

AMITY REGIONAL SCHOOL DISTRICT NO. 5

Bethany Orange Woodbridge
25 Newton Road, Woodbridge, Connecticut 06525

Dr. Jennifer P. Byars
Superintendent of Schools

AMITY REGIONAL BOARD OF EDUCATION REGULAR MEETING AGENDA
Monday, October 07, 2024 6:30 pm
25 Newton Road, Woodbridge, CT
Lecture Hall

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **APPROVAL OF MINUTES** [page 4](#)
- a. Board of Education Regular Meeting – September 30, 2024
4. **PUBLIC COMMENT**
5. **CORRESPONDENCE**
6. **CHAIRMAN’S REPORT**
 - a. Committee Reports
 1. **ACES**
 2. **CABE**
 3. **Communications**
 4. **District Health and Safety**
 5. **Diversity, Equity, and Inclusion Executive Committee**
 6. **District Technology** [page 6](#)
 - a. Monthly Report
 7. **Facilities** [page 7](#)
 - a. Monthly Report
 8. **Finance**
 - a. Discussion of Monthly Financial Statements [page 8](#)
 - i. Special Education Update
 - b. Director of Finance and Administration Approved Transfers Under \$3,000 [page 36](#)
 - c. Discussion and Possible Action on Budget Transfers over \$3,000 [page 37](#)
 - d. Other
 - i. Quarterly Report – CNR [page 39](#)
 - ii. Quarterly Report – Grants [page 40](#)
 - iii. Quarterly Report – Educational Expenditures [page 43](#)
 9. **Policy**
 - a. Second Reads
 - i. Policy 3171.1 - Non-Lapsing Education Fund [page 44](#)
 - ii. Policy 5145.5/4118.112/4218.112 - Prohibition of Sex Discrimination/Sex-based Harassment [page 45](#)
 10. **Personnel**
 - a. Personnel Report [page 47](#)
 7. **EXECUTIVE SESSION** – School Security Measures and Procedures

PLEASE POST

PLEASE POST

8. NEW BUSINESS & ANNOUNCEMENTS
9. ITEMS FOR THE NEXT REGULAR MEETING AGENDA – Due to Chairperson by October 31, 2024
10. ADJOURNMENT



Jennifer P. Byars, Ed.D.
Superintendent of Schools

pc: Town Clerks Bethany, Orange, Woodbridge

***Working to "enable every Amity student to become a lifelong learner
and a literate, caring, creative and effective world citizen."***

District Mission Statement

If you require accommodations to participate because of a disability,
please contact the office of the Superintendent of Schools in advance at 203-397-4811.

AMITY REGIONAL SCHOOL DISTRICT NO. 5
BOARD OF EDUCATION
Bethany Orange Woodbridge



NORMS

BE RESPECTFUL

- Model civil discourse and discussion, respecting all viewpoints, welcoming ideas, and disagreeing with courtesy.
- Collaborate as a team.
- Listen actively and refrain from interruptions or side conversations.
- Respect each others' time by brevity of comment.
- Be fully present and mindful of the distractions caused by electronic devices.
- Grow and learn from each other.

HONOR THE POSITION

- Work within the Board's statutory and policy duties.
- Prepare for Board & Committee meetings by reading the packet prior to the meeting.
- Treat each student, parent, and stakeholder respectfully and assist them in following the designated chain of command.
- Be reflective, including conducting an annual Board self-evaluation.

REPRESENT THE BOARD WITH UNITY AND PRIDE

- Make decisions based on what is best for the collective student body of Amity Regional School District No. 5.
- Respect the professional expertise of the staff.
- Be flexible in response to challenges.
- Collaboratively engage in discussions and actions and once voted on, provide undivided support of Board decisions in both public and private.

AMITY REGIONAL BOARD OF EDUCATION SPECIAL MEETING MINUTES
Monday, September 30, 2024 6:30 pm
25 Newton Road, Woodbridge, CT
Lecture Hall

BOARD MEMBERS PRESENT

Paul Davis, Carla Eichler, Sean Hartshorn, Andrea Hubbard, Dr. Karunakaran, Dana Lombardi, Michael McDonough, Patrick Reed, and Christina Levere-D’Addio* (arrived at 6:32 P.M.)

BOARD MEMBERS ABSENT

Cathy Bradley, Dr. Carol Oladele, Donna Schlank, and Donna Schuster

STUDENT BOARD MEMBERS PRESENT

Sophia Messina and Janet Fan

STAFF MEMBERS PRESENT

Dr. Jennifer Byars, Frank Purcaro, Andre Hauser

1. CALL TO ORDER

Chairperson Davis called the meeting to order at 6:30 p.m.

2. PLEDGE OF ALLEGIANCE

3. APPROVAL OF MINUTES

a. Board of Education Regular Meeting – September 09, 2024

MOTION by Dana Lombardi, SECOND by Michael McDonough to approve September 09, 2024 minutes as submitted.

VOTES IN FAVOR, 7 (Davis, Hartshorn, Hubbard, Dr. Karunakaran, Lombardi, McDonough, Reed)

ABSTAIN, 1 (Eichler)

MOTION CARRIES

4. STUDENT REPORT

a. Monthly Report

Presented by Board of Education student representatives Sophia Messina and Janet Fan

5. RECOGNITION OF STUDENTS

a. 2024-2025 National Merit Scholarship Commended Scholars and Semi-Finalists

Presented by Amity Regional High School Principal Andre Hauser and Amity Region 5 Superintendent of Schools Dr. Jennifer Byars

6:43 p.m. Short recess for pictures with students and families.

6. 3 A’s (Academics, Arts, Athletics) AND POG (Portrait of the Graduate) FOCUS PRESENTATION

a. [Visual and Performing Arts](#) – Jessica Zamachaj, Department Chair, Lisa Serio, Music Teacher
Violinists Benjamin Wang (grade 12) and Victoria Pelton (grade 10) played the Concerto for 2
Violins in d minor by Johann Sebastian Bach.

7. SUPERINTENDENT’S REPORT

a. Superintendent Report

Presented by Amity Region 5 Superintendent of Schools Dr. Jennifer Byars

8. CHAIRMAN’S REPORT

a. Committee Reports

1. Curriculum

a. [Connecticut State Assessment Data Presentation – Frank Purcaro](#)

Presented by Amity Region 5 Assistant Superintendent of Schools Frank Purcaro

9. PUBLIC COMMENT – Public Comment will be limited to those items noticed in this agenda

Woodbridge Parent

Parent addresses tutoring opportunities in district, in-school intervention opportunities, and questions who do the top tier students go to for support.

Board Member McDonough asked a series of questions regarding “The Rock” located at the Newton Road entrance to ARHS. Responses to his questions were provided by a variety of attendees, including Student Representative Messina, Superintendent Byars, and Principal Hauser. It was clarified that there is no policy related to the painting of the rock; this is an entirely student driven process, organized independently by student clubs, Classes, student organizations, and athletic teams. Administration would only intervene if something inappropriate was painted on the rock.

10. ITEMS FOR THE NEXT REGULAR MEETING AGENDA – Due to Chairperson by September 30, 2024

11. ADJOURNMENT

MOTION by Christina Levere-D’Addio SECOND by Sean Hartshorn to adjourn meeting at 8:25 p.m.

The meeting was adjourned, without objection, at 8:25 p.m by Chairperson Davis.

Respectfully submitted,

Lisa Zaleski

Lisa Zaleski

BOE Recording Secretary

October 2024

September Ticket Summary

Tickets addressed
and closed: 231

Tickets open: 4

HS Student Help Desk

Students helped: 324

Amity Regional School
District No. 5

25 Newton Road

Woodbridge, CT 06525

Phone: 203-397-4817

Fax: 203-397-4864

Amity Regional School District No. 5

Technology Department Monthly Report

Completed Projects:

- Arrival of new specialty lab computers for the HS Graphics program has been completed and all machines are deployed and currently in use by students
- New security solution Arctic Wolf has been fully implemented
 - Network and server monitoring is active
 - Endpoint protection on all District assets is in place
 - We have complete training, knowledge transfer and configuration
 - The system is fully deployed and operating as expected
- Completed technology portion of the walkthrough conducted with the DEMHS

Projects in process:

- Awaiting arrival of first phase of new teacher laptops designated for AMSO and AMSB
- 10 Promethean boards have been ordered and are planned for deployment across the District
- Three new door access readers are being installed, 2 in Orange and 1 in Bethany
- Looking in to viability of new AI plugin on PowerSchool to assist teachers in Schoology
- Website redesign is ongoing and major updates have been completed
- Technology Budget requests are being submitted
- Full audit of current budget needs is ongoing in preparation for building the technology budget
- Preparing to have additional data cables pulled throughout the district to address security camera needs, both existing issues as well as additional coverage areas
- Awaiting arrival of additional outdoor access points to install on the all-weather field to provide adequate wi-fi coverage for events and emergency incidents



CLEAN

SAFE

HEALTHY

SCHOOLS

Amity Regional School
District No. 5

25 Newton Road

Woodbridge, CT 06525

Phone: 203-397-4817

Fax: 203-397-4864



Amity Regional School District No. 5

Facilities Department Monthly Report

Completed Projects:

- The burglar alarm upgrades at District Office was completed.
- The roof restoration work on the metal roof portion over student street at ARHS was completed.
- Ductwork cleaning for the classroom units at AMSO have been completed.
- A fan motor for a unit heater in the nurses office at AMSO was replaced by our in house maintenance technicians.
- The capstone repairs at ARHS are complete.
- The canopy repainting at AMSO is complete.
- A new ductless HVAC unit for the data closet at AMSO was installed by our in house HVAC Technician and Electrician.
- New LED light fixtures were installed on the field house building by our in house electrician.

