any needed action with respect to reports of accomplishment of students or of school system operations.

Provisions for permitting any individual or group to address the Board concerning any subject that lies within its jurisdiction shall be as follows:

1. Five minutes may be allotted to each speaker and a maximum of twenty minutes to each subject matter.
2. No boisterous conduct shall be permitted at any Board of Education meeting. Persistence in boisterous conduct shall be grounds for summary termination, by the Chairperson, of that person's privilege of address. If necessary, the Chairperson may clear the room so that the Board can continue the meeting.
3. No oral presentation shall include charges or complaints against any employee of the Board of Education, regardless of whether or not the employee is identified in the presentation by name or by another reference which tends to identify an individual. All charges or complaints against employees shall be submitted to the Board of Education under provisions of Board of Education policy.

The Board of Education may adjourn any regular or special meeting to a specified time and place. If all members of the Board are absent, the clerk may adjourn the meeting. A copy of the notice of adjournment shall be conspicuously displayed near the meeting room door within twenty-four hours of adjournment.

Actions by the Board

No action will be taken unless the subject acted upon was listed in the agenda published for that meeting, except that an item of business not included on the agenda of a regular meeting may be considered and acted upon after a two-thirds vote of the members present and voting to add such business to the agenda.

Bylaws of the Board

Meeting Conduct

Actions by the Board (continued)

The Board of Education shall not adopt resolutions except where such adoption is required by law, or where the intent of the Board is to publish a status position of the Board, as in advising the General Assembly of the Board's position on a proposed law, or commending staff members or other agencies for work well done.

All actions taken by the Board shall be identified clearly in minutes of the Board meeting as provided in Bylaw 9326, minutes.

(cf. 1120 - Board of Education Meetings re Public Participation)

(cf. 1312 - Public Complaints)

(cf. 9321 - Time, Place, Notification of Meetings)

(cf. 9322 - Public and Executive Sessions)

(cf. 9323 - Construction/Posting of Agenda)

Legal Reference: Connecticut General Statutes

1-200 Definitions

1-206 Denial of access of public records or meetings. Notice. Appeal

1-210 Access to public records

1-225 Meetings of government agencies to be public

1-226 Recording, broadcasting or photographing meetings

19a-342 Smoking prohibited in certain places. Sign required. Penalty

1-231 Executive sessions

1-232 Conduct of meetings (re disturbances)

10-224 Duties of the Secretary

Bylaw adopted by the Board: January 17, 2006

NEW HARTFORD PUBLIC SCHOOLS
New Hartford, Connecticut

A policy on Class Size

An update to policy on Student Discipline

An update to policy on Student Attendance, Excused Absences and Truancy

Old Business

Moving RESC from CREC to EdAdvance

Reports

Executive Session

BOE will vote to go into executive session. Each BOE member will complete the attached BOE self assessment. Each BOE member will review Bylaws.

Adjournment

2022-2023 BUDGET TRANSFERS REQUEST

DATE	FROM	TO	AMOUNT	REASON
	TRANSPORTATION SPEC. ED. 100.2700.511.603.155	PUPIL SERVICES/THERAPIES 100.1000.312.000.120	\$25,000.00	TO COVER CT JUNIOR REPUBLIC COST
	MEDICAL/DENTAL INSURANCE 100.6100.201.000.161	SUPERINTENDENT SALARY 100.2320.111.004.133	\$19,000.00	TO COVER OVERAGE IN SALARIES
	MEDICAL/DENTAL INSURANCE 100.6100.201.000.161	DEFERRED COMP. 100.6100.209.001.161	\$26,000.00	TO COVER OVERAGE IN DEFERRED COMP.
	TRANSPORTATION SPEC. ED. 100.2700.511.603.155	TRANSPORTATION SUMMER 100.2700.511.604.155	\$5,000.00	TO COVER HIGH SUMMER TRANSPORTATION
	TUITION 100.1200.560.603.120	FUEL (TRANSPORTATION) 100.2700.512.000.155	\$4,000.00	TO COVER HIGHER FUEL COSTS

2022-2023 BUDGET TRANSFERS

DATE	FROM	TO	AMOUNT	REASON
1/26/2023	SERVICE CONTRACTS 100.2602.407.000.154	EMERGENCY REPAIRS 100.2600.406.000.154	\$5,140.00	TO COVER REPAIRS PAID FROM S.C. AND MOVED TO E.R.
1/26/2023	SERVICE CONTRACTS 100.2602.407.000.154	EMERGENCY REPAIRS 100.2600.406.000.154	\$10,000.00	TO USE EXCESS S.C. FUNDS DUE TO PRE-PAID ITEMS
1/26/2023	PARTIAL TUITION REIMBURSEMENT 100.2210.322.000.130	CURRICULUM WORK 100.2210.325.000.130	\$3,000.00	COVERAGE
2/10/2023	TUITION - SPED TUITION - SPED	SPED TESTING SUPPLIES SPED TEACHING SUPPLIES	\$5,000.00 \$2,000.00	TO COVER DEFICITS IN SUPPLY LINES TO COVER DEFICITS IN SUPPLY LINES
4/17/2023	PARTIAL TUITION REIMBURSEMENT 100.2210.322.000.130	EMERGENCY REPAIRS 100.2600.406.000.154	\$4,000.00	TO COVER EMERGENCY REPAIRS OVERAGE
4/17/2023	SPECIAL EDUCATION TRANSPORT 100.2700.511.603.155	MAINTENANCE 100.2600.407.000.154	\$4,000.00	TO COVER ANTICIPATED MAINTENANCE EXPENSES

**New Hartford Public Schools
Board of Education Special Meeting
Antolini School – Library
March 31, 2023 @ 5:00 PM**

https://www.youtube.com/channel/UCX-ZlomWmjG81dc_QM3rfg

Present Chairman Karl Hermonat, Members: Travis Bonhomme, Tom Buzzi, Tim Klepps, Kelly O'Dell-Longhi (on Zoom), Penny Miller, Deirdre Tindall, Supt. of Schools Jeff Sousa.

Absent: Tony Persechino and Mary Stempien.

Chair to Open Meeting Chairman Hermonat opened the meeting at 5:02 pm with the Pledge of Allegiance.

Chair to Select Order of Business No changes

Board of Education Chair's Report

Chairman Hermonat said that recently he and Supt. of Schools Sousa had attended a Board of Finance meeting to present the proposed 5.19% increase in the 2023-2024 New Hartford School Budget. The Board of Finance requested that the Board of Education reduce their budget by \$90,000 for the coming year. Mr. Hermonat feels the budget is fair. Despite being a high increase, he feels it was warranted and fair. Mr. Bonhomme asked if we have any options about not cutting the \$90,000. Mr. Hermonat said we don't. The Board of Finance has ultimate authority as to what to set forth to the town. Mr. Bonhomme asked how Region 7 do what they want. Mr. Hermonat responded that Region 7 is set up differently. They have control over their budget financially. Mr. Bonhomme didn't think it was fair to ask the BOE to cut their budget.

Superintendent's Report

Mr. Sousa said the one item is to take budgetary action to cut \$90,000 from our budget. The Board of Finance directed us to cut \$90,000 from our budget. They looked carefully at our class sizes especially Grade 2. We added a kindergarten teacher because of the influx of students and that is the area of greater need. Currently there are 60 children enrolled for the coming school year. We also added a para to support this 4th section. This year there are 4 sections of 1st grade that will be going into 2nd grade next year. Mr. Sousa's recommendation is that we move forward with this change to save the \$90,000. The class sizes would go up to around 20 per class. Our average class size across the district would be 17.9.

MOTION by Mr. Hermonat to remove \$90,000 from the previously approved board budget by removing a second grade section for the 2023-24 fiscal year bringing the total second grade sections from 4 to 3. Second by Ms. Miller.

Mr. Hermonat said that currently there are 2 sections of Grade 2 in Bakerville and 2 sections in New Hartford Elementary. He asked Mr. Sousa how he would make that work. Mr. Sousa replied he will look at bus routes. The least impactful solution would be for about six New Hartford Elementary students to move to Bakerville.

Mr. Buzzi asked if the 30 students in Pre-K are paid students or half-paid. Mr. Sousa said a high number of them pay tuition. The percentage of paid students is between 70-80%. Special needs students come to the program free of charge. There is a sliding fee schedule for those that can't afford it or have financial hardships. This year about \$100,000 revenue will be generated by the end of the year. Ms.

Miller asked if we had looked at increasing our tuition. Mr. Sousa has looked at the other schools in our area and what they provide compared to what we provide. He is in discussions with the Director of Pupil Services to increase that amount. Mr. Bonhomme asked why we would want to increase. Mr. Sousa said we have been at this rate for quite a while. Other places are charging more than double. This is for the service we provide to get the children ready for school. The tuition doesn't cover the full cost of having a Pre-K.

Mr. Bonhomme asked if this money could be pulled out of the Capital budget. Mr. Sousa said that Capital is different from Operating Expenses and it can't be done.

Aye: Klepps, Buzzi, Hermonat, Tindall, Miller **Nay:** Bonhomme, O'Dell-Longhi

Motion passes

Mr. Sousa said another budgetary action for consideration for the board is that we had the surveyed the community about security. We had town residents provide us responses to adding security at our schools. Fifty-three percent said that they would like some security measure and 47% said no. We wanted to put this question before the May Referendum but there isn't time to do this. The question will be added to the Referendum scheduled for this fall. The other piece we have for discussion is to look for places in our budget that are non-instructional, non-impact and will not take away from our children. It would be a reservation of \$75,000 that the public has stated they are in favor of adding security. Mr. Sousa went through the budget and earmarked the following items: Painting \$30,000, Emergency Repairs (\$25,000), Window Cleaning \$3,000, CREC Membership (\$1,200), Superintendent's Line (\$2,750), Propane (\$2,000) and Enviromed in Capital (\$12,000) for a total of \$75,000. This non-instructional money will be set aside until after the vote at Referendum. There is a lot to get done before it goes to Referendum.

MOTION by Mr. Hermonat to hold \$75,000 of 2023-24 budget funds in line items identified by the Superintendent that will not impact students to cover the cost of one security guard position line item. Transferring and expending these funds in the new line item will be subject to the town referendum vote. Second by Ms. Miller.

Discussion followed. Mr. Hermonat commented that many people feel strongly about this. Mr. Bonhomme feels that we have a need in our schools for other things and does not understand why we are discussing security. Mr. Buzzi said he didn't want to cut the additional teacher but there are other needs.

