

**AMITY REGIONAL SCHOOL DISTRICT NO. 5**

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

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*Dr. Jennifer P. Byars  
Superintendent of Schools*

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

*April 8, 2024 at 5:30 p.m.  
25 Newton Road, Woodbridge, CT*

**COMMITTEE MEMBERS PRESENT**

Dr. Karunakaran, Sean Hartshorn, Donovan Lofters, Joseph Nuzzo, Donna Schlank (arrived at 5:35 p.m.)

**COMMITTEE MEMBERS ABSENT**

Sharon Huxley

**STAFF MEMBERS PRESENT**

Dr. Jennifer Byars, Theresa Lumas, Thomas Brant

**1. Call to Order**

Dr. Karunakaran called the meeting to order at 5:31 p.m.

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

**a. Finance Committee Meeting – March 11, 2024**

*MOTION by Joseph Nuzzo, SECOND by Sean Hartshorn to approve March 11, 2024 minutes as submitted  
VOTES IN FAVOR, 4 (UNANIMOUS)*

*MOTION CARRIES*

**3. Public Comment**

None

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

**a. Electrical Contract**

*MOTION by Sean Hartshorn, SECOND by Joseph Nuzzo to recommend the Amity Board of Education authorize the Superintendent to sign a contract for electricity supply that extends the current contract with a provider offering the best rates for up to 48 months, on behalf of the District, provided the rates are in the best interest of Amity.*

*VOTES IN FAVOR, 4 (UNANIMOUS)*

*MOTION CARRIES*

**5. Discussion of Monthly Financial Statements**

Presented by Amity Region 5 Director of Finance Theresa Lumas

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

Presented by Amity Region 5 Director of Finance Theresa Lumas

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**7. Discussion and Possible Action on Budget Transfers over \$3,000**

*MOTION BY Sean Hartshorn, SECOND BY Joseph Nuzzo to Recommend the Amity Board of Education approve the following budget transfer to cover the cost of excavation and sump pump discharge line repair at Amity Middle School - Bethany.*

| <b>ACCOUNT NUMBER</b> | <b>ACCOUNT NAME</b>    | <b>FROM</b> | <b>TO</b> |
|-----------------------|------------------------|-------------|-----------|
| 05-14-2600-5715       | Contingency-Facilities | \$13,700    |           |
| 01-14-2600-5420       | Repair & Maintenance   |             | \$13,700  |

*the following budget transfer to cover the cost of a floor scrubber machine at the high school.*

| <b>ACCOUNT NUMBER</b> | <b>ACCOUNT NAME</b>   | <b>FROM</b> | <b>TO</b> |
|-----------------------|-----------------------|-------------|-----------|
| 03-14-2600-5613       | Custodial Supplies    | \$16,000    |           |
| 03-14-2600-5731       | Equipment-Replacement |             | \$16,000  |

*the following budget transfer to cover the cost of a restroom cleaning machine for Amity Middle School – Orange.*

|                 |                    |         |         |
|-----------------|--------------------|---------|---------|
| 02-14-2600-5613 | Custodial Supplies | \$5,500 |         |
| 02-14-2600-5730 | Equipment-New      |         | \$5,500 |

*the following budget transfer to cover the cost of a gymnasium door for Amity Middle School – Bethany.*

| <b>ACCOUNT NUMBER</b> | <b>ACCOUNT NAME</b>   | <b>FROM</b> | <b>TO</b> |
|-----------------------|-----------------------|-------------|-----------|
| 03-14-2600-5613       | Custodial Supplies    | \$3,400     |           |
| 03-14-2600-5731       | Equipment-Replacement |             | \$3,400   |

*the following budget transfer to cover the purchase of 2 backpack and 3 upright vacuum cleaners for Amity Middle School – Orange.*

| <b>ACCOUNT NUMBER</b> | <b>ACCOUNT NAME</b>   | <b>FROM</b> | <b>TO</b> |
|-----------------------|-----------------------|-------------|-----------|
| 02-14-2600-5420       | Custodial Supplies    | \$3,300     |           |
| 02-14-2600-5731       | Equipment-Replacement |             | \$3,300   |

**VOTES IN FAVOR, 5 (UNANIMOUS)**

**MOTION CARRIES**

*MOTION BY Joseph Nuzzo, SECOND BY Donovan Lofters to Recommend the Amity Board of Education approve this transfer for science tables at Amity Middle School – Orange*