Projects in Process:

- Minor repairs to some of the metal columns for the overhang at AMSO are scheduled.
- Door repairs by an outside vendor to two entry doors at ARHS are scheduled.
- The District continues to work with the Town of Woodbridge to address concerns with the fuel cell and microgrid. A scheduled test to the microgrid was performed on October 3rd. The test failed. UI's equipment and processes worked as intended, as well as the High School generator and transfer switch. However, within a minute or two of the microgrid forming, the grid failed and power was not supplied to the building. No damage was reported to any of the High School equipment, however due to the extended outage, there were some network outages where the devices needed to be restarted.
- One of the two automatic transfer switches for generator power at ARHS needs to be replaced. The switch is on order with an anticipated arrival date for end of October. Once it arrives, it will be installed by our in house building electrician.
- The fire pump in Bethany needs to be replaced. The District is working with Van Zelm engineers to draft specifications so the project can go out to bid.
- Facilities is working with Van Zelm and Silver Petrucelli to design the scope of work for the HVAC improvements as part of the Media Center upgrade.

Outstanding issues to be addressed:

**AMITY REGIONAL SCHOOL DISTRICT NO. 5
REVENUES AND EXPENDITURES
FOR FY 2024-2025**

		COLUMN 1	COLUMN 2	COLUMN 3	COLUMN 4	COLUMN 5	COLUMN 6	COL 7
		2023-2024	2024-2025	AUG 24	CHANGE	AUG 24	VARIANCE	FAV
LINE	CATEGORY	ACTUAL	BUDGET	FORECAST	INCR./(DECR.)	FORECAST	OVER/(UNDER)	UNF
1	MEMBER TOWN ALLOCATIONS	53,388,441	55,272,025	55,272,025	0	55,272,025	0	FAV
2	OTHER REVENUE	369,550	247,545	250,620	25,090	275,710	28,165	FAV
3	OTHER STATE GRANTS	839,037	922,082	907,793	(110,522)	797,271	(124,811)	UNF
4	MISCELLANEOUS INCOME	15,385	15,000	15,000	0	15,000	0	FAV
5	TOTAL REVENUES	54,612,413	56,456,652	56,445,438	(85,432)	56,360,006	(96,646)	UNF
6	SALARIES	29,108,667	31,251,456	31,246,035	(3,933)	31,242,102	(9,354)	FAV
7	BENEFITS	5,796,459	6,828,489	6,803,658	0	6,803,658	(24,831)	FAV
8	PURCHASED SERVICES	9,433,792	10,242,333	10,239,246	(224,037)	10,015,209	(227,124)	FAV
9	DEBT SERVICE	4,417,942	3,858,211	3,858,211	0	3,858,211	0	FAV
10	SUPPLIES (INCLUDING UTILITIES)	3,161,505	3,459,384	3,462,493	9,800	3,472,293	12,909	UNF
11	EQUIPMENT	169,506	200,101	200,101	0	200,101	0	FAV
12	IMPROVEMENTS / CONTINGENCY	272,756	392,500	392,500	(9,800)	382,700	(9,800)	FAV
13	DUES AND FEES	169,465	224,178	224,178	0	224,178	0	FAV
14	TRANSFER ACCOUNT	1,091,054	0	0	0	0	0	FAV
15	TOTAL EXPENDITURES	53,621,146	56,456,652	56,426,422	(227,970)	56,198,452	(258,200)	FAV
16	SUBTOTAL	991,268	0	19,016	142,538	161,554	161,554	FAV
17	PLUS: CANCELLATION OF PRIOR YEAR'S ENCUMBRANCES	59,412	0	0	0	0	0	FAV
18	DESIGNATED FOR SUBSEQUENT YEAR'S BUDGET:	0	0	0	0	0	0	FAV
19	NET BALANCE / (DEFICIT)	1,050,680	0	19,016	142,538	161,554	161,554	FAV

Column 7: FAV=Favorable Variance

Revenues: At or OVER budget, Expenditures: At or UNDER budget

**AMITY REGIONAL SCHOOL DISTRICT NO. 5
REVENUES AND EXPENDITURES
FOR FY 2024-2025**

		COLUMN 1	COLUMN 2	COLUMN 3	COLUMN 4	COLUMN 5	COLUMN 6	COL 7
		2023-2024	2024-2025	AUG 24	CHANGE	AUG 24	VARIANCE	FAV
LINE	CATEGORY	ACTUAL	BUDGET	FORECAST	INCR./(DECR.)	FORECAST	OVER/(UNDER)	UNF
1	BETHANY ALLOCATION	9,075,014	9,012,104	9,012,104	(183,118)	8,828,986	(183,118)	UNF
1a	PRIOR YEAR CREDIT BETHANY	242,337		0		183,118	183,118	
2	ORANGE ALLOCATION	25,388,491	27,479,040	27,479,040	(514,596)	26,964,444	(514,596)	UNF
2a	PRIOR YEAR CREDIT ORANGE	715,253		0		514,596	514,596	
3	WOODBIDGE ALLOCATION	17,504,540	18,780,881	18,780,881	(352,967)	18,427,914	(352,967)	UNF
3a	PRIOR YEAR CREDIT WOODBRIDGE	462,806		0		352,967	352,967	
4	MEMBER TOWN ALLOCATIONS	53,388,441	55,272,025	55,272,025	0	55,272,025	0	FAV
5	ATHLETICS	27,229	28,000	28,000	0	28,000	0	FAV
6	INVESTMENT INCOME	151,963	60,000	60,000	25,000	85,000	25,000	FAV
7	PARKING INCOME	32,019	31,150	31,150	0	31,150	0	FAV
8	RENTAL INCOME	33,887	25,000	21,000	0	21,000	(4,000)	UNF
9	TUITION REVENUE	124,453	103,395	110,470	90	110,560	7,165	FAV
10	TRANSPORTATION BOWA AGREEMENT	0	0	0	0	0	0	FAV
11	OTHER REVENUE	369,550	247,545	250,620	25,090	275,710	28,165	FAV
12	ADULT EDUCATION	4,521	4,754	4,754	0	4,754	0	FAV
14	SPECIAL EDUCATION GRANTS	812,416	893,928	879,639	(110,522)	769,117	(124,811)	UNF
15	TRANSPORTATION INCOME-MAGNET	22,100	23,400	23,400	0	23,400	0	FAV
16	OTHER STATE GRANTS	839,037	922,082	907,793	(110,522)	797,271	(124,811)	UNF
17	INTERGOVERNMENTAL REVENUE	0	0	0	0	0	0	FAV
18	OTHER REVENUE	15,385	15,000	15,000	0	15,000	0	FAV
19	TRANSFER IN	0	0	0	0	0	0	FAV
20	MISCELLANEOUS INCOME	15,385	15,000	15,000	0	15,000	0	FAV
21	TOTAL REVENUES	54,612,413	56,456,652	56,445,438	(85,432)	56,360,006	(96,646)	UNF