Ms. O'Dell Longhi does not agree with the armed guards. She feels if someone wants to get in, they will. One guard will not do enough. We should use that money to beef up the security of the buildings. Mr. Klepps said as a sub-committee there are two different thoughts. One is arming the walls. The other is adding security. Once they are in – they are in. We have \$50,000 in Capital to start arming the walls. There are several grants that Superintendent Sousa is looking into. The armed guard is the deterrent.

Aye: Buzzi, O'Dell Longhi, Hermonat, Miller, Klepps, Tindall **Nay:** Bonhomme

Motion passes

Ms. O'Dell Longhi left the meeting.

Superintendent Sousa talked about the 5-year SPED historical budget costs. The number of identified students has increased over the years. The percentage of our identified students is in line with the other towns. We have gone from \$1.2 million to almost \$2 million for the 2023-2024 school year. Mr. Sousa will compile a report as to how we compare to other towns.

MOTION by Mr. Hermonat to put forth to the Board of Finance our revised budget with the reduction of \$90,000 for a total of \$9,418,090.32 which is a net increase of 4.12%. Second by Ms. Miller.

***Aye:** Buzzi, Hermonat, Miller, Klepps, Tindall **Nay:** Bonhomme*

Motion passes

Routine Business

Approval of Minutes – March 21, 2023

MOTION by Ms. Miller to approve the Minutes of the March 21, 2023 meeting. Second by Ms. Tindall.

Unanimous

Expenditure Report

MOTION by Ms. Miller to approve the Expenditure Report. Second by Mr. Klepps

Unanimous

New Business

Mr. Hermonat said that he had received an email from Marissa Klepps regarding SROs. A copy of the letter is available for viewing in the Superintendent's Office.

Adjournment

MOTION by Mr. Hermonat to adjourn at 5:58 pm. Second by Mr. Buzzi.

Unanimous

Respectfully submitted, Penny Miller, Board Secretary
Attachment Marissa Klepps's email

Town of New Hartford Board of Education

GENERAL FUND EXPENDITURE RUN

Fiscal Year: 2022-2023

From Date: 5/1/2023 To Date: 5/31/2023

☐ Include pre encumbrance

☐ Exclude inactive accounts with zero balance

☐ Print accounts with zero balance

☒ Filter Encumbrance Detail by Date Range

Account Number	Description	Budget	Adjustments	GL Budget	Current	YTD	Balance	Encumbrance	Budget Bal	% Rem
100.1000.111.000.100	SALARIES, MISC STIPENDS	\$23,500.00	\$0.00	\$23,500.00	\$0.00	\$9,500.00	\$14,000.00	\$0.00	\$14,000.00	59.57%
100.1000.111.001.100	SALARIES, TCHR SUBSTITUTES	\$57,400.00	\$0.00	\$57,400.00	\$6,271.22	\$63,356.12	(\$5,956.12)	\$0.00	(\$5,956.12)	-10.38%
100.1000.111.001.101	SALARIES, RESPONSIBLE TEACHERS	\$3,900.00	\$0.00	\$3,900.00	\$0.00	\$1,950.00	\$1,950.00	\$0.00	\$1,950.00	50.00%
100.1000.111.001.117	SALARIES, REGULAR CLASS TCHR	\$2,334,570.00	\$90,502.50	\$2,425,072.50	\$95,334.80	\$1,821,766.72	\$603,305.78	\$543,764.03	\$59,541.75	2.46%
100.1000.112.001.117	SALARIES, REGULAR CLASS PARAS	\$136,899.00	\$0.00	\$136,899.00	\$8,310.77	\$109,784.35	\$27,114.65	\$21,531.64	\$5,583.01	4.08%
100.1000.313.000.100	CURRICULUM ASSESSMENTS	\$6,525.00	\$0.00	\$6,525.00	\$0.00	\$298.00	\$6,227.00	\$0.00	\$6,227.00	95.43%
100.1000.320.000.100	PURCHASED SERVICES- Extra Curr.	\$13,300.00	\$0.00	\$13,300.00	\$0.00	\$2,207.12	\$11,092.88	\$175.00	\$10,917.88	82.09%
100.1000.560.603.120	CHRC Magnet School Tuition	\$75,000.00	\$0.00	\$75,000.00	\$0.00	\$75,663.00	(\$663.00)	\$0.00	(\$663.00)	-0.88%
100.1000.591.000.100	TRAVEL- All Dept.	\$2,500.00	\$0.00	\$2,500.00	\$220.50	\$643.22	\$1,856.78	\$0.00	\$1,856.78	74.27%
100.1000.616.000.109	GIFTED & TALENTED SUPPLIES	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$1,304.57	\$695.43	\$0.00	\$695.43	34.77%
100.1000.616.001.102	ART SUPPLIES	\$4,760.00	\$0.00	\$4,760.00	\$222.97	\$4,764.75	(\$4.75)	\$0.00	(\$4.75)	-0.10%
100.1000.616.001.112	MUSIC - K - 6	\$1,700.00	\$0.00	\$1,700.00	\$0.00	\$364.98	\$1,335.02	\$0.00	\$1,335.02	78.53%
100.1000.616.001.117	CLASSROOM/TEACHER	\$2,400.00	\$0.00	\$2,400.00	\$0.00	\$2,590.69	(\$190.69)	\$0.00	(\$190.69)	-7.95%
100.1000.616.001.118	PHYSICAL EDUCATION	\$1,700.00	\$0.00	\$1,700.00	\$199.03	\$1,662.57	\$37.43	\$0.00	\$37.43	2.20%
100.1000.616.001.119	GENERAL SUPPLIES - BAK	\$1,059.22	\$0.00	\$1,059.22	\$0.00	\$1,685.52	(\$626.30)	\$0.00	(\$626.30)	-59.13%
100.1000.616.001.120	CENTRAL SUPPLIES - BAK	\$1,154.18	\$0.00	\$1,154.18	\$0.00	\$1,016.72	\$137.46	\$0.00	\$137.46	11.91%
100.1000.616.002.112	MUSIC - INSTRUMENTAL	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$920.95	\$79.05	\$0.00	\$79.05	7.91%
100.1000.616.002.119	GENERAL SUPPLIES- NHES	\$647.87	\$0.00	\$647.87	\$0.00	\$1,014.64	(\$366.77)	\$0.00	(\$366.77)	-56.61%
100.1000.616.002.120	CENTRAL SUPPLIES- NHES	\$705.96	\$0.00	\$705.96	\$0.00	\$792.31	(\$86.35)	\$0.00	(\$86.35)	-12.23%
100.1000.616.003.106	SPANISH	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
100.1000.616.003.119	GENERAL SUPPLIES- ANT	\$2,642.91	\$0.00	\$2,642.91	\$0.00	\$3,805.84	(\$1,162.93)	\$0.00	(\$1,162.93)	-44.00%
100.1000.616.003.120	CENTRAL SUPPLIES- ANT	\$2,879.86	\$0.00	\$2,879.86	\$0.00	\$2,879.86	\$0.00	\$0.00	\$0.00	0.00%
100.1000.641.000.110	SCIENCE	\$3,000.00	\$0.00	\$3,000.00	\$0.00	\$2,424.33	\$575.67	\$0.00	\$575.67	19.19%
100.1000.641.003.109	LANGUAGE ARTS	\$2,752.00	\$0.00	\$2,752.00	\$0.00	\$2,435.23	\$316.77	\$0.00	\$316.77	11.51%
100.1000.641.100.114	SOCIAL STUDIES	\$2,500.00	\$0.00	\$2,500.00	\$0.00	\$0.00	\$2,500.00	\$0.00	\$2,500.00	100.00%
100.1000.641.200.109	READING	\$7,831.00	\$0.00	\$7,831.00	\$0.00	\$8,010.57	(\$179.57)	\$0.00	(\$179.57)	-2.29%
100.1000.641.200.111	MATH	\$10,000.00	\$0.00	\$10,000.00	\$0.00	\$1,736.68	\$8,263.32	\$0.00	\$8,263.32	82.63%
100.1000.642.001.100	PERIODICALS	\$3,200.00	\$0.00	\$3,200.00	\$0.00	\$2,706.90	\$493.10	\$0.00	\$493.10	15.41%
100.1000.730.001.119	EQUIPMENT	\$1,200.00	\$0.00	\$1,200.00	\$74.27	\$129.90	\$1,070.10	\$0.00	\$1,070.10	89.18%
	Func: - 1000	\$2,707,227.00	\$90,502.50	\$2,797,729.50	\$110,633.56	\$2,125,415.54	\$672,313.96	\$565,470.67	\$106,843.29	3.82%
100.1200.111.000.120	SALARIES, CERTIFIED	\$812,292.00	\$0.00	\$812,292.00	\$29,853.53	\$602,311.74	\$209,980.26	\$187,432.12	\$22,548.14	2.78%
100.1200.111.001.120	SALARIES, Director -Student Services	\$118,235.00	\$0.00	\$118,235.00	\$4,547.50	\$94,540.00	\$23,695.00	\$13,642.50	\$10,052.50	8.50%
100.1200.112.001.100	SALARIES, PARA SUBSTITUTES	\$4,500.00	\$0.00	\$4,500.00	\$950.00	\$4,972.56	(\$472.56)	\$0.00	(\$472.56)	-10.50%
100.1200.112.001.120	SALARIES, PARAS	\$464,827.00	\$0.00	\$464,827.00	\$28,398.26	\$382,626.89	\$82,200.11	\$77,428.86	\$4,771.25	1.03%