*Accounts are listed below –*

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| ACCOUNT         | ACCOUNT DESCRIPTION    | FROM        | TO          |
|-----------------|------------------------|-------------|-------------|
| 02-11-1001-5611 | INSTRUCTIONAL SUPPLIES | \$ 37.18    |             |
| 02-11-1005-5611 | INSTRUCTIONAL SUPPLIES | \$ 13.82    |             |
| 02-11-1006-5611 | INSTRUCTIONAL SUPPLIES | \$ 45.05    |             |
| 02-11-1006-5810 | DUES & FEES            | \$ 30.00    |             |
| 02-11-1007-5611 | INSTRUCTIONAL SUPPLIES | \$ 78.42    |             |
| 02-11-1009-5810 | DUES & FEES            | \$ 29.08    |             |
| 02-11-1010-5810 | DUES & FEES            | \$ 13.71    |             |
| 02-11-1011-5611 | INSTRUCTIONAL SUPPLIES | \$ 39.86    |             |
| 02-11-1013-5611 | INSTRUCTIONAL SUPPLIES | \$ 382.59   |             |
| 02-11-1014-5641 | TEXTS & DIGITAL        | \$ 3,638.23 |             |
| 02-13-2120-5330 | PROF TECH SERVICES     | \$ 3,415.97 |             |
| 02-13-2120-5581 | STAFF TRAVEL           | \$ 150.00   |             |
| 02-13-2120-5590 | OTHER PURCH SERVICES   | \$ 650.00   |             |
| 02-11-1008-5420 | REPAIR & MAINT         | \$ 500.00   |             |
| 02-11-1008-5810 | DUES & FEES            | \$ 75.00    |             |
| 02-13-2400-5730 | EQUIPMENT              |             | \$ 9,098.91 |

*VOTES IN FAVOR, 5 (UNANIMOUS)*

*MOTION CARRIES*

*MOTION BY Sean Hartshorn, SECOND BY Donna Schlank to Recommend the Amity Board of Education approve transfers into the district-wide technology accounts for final purchases.*

*Accounts are listed below -*

| ACCOUNT            | ACCOUNT DESCRIPTION | FROM        | TO           |
|--------------------|---------------------|-------------|--------------|
| 1 -01-14-2350-5695 | TECH SUPPL          | \$ 26.36    |              |
| 1 -02-14-2350-5695 | TECH SUPPL          | \$ 6,129.16 |              |
| 1 -03-11-1001-5695 | TECH SUPPL          | \$ 1,259.87 |              |
| 1 -03-11-1005-5695 | TECH SUPPL          | \$ 700.00   |              |
| 1 -03-11-1006-5695 | TECH SUPPL          | \$ 153.84   |              |
| 1 -03-11-1008-5695 | TECH SUPPL          | \$ 4,660.00 |              |
| 1 -03-11-1009-5695 | TECH SUPPL          | \$ 4,372.69 |              |
| 1 -03-11-1010-5695 | TECH SUPPL          | \$ 961.81   |              |
| 1 -03-13-2400-5695 | TECH SUPPL          | \$ 321.00   |              |
| 1 -04-12-2350-5695 | TECH SUPPL          | \$ 2,500.06 |              |
| 1 -05-14-2350-5695 | TECH SUPPL          |             | \$ 21,084.79 |
| 1 -03-11-1005-5732 | EQ-TECH-N           | \$ 113.01   |              |
| 1 -01-14-2350-5733 | EQ-TECH-R           | \$ 8,988.99 |              |
| 1 -02-14-2350-5733 | EQ-TECH-R           | \$ 8,969.19 |              |
| 1 -03-11-1001-5733 | EQ-TECH-R           | \$ 2,210.00 |              |
| 1 -03-11-1006-5733 | EQ-TECH-R           | \$ 3,200.00 |              |
| 1 -03-11-1014-5733 | EQ-TECH-R           | \$ 3,200.00 |              |
| 1 -05-14-2350-5733 | EQ-TECH-R           |             | \$ 26,681.19 |

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*VOTES IN FAVOR, 5 (UNANIMOUS)*

*MOTION CARRIES*

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**8. Other**

Presented by Amity Region 5 Director of Finance Theresa Lumas

- a. **CNR Quarterly Report**
- b. **Grants Quarterly Report**

**9. Adjourn**

*MOTION by Joseph Nuzzo, SECOND by Donovan Lofters to adjourn meeting at 5:54 p.m. without objection.*

Respectfully submitted,

*Lisa Zaleski*

Lisa Zaleski

BOE Recording Secretary

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