Column 7: FAV=Favorable Variance

Revenues: At or OVER budget, Expenditures: At or UNDER budget

**AMITY REGIONAL SCHOOL DISTRICT NO. 5
REVENUES AND EXPENDITURES
FOR FY 2024-2025**

		COLUMN 1	COLUMN 2	COLUMN 3	COLUMN 4	COLUMN 5	COLUMN 6	COL 7
		2023-2024	2024-2025	AUG 24	CHANGE	AUG 24	VARIANCE	FAV
LINE	CATEGORY	ACTUAL	BUDGET	FORECAST	INCR./(DECR.)	FORECAST	OVER/(UNDER)	UNF
1	5111-CERTIFIED SALARIES	23,917,065	25,596,300	25,664,030	(8,288)	25,655,742	59,442	UNF
2	5112-CLASSIFIED SALARIES	5,191,602	5,655,156	5,582,005	4,355	5,586,360	(68,796)	FAV
3	SALARIES	29,108,667	31,251,456	31,246,035	(3,933)	31,242,102	(9,354)	FAV
4	5200-MEDICARE - ER	407,317	455,244	455,244	0	455,244	0	FAV
5	5210-FICA - ER	337,860	360,217	360,217	0	360,217	0	FAV
6	5220-WORKERS' COMPENSATION	158,561	165,818	166,483	0	166,483	665	UNF
7	5255-MEDICAL & DENTAL INSURANCE	3,611,804	4,574,718	4,549,222	0	4,549,222	(25,496)	FAV
8	5860-OPEB TRUST	265,890	291,313	291,313	0	291,313	0	FAV
9	5260-LIFE INSURANCE	48,405	64,396	64,396	0	64,396	0	FAV
10	5275-DISABILITY INSURANCE	12,106	12,062	12,062	0	12,062	0	UNF
11	5280-PENSION PLAN - CLASSIFIED	726,430	670,604	670,604	0	670,604	0	FAV
12	5281-DEFINED CONTRIBUTION RETIREMENT PLAN	189,595	197,327	197,327	0	197,327	0	FAV
13	5282-RETIREMENT SICK LEAVE - CERT	0	0	0	0	0	0	FAV
14	5283-RETIREMENT SICK LEAVE - CLASS	0	0	0	0	0	0	FAV
15	5284-SEVERANCE PAY - CERTIFIED	0	0	0	0	0	0	FAV
16	5290-UNEMPLOYMENT COMPENSATION	36,600	7,590	7,590	0	7,590	0	FAV
17	5291-CLOTHING ALLOWANCE	1,891	2,200	2,200	0	2,200	0	FAV
18	5292-TUITION REIMBURSEMENT	0	27,000	27,000	0	27,000	0	FAV
19	BENEFITS	5,796,459	6,828,489	6,803,658	0	6,803,658	(24,831)	FAV
20	5322-INSTRUCTIONAL PROG IMPROVEMENT	61,690	64,200	64,200	0	64,200	0	FAV
21	5327-DATA PROCESSING	132,568	138,302	138,302	0	138,302	0	FAV
22	5330-PROFESSIONAL & TECHNICAL SRVC	2,129,837	2,298,132	2,356,124	0	2,356,124	57,992	UNF
23	5440-RENTALS - LAND, BLDG, EQUIPMENT	109,700	112,566	112,566	0	112,566	0	FAV
24	5510-PUPIL TRANSPORTATION	3,833,125	4,020,506	3,954,596	(165,160)	3,789,436	(231,070)	FAV
25	5521-GENERAL LIABILITY INSURANCE	282,623	305,004	309,835	0	309,835	4,831	UNF
26	5550-COMMUNICATIONS: TEL, POST, ETC.	103,472	115,076	115,076	0	115,076	0	FAV
27	5560-TUITION EXPENSE	2,712,997	3,093,272	3,093,272	(58,877)	3,034,395	(58,877)	FAV
28	5590-OTHER PURCHASED SERVICES	67,780	95,275	95,275	0	95,275	0	FAV
29	PURCHASED SERVICES	9,433,792	10,242,333	10,239,246	(224,037)	10,015,209	(227,124)	FAV

Column 7: FAV=Favorable Variance

Revenues: At or OVER budget, Expenditures: At or UNDER budget

**AMITY REGIONAL SCHOOL DISTRICT NO. 5
REVENUES AND EXPENDITURES
FOR FY 2024-2025**

		COLUMN 1	COLUMN 2	COLUMN 3	COLUMN 4	COLUMN 5	COLUMN 6	COL 7
		2023-2024	2024-2025	AUG 24	CHANGE	AUG 24	VARIANCE	FAV
LINE	CATEGORY	ACTUAL	BUDGET	FORECAST	INCR./(DECR.)	FORECAST	OVER/(UNDER)	UNF
30	5830-INTEREST	523,986	368,978	368,978	0	368,978	0	FAV
31	5910-REDEMPTION OF PRINCIPAL	3,893,956	3,489,233	3,489,233	0	3,489,233	0	FAV
32	DEBT SERVICE	4,417,942	3,858,211	3,858,211	0	3,858,211	0	FAV
33	5410-UTILITIES, EXCLUDING HEAT	679,399	712,402	715,511	0	715,511	3,109	UNF
34	5420-REPAIRS, MAINTENANCE & CLEANING	792,147	802,305	802,305	9,800	812,105	9,800	UNF
35	5611-INSTRUCTIONAL SUPPLIES	371,596	444,802	444,802	0	444,802	0	FAV
36	5613-MAINTENANCE/CUSTODIAL SUPPLIES	172,498	240,780	240,780	0	240,780	0	FAV
37	5620-OIL USED FOR HEATING	63,373	60,930	60,930	0	60,930	0	FAV
38	5621-NATURAL GAS	84,228	104,180	104,180	0	104,180	0	FAV
39	5627-TRANSPORTATION SUPPLIES	197,523	180,913	180,913	0	180,913	0	FAV
40	5641-TEXTS & DIGITAL RESOURCES	117,975	178,281	178,281	0	178,281	0	FAV
41	5642-LIBRARY BOOKS & PERIODICALS	17,715	20,550	20,550	0	20,550	0	FAV
42	5690-OTHER SUPPLIES	230,134	257,296	257,296	0	257,296	0	FAV
43	5695-OTHER SUPPLIES-TECHNOLOGY	434,917	456,945	456,945	0	456,945	0	FAV
44	SUPPLIES (INCLUDING UTILITIES)	3,161,505	3,459,384	3,462,493	9,800	3,472,293	12,909	UNF
45	5730-EQUIPMENT - NEW	36,099	2,000	2,000	0	2,000	0	FAV
46	5731-EQUIPMENT - REPLACEMENT	60,136	52,301	52,301	0	52,301	0	FAV
47	5732-EQUIPMENT - TECH - NEW	317	0	0	0	0	0	FAV
48	5733-EQUIPMENT - TECH - REPLACEMENT	72,954	145,800	145,800	0	145,800	0	FAV
49	EQUIPMENT	169,506	200,101	200,101	0	200,101	0	FAV
50	5715-IMPROVEMENTS TO BUILDING	175,146	73,500	73,500	0	73,500	0	FAV
51	5715-FACILITIES CONTINGENCY	100,000	100,000	100,000	0	100,000	0	FAV
51a	TRSF. FROM FACILITIES CONTINGENCY	-100,000	0	0	(9,800)	(9,800)	(9,800)	FAV
52	5720-IMPROVEMENTS TO SITES	97,610	69,000	69,000	0	69,000	0	FAV
53	5850-DISTRICT CONTINGENCY	137,162	150,000	150,000	0	150,000	0	FAV
53a	TRSF. FROM CONTINGENCY TO OTHER ACCTS.	-137,162	0	0	0	0	0	FAV
54	IMPROVEMENTS / CONTINGENCY	272,756	392,500	392,500	(9,800)	382,700	(9,800)	FAV

Column 7: FAV=Favorable Variance

Revenues: At or OVER budget, Expenditures: At or UNDER budget

**AMITY REGIONAL SCHOOL DISTRICT NO. 5
REVENUES AND EXPENDITURES
FOR FY 2024-2025**

		COLUMN 1	COLUMN 2	COLUMN 3	COLUMN 4	COLUMN 5	COLUMN 6	COL 7
		2023-2024	2024-2025	AUG 24	CHANGE	AUG 24	VARIANCE	FAV
LINE	CATEGORY	ACTUAL	BUDGET	FORECAST	INCR./(DECR.)	FORECAST	OVER/(UNDER)	UNF
55	5580-STAFF TRAVEL	24,997	25,888	25,888	0	25,888	0	FAV
56	5581-TRAVEL - CONFERENCES	53,964	86,855	86,855	0	86,855	0	FAV
57	5810-DUES & FEES	90,504	111,435	111,435	0	111,435	0	FAV
58	DUES AND FEES	169,465	224,178	224,178	0	224,178	0	FAV
59	5856-TRANSFER ACCOUNT	1,091,054	0	0	0	0	0	FAV
60	TOTAL EXPENDITURES	53,621,146	56,456,652	56,426,422	(227,970)	56,198,452	(258,200)	FAV
61								
Note:	RESTRICTED - RETURN TO TOWNS	1,050,680						

**AMITY REGIONAL SCHOOL DISTRICT NO. 5
REVENUES & EXPENDITURES BY CATEGORY
FINANCIAL ANALYSIS
FOR THE FISCAL YEAR 2024-2025**



September 2024

2024-2025 FORECAST

OVERVIEW

The projected unspent fund balance for this fiscal year is \$161,554 FAV, previously \$19,016 FAV, which appears on page 1, column 6, and line 19. The unspent funds from fiscal year 2024, \$1,050,680 once audited will be deducted from the town allocations in March 2025. This is comprised of \$991,268 of FY24 unspent funds and \$59,412 in FY23 unspent encumbrances. This Board approved 2% of the unspent funds as an end-of-year transfer. The appropriation request to the educational expenditure account is shown on line 59 of the Excel file. The District is legally allowed to transfer with Board approval up to 2% or \$1,091,054 of the current budget if funds become available. The item was approved at the September 2024 meeting.