Town of New Hartford Board of Education

GENERAL FUND EXPENDITURE RUN

Fiscal Year: 2022-2023

- ☐ Include pre encumbrance
☐ Exclude inactive accounts with zero balance

From Date: 5/1/2023

To Date: 5/31/2023

☒ Filter Encumbrance Detail by Date Range

Account Number	Description	Budget	Adjustments	GL Budget	Current	YTD	Balance	Encumbrance	Budget Bal	% Rem
100.1200.113.000.120	SALARIES, SECRETARY, SPED	\$44,983.00	\$0.00	\$44,983.00	\$1,990.40	\$33,305.30	\$11,677.70	\$6,568.32	\$5,109.38	11.36%
100.1200.311.000.120	HOMEBOUND	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	100.00%
100.1200.312.000.120	PUPIL SERVICES-THERAPIES	\$65,000.00	\$712.14	\$65,712.14	\$10,869.60	\$59,345.88	\$6,366.26	\$0.00	\$6,366.26	9.69%
100.1200.313.000.120	EVALUATIONS & CONSULTS	\$20,000.00	\$1,265.38	\$21,265.38	\$1,432.75	\$15,042.75	\$6,222.63	\$0.00	\$6,222.63	29.28%
100.1200.314.000.120	TESTING SUPPLIES	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$4,764.85	\$235.15	\$0.00	\$235.15	4.70%
100.1200.322.000.120	INSERVICE	\$7,950.00	\$0.00	\$7,950.00	\$0.00	\$2,328.63	\$5,621.37	\$0.00	\$5,621.37	70.71%
100.1200.560.603.120	TUITION	\$395,028.00	\$0.00	\$395,028.00	\$8,016.25	\$272,621.30	\$122,406.70	\$0.00	\$122,406.70	30.99%
100.1200.616.000.120	TEACHING SUPPLIES - SPED	\$500.00	\$0.00	\$500.00	\$0.00	\$1,571.25	(\$1,071.25)	\$0.00	(\$1,071.25)	-214.25%
100.1200.690.000.120	OFFICE SUPPLIES - SPED	\$500.00	\$0.00	\$500.00	\$0.00	\$504.47	(\$4.47)	\$0.00	(\$4.47)	-0.89%
100.1200.730.000.120	EQUIPMENT - SPED	\$3,000.00	\$0.00	\$3,000.00	\$0.00	\$3,075.82	(\$75.82)	\$116.25	(\$192.07)	-6.40%
100.1200.890.000.120	DUES & FEES	\$435.00	\$0.00	\$435.00	\$0.00	\$450.00	(\$15.00)	\$0.00	(\$15.00)	-3.45%
Func: - 1200		\$1,943,250.00	\$1,977.52	\$1,945,227.52	\$86,058.29	\$1,477,461.44	\$467,766.08	\$285,188.05	\$182,578.03	9.39%
100.1300.560.603.127	ADULT EDUCATION	\$6,680.00	\$0.00	\$6,680.00	\$0.00	\$6,680.00	\$0.00	\$0.00	\$0.00	0.00%
Func: - 1300		\$6,680.00	\$0.00	\$6,680.00	\$0.00	\$6,680.00	\$0.00	\$0.00	\$0.00	0.00%
100.2130.112.000.129	SALARIES, NURSE	\$129,626.00	\$0.00	\$129,626.00	\$5,931.21	\$113,840.70	\$15,785.30	\$17,793.55	(\$2,008.25)	-1.55%
100.2130.114.000.100	SALARIES, NURSE SUBSTITUTES	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$1,920.00	\$80.00	\$0.00	\$80.00	4.00%
100.2130.320.000.129	MEDICAL ADVISOR	\$3,000.00	\$0.00	\$3,000.00	\$0.00	\$3,000.00	\$0.00	\$0.00	\$0.00	0.00%
100.2130.690.000.129	HEALTH SUPPLIES	\$2,800.00	\$0.00	\$2,800.00	\$0.00	\$1,419.66	\$1,380.34	\$360.18	\$1,020.16	36.43%
100.2130.730.000.129	EQUIPMENT - NURSES	\$550.00	\$0.00	\$550.00	\$0.00	\$256.00	\$294.00	\$0.00	\$294.00	53.45%
Func: - 2130		\$137,976.00	\$0.00	\$137,976.00	\$5,931.21	\$120,436.36	\$17,539.64	\$18,153.73	(\$614.09)	-0.45%
100.2210.322.000.130	PARTIAL TUITION REIM.	\$10,000.00	\$0.00	\$10,000.00	\$0.00	\$9,000.00	\$1,000.00	\$0.00	\$1,000.00	10.00%
100.2210.324.000.130	STAFF DEVELOPMENT	\$12,000.00	\$1,500.00	\$13,500.00	\$0.00	\$9,929.64	\$3,570.36	\$0.00	\$3,570.36	26.45%
100.2210.325.000.130	CURRICULUM WORK	\$10,000.00	\$0.00	\$10,000.00	\$255.00	\$9,897.76	\$102.24	\$0.00	\$102.24	1.02%
100.2210.590.000.130	PURCHASED SERVICES	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	100.00%
100.2210.593.000.130	PRINTING	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00	\$250.00	\$0.00	\$250.00	100.00%
100.2210.617.000.130	CURRICULUM MATERIALS	\$4,500.00	\$0.00	\$4,500.00	(\$1,000.00)	\$3,231.46	\$1,268.54	\$0.00	\$1,268.54	28.19%
100.2210.618.000.130	INNOVATIVE TEACHING	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
100.2210.619.000.130	PROF. DEVELOP. LIBRARY	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$466.44	\$533.56	\$0.00	\$533.56	53.36%
100.2210.890.000.130	DUES & FEES	\$624.00	\$0.00	\$624.00	\$0.00	\$35.00	\$589.00	\$0.00	\$589.00	94.39%
Func: - 2210		\$39,874.00	\$1,500.00	\$41,374.00	(\$745.00)	\$32,560.30	\$8,813.70	\$0.00	\$8,813.70	21.30%
100.2220.611.001.131	AV SERVICES	\$100.00	\$0.00	\$100.00	\$0.00	\$0.00	\$100.00	\$0.00	\$100.00	100.00%
100.2220.612.001.131	MEDIA SERVICES & SUPPLIES - BAK	\$1,250.00	\$0.00	\$1,250.00	\$0.00	\$357.50	\$892.50	\$0.00	\$892.50	71.40%
100.2220.612.002.131	MEDIA SERVICES & SUPPLIES - NHES	\$1,250.00	\$0.00	\$1,250.00	\$0.00	\$519.05	\$730.95	\$0.00	\$730.95	58.46%

Town of New Hartford Board of Education

GENERAL FUND EXPENDITURE RUN

Fiscal Year: 2022-2023

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☐ Include pre encumbrance

☐ Exclude inactive accounts with zero balance

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☒ Filter Encumbrance Detail by Date Range

Account Number	Description	Budget	Adjustments	GL Budget	Current	YTD	Balance	Encumbrance	Budget Bal	% Rem
100.2220.612.003.131	MEDIA SERVICES & SUPPLIES - ANT	\$2,600.00	\$0.00	\$2,600.00	\$0.00	\$2,600.00	\$0.00	\$0.00	\$0.00	0.00%
100.2220.619.000.131	INSTRUCTIONAL SUPPLIES-ANT	\$200.00	\$0.00	\$200.00	\$0.00	\$200.00	\$0.00	\$0.00	\$0.00	0.00%
100.2220.619.001.131	INSTRUCTIONAL SUPPLIES-BAK	\$100.00	\$0.00	\$100.00	\$0.00	\$0.00	\$100.00	\$0.00	\$100.00	100.00%
100.2220.619.002.131	INSTRUCTIONAL SUPPLIES-NHES	\$100.00	\$0.00	\$100.00	\$0.00	\$0.00	\$100.00	\$0.00	\$100.00	100.00%
100.2220.641.001.131	ON-LINE SUBSCRIPTIONS	\$12,500.00	\$0.00	\$12,500.00	\$0.00	\$0.00	\$12,500.00	\$0.00	\$12,500.00	100.00%
100.2220.642.001.131	PERIODICALS - BAK	\$425.00	\$0.00	\$425.00	\$0.00	\$280.65	\$144.35	\$0.00	\$144.35	33.96%
100.2220.642.002.131	PERIODICALS - NHES	\$350.00	\$0.00	\$350.00	\$0.00	\$310.65	\$39.35	\$0.00	\$39.35	11.25%
100.2220.642.003.131	PERIODICALS - ANT	\$900.00	\$0.00	\$900.00	\$0.00	\$580.42	\$319.58	\$0.00	\$319.58	35.51%
100.2220.643.001.131	LIBRARY BOOKS - BAK	\$700.00	\$0.00	\$700.00	\$0.00	\$0.00	\$700.00	\$0.00	\$700.00	100.00%
100.2220.643.002.131	LIBRARY BOOKS - NHES	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
100.2220.643.003.131	LIBRARY BOOKS - ANT	\$3,550.00	\$0.00	\$3,550.00	\$0.00	\$1,140.34	\$2,409.66	\$0.00	\$2,409.66	67.88%
100.2220.730.000.131	EQUIPMENT	\$500.00	\$0.00	\$500.00	\$0.00	\$165.93	\$334.07	\$0.00	\$334.07	66.81%
100.2220.890.001.131	DUES AND FEES	\$679.00	\$0.00	\$679.00	\$0.00	\$130.00	\$549.00	\$0.00	\$549.00	80.86%
Func: - 2220										
100.2230.112.000.134	SALARIES, SUPPORTIVE	\$69,076.00	\$0.00	\$69,076.00	\$2,656.77	\$61,105.71	\$7,970.29	\$7,970.29	\$0.00	0.00%
100.2230.321.000.134	TECHNICAL LICENSES	\$13,200.00	\$0.00	\$13,200.00	\$30.00	\$9,402.21	\$3,797.79	\$3,545.00	\$252.79	1.92%
100.2230.324.000.134	Professional Development	\$1,500.00	\$0.00	\$1,500.00	\$85.00	\$1,491.20	\$8.80	\$0.00	\$8.80	0.59%
100.2230.407.000.134	REPAIRS/MAINTENANCE	\$25,750.00	\$0.00	\$25,750.00	\$1,325.94	\$20,787.96	\$4,962.04	\$1,120.50	\$3,841.54	14.92%
100.2230.617.000.134	CURRICULUM SOFTWARE	\$35,312.00	\$0.00	\$35,312.00	\$0.00	\$15,442.83	\$19,869.17	\$0.00	\$19,869.17	56.27%
100.2230.690.000.134	SUPPLIES	\$300.00	\$0.00	\$300.00	\$0.00	\$18.07	\$281.93	\$0.00	\$281.93	93.98%
100.2230.730.000.134	EQUIPMENT	\$6,825.00	\$0.00	\$6,825.00	\$0.00	\$6,615.75	\$209.25	\$0.00	\$209.25	3.07%
100.2230.890.000.134	DUES AND FEES	\$400.00	\$0.00	\$400.00	\$0.00	\$0.00	\$400.00	\$0.00	\$400.00	100.00%
Func: - 2230										
100.2310.112.005.132	SALARIES, BOARD SECRETARY	\$1,200.00	\$0.00	\$1,200.00	\$0.00	\$950.00	\$250.00	\$0.00	\$250.00	20.83%
100.2310.314.005.132	LEGAL	\$28,000.00	\$14,847.30	\$42,847.30	\$0.00	\$44,078.00	(\$1,230.70)	\$0.00	(\$1,230.70)	-2.87%
100.2310.690.005.132	OFFICE SUPPLIES - BOE	\$1,000.00	\$0.00	\$1,000.00	\$194.81	\$1,000.00	\$0.00	\$0.00	\$0.00	0.00%
100.2310.690.005.132	DUES & FEES - BOE	\$8,500.00	\$0.00	\$8,500.00	\$5,168.54	\$10,330.17	(\$1,830.17)	\$0.00	(\$1,830.17)	-21.53%
Func: - 2310										
100.2320.111.004.133	SALARIES, SUPERINTENDENT	\$170,254.00	\$0.00	\$170,254.00	\$6,823.07	\$168,934.72	\$1,319.28	\$20,469.31	(\$19,150.03)	-11.25%
100.2320.112.002.113	BOOKKEEPER	\$32,038.00	\$0.00	\$32,038.00	\$1,201.44	\$27,877.17	\$4,160.83	\$3,604.32	\$556.51	1.74%
100.2320.112.002.133	SALARIES, ADMINISTRATIVE ASST	\$58,261.00	\$0.00	\$58,261.00	\$304.10	\$49,658.70	\$8,602.30	\$7,298.40	\$1,303.90	2.24%
100.2320.112.004.133	SALARIES, FISCAL SERVICES	\$61,859.00	\$0.00	\$61,859.00	\$2,379.20	\$58,052.48	\$3,806.52	\$7,137.60	(\$3,331.08)	-5.38%
100.2320.113.004.133	SALARIES, OT-ADM ASST	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$3,121.55	(\$2,121.55)	\$0.00	(\$2,121.55)	-212.16%

