

**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**

*June 10, 2024 at 5:30 p.m.  
25 Newton Road, Woodbridge, CT*

**COMMITTEE MEMBERS PRESENT**

Sean Hartshorn, Donna Schlank, Sharon Huxley and Donovan Lofters

**COMMITTEE MEMBERS ABSENT**

Dr. Sudhir Karunakaran and Joseph Nuzzo

**STAFF MEMBERS PRESENT**

Dr. Jennifer Byars, Theresa Lumas

**1. Call to Order**

Assistant Chair Mrs. Huxley called the meeting to order at 5:41

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

**a. Finance Committee Meeting – May 13, 2024**

MOTION by Sean Hartshorn, SECOND by Donna Schlank to approve the May 13, 2024 AFC meeting minutes as submitted.

*VOTES IN FAVOR, 3 (Hartshorn, Lofters, Schlank)*

*ABSTAIN, 1 (Huxley)*

*MOTION CARRIES*

**3. Public Comment**

None

**4. Presentation and Discussion of First Quarter 2024 Review of Amity Pension, Sick and Severance and OPEB**

Presented by Christopher Kachmar from Fiducient Advisors

**5. Discussion and Possible Action on Investment Policy Allocations for Pension and OPEB**

MOTION by Donovan Lofters, SECOND by Donna Schlank to recommend the Amity Board of Education authorize that Pension and OPEB policy be updated as recommended by Fiducient Advisors to reflect the fund operating at target ranges.

*VOTES IN FAVOR, 4 (UNANIMOUS)*

*MOTION CARRIES*

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

**a. Cybersecurity**

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*MOTION by Sean Hartshorn, SECOND by Donna Schlank to recommend the Amity Board of Education waive the bid process for cybersecurity services and approve the Artic Wolf contract as presented.*

*VOTES IN FAVOR, 4 (UNANIMOUS)*

*MOTION CARRIES*

**b. Student Accident Insurance**

*MOTION by Donovan Lofters, SECOND by Donna Schlank to recommend the Amity Board of Education approve H.D. Segur proposal for student accident insurance \$48,622.*

*VOTES IN FAVOR, 4 (UNANIMOUS)*

*MOTION CARRIES*

**c. Student Devices**

*MOTION by Donna Schlank, SECOND by Sean Hartshorn move to recommend the Amity Board of Education award the Lenovo Financial Services a lease for Whalley Computer for \$134,502.69 per year for 4 years for 800 devices.*

*VOTES IN FAVOR, 4 (UNANIMOUS)*

*MOTION CARRIES*

**7. Discussion of Monthly Financial Statements**

Presented by Amity Region 5 Director of Finance Theresa Lumas

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

Presented by Amity Region 5 Director of Finance Theresa Lumas

**9. Discussion and Possible Action on Budget Transfers of \$3,000 or More FY24 and FY25**

*MOTION by Sean Hartshorn, SECOND by Donna Schlank to Recommend the Amity Board of Education approve the following two budget transfers for facilities:*

To cover the cost for the replacement and repair of the emergency transfer switch at Amity Regional High School.

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>FROM</b>	<b>TO</b>
02-14-2600-5420	Repair & Maintenance	\$5,000	
03-14-2600-5420	Repair & Maintenance		\$5,000

To cover the cost to upgrade to the burglar alarm system at Amity Regional High School.

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>FROM</b>	<b>TO</b>
02-14-2600-5420	Repair & Maintenance	\$6,490	
03-14-2600-5420	Repair & Maintenance		\$6,490

*VOTES IN FAVOR, 4 (UNANIMOUS)*

*MOTION CARRIES*

*MOTION BY Sean Hartshorn, SECOND by Donovan Lofters to Recommend the Amity Board of Education approve the following three budget transfers for Special Education for the cost of occupational and physical therapies services, homebound instruction, psychiatric consultation services and parent travel reimbursement.*

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<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>FROM</b>	<b>TO</b>
04-12-1200-5330	Prof Technical Services	\$8,526.25	
04-13-2130-5330	Prof Technical Services		\$8,526.25
04-12-2151-5330	Prof Technical Services	\$14,419.00	
04-13-2140-5330	Prof Technical Services		\$14,419.00
04-12-1208-5330	Prof Technical Services	\$4,000.00	
04-13-2140-5581	Travel		\$4,000.00

VOTES IN FAVOR, 4 (UNANIMOUS)

MOTION CARRIES

*MOTION by Sean Hartshorn, SECOND by Donna Schlank to Recommend the Amity Board of Education approve the following budget transfer to cover the cost of painting the overhang at Amity Middle School Orange.*

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>FROM</b>	<b>TO</b>
01-14-2600-5720	Improvements to Sites	\$30,000	
02-14-2600-5720	Improvements to Sites		\$30,000

VOTES IN FAVOR, 4 (UNANIMOUS)

MOTION CARRIES

*MOTION by Sean Hartshorn, SECOND by Donna Schlank to Recommend the Amity Board of Education waive the bid process and approve this transfer for cybersecurity consulting services at Amity Regional High School.*

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>FROM</b>	<b>TO</b>
05-14-2350-5112	Classified Salaries	\$58,198	
05-15-2512-5255	Medical	\$25,496	
05-14-2350-5330	Professional Tech Services		\$83,694

VOTES IN FAVOR, 4 (UNANIMOUS)

MOTION CARRIES

**10. Other**

**11. Adjourn**

*MOTION by Sean Hartshorn, SECOND by Donna Schlank to adjourn meeting at 6:14 p.m.*

*Meeting was adjourned, without objection, at 6:14 p.m by Assistant Chairperson Mrs. Huxley*

Respectfully submitted,

*Lisa Zaleski*

Lisa Zaleski

BOE Recording Secretary

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