REVENUES BY CATEGORY

The projected yearend balance of revenues is **\$96,646 UNF**, previously **\$11,214, UNF** which appears on page 2, column 6, line 21.

LINE 5 on Page 2: ATHLETICS:

The forecast is based on the budget developed on historical payments. *The forecast is neutral.*

LINE 6 on Page 2: INVESTMENT INCOME:

The forecast is based on the budget developed. *The forecast is \$25,000 FAV, previously neutral*

<u>Month</u>	<u>M&T Bank</u>	<u>State Treasurer's Investment Fund</u>
July 2024	.40%	5.43%
August 2024	.40%	5.41%
September 2024	.40%	5.26%

LINE 7 on Page 2: PARKING INCOME:

The forecast is based on the budget developed on actual payments. *The forecast is neutral.*

LINE 8 on Page 2: RENTAL INCOME:

The forecast is based on the budget developed on estimated payments for the fiscal year. *The forecast is \$4,000 UNF, previously neutral.*

LINE 9 on Page 2: TUITION REVENUE:

The budget is based on seven tuition students, three at a reduced employee rates. **Full tuition rate is \$21,636.** The actual tuition charged is higher (\$578 per year). *Seven tuition students are enrolled, including three at reduced employee rates, and two students not yet moved into the District paying monthly. The forecast is \$7,165 FAV, including \$2,838 from the rate change, previously \$7,075 FAV.*

LINE 12 on Page 2: ADULT EDUCATION:

The forecast is based on historical data of State payments. *The forecast is neutral.*

LINE 14 on Page 2: SPECIAL EDUCATION GRANTS:

The current projection is based on budgeted costs for placements and transportation. The budget assumes a 68% reimbursement rate. The State passed legislation in June 2023 which increased the reimbursement rate to 85% but still capped at 68% reimbursement. *The latest information indicates the rate for this year may be 67%. This impacts the budget. The forecast is \$124,811 UNF, previously \$14,289 UNF due to current student placement and transportation cost estimates.*

LINE 15 on Page 2: TRANSPORTATION INCOME:

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

LINE 18 on Page 2: OTHER REVENUE:

The forecast is based on the budget developed on historical payments. *The forecast is neutral.*

EXPENDITURES BY CATEGORY

The projected yearend balance of expenditures is *\$258,200 FAV, previously \$30,230 FAV* which appears on page 5, column 6, line 60.

LINE 1 on Page 3: 5111-CERTIFIED SALARIES:

The forecast is based on budget. There are still vacant positions. Turnover savings on positions filled to date is currently less than budgeted, \$111,380. There were 5 retirements budgeted, and only 3 retirements submitted. The salary for staff filling positions due to retirement and resignations is more than budgeted. The budget assumes new hires at step MA5, however the majority of new staff is above the MA5 step. This does translate to a more experienced teaching staff, but not as much of a monetary savings. There is currently \$44,152 FAV from unpaid leaves. The account is forecasted to be \$59,442 UNF, previously \$67,730 UNF.

LINE 2 on Page 3: 5112-CLASSIFIED SALARIES:

The forecast is based on budget. The cyber tech position was outsourced, savings of \$58,198 on the salary line. *Turnover on positions filled to date exceeds the turnover estimates by \$14,953. Forecast for all accounts are \$68,796 FAV, previously \$73,151 FAV.*

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

The forecast is based on budget.

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

The workers' compensation premium is more than budgeted. The renewal policy is \$665 UNF.

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

The following charts are included to track how the District's actual claims are comparing against the expected claims. How claims are running for the year has always been a common question, so the charts for claims and fees are shown monthly. However, claims are one piece of the medical budget line shown in the Excel file. Fees, employee contributions, grant funding, employer contributions to employee HSA accounts and reserve funding are other factors built into the Medical and Dental Insurance Budget. The claims chart in the Word document will not equal the Excel line since it is only one factor of the data comprising the medical budget. Certainly claims are a significant factor which is why it is given in detail below. *Claims are forecasted to be 100% of budget.*

The forecast projects actual claims and fees of current employees and retirees will be neutral with the budget, however claims are more than the month-to-month forecast. The projected monthly budget is based on an average of five years of claims. One position was outsourced, projecting a savings of \$25,496 in claims and fees.

CLAIMS OF CURRENT EMPLOYEES AND RETIREES

MONTH	2024-2025 ACTUAL	2024-2025 BUDGET	VARIANCE	2023-2024 ACTUAL	2022-2023 ACTUAL
<i>JUL*</i>	\$ 347,337	\$ 370,320	\$ (22,983)	\$ 364,829	\$ 34,837
<i>AUG</i>	\$ 488,825	\$ 517,730	\$ (28,905)	\$ 641,037	\$ 798,616
<i>SEP</i>	\$ 404,062	\$ 475,645	\$ (71,583)	\$ 412,377	\$ 551,212
OCT	\$ 390,384	\$ 390,384	\$ -	\$ 508,930	\$ 297,594
NOV	\$ 457,220	\$ 457,220	\$ -	\$ 541,882	\$ 306,068
DEC	\$ 607,753	\$ 607,753	\$ -	\$ 363,042	\$ 435,108
JAN	\$ 391,200	\$ 391,200	\$ -	\$ 220,714	\$ 311,328
FEB	\$ 283,638	\$ 283,638	\$ -	\$ 183,906	\$ 190,062
MAR	\$ 368,489	\$ 368,489	\$ -	\$ 261,829	\$ 313,582
APR	\$ 332,509	\$ 332,509	\$ -	\$ 266,018	\$ 222,547
MAY	\$ 348,408	\$ 348,408	\$ -	\$ 456,890	\$ 486,004
JUN	\$ 348,237	\$ 348,237	\$ -	\$ 369,321	\$ 302,891
TOTALS	\$ 4,768,061	\$ 4,891,532	\$ (123,471)	\$ 4,590,775	\$ 4,249,849

ACTUAL/FORECAST CLAIMS AS A PERCENTAGE OF EXPECTED CLAIMS

2020-2021 ACTUAL	2021-2022 ACTUAL	2022-2023 ACTUAL	2023-2024 ACTUAL	2024-2025 FORECAST
75.8%	97.3%	93.6%	99.5%	97.5%

***Incomplete billing cycle in July 2023**

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

MONTH	2024-2025 ACTUAL	2024-2025 BUDGET	VARIANCE	2023-2024 ACTUAL	2022-2023 ACTUAL
<i>JUL</i>	\$ 50,798	\$ 37,888	\$ 12,910	\$ 44,555	\$ 30
<i>AUG</i>	\$ 54,969	\$ 63,533	\$ (8,564)	\$ 54,176	\$ 83,030
<i>SEP</i>	\$ 14,743	\$ 52,368	\$ (37,625)	\$ 53,028	\$ 61,858
OCT	\$ 54,324	\$ 54,324	\$ -	\$ 52,666	\$ 47,063
NOV	\$ 53,324	\$ 53,324	\$ -	\$ 53,732	\$ 50,445
DEC	\$ 56,241	\$ 56,241	\$ -	\$ 53,218	\$ 52,888
JAN	\$ 45,676	\$ 45,676	\$ -	\$ 48,165	\$ 25,978
FEB	\$ 66,557	\$ 66,557	\$ -	\$ 57,785	\$ 46,388
MAR	\$ 55,147	\$ 55,147	\$ -	\$ (8,744)	\$ 74,389
APR	\$ 50,345	\$ 50,345	\$ -	\$ 46,575	\$ 43,145
MAY	\$ 54,104	\$ 54,104	\$ -	\$ 41,342	\$ 47,499
JUN	\$ 44,360	\$ 44,360	\$ -	\$ (6,272)	\$ 18,816
TOTALS	\$ 600,588	\$ 633,867	\$ (33,279)	\$ 490,226	\$ 551,529

LINE 9 on Page 3: 5260-LIFE INSURANCE:

The forecast is based on budget.

LINE 10 on Page 3: 5275-DISABILITY INSURANCE:

The forecast is based on budget.

LINE 16 on Page 3: 5290-UNEMPLOYMENT:

The forecast is based on budget.