Town of New Hartford Board of Education

GENERAL FUND EXPENDITURE RUN

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Account Number	Description	Budget	Adjustments	GL Budget	Current	YTD	Balance	Encumbrance	Budget Bal	% Rem
100.2320.320.004.133	PROF/TECH SERVICES	\$5,500.00	\$0.00	\$5,500.00	\$0.00	\$6,615.56	(\$1,115.56)	\$0.00	(\$1,115.56)	-20.28%
100.2320.324.004.133	WORKSHOPS/CONFERENCES	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$1,200.00	(\$200.00)	\$0.00	(\$200.00)	-20.00%
100.2320.593.004.133	PRINTING	\$250.00	\$0.00	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00	\$0.00	0.00%
100.2320.642.004.133	PERIODICALS	\$250.00	\$0.00	\$250.00	\$0.00	\$97.00	\$153.00	\$0.00	\$153.00	61.20%
100.2320.690.004.133	OFFICE SUPPLIES - C.O.	\$2,560.00	\$0.00	\$2,560.00	\$0.00	\$2,434.32	\$125.68	\$0.00	\$125.68	4.91%
100.2320.693.004.133	DATA PROCESSING	\$2,000.00	\$94.00	\$2,094.00	\$0.00	\$1,806.04	\$287.96	\$95.99	\$191.97	9.17%
100.2320.730.004.133	EQUIPMENT - C.O.	\$325.00	\$0.00	\$325.00	\$0.00	\$587.32	(\$262.32)	\$0.00	(\$262.32)	-80.71%
100.2320.890.004.133	DUES & FEES - C.O.	\$3,500.00	\$0.00	\$3,500.00	\$0.00	\$978.00	\$2,522.00	\$75.00	\$2,447.00	69.91%
Func: - 2320		\$338,797.00	\$94.00	\$338,891.00	\$10,707.81	\$321,612.86	\$17,278.14	\$38,680.62	(\$21,402.48)	-6.32%
100.2410.111.001.141	SALARIES, ADMINISTRATORS	\$261,256.00	\$0.00	\$261,256.00	\$10,362.18	\$235,968.18	\$25,287.82	\$31,086.52	(\$5,798.70)	-2.22%
100.2410.112.001.141	SALARIES, ADMINISTRATIVE ASST	\$153,481.00	\$0.00	\$153,481.00	\$6,863.54	\$128,368.16	\$25,112.84	\$22,079.60	\$3,033.24	1.98%
100.2410.113.001.141	SALARIES, SECY SUBSTITUTES	\$1,500.00	\$0.00	\$1,500.00	\$0.00	\$2,793.68	(\$1,293.68)	\$0.00	(\$1,293.68)	-86.25%
100.2410.690.001.141	OFFICE SUPPLIES-BAK	\$1,200.00	\$0.00	\$1,200.00	\$381.86	\$748.30	\$451.70	\$0.00	\$451.70	37.64%
100.2410.690.002.141	OFFICE SUPPLIES-NHES	\$1,200.00	\$0.00	\$1,200.00	\$157.40	\$1,201.48	(\$1.48)	\$0.00	(\$1.48)	-0.12%
100.2410.690.003.141	OFFICE SUPPLIES-ANT	\$2,600.00	\$0.00	\$2,600.00	\$627.22	\$2,154.74	\$445.26	\$0.00	\$445.26	17.13%
100.2410.730.001.141	EQUIPMENT-BAK	\$600.00	\$0.00	\$600.00	\$0.00	\$205.08	\$394.92	\$0.00	\$394.92	65.82%
100.2410.730.002.141	EQUIPMENT-NHES	\$600.00	\$0.00	\$600.00	\$119.98	\$570.62	\$29.38	\$0.00	\$29.38	4.90%
100.2410.730.003.141	EQUIPMENT-ANT	\$800.00	\$0.00	\$800.00	\$671.83	\$764.78	\$35.22	\$0.00	\$35.22	4.40%
100.2410.890.001.141	DUES AND FEES	\$1,230.00	\$0.00	\$1,230.00	\$0.00	\$986.60	\$243.40	\$0.00	\$243.40	19.79%
Func: - 2410		\$424,467.00	\$0.00	\$424,467.00	\$19,184.01	\$373,761.62	\$50,705.38	\$53,166.12	(\$2,460.74)	-0.58%
100.2600.112.001.154	SALARIES, CUSTODIANS	\$262,052.00	\$0.00	\$262,052.00	\$9,677.16	\$230,909.58	\$31,142.42	\$28,722.00	\$2,420.42	0.92%
100.2600.113.001.154	SALARIES, OVERTIME	\$7,500.00	\$800.87	\$8,300.87	\$355.25	\$9,164.83	(\$863.96)	\$0.00	(\$863.96)	-10.41%
100.2600.114.001.154	SALARIES, PART-TIME	\$5,500.00	\$0.00	\$5,500.00	\$0.00	\$8,172.28	(\$2,672.28)	\$0.00	(\$2,672.28)	-48.59%
100.2600.115.001.154	SALARIES, SUBSTITUTES	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$838.18	\$161.82	\$0.00	\$161.82	16.18%
100.2600.402.000.154	UTILITIES, REFUSE	\$108,000.00	\$0.00	\$108,000.00	\$6,230.42	\$89,322.99	\$18,677.01	\$0.00	\$18,677.01	17.29%
100.2600.406.000.154	EMERGENCY REPAIRS/MAINTENANCE	\$38,900.00	\$9,048.00	\$47,948.00	\$0.00	\$47,843.64	\$104.36	\$0.00	\$104.36	0.22%
100.2600.407.000.154	MAINTENANCE	\$24,300.00	\$1,400.00	\$25,700.00	\$760.95	\$23,249.26	\$2,450.74	\$0.00	\$2,450.74	9.54%
100.2600.431.000.154	REPAIRS, NON-INSTA EQUIPMENT	\$4,000.00	\$0.00	\$4,000.00	\$0.00	\$3,506.57	\$493.43	\$0.00	\$493.43	12.34%
100.2600.532.001.154	COMMUNICATIONS	\$12,000.00	\$0.00	\$12,000.00	(\$1,231.99)	\$11,045.00	\$955.00	\$0.00	\$955.00	7.96%
100.2600.533.000.154	INTERNET SERVICE PROVIDER	\$13,000.00	\$4,094.91	\$17,094.91	\$4,061.92	\$19,194.85	(\$2,099.94)	\$0.00	(\$2,099.94)	-12.28%
100.2600.590.000.154	PROP. INS. & LIAB	\$42,285.00	\$0.00	\$42,285.00	\$0.00	\$31,799.01	\$10,485.99	\$0.00	\$10,485.99	24.80%
100.2600.691.001.154	MAINTENANCE SUPPLIES - BAK	\$9,290.00	\$0.00	\$9,290.00	\$0.00	\$3,903.44	\$5,386.56	\$0.00	\$5,386.56	57.96%
100.2600.691.002.154	MAINTENANCE SUPPLIES - NHE	\$9,290.00	\$0.00	\$9,290.00	\$265.79	\$3,110.94	\$6,179.06	\$0.00	\$6,179.06	66.51%
100.2600.691.003.154	MAINTENANCE SUPPLIES - ANT	\$13,466.00	\$0.00	\$13,466.00	\$28.91	\$3,946.37	\$9,519.63	\$0.00	\$9,519.63	70.69%

Town of New Hartford Board of Education

GENERAL FUND EXPENDITURE RUN

Fiscal Year: 2022-2023

- ☐ Include pre encumbrance
☐ Exclude inactive accounts with zero balance

From Date: 5/1/2023 To Date: 5/31/2023

☐ Print accounts with zero balance
☒ Filter Encumbrance Detail by Date Range

Account Number	Description	Budget	Adjustments	GL Budget	Current	YTD	Balance	Encumbrance	Budget Bal % Rem
100.2600.692.001.154	FUEL ENERGY SUPPLIES	\$95,700.00	\$0.00	\$95,700.00	\$99.83	\$99,588.30	(\$3,888.30)	\$0.00	-4.06%
100.2600.694.000.154	PROPANE	\$9,000.00	\$0.00	\$9,000.00	\$0.00	\$6,602.37	\$2,397.63	\$0.00	26.64%
100.2600.731.000.154	EQUIPMENT, LEASED	\$47,000.00	\$0.00	\$47,000.00	\$969.00	\$31,413.83	\$15,586.17	\$0.00	33.16%
	Func: - 2600	\$702,283.00	\$15,343.78	\$717,626.78	\$21,217.24	\$623,611.44	\$94,015.34	\$28,722.00	9.10%
100.2602.407.000.154	SERVICE CONTRACTS	\$112,851.00	\$0.00	\$112,851.00	\$2,263.96	\$76,368.18	\$36,482.82	\$2,655.00	29.98%
	Func: - 2602	\$112,851.00	\$0.00	\$112,851.00	\$2,263.96	\$76,368.18	\$36,482.82	\$2,655.00	29.98%
100.2700.570.000.155	PUPIL TRANS.	\$560,412.00	\$0.00	\$560,412.00	\$56,041.20	\$448,329.60	\$112,082.40	\$0.00	20.00%
100.2700.511.603.155	TRANS SPEC ED	\$170,354.00	\$0.00	\$170,354.00	\$9,281.25	\$68,884.97	\$101,469.03	\$0.00	59.56%
100.2700.511.604.155	TRANSPORTATION SUMMER	\$10,000.00	\$0.00	\$10,000.00	\$0.00	\$14,955.26	(\$4,955.26)	\$0.00	-49.55%
100.2700.512.000.155	FUEL	\$55,000.00	\$13,038.41	\$68,038.41	\$1,773.55	\$60,279.31	\$7,759.10	\$0.00	11.40%
	Func: - 2700	\$795,766.00	\$13,038.41	\$808,804.41	\$67,096.00	\$592,449.14	\$216,355.27	\$0.00	26.75%
100.2800.530.000.156	POSTAGE	\$6,000.00	\$0.00	\$6,000.00	\$0.00	\$3,332.17	\$2,667.83	\$0.00	44.46%
100.2800.533.000.156	ADVERTISING	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	100.00%
	Func: - 2800	\$7,000.00	\$0.00	\$7,000.00	\$0.00	\$3,332.17	\$3,667.83	\$0.00	52.40%
100.6100.201.000.161	MEDICAL & DENTAL INSURANCE	\$1,199,020.00	\$24,445.89	\$1,233,465.89	\$450.00	\$1,068,778.21	\$164,687.68	\$0.00	13.35%
100.6100.204.000.161	LIFE INSURANCE	\$16,850.00	\$26.16	\$16,876.16	\$0.00	\$14,098.21	\$2,777.95	\$0.00	16.46%
100.6100.205.000.161	SOCIAL SECURITY	\$92,020.00	\$61.38	\$92,081.38	\$4,190.02	\$81,458.55	\$10,622.83	\$201.22	11.32%
100.6100.206.000.161	MEDICARE	\$70,869.00	\$0.00	\$70,869.00	\$3,089.16	\$58,638.66	\$12,230.34	\$47.06	17.19%
100.6100.209.000.161	TOWN PENSION FUND	\$152,000.00	\$0.00	\$152,000.00	\$0.00	\$140,905.00	\$11,095.00	\$0.00	7.30%
100.6100.209.001.161	Deferred Comp Expense 457	\$15,150.00	\$0.00	\$15,150.00	\$2,044.59	\$40,686.75	(\$25,536.75)	\$200.68	-169.88%
100.6100.211.000.161	TSA	\$10,500.00	\$0.00	\$10,500.00	\$440.00	\$8,400.00	\$2,100.00	\$880.00	11.62%
100.6100.214.000.161	UNEMPLOYMENT COMP.	\$3,500.00	\$0.00	\$3,500.00	\$0.00	\$0.00	\$3,500.00	\$0.00	100.00%
100.6100.215.000.161	WORKMENS COMP	\$51,000.00	\$0.00	\$51,000.00	\$0.00	\$41,724.76	\$9,275.24	\$0.00	18.19%
100.6100.217.000.161	ADMIN, TRAVEL	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$268.70	\$1,731.30	\$0.00	86.57%
	Func: - 6100	\$1,612,909.00	\$34,533.43	\$1,647,442.43	\$10,213.77	\$1,454,958.84	\$192,483.59	\$1,328.96	11.60%
	Func: General Fund - 100	\$9,045,847.00	\$171,836.94	\$9,217,683.94	\$342,021.91	\$7,386,154.33	\$1,831,529.61	\$1,006,000.94	8.96%
120.1202.600.000.120	Title I SUPPLIES 2021	\$248.00	\$0.00	\$248.00	\$0.00	\$248.00	\$0.00	\$0.00	0.00%
120.1202.730.105.120	Title I SUPPLIES 2023	\$295.00	\$0.00	\$295.00	\$0.00	\$295.00	\$0.00	\$0.00	0.00%
	Func: - 1202	\$543.00	\$0.00	\$543.00	\$0.00	\$543.00	\$0.00	\$0.00	0.00%
	Func: Title I - Personal Services/Salaries - 120	\$543.00	\$0.00	\$543.00	\$0.00	\$543.00	\$0.00	\$0.00	0.00%
200.1201.201.005.102	Title II Supplies 2023	\$250.00	\$0.00	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00	0.00%
	Func: - 1201	\$250.00	\$0.00	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00	0.00%

Town of New Hartford Board of Education

GENERAL FUND EXPENDITURE RUN

Fiscal Year: 2022-2023

From Date: 5/1/2023 To Date: 5/31/2023

☐ Include pre encumbrance
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Account Number	Description	Budget	Adjustments	GL Budget	Current	YTD	Balance	Encumbrance	Budget Bal	% Rem
Fund: Title II Grant - 200										
300.1205.322.001.120	IDEA 619 TUTOR INSTRUCT Pre K 6/30/2024	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$4,982.04	\$17.96	\$0.00	\$17.96	0.36%
300.1205.322.002.120	IDEA 619 PUPIL SERV-OT Pre K/K 6/30/2024	\$1,000.00	\$346.25	\$1,346.25	\$205.49	\$1,205.49	\$140.76	\$0.00	\$140.76	10.46%
300.1205.322.003.120	IDEA 619 PUPIL SERV-PT Pre K/K 6/30/2024	\$1,115.00	(\$346.25)	\$768.75	\$0.00	\$768.75	\$0.00	\$0.00	\$0.00	0.00%
300.1205.322.004.120	IDEA 619 PRE K/K Speech & Lang Costs 6/30/2024	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$0.00	\$0.00	0.00%
	Func: - 1205	\$9,115.00	\$0.00	\$9,115.00	\$205.49	\$8,956.28	\$158.72	\$0.00	\$158.72	1.74%
Fund: IDEA 619 - 300										
301.1205.730.003.120	ARP IDEA 619 PRE-K & K EQUIP expires 6/30/2023	\$1,810.00	\$0.00	\$1,810.00	\$0.00	\$1,743.21	\$66.79	\$0.00	\$66.79	3.69%
	Func: - 1205	\$1,810.00	\$0.00	\$1,810.00	\$0.00	\$1,743.21	\$66.79	\$0.00	\$66.79	3.69%
Fund: ARP 619 - 301										
		\$1,810.00	\$0.00	\$1,810.00	\$0.00	\$1,743.21	\$66.79	\$0.00	\$66.79	3.69%
400.1208.111.001.120	IDEA 611- Salaries SPED CERTIFIED 6/30/2024	\$50,000.00	\$0.00	\$50,000.00	\$1,923.08	\$36,538.52	\$13,461.48	\$13,461.59	(\$0.11)	0.00%
400.1208.112.005.120	IDEA 611- Pupil Serv- PT/OT 6/30/2023	\$6,025.50	\$0.00	\$6,025.50	\$3,646.27	\$6,025.50	\$0.00	\$0.00	\$0.00	0.00%
400.1208.112.006.120	IDEA 611- Pupil Serv- BOBA costs 6/30/2023	\$6,784.50	\$0.00	\$6,784.50	\$1,223.75	\$6,784.50	\$0.00	\$0.00	\$0.00	0.00%
400.1208.730.001.120	IDEA 611- EQUIPMENT 6/30/2023	\$1,000.00	\$0.00	\$1,000.00	(\$1,000.00)	\$0.00	\$1,000.00	\$549.00	\$451.00	45.10%
	Func: - 1208	\$63,810.00	\$0.00	\$63,810.00	\$5,793.10	\$49,348.52	\$14,461.48	\$14,010.59	\$450.89	0.71%
400.1209.112.004.120	IDEA 611 Pupil Serv- OT 6/30/2024	\$34,516.00	\$0.00	\$34,516.00	\$0.00	\$34,516.00	\$0.00	\$0.00	\$0.00	0.00%
400.1209.112.005.120	IDEA 611 Pupil Serv- PT 6/30/2024	\$8,000.00	\$0.00	\$8,000.00	\$0.00	\$300.00	\$7,700.00	\$0.00	\$7,700.00	96.25%
400.1209.112.006.120	IDEA 611 Pupil Serv- BOBA costs 6/30/2024	\$6,000.00	\$0.00	\$6,000.00	\$0.00	\$1,621.00	\$4,379.00	\$0.00	\$4,379.00	72.98%
400.1209.112.007.120	IDEA 611- Contracted Speech & Lang Costs 6/30/2024	\$6,000.00	\$0.00	\$6,000.00	\$0.00	\$1,125.00	\$4,875.00	\$0.00	\$4,875.00	81.25%
400.1209.112.008.120	IDEA 611- Multisen literacy, math suppl 6/30/2024	\$3,983.00	\$0.00	\$3,983.00	\$0.00	\$623.94	\$3,359.06	\$0.00	\$3,359.06	84.33%
	Func: - 1209	\$58,499.00	\$0.00	\$58,499.00	\$0.00	\$38,185.94	\$20,313.06	\$0.00	\$20,313.06	34.72%
Fund: IDEA 611 - 400										
		\$122,309.00	\$0.00	\$122,309.00	\$5,793.10	\$87,534.46	\$34,774.54	\$14,010.59	\$20,763.95	16.98%
401.1201.002.105.120	ARP IDEA 611 Informal Audit ends 6/30/2023	\$10,000.00	\$0.00	\$10,000.00	\$0.00	\$10,000.00	\$0.00	\$0.00	\$0.00	0.00%
401.1201.002.106.120	ARP IDEA 611 CT JUN REPUBLIC ends 6/30/2023	\$8,652.00	\$0.00	\$8,652.00	\$0.00	\$8,652.00	\$0.00	\$0.00	\$0.00	0.00%
	Func: - 1201	\$18,652.00	\$0.00	\$18,652.00	\$0.00	\$18,652.00	\$0.00	\$0.00	\$0.00	0.00%
Fund: ARP 611 - 401										
		\$18,652.00	\$0.00	\$18,652.00	\$0.00	\$18,652.00	\$0.00	\$0.00	\$0.00	0.00%
410.1201.001.101.120	REAP Grant 12/30/2022 #358A201568	\$1,935.34	\$0.00	\$1,935.34	\$0.00	\$1,935.34	\$0.00	\$0.00	\$0.00	0.00%
410.1201.001.102.120	REAP Grant 12/30/2023 #358A210692	\$26,213.98	\$0.00	\$26,213.98	\$0.00	\$26,010.03	\$203.95	\$0.00	\$203.95	0.78%
410.1201.001.103.120	REAP Grant 1/30/2025 #358A220641	\$44,310.00	\$0.00	\$44,310.00	\$0.00	\$0.00	\$44,310.00	\$0.00	\$44,310.00	100.00%
	Func: - 1201	\$72,459.32	\$0.00	\$72,459.32	\$0.00	\$27,945.37	\$44,513.95	\$0.00	\$44,513.95	61.43%
Fund: REAP Grant - 410										
		\$72,459.32	\$0.00	\$72,459.32	\$0.00	\$27,945.37	\$44,513.95	\$0.00	\$44,513.95	61.43%

Town of New Hartford Board of Education

GENERAL FUND EXPENDITURE RUN

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From Date: 5/1/2023 To Date: 5/31/2023