LINE 22 on Page 3: 5330-PROFESSIONAL TECHNICAL SERVICES:

The forecast is projected to be over budget due to outsourcing one position for cybersecurity, \$83,694 UNF. This is offset by savings on a student device lease agreement of \$25,702 FAV. Net for the account is currently, \$57,992 UNF, previously \$57,992 UNF.

LINE 23 on Page 3: 5440-RENTALS:

The forecast is based on budget.

LINE 24 on Page 3: 5510-PUPIL TRANSPORTATION:

Special Education Transportation continues to fluctuate to meet student enrollment and needs. The number of students transported each month as well as the facilities students are transported to each month varies. The change month-to-month reflects students who exited programs early and lower than budgeted expenses for some students. *The forecast including special education transportation is \$231,070 FAV, previously \$65,910 FAV for Vo-Ag and Vo-Tech bussing. A bus was reduced to Emmett O'Brien tech due to low enrollment, this reduction was captured in the budget and is not an additional savings.*

The actual Platt Tech bus cost was less than estimated, \$28,168 FAV. Current savings from special education transportation is \$202,902.

LINE 25 on Page 3: 5521-GENERAL LIABILITY INSURANCE: *Various liability policies, including medical professional, under budget, while Student Accident insurance renewed over budget. General liability is under \$3,825 FAV and medical professional coverage is under \$306 Student Accident is \$8,962 UNF. Account is \$4,831 UNF, previously \$4,821 UNF.*

LINE 26 on Page 3: 5550-COMMUNICATION: TEL, POST, ETC:
The forecast is based on budget.

LINE 27 on Page 3: 5560-TUITION EXPENSE:
Special Education tuition is under review as student enrollment and needs are not finalized for the start of the year. *The forecast for these accounts is \$58,877 FAV, previously neutral. Not all data is available for the FY25 school year on actual student placements and services.*

Tuition for the Vo-Ag schools is based on \$61,800 FAV, previously neutral.

	FY20-21 ACTUAL	FY21-22 ACTUAL	FY22-23 ACTUAL	FY23-24 ACTUAL	FY24-25 BUDGET	FY24-25 FORECAST
Sound	5	3	3	3	5	<i>3(3)</i>
Trumbull	3	1	3	4	4	<i>3</i>
Nonnewaug	7	9	7	8	8	<i>6(4)</i>
Common Ground Charter HS	1	1	3	2	1	<i>1</i>
Hill Career Magnet	0	0	1	0	0	<i>0</i>
Wintergreen Magnet	0	1	0	0	0	<i>0</i>
Marine Science Magnet HS	0	0	1	0	0	<i>0</i>
Engineering Science Magnet	0	0	0	0	0	<i>1</i>
Lyman Hall-Vo- AG School	0	0	0	0	0	<i>1(1)</i>
Totals	16	15	20	20	18	<i>15(13)</i>

ECA is neutral, not yet invoiced.

	FY20-21 ACTUAL	FY21-22 ACTUAL	FY22-23 ACTUAL	FY23-24 ACTUAL	FY24-25 BUDGET	FY24-25 FORECAST
ECA	16	18	19	19	19	<i>19</i>

Public (ACES) and private out-of-district placements are \$2,923 FAV, previously neutral.

	FY20-21 ACTUAL	FY21-22 ACTUAL	FY22-23 ACTUAL	FY23-24 ACTUAL	FY24-25 BUDGET	FY24-25 FORECAST
Public SPED	6	10	9	8	11	<i>10(10)</i>
Private SPED	27	20	16	19	16	<i>15(17)</i>
Totals	33	30	25	27	27	<i>25(27)</i>

LINE 33 on Page 4: 5410-UTILITIES, EXCLUDING HEAT:

The 2024-2025 budget for electricity assumes the use of 3,377,000 kilowatt hours at an average price of 0.07988 or a cost of \$620,567 with delivery charges. Forecast is neutral.

The budget for propane is \$4,635. *The forecast is neutral.*

The budget for water is \$59,200. *The forecast is neutral.*

Sewer costs are budgeted at \$31,109. *The forecast is \$3,109 UNF, previously neutral.*

ELECTRICITY (KILOWATT HOURS)

<i>JUL</i>	<i>352,636</i>	307,438	<i>45,198</i>	275,363	325,263
<i>AUG</i>	<i>341,034</i>	339,080	<i>1,954</i>	339,333	350,459
SEP	304,849	304,849	-	295,827	294,292
OCT	278,181	278,181	-	250,944	252,949
NOV	261,922	261,922	-	251,734	252,160
DEC	259,642	259,642	-	233,988	245,784
JAN	275,541	275,541	-	271,629	262,051
FEB	270,438	270,438	-	255,916	259,362
MAR	255,558	255,558	-	242,795	249,254
APR	264,677	264,677	-	262,074	250,112
MAY	257,500	257,500	-	288,966	264,292
JUN	302,174	302,174	-	320,107	287,285
Totals	3,424,152	3,377,000	47,152	3,288,676	3,293,263

DEGREE DAYS

There are 1004 degree days to date as opposed to 1102 last year.

LINE 34 on Page 4: 5420-REPAIRS & MAINTENANCE: *The forecast is projected to be \$9,800 UNF, previously neutral. There is a budget transfer requested this month to cover duct cleaning at AMSO, \$9,800 UNF.*

LINE 36 on Page 4: 5613-MAINTENANCE SUPPLIES: *The forecast is projected to be neutral.*

LINE 37 & 38 on Page 4: 5620 & 5621-OIL & NATURAL GAS:

The budget for natural gas is \$104,180 and the budget for oil is \$2.83 per gallon, and \$60,930 annually. *The forecast is projected to be neutral.*

LINE 45 on Page 4: 5730-EQUIPMENT -NEW:

The forecast is projected to be neutral.

LINE 46 on Page 4: 5731-EQUIPMENT -REPLACEMENT:

The forecast is projected to be neutral.

LINE 47 on Page 4: 5730-EQUIPMENT –TECHNOLOGY-REPLACEMENT:

The forecast is projected to be neutral.

LINE 51 on Page 4: 5715-FACILITIES CONTINGENCY:

The budget includes a \$100,000 contingency for unplanned, necessary facility expenditures. The forecast assumes these funds will be entirely used. *There is a transfer request for \$9,800 for duct cleaning at AMSO. If approved, the facilities contingency balance will be \$90,200.*

LINE 53 on Page 4: 5850-CONTINGENCY:

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

LINE 59 on Page 5: 5856-TRANSFER:

This line is used to identify funds for the Educational Expenditures Reserve transfers. The District is legally allowed to transfer with Board approval up to 2% or \$1,129,132 of the current budget. The item will be presented after the final balance for the FY25 is confirmed at the August/September 2025 meeting.

LINE 61 on Page 5: RESTRICTED: RETURN TO TOWNS:

The line is for the unspent funds from FY24. The *unaudited* amount of unspent funds of \$1,050,680 FAV will be credited to the member towns' March allocations. This is comprised of \$991,268 of unspent funds in FY24 and unliquidated encumbrances from FY23 of \$59,412. *The town allocations will be reduced in March 2025.*

APPENDIX A

COST SAVINGS AND EFFICIENCIES FOR FISCAL YEAR 2024-2025

TOTAL ANNUAL SAVINGS TO-DATE OF: \$27,489

Pending-\$7,055 Cable Advisory Grant: The District will use these funds for cameras.

Pending E-Rate Credits: The District's application for E-Rate credits is submitted. The amount will reflect discounted invoices for the CEN – state provided internet connection.

\$20,433 Pegpetia Grant: The District's application for Pegpetia funds was approved. The District used these funds for new transmission, switching, and streaming systems for both of Amity's Middle Schools. This will provide students with a stable platform from which students may produce live events or live-to-tape events. Students can collaboratively work to produce and stream morning announcements, student video projects, student news segments, guest speakers, school presentations.

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

- Energy Savings Initiatives for the past decade
<http://www.amityregion5.org/boe/sub-committees/finance-committee>
- District recognized CQIA Innovation Prize for Fostering a District Culture of Maximizing Cost Savings and Efficiencies
<http://www.amityregion5.org/boe/sub-committees/finance-committee2>
- Fiscal Year 2023-2024 - \$965,771
- Fiscal Year 2022-2023 - \$ 42,565
- Fiscal Year 2021-2022 - \$ 78,854
- Fiscal Year 2020-2021 - \$128,708
- Fiscal Year 2019-2020 - \$ 43,497
- Fiscal Year 2018-2019 - \$ 52,451
- Fiscal Year 2017-2018 - \$746,688
- Fiscal Year 2016-2017 - \$595,302
- Fiscal Year 2015-2016 - \$125,911
- Fiscal Year 2014-2015 - \$139,721
- <http://www.amityregion5.org/boe/sub-committees/finance-committee>

APPENDIX B

MONTHLY FORECASTS: PURPOSE, METHODOLOGY, HISTORICAL

PURPOSE & METHODOLOGY:

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

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

Two of the three past fiscal years were significantly impacted by the COVID-19 pandemic. School operations were halted or modified and not at 100% for either year. The District staff took many steps to reserve the general operating budget to meet the demands and brace for the unknown costs. Nearly one million dollars was held from accounts to prepare for operations in fiscal year 2021. Grant funding from State and Federal sources became available during the year. These funds were used to offset unexpected costs and plan for the future costs. Some of the funds do not expire until September 2024. The administration is planning to use funds as required by grant guidelines while limiting the impact to future budgets. The most recent fiscal year, 2022, also reflects an increase from May to June forecast but is offset by an increase to the Capital Nonrecurring Account request from 1% to 2%.