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Account Number	Description	Budget	Adjustments	GL Budget	Current	YTD	Balance	Encumbrance	Budget Bal % Rem
414.1201.000.101.120	Esser II Bonus Dyslexia Tutor Salary expi 6/30/23	\$1,034.97	\$0.00	\$1,034.97	\$0.00	\$1,034.97	\$0.00	\$0.00	0.00%
414.1201.000.201.120	Esser II Bonus ESY expires 6/30/2023	\$15,000.00	\$0.00	\$15,000.00	\$0.00	\$15,000.00	\$0.00	\$0.00	0.00%
414.1201.000.202.120	Esser II Bonus Staff Training expires 6/30/2023	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00	0.00%
414.1201.000.203.120	Esser II Bonus Pupil Services expires 6/30/2023	\$14,000.00	\$0.00	\$14,000.00	\$0.00	\$14,000.00	\$0.00	\$0.00	0.00%
414.1201.001.100.120	Esser II Bonus Tutor SALARIES expires 6/30/2023	\$25,000.00	\$0.00	\$25,000.00	\$0.00	\$17,008.41	\$7,991.59	\$3,776.03	16.86%
	Func: - 1201	\$56,034.97	\$0.00	\$56,034.97	\$0.00	\$48,043.38	\$7,991.59	\$3,776.03	7.52%
	Fund: Esser II Bonus - 414	\$56,034.97	\$0.00	\$56,034.97	\$0.00	\$48,043.38	\$7,991.59	\$3,776.03	7.52%
415.1201.002.102.120	ESSER II Funds 9/30/2023 Tutor Salaries	\$7,549.97	\$0.00	\$7,549.97	\$75.96	\$7,549.97	\$0.00	\$0.00	0.00%
415.1201.002.105.120	ARP ESSER 9/30/2024 Tutor Salaries	\$93,775.40	\$0.00	\$93,775.40	\$103.79	\$41,269.71	\$52,505.69	\$1,140.36	54.77%
	Func: - 1201	\$101,325.37	\$0.00	\$101,325.37	\$179.75	\$48,819.68	\$52,505.69	\$1,140.36	50.69%
	Fund: Esser Fund - 415	\$101,325.37	\$0.00	\$101,325.37	\$179.75	\$48,819.68	\$52,505.69	\$1,140.36	50.69%
417.1201.001.105.120	SPED STIPEND- MENTAL HEALTH use by 9/30/2022	\$3,500.00	\$0.00	\$3,500.00	\$0.00	\$3,500.00	\$0.00	\$0.00	0.00%
417.1201.001.106.120	SPED STIPEND- MENTAL HEALTH use by 9/30/2022	\$6,500.00	\$0.00	\$6,500.00	\$0.00	\$6,500.00	\$0.00	\$0.00	0.00%
417.1201.001.200.120	SPED STIPEND- TUTOR TRAINING use by 9/30/2022	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$0.00	\$5,000.00	\$0.00	100.00%
	Func: - 1201	\$15,000.00	\$0.00	\$15,000.00	\$0.00	\$10,000.00	\$5,000.00	\$0.00	33.33%
	Fund: SPED STIPEND GRANT - 417	\$15,000.00	\$0.00	\$15,000.00	\$0.00	\$10,000.00	\$5,000.00	\$0.00	33.33%
418.1201.001.105.120	CT SEDS Instr. Salary 9/30/23	\$0.00	\$7,500.00	\$7,500.00	\$6,800.00	\$6,800.00	\$700.00	\$0.00	9.33%
418.1201.001.106.120	CT SEDS Emp. Training 9/30/23	\$0.00	\$2,000.00	\$2,000.00	\$0.00	\$0.00	\$2,000.00	\$0.00	100.00%
418.1201.001.107.120	CT SEDS Tech Hardware 9/30/23	\$0.00	\$500.00	\$500.00	\$317.85	\$317.85	\$182.15	\$0.00	36.43%
	Func: - 1201	\$0.00	\$10,000.00	\$10,000.00	\$7,117.85	\$7,117.85	\$2,882.15	\$0.00	28.82%
	Fund: CT SEDS Stipend - 418	\$0.00	\$10,000.00	\$10,000.00	\$7,117.85	\$7,117.85	\$2,882.15	\$0.00	28.82%
444.1004.300.009.144	Title IV Part A Ruler Training 6/30/24	\$0.00	\$4,000.00	\$4,000.00	\$0.00	\$4,000.00	\$0.00	\$0.00	0.00%
444.1004.300.010.144	Title IV Part A Goodwin Tech 6/30/24	\$0.00	\$6,000.00	\$6,000.00	\$0.00	\$0.00	\$6,000.00	\$0.00	100.00%
444.1004.600.301.144	TITLE IV PURCH SERV Ruler Training JUNE 2023	\$500.00	\$0.00	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	0.00%
444.1004.600.302.144	TITLE IV Supplies- RULER JUN 2023	\$2,694.39	\$0.00	\$2,694.39	\$1,000.00	\$1,220.00	\$1,474.39	\$0.00	54.72%
444.1004.600.303.144	TITLE IV PURCH SERV Goodwin College JUNE 2023	\$6,000.00	\$0.00	\$6,000.00	\$0.00	\$6,000.00	\$0.00	\$0.00	0.00%
	Func: - 1004	\$9,194.39	\$10,000.00	\$19,194.39	\$1,000.00	\$11,720.00	\$7,474.39	\$0.00	38.94%
	Fund: TITLE IV - 444	\$9,194.39	\$10,000.00	\$19,194.39	\$1,000.00	\$11,720.00	\$7,474.39	\$0.00	38.94%
600.9000.001.401.199	RETIREMENT 1%	\$0.00	\$0.00	\$0.00	\$15,167.62	\$0.00	\$0.00	\$0.00	0.00%
600.9000.015.504.199	PHOENIX MUTUAL	\$0.00	\$0.00	\$0.00	(\$248.66)	(\$248.66)	\$248.66	\$0.00	0.00%
600.9000.021.501.199	ADM-HOSP.	\$0.00	\$0.00	\$0.00	(\$14,090.03)	(\$14,090.03)	\$14,090.03	\$0.00	0.00%

Town of New Hartford Board of Education

GENERAL FUND EXPENDITURE RUN

Fiscal Year: 2022-2023

From Date: 5/1/2023 To Date: 5/31/2023

☐ Include pre encumbrance
☐ Exclude inactive accounts with zero balance

☐ Print accounts with zero balance

☒ Filter Encumbrance Detail by Date Range

Account Number	Description	Budget	Adjustments	GL Budget	Current	YTD	Balance	Encumbrance	Budget Bal	% Rem
600.9000.028.502.199	DENTAL	\$0.00	\$0.00	\$0.00	(\$813.48)	(\$813.48)	\$813.48	\$0.00	\$813.48	0.00%
	Func: - 9000	\$0.00	\$0.00	\$0.00	\$15.45	(\$15,152.17)	\$15,152.17	\$0.00	\$15,152.17	0.00%
	Fund: Payroll Deductions - 600	\$0.00	\$0.00	\$0.00	\$15.45	(\$15,152.17)	\$15,152.17	\$0.00	\$15,152.17	0.00%
Grand Total:		\$9,452,540.05	\$191,836.94	\$9,644,376.99	\$356,333.55	\$7,642,327.39	\$2,002,049.60	\$1,024,927.92	\$977,121.68	10.13%

End of Report

Bylaws of the Board

Formulation, Adoption, Amendment of Policies

Policy proposals and suggested amendments to, deletions of, or revisions of existing policies shall normally be submitted to all members of the Board of Education by the Superintendent in writing prior to a regularly scheduled Board of Education meeting in which such proposed policies, amendments or revisions thereof shall be read and discussed.

Policies will, unless by vote of two-thirds of the members present of the Board of Education, be adopted or amended after consideration at two meetings of the Board of Education. The agenda and minutes shall be marked to indicate policy matters.

The formal adoption of policies shall be by majority vote of all members present of the Board of Education and the action shall be recorded in the minutes of the Board of Education. Only those written statements so adopted and so recorded shall be regarded as official policy.

Reference: Robert's Rules of Order, Newly Revised

Bylaw adopted by the Board:
Bylaw revised:

January 17, 2006
March 5, 2013

NEW HARTFORD PUBLIC SCHOOLS
New Hartford, Connecticut

A new mandated policy to consider.

Personnel Certified

Minimum Duty-Free Lunch Periods for Teachers

The Board of Education, in compliance with P.A. 22-80, shall provide a minimum 30-minute uninterrupted lunch period for teachers and other certified staff.

Legal Reference: Connecticut General Statutes

PA 22-80 An Act Concerning Childhood Mental and Physical Health Services in School.

Policy adopted:

cps 7/22

Class Size

The Board agree that unless it experiences serious constraints of budget, instructional time and/or space, school organization, teacher qualifications and individual student needs the following pupil/teacher ratio guidelines will apply in determining the number of regular classroom teacher positions: 18:1 for pre-kindergarten; 20:1 for grades K through 2; 25:1 for grades 3 through 6; and for special instruction, State guidelines.

Students

Discipline

Physical Exercise and Discipline of Students

The Board of Education (Board) recognizes that a positive approach toward exercise and physical activity is important to the health and well-being of students. The Board requires that each student in elementary school shall have not less than twenty minutes daily in total devoted to physical exercise, except that a Planning and Placement Team may alter such schedule for a child requiring special education and related services. Further, the Board permits, in its elementary schools, including an additional amount of time, beyond the required twenty minutes for physical exercise, devoted to undirected play during the regular school day, subject to the approval of the building administration.

All aspects of the school experience should encourage students to have a healthy attitude toward exercise and promote the life-long enjoyment of physical activity. Therefore, when school employees impose disciplinary consequences for student misconduct during the regular day, the following restrictions shall apply:

1. Loss of Recess as Disciplinary Consequence

Except as provided below, school employees may NOT prevent a student in elementary school from participating in the entire time devoted to physical exercise or undirected play in the regular school day as a form of discipline. Recess and other physically active learning opportunities may include movement-oriented learning activities in the academic environment, physical activity breaks, and regularly scheduled school wide routines and events that engage students in physical activity that is the time devoted each day (at least 20 minutes) to physical exercise in the District's elementary schools.

~~Loss of recess or other physically active learning opportunities as a form of discipline may be permitted on a case-by-case basis if approved in writing by the building administration prior to the imposition of the discipline. Such approval may be granted for safety reasons, as a last resort before in-school suspension, or in extraordinary situations when alternative strategies to address student misconduct have been ineffective.~~

~~This restriction shall not apply to students who are receiving in-school suspension.~~

School employees may prevent or restrict recess when:

- a. a student poses a danger to the health or safety of other students or school personnel or
- b. it is limited to the shorter recess period if there are two or more recess periods in the school day, so long as the student is allowed to participate in at least 20 minutes of physical activity during the school day.

~~Recess prevention or restriction may be imposed only once during a school week, unless the student is a danger to the health or safety of other students or school personnel. Recess prevention or restriction is not allowed for a student's failure to complete their work on time or for the student's academic performance. Discipline may be imposed~~

before recess begins and/or imposed during recess. Appropriate interventions shall be used to redirect a student's behavior during recess.

Students

Discipline

Physical Exercise and Discipline of Students (continued)

2. Physical Activity as Punishment

School employees may NOT require students enrolled in grades K-12, inclusive, to engage in physical activity as a form of discipline during the school day.

3. Wellness Instruction

School employees shall not prevent students from participating in physical exercise or undirected play during wellness instruction as a form of discipline.

This restriction does not apply to brief periods of respite/time-outs, referrals to the building administrator, or for safety reasons.

At no time shall an entire class be prevented from participating in wellness instruction or physical exercise activity as a disciplinary consequence.

The Superintendent of Schools is authorized to develop guidelines to implement this policy.

Nothing in this policy shall prevent a school employee from acting in accordance with an Individualized Education Plan (IEP) developed by the student's Planning and Placement Team (PPT).

For the purpose of this policy, "school employee" means a teacher, substitute teacher, school administrator, school superintendent, guidance counselor, school counselor, psychologist, social worker, nurse, physician, school paraprofessional or coach employed by the Board or working in a public elementary, middle or high school; or any other individual who, in the performance of his or her duties, has regular contact with students and who provides services to, or on behalf of students enrolled in a public elementary, middle or high school, pursuant to a contract with the Board.

Any employee who fails to comply with this policy will be subject to discipline, up to and including termination of employment. Any contracted individual who provides services to or on behalf of District students and who fails to comply with the requirements of this policy may be subject to having his/her contract for services suspended by the District.

(cf. 6142.10 – Health Education Program)

(cf. 6142.101 – Wellness)

(cf. 6142.61 – Physical Activity)

(cf. 6142.6 – Physical Education)

Students

Discipline

Physical Exercise and Discipline of Students (continued)

Legal Reference: Connecticut General Statutes

10-221o Lunch periods. Recess. ~~(as amended by P.A. 12-116, An Act Concerning Educational Reform, P.A. 13-173, An Act Concerning Childhood Obesity and Physical Exercise in Schools and P.A. 19-173 An Act Concerning the Improvement of Child Development Through Play)~~

10-221u Boards to adopt policies addressing the use of physical activity as discipline. ~~(as amended by PA 18-15)~~

PA 22-81 An Act Expanding Preschool and Mental and Behavioral Services for Children.

Policy adopted: December 16, 2021
Policy revised:

NEW HARTFORD PUBLIC SCHOOLS
New Hartford, Connecticut

Existing policy updated to reflect new legislation.

Students

Attendance, Excused Absences and Truancy

Connecticut state law requires parents to cause their children to attend school regularly during the hours and terms the public school is in session. The responsibility for regular attendance rests with the students' parents, guardians or with the students themselves when they become of legal age.

A student is considered to be "in attendance" if present at his/her assigned school, or an activity sponsored by the school (e.g., field trip), for at least half of the regular school day. A student who is serving an out-of-school suspension or expulsion should always be considered absent.

The New Hartford Board of Education establishes two levels of criteria for an absence to be considered an excused absence (see table below).

Level	Total # of Days Absent*	Acceptable Reasons for a Student Absence to be Considered Excused	Documentation Required Within 10 Days
1	One through nine	Any reason that the student's parent or guardian approves.	Parent or guardian notification
2	Ten and above	- Student illness (<i>Note: to be deemed excused, an appropriately licensed medical professional must verify all student illness absences, regardless of the absence's length</i>). - Student's observance of a religious holiday. - Death in the student's family or other emergency beyond the control of the student's family. - Mandated court appearances (additional documentation required). - The lack of transportation that is normally provided by a district other than the one the student attends (parental documentation is not required for this reason). - Extraordinary educational opportunities pre-approved by district administrators. (Opportunities must meet certain criteria.)	Parent or guardian note and in some cases additional documentation (see details of specific reason).

**Note: The total number of days absent includes both excused and unexcused absences.*

It is important to note that while the first nine absences in a school year can be deemed excused for any reason the parent or guardian provides, the tenth and each subsequent absence establish a more stringent and specific set of reasons for the absence to qualify as excused.

Students

Attendance, Excused Absences and Truancy (continued)

Release of Student During School Day

The Board recognizes the need for students to be in school for the full instructional day. It is encouraged that early dismissal should be required only in emergency situations.

Dismissal before the normal end of the school day must be in writing.

Students who become ill during the school day may be excused by the school nurse, and transportation home will be arranged by school personnel and parent or legal guardian.

Excused Absences for Children of Service Members

An enrolled student, age four to thirteen, inclusive, whose parent or legal guardian is an active duty member of the armed forces, as defined in section 27-103, and has been called to duty for, is on leave from, or has immediately returned from deployment to a combat zone or combat support posting, shall be granted ten days of excused absences in any school year and, at the discretion of the Board of Education, additional excused absences to visit such child's parent or legal guardian with respect to such leave or deployment of the parent or legal guardian. In the case of such excused absences such child and parent or legal guardian shall be responsible for obtaining assignments from the student's teacher prior to any period of excused absence, and for ensuring that such assignments are completed by such child prior to his or her return to school from such period of excused absence.

Mental Health Wellness Day

A student, in order to attend to his/her emotional and psychological well-being, is permitted to take a "mental health wellness day" in lieu of attending school. Such days must be nonconsecutive. Two such days are permitted per school year.

Truancy

Regular attendance and punctuality are expected from all children enrolled in our schools. By statute, responsibility for assuring that students attend school rests with the parent or legal guardian having control of the child. Every effort must be made to keep absences and tardiness to a minimum. To assist parent(s) or legal guardian in meeting this responsibility, the Board of Education has developed the following procedures regarding students ages five (5) to eighteen (18) inclusive.

1. Annually notify parent(s) or legal guardian having control of each child enrolled, ages four (4) to thirteen (13), inclusive in writing of the obligations of the parent or legal guardian pursuant to student attendance (C.G.S. 10-184).

Students

Attendance, Excused Absences and Truancy

Truancy (continued)

2. Obtain from each parent or legal guardian having control of an enrolled child a telephone number or other means of contacting such parent or legal guardian during the school day.
3. Establish a system for monitoring student's individual absences/tardies.
4. Notify, by telephone, the parent(s) or legal guardian whenever a child fails to report to school on a regularly scheduled school day and no indication has been received by school personnel that the child's parent(s) or legal guardian is aware of the student's absence.

The required notice shall include a warning that two unexcused absences from school in one month or five unexcused absences in a school year may result in a complaint filed with the Superior Court alleging the belief that the acts or omissions of the child are such that the child's family is a family with service needs.

5. Identify a student as "truant" when the student has four (4) unexcused absences in any one month or ten (10) unexcused absences in any school year.
6. Hold a meeting with appropriate staff and the parent(s) or legal guardian of the child identified as a "truant" within ten (10) days of such designation to review the reasons for the truant behavior and to evaluate the situation.
7. Referral will be made to the Pupil Placement Team (PPT) to determine whether or not an education evaluation is appropriate, prior to filing a written complaint with the Superior Court.
8. File a written complaint, by the Superintendent or designee with the Superior Court alleging that the acts or omissions of any child identified as a "truant" are such that the student's family is a "family with service needs" if the parent(s) or legal guardian of the child identified as "truant" fails.
 - a. To attend the required meeting to evaluate why the child is truant, or
 - b. To cooperate with the school in trying to solve the truancy problem.
 - c. Such filing shall occur not later than fifteen (15) calendar days after such failure to attend the required meeting or such failure to cooperate with the school in trying to solve the truancy problem.

9. Provide for the coordination of services and refer enrolled students who are truant to community agencies providing child and family services.

A student who is identified as "truant" may be subject to the following consequences:

- a. Promotion to the next grade may be contingent upon the student successfully completing a summer school program.
 - b. The student may be retained in the same grade in order to acquire the skills necessary for promotion to the next grade level.
10. Provide notice to the parents/guardian the information concerning the 2-1-1 Infoline and other pediatric mental and behavioral health screening sources and tools provided by the State Department of Education.

Students

Attendance, Excused Absences and Truancy

Chronic Absenteeism

The Board of Education, in compliance with statute, requires the establishment of attendance review teams when chronic absenteeism rates in the District or at individual schools in the District meet the following circumstances:

1. A District team must be established when the District's chronic absenteeism rate is 10 percent or higher.
2. A school team must be established when the school chronic absenteeism rate is 15 percent or higher.
3. A team for either the District or each school must be established when (a) more than one school in the District has a school chronic absenteeism rate of 15 percent or higher or (b) a District has a District chronic absenteeism rate of 10 percent or higher and one or more schools in the District have a school chronic absenteeism rate of 15 percent or higher.

The membership of attendance review teams may consist of school administrators, guidance counselors, school counselors, school social workers, teachers, chronically absent children, parents or guardians of chronically absent children, and representatives from community-based programs who address issues related to student attendance by providing programs and services to truants

Each attendance review team shall be responsible for reviewing the cases of truants and chronically absent children, discussing school interventions and community referrals for such truants and chronically absent children and making any additional recommendations for such truants and chronically absent children and their parents or guardians. Each attendance review team shall meet at least monthly.

In the calculation of the District's chronic absenteeism rate and the school chronic absenteeism rate, a student's engagement, in grades 9-12, in remote virtual learning shall be excluded if such engagement accounts for not less than one-half of the school day. In addition, the calculation of chronic absenteeism rates shall exclude absence resulting from a student taking a mental health day pursuant to P.A. 21-46.

The District shall utilize the chronic absenteeism prevention and intervention plan developed by the State Department of Education when it becomes available. Such plan must include the means for collecting and analyzing data relating to student attendance, truancy and chronic absenteeism. The data must be disaggregated by school district, school grades and subgroups such as race, ethnicity, gender, eligibility for free and reduced priced lunches, students whose primary language is no English, and student with disabilities.

Students

Attendance, Excused Absences and Truancy

Chronic Absenteeism

The District shall annually include in information for the strategic school profile report for each school and the District that submitted to the Commissioner of Education, data pertaining to truancy and chronically absent children.

The Principal or his/her designee of any elementary or middle school located in a town/city designated as an alliance district may refer to the children's truancy clinic established by the Probate Court serving the town/city, a parent/guardian with a child defined as a truant or who is at risk of becoming a truant. (An attendance officer or a police officer shall deliver the citation and summons and a copy of the referral to the parent/guardian.)