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

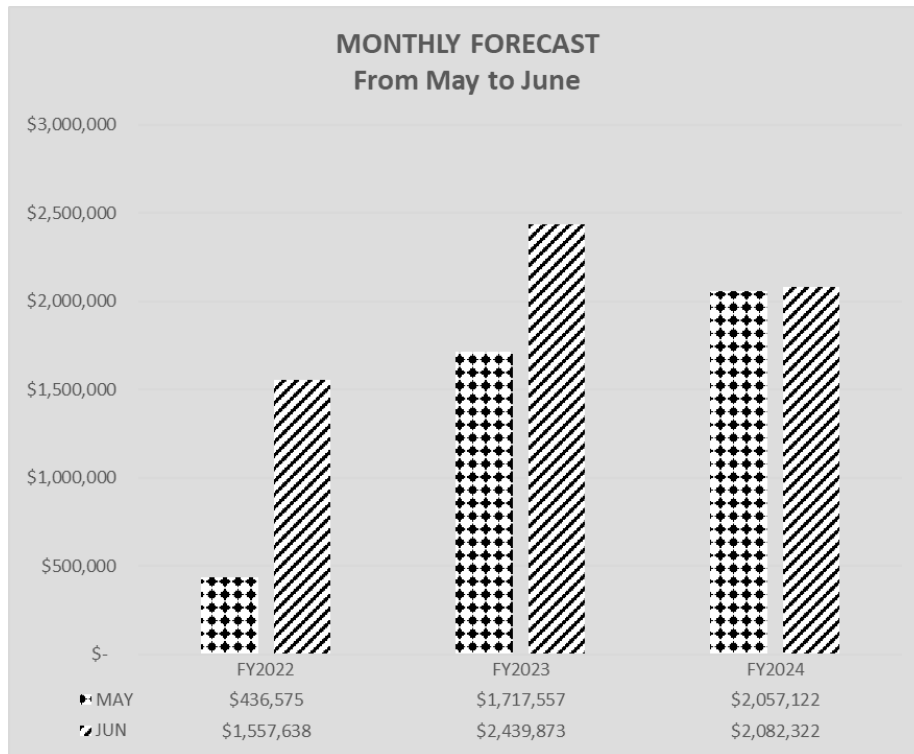
Revenues can be most impacted by decisions made at the State level for Special Education and Transportation grants. We have seen the reimbursement rate change in mid-year.

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

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

HISTORICAL:

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



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

FY2022:

The audited fund balance is \$628,463. *This surplus from prior year was credited to the member towns March allocation payment for FY23.* The monthly forecast for May 2022 projected a fund balance of \$436,575 which included \$516,982 designated for the capital non-recurring account (CNR). The change is **\$1,121,063 higher than the prior month’s forecast including the increase from 1% to 2% to CNR.** The major reasons for the increase in the yearend fund balance from one month to the next month were, as follows:

- **\$102,543:** Certified and classified salaries were lower than forecasted. It is not until the end of the fiscal year when we know the actual expenditures for coverages, substitutes, leaves of absences, overtime, and pay docks. Many unpaid leaves occur at the end of the school year. We use conservative estimates in the forecasts based on past history. Overtime and substitute needs are greatest in the final months of the school year due to many extracurricular activities. We hired more in-house substitutes to offset outside agency costs and it proved to be effective.

- **\$33,278:** Medical insurance claims and associated costs were \$27,846 lower than expected. Since we are self-insured, actual claims are not known until the end of the fiscal year. Payroll taxes, life insurance and defined contribution payments were less based on vacant positions.
- **\$344,647** Purchased services were lower than forecasted. This included \$57,363 lower transportation and rental costs for athletics. Transportation needs are partially determined by a team's advancement in tournament play during the year and are difficult to gage. Athletics rentals of all weather fields at other location for teams' practice experience was not needed and other facility rentals were lower than anticipated. Special education transportation and tuition were also \$259,748 lower due to unexpected changes in outplacements, fewer unanticipated services than budgeted and unfilled positions in the department.
- **\$83,850:** Electrical and water consumption was lower than anticipated. Instructional supplies were less than anticipated.
- **(\$516,982) Capital and Nonrecurring (CNR) Account:** The positive variances above were offset by increasing the CNR request from 1% to 2% based on new information regarding the carrying over of fund balances. The Board approved \$929,175 or 1.80% in August 2022.

FY2023:

The audited fund balance is \$1,346,323 assuming an allocation of 2% or \$1,066,995 appropriated to Capital and Nonrecurring Account . The monthly forecast for May 2023 projected a fund balance of \$650,562. The change is **\$695,761 higher than the prior month's forecast**. The major reasons for the increase in the yearend fund balance from one month to the next month were, as follows:

- **\$142,314:** Certified and classified salaries were lower due to the staff turnover and vacancies impacting the District all year. Current staff covered additional classes, additional substitutes and consultants were hired to cover vacant positions.
- **\$141,038** Purchased services were over budget but less than anticipated. Outside consultants were contracted to provide some services for the vacant positions but not to the extent expected. Legal services and athletic services were less than anticipated.
- **\$146,772:** There continued to be changes in special education transportation needs and the final number of athletic trips was less than anticipated.
- **\$80,178:** Repairs and maintenance costs were down with the bulk being from snow removal being nearly \$30,000 under budget.

- **\$28,861:** Communication costs were lower due to savings from the E-rate grant and less postage needed due to the digital communications.
- **\$45,780:** Renewals for insurance policies due in June came in under budget including student accident and cyber insurance. Steps the District has taken to improve its digital security has resulted in lower premiums.
- **\$93,482:** Special Education tuition charges were less than budgeted due to changes in students's services and/or attendance in programs.

FY2024:

The unaudited fund balance is \$991,268 assuming an allocation of 2% or \$1,091,054 appropriated to Educational Expenditure Account . The monthly forecast for May 2024 projected a fund balance of \$1,129,780. The change is **\$1,229,566 higer than the prior month's forecast**. The major reasons for the increase in the yearend fund balance from one month to the next month were, as follows:

- **\$176,442:** Certified and classified salaries were lower due to the staff turnover, leaves of absences and vacancies impacting the District all year. Current staff covered additional classes, additional substitutes and consultants were hired to cover vacant positions.
- **\$535,394** Benefits were lower mostly due to medical fees, stop loss credits and OPEB adjustments.
- **\$36,626** Supplies were lower due to favorable utility consumption, unspent instructional supplies, and less maintenance supplies purchased.
- **\$295,125:** Special Education tuition charges were less than budgeted due to changes in students's services and/or attendance in programs.
- **\$12,838:** The contingency account was not fully expended as expected.

APPENDIX C

RECAP OF 2021-2022

Unspent Encumbrances Balance:

The cancellation of 2020-2021 encumbrances of \$83,471 was subtracted from the Towns' March 2023 allocation payment. We encumber funds for goods and services received by June 30th but not yet billed. In some cases, the estimated amount encumbered varies from the actual invoice (e.g., utility bill; water bill, pending special education settlements) and we do not need to spend the entire encumbrance.

The audited fund balance for 2021-2022 is \$628,463 plus \$929,175 designated for capital non-recurring projects. The source of the available funds are described below.

FINANCIAL MANAGEMENT:

\$ 363,859

Our efforts to foster a District culture of finding cost savings and efficiencies has been successful producing savings of \$25,376. Grant money was applied for and awarded to offset the cost of the CEN for savings of \$17,376. \$8,000 of maintenance work done by in-house staff rather than hiring contractors. The District saved \$132,839 on insurances by bidding contracts, utilizing self-insurance funding rather than fully insured, switching to a 401(a) retirement plan, and fully funding OPEB. The District was not fully staffed the entire year and the many vacancies resulted in a surplus, \$205,644. A portion of these funds were transferred to cover outside consultants to cover services, a portion of the funds were utilized in hiring more bench (internal) subs rather than using an outside agency, and some funds remained unspent.