Legal Reference: Connecticut General Statutes
 10-184 Duties of parents ~~(as amended by PA 98-243 and PA 00-157)~~
 10-198a Policies and procedures concerning truants ~~(as amended by PA 00-157, PA 11-136, PA 14-198, and PA 16-147)~~
 10-199 through 10-202 Attendance, truancy in general ~~(Revised 1995 PA 95-304)~~
 10-221(b) Board of education to prescribe rules
Campbell v New Milford, 193 Conn 93 (1984).
Action taken by State Board of Education on January 2, 2008, to define "attendance."
Action taken by the State Board of Education on June 27 2012 to define "excused" and "unexcused" absences.
 10-198b State Board of Education to define "excused absence", "unexcused absence", and "disciplinary absences" ~~(as amended by PA 21-46)~~
 10-198c Attendance review teams ~~(as amended by PA 17-14)~~
 10-198d Chronic absenteeism ~~(as amended by PA 18-182)~~
 10-198e Identification of truancy identification models ~~(as amended by PA 18-182)~~
 PA 22-47 An Act Concerning Children's Mental Health

Policy adopted: March 10, 2014
 Policy revised: June 16, 2015
 Policy revised: January 18, 2022
 Policy revised:

NEW HARTFORD PUBLIC SCHOOLS
 New Hartford, Connecticut

Board of Education Self-Evaluation

Check the most appropriate rating box on a scale of 5-1 (5 representing the highest rating, 1 the lowest) for each question. A "NA" rating is also provided if you are unable to rate on an item for any reason. A space for comments is also provided on page 3.

Vision	5	4	3	2	1	Not sure
1. The Board has a vision and /or mission based on core values and beliefs of the district and community.	☐	☐	☐	☐	☐	☐
2. The Board demonstrates a belief that high quality instruction in every classroom is the foundation for high achievement for all students.	☐	☐	☐	☐	☐	☐
3. The Board communicates clearly the goals and expectations for the district, staff, and students with an emphasis on high achievement for all students in the district.	☐	☐	☐	☐	☐	☐
4. The Board works to promote the accomplishments of the district within the district and community at large and elicits community discourse and support for district goals.	☐	☐	☐	☐	☐	☐
5. The Board adopts policies that create a culture that supports the vision and goals of the district and ensures the manual is up-to-date and comprehensive.	☐	☐	☐	☐	☐	☐
Total Vision						
Board Operations	5	4	3	2	1	Not sure
6. The Board conducts meetings that are efficient, effective and focus primarily on student achievement and other district priorities.	☐	☐	☐	☐	☐	☐
7. The Board sets goals related to the Board's work and focuses on them on an annual basis.	☐	☐	☐	☐	☐	☐
8. The Board adopts a fiscally responsible budget based on the district's priorities and regularly monitors the fiscal health of the district.	☐	☐	☐	☐	☐	☐
9. The Board conducts a comprehensive orientation process to familiarize new Board members with their roles on the team.	☐	☐	☐	☐	☐	☐
10. The Board conducts district business in accordance with established ethical standards.	☐	☐	☐	☐	☐	☐
11. The Board participates in leadership development activities on a regular basis.	☐	☐	☐	☐	☐	☐
Total – Board Operations						

Please add any additional comments here (comments will be shared with participants):

Vision:

Student Achievement:

Board Operations:

Board Ethics:

Board/Superintendent Relations:

General Comments:

Bylaws of the Board

Code of Ethics

The success of every school system depends on an effective working relationship between the Board of Education and Superintendent of Schools. This code incorporates those standards and responsibilities most critical to productive Board and Superintendent relations.

- Boards members and Superintendents ensure the opportunity for high quality education for every student and make the well being of students the **fundamental goal** of all decision-making and actions.
- Board members and Superintendents are **staunch advocates** of high quality free public education for **all** Connecticut children.
- Board members and Superintendents **honor all** national, state and local laws and regulations pertaining to education and public agencies.
- Board members and Superintendents recognize that **clear** and **appropriate communications** are key to the successful operation of the school district.
- Board members and Superintendents will always carry out their respective roles with the highest levels of **professionalism, honesty** and **integrity**.
- Board members recognize that they represent the **entire** community and that they must ensure that **the** community remains fully informed on school-related matters.
- Superintendents and Board members recognize that the Superintendent serves as the Board of Education's **agent** and will, in that role, **faithfully apply** the policies and contracts adopted by the Board.
- Board members adhere to the principle that they shall confine the Board's role to **policy-making, planning** and **appraisal** while the Superintendent shall **implement** the Board's policies.
- Board members and Superintendents both recognize that they serve as a part of an educational team with **mutual respect, trust, civility** and **regard** for each other's respective roles and responsibilities.
- Board members are committed to the concept that the strength of the Superintendent is in being the **educational leader** of the school district.
- Board members and Superintendents practice and promote **ethical behavior** in the **Boardroom** as a **model** for all district employees.
- Board members and Superintendents consider and decide all issues **fairly** and **without bias**.

(cf. 2000.1 - Board-Superintendent Relationship)

(cf. 2300 - Statement of Ethics for Administrators)

Bylaw adopted by the Board: January 17, 2006

NEW HARTFORD PUBLIC SCHOOLS
New Hartford, Connecticut

Bylaws of the Board

Values

1. I will be a staunch advocate of high quality free public education for all Connecticut children. In fulfilling my responsibilities, I will think of "children first".
2. I will, as an agent of the state, uphold and enforce all laws, rules, regulations and court orders pertaining to public schools. I will strive to bring any needed change only through legal and ethical procedures.
3. I will strive to help create public schools which meet the individual educational needs of all children regardless of their ability, race, creed, sex, physical condition or social standing.
4. I will work unremittingly to help my community understand the importance of proper support for public education, whether it be in providing adequate finances, optimum facilities, staffing and resources, or better educational programs for children.
5. I will join with my Board, staff, community and students in becoming fully informed about the nature, value and direction of contemporary education in our society. I will support needed change in our schools.
6. I will strive to ensure that the community is fully and accurately informed about our schools, and will try to interpret community aspirations to the school staff.
7. I will recognize that my responsibility is not to "run the schools" through administration, but together with my fellow Board members, to see that they are well-run through effective policies.
8. I will attempt to confine my Board action to policy-making, planning and appraisal, and will help to frame policies and plans only after my Board has consulted those who will be affected by its actions.
9. I will arrive at conclusions only after discussing all aspects of the issue at hand with my fellow Board members in a meeting. I will respect the opinions of others, and abide by the principle of majority-rule.
10. I will recognize that authority rests only with the whole Board assembled in a meeting, and will make no personal promises nor take any private action which may compromise the Board.

Bylaws of the Board

Values (continued)

11. I will acknowledge that the Board represents the entire school community, and will refuse to surrender my independent judgment to special interests or partisan political groups. I will never use my position on the Board for gain of myself or my friends.
12. I will hold confidential all matters pertaining to schools which, if disclosed, might needlessly injure individuals or the schools.
13. I will insist that all school business transactions be open and ethical.
14. I will strive to appoint the best professional leader available when a vacancy exists in the chief administrative position.
15. I will strive to appoint the best trained technical and professional personnel available, upon recommendation by the appropriate administrative officer.
16. I will support and protect school personnel in the proper performance of their duties. I will strive to ensure that all personnel have not only the requisite responsibilities, but the necessary authority to perform effectively.
17. I will refer all complaints through the proper "chain of command" within the system, and will act on such complaints at public meetings only when administrative solutions fail.

Reference: "Connecticut Code of Ethics for Boards of Education", printed in Responsibilities of Board of Education Membership (revised June 1989)

Bylaws of the Board

Meeting Conduct

Meetings of the Board of Education shall be conducted by the Chairperson in a manner consistent with the adopted bylaws of the Board.

All Board meetings shall commence at the stated time and shall be guided by an agenda which has been prepared and delivered in advance to all Board members and other designated persons.

The conduct of meetings shall, to the fullest possible extent, enable members of the Board to (1) consider problems to be solved, weigh evidence related thereto, and make wise decisions intended to solve the problems, and (2) receive, consider and take any needed action with respect to reports of accomplishment of students or of school system operations.

Provisions for permitting any individual or group to address the Board concerning any subject that lies within its jurisdiction shall be as follows:

1. Five minutes may be allotted to each speaker and a maximum of twenty minutes to each subject matter.
2. No boisterous conduct shall be permitted at any Board of Education meeting. Persistence in boisterous conduct shall be grounds for summary termination, by the Chairperson, of that person's privilege of address. If necessary, the Chairperson may clear the room so that the Board can continue the meeting.
3. No oral presentation shall include charges or complaints against any employee of the Board of Education, regardless of whether or not the employee is identified in the presentation by name or by another reference which tends to identify an individual. All charges or complaints against employees shall be submitted to the Board of Education under provisions of Board of Education policy.

The Board of Education may adjourn any regular or special meeting to a specified time and place. If all members of the Board are absent, the clerk may adjourn the meeting. A copy of the notice of adjournment shall be conspicuously displayed near the meeting room door within twenty-four hours of adjournment.

Actions by the Board

No action will be taken unless the subject acted upon was listed in the agenda published for that meeting, except that an item of business not included on the agenda of a regular meeting may be considered and acted upon after a two-thirds vote of the members present and voting to add such business to the agenda.

Bylaws of the Board

Meeting Conduct

Actions by the Board (continued)

The Board of Education shall not adopt resolutions except where such adoption is required by law, or where the intent of the Board is to publish a status position of the Board, as in advising the General Assembly of the Board's position on a proposed law, or commending staff members or other agencies for work well done.

All actions taken by the Board shall be identified clearly in minutes of the Board meeting as provided in Bylaw 9326, minutes.

(cf. 1120 - Board of Education Meetings re Public Participation)

(cf. 1312 - Public Complaints)

(cf. 9321 - Time, Place, Notification of Meetings)

(cf. 9322 - Public and Executive Sessions)

(cf. 9323 - Construction/Posting of Agenda)

Legal Reference: Connecticut General Statutes

1-200 Definitions

1-206 Denial of access of public records or meetings. Notice. Appeal

1-210 Access to public records

1-225 Meetings of government agencies to be public

1-226 Recording, broadcasting or photographing meetings

19a-342 Smoking prohibited in certain places. Sign required. Penalty

1-231 Executive sessions

1-232 Conduct of meetings (re disturbances)

10-224 Duties of the Secretary

Bylaw adopted by the Board: January 17, 2006

NEW HARTFORD PUBLIC SCHOOLS
New Hartford, Connecticut