SPECIAL EDUCATION (NET)

\$ 883,882

These accounts are extremely difficult to forecast. As examples, special need students can be hospitalized; move into the district or leave the district at any time; withdraw from Amity and enroll in Adult Education. Several students who were budgeted to be outplaced were not for a number of reasons. Some transportation needs were coordinated with the elementary districts to reduce the number of singletons on busses for outplacements. Any one of these events can have a significant impact, positive or negative, on the District's special education expenditures. The Director of Pupil Services has been successful in establishing suitable programs for students within the District and a number of students have returned from outplacement. A new program was established in FY22 for the middle school and its counterpart is budget for the high school in the FY23 school year. The Districts revenue derived from these changes in special education services decreased by \$182,187 which is not reflected above.

OTHER:

\$ 309,897

\$138,547 SALARIES (OTHER): "Turnover savings" from replacing teachers and other staff who retired or resigned is over budget and savings from unpaid leaves-of-absence. There were a significant vacancies during the year creating variances from the budget. The administration utilized many methods to address the vacancies including overtime, temporary staff, and outside agencies. Some positions went unfilled for a period of time despite our recruitment efforts. The District was not fully staffed at any point during the

school year. More in-house teaching substitutes were hired which reduced our costs with an outside agency and provided more stability. An outside agency was utilized to cover vacant para positions.

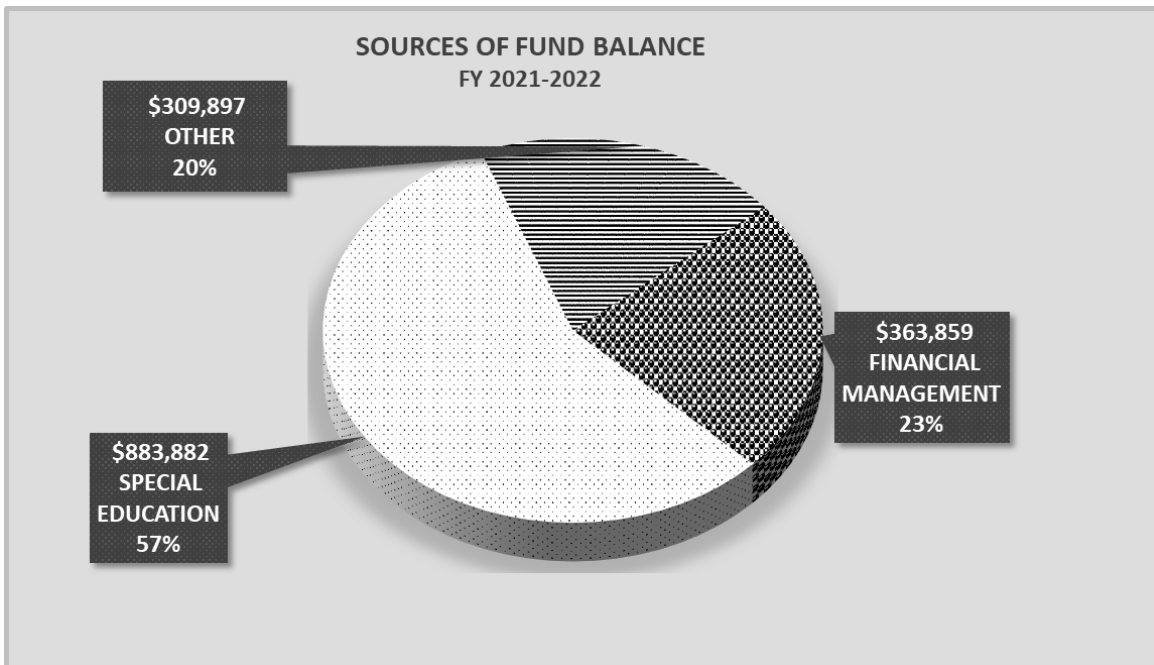
\$18,429 PURCHASED SERVICES (OTHER): Other purchased services accounts were under budget collectively by \$8,666 due to less printed materials and catered events. Data processing was under budget by \$9,763 as the administration consolidated onboarding software options at a reduced cost.

\$57,082 SUPPLIES (OTHER): Instructional supplies and transportation fuel were underbudget. Purchases for consumables was less than budgeted. Repairs and maintenance were overbudget but offset by utilities and maintenance supplies which were underbudget. These areas were reviewed during the 2022-2023 budget process and will be reviewed again during the upcoming budget process.

\$40,537 RENTALS (OTHER): Athletic rentals were down \$12,500 due to lower rentals of other facilities for teams to practice on all weather fields. Special education rental of lease space was \$28,000 lower than anticipated as the University of New Haven provided space gratis and Albertus Magnus did not have a second classroom available.

\$52,080 STAFF TRAVEL, CONFERENCES AND DUES & FEES (OTHER): Many conferences are held virtually as well as some in-district meetings. This results in lower registration fees and travel costs. Several students were award scholarships to attend conferences and contests offsetting the entrance fees..

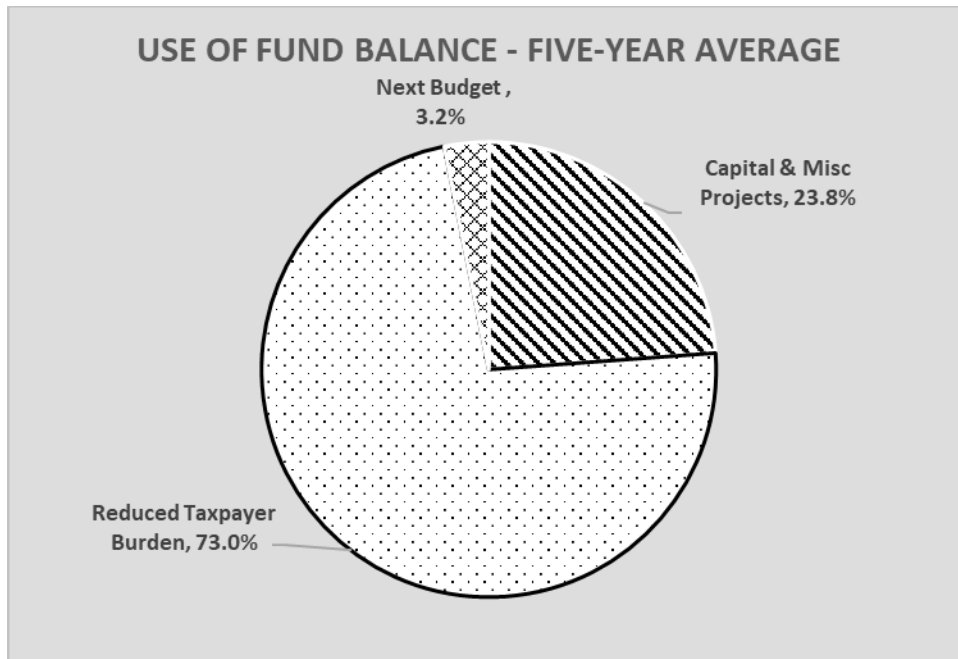
The primary sources of the fund balance are shown graphically below:



The use of the fund balance is proposed as follows:

1. **\$929,175 - 1.80%** designated to Capital Nonrecurring Reserve
2. **\$628,463** – Reduced Towns’ allocation payments in March 2023

The uses of the fund balance are shown graphically below:



Carry Over Funds:

The Board of Education approved 1.80% or \$929,175 of the FY22 surplus transferred to the Capital Nonrecurring Reserve, the audited balance is \$628,463. The FY21 unspent encumbrances and unspent funds from FY22 will subtracted from the Towns’ March 2023 allocation payments.

APPENDIX D

RECAP OF 2022-2023

Unspent Encumbrances Balance:

The cancellation of 2021-2022 encumbrances of \$47,518 will be added to the fund balance credited to the member towns in March of 2024. We encumber funds for goods and services received by June 30th but not yet billed. In some cases, the estimated amount encumbered varies from the actual invoice (e.g., utility bill; water bill, pending special education settlements) and we do not need to spend the entire encumbrance.

The unaudited fund balance for 2022-2023 is \$1,337,158 plus \$1,066,995 designated for capital non-recurring projects. The source of the available funds are described below.

FINANCIAL MANAGEMENT:

\$ 352,350

Our efforts to foster a District culture of finding cost savings and efficiencies has been successful producing savings of \$42,565. Grant money was applied for and awarded to offset the cost of the CEN and cameras for the lecture hall for savings of \$31,565. At least \$11,000 of maintenance work done by in-house staff rather than hiring contractors. The District saved \$43,242 on insurances by bidding contracts and implementing additional security measures to obtain a more favorable premium for cyber insurance. The long range planning of replacing HVAC units and VFD's and the decreased number of instructional computer labs has had a favorable impact on the electricity usage of \$117,857. Instructional and custodial supplies were underspent by \$82,210 combined as staff only requested what was needed. Repairs and maintenance costs were lower due to excellent preventative maintenance and in-house repairs by \$50,000.

SPECIAL EDUCATION :

\$ 1,764,799

These accounts are extremely difficult to forecast. As examples, special need students can be hospitalized; move into the district or leave the district at any time; withdraw from Amity and enroll in Adult Education. Several students who were budgeted to be outplaced were not for a variety of reasons including moving out of the District or returning to District programs. Some transportation needs were coordinated with the elementary districts to reduce the number of singletons on busses for outplacements. Any one of these events can have a significant impact, positive or negative, on the District's special education expenditures. The Director of Pupil Services has been successful in establishing suitable programs for students within the District and a number of students have returned from outplacement. Programs established in FY22 for the middle school and its counterpart for the high school in the FY23 school year help keep out of district costs down. The Districts receives revenue directly correlated to special education services and that revenue decreased by \$294,610 which is not reflected above.

OTHER:

\$ 287,004

\$430,900 SALARIES (OTHER): "Turnover savings" from replacing teachers and other staff who retired or resigned is over budget and savings from unpaid leaves-of-absence. There were a significant number of vacancies during the year creating variances from the budget. The administration utilized many methods to address the vacancies including overtime, temporary staff, and outside agencies. Some positions went unfilled for a period

of long periods of time despite our recruitment efforts. More in-house teaching substitutes were hired which reduced our costs with an outside agency and provided more stability. An outside agency was utilized to cover vacant para positions. The District was not fully staffed the entire year and the many vacancies resulted in a surplus, \$676,158. A portion of these funds were transferred to cover outside consultants to cover services, a portion of the funds were utilized in hiring more bench (internal) subs rather than using an outside agency, (\$241,695) and some funds remained unspent.

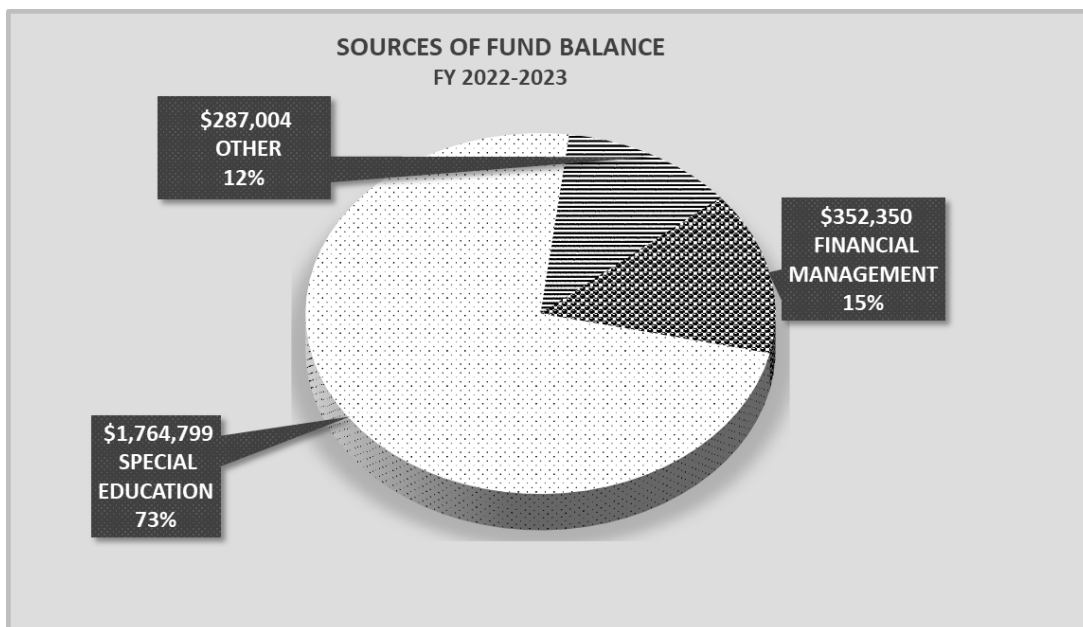
\$103,184 MEDICAL: The medical account was under budget \$103,184 due to the high staff turnover.

\$29,875 REPAIRS AND MAINTENANCE: Snow removal was under budget \$29,875 due to a mild winter.

\$41,328 STAFF TRAVEL, CONFERENCES AND DUES & FEES (OTHER): Many conferences are held virtually as well as some in-district meetings. This results in lower registration fees and travel costs. Several students were award scholarships to attend conferences and contests offsetting the entrance fees.

(\$294,783) UNPLANNED EXPENSES: The savings noted above were offset by unplanned expenses. The OPEB trust was fully funded to restore the original budget request as recommended by the actuaries, \$111,758; Unemployment costs were \$20,825 higher than anticipated and purchases for new security cameras and the required software to utilize the cameras, a new burnisher, scoreboard, replacing obsolete robots for the robotics program, and a new auto lift account for \$162,200 additional purchases.

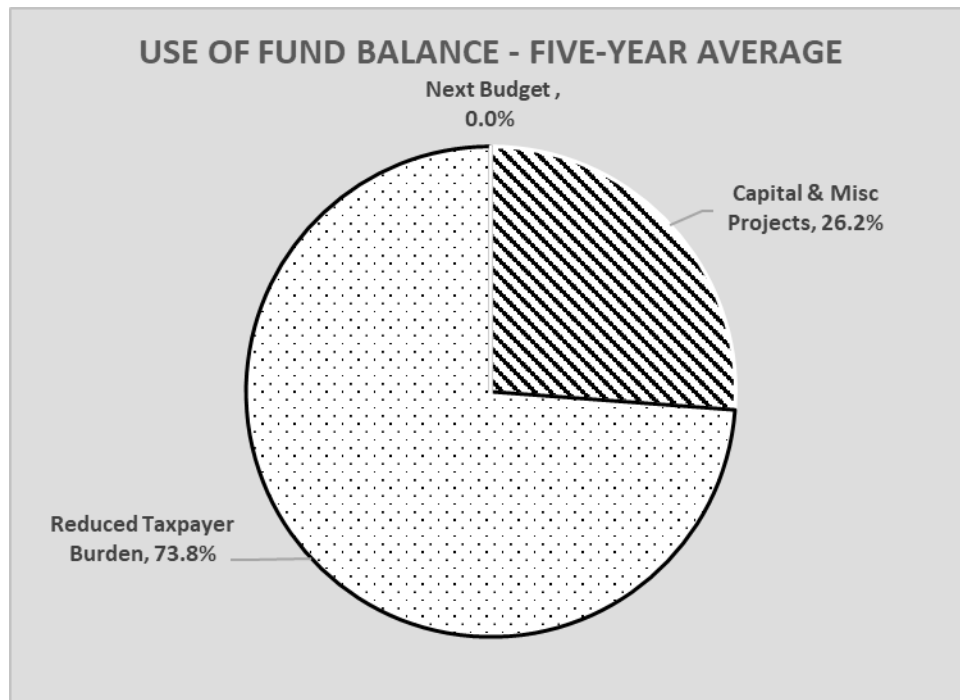
The primary sources of the fund balance are shown graphically below:



The use of the fund balance is proposed as follows:

1. **\$1,066,995 - 2.0%** approved for designation to Capital Nonrecurring Reserve
2. **\$1,337,158** – Credit of unspent fund balance to member towns upon audit completion in March 2024.

The uses of the fund balance are shown graphically below:



Unspent Funds:

The Board of Education approved 2.0% or \$1,066,995 of the FY23 surplus transferred to the Capital Nonrecurring Reserve. The unaudited balance is \$1,337,158. The FY22 unspent encumbrances and unspent funds from FY23 will be credited to the member towns March allocation in 2024.

APPENDIX E

RECAP OF 2023-2024

Unspent Encumbrances Balance:

The cancellation of 2022-2023 encumbrances of \$59,412 will be added to the fund balance credited to the member towns in March of 2025. We encumber funds for goods and services received by June 30th but not yet billed. In some cases, the estimated amount encumbered varies from the actual invoice (e.g., utility bill; water bill, pending special education settlements) and we do not need to spend the entire encumbrance.

The unaudited fund balance for 2023-2024 is \$991,628 plus \$1,091,054 designated for capital projects. The source of the available funds are described below.

FINANCIAL MANAGEMENT:

\$ 323,979

Our efforts to foster a District culture of finding cost savings and efficiencies has been successful producing savings of \$199,030. Grant money was applied for and awarded to offset the cost of the CEN and equipment for the broadcast journalism curriculum for savings of \$159,714. Used desks were purchased, saving approximately \$11,826. of maintenance work done by in-house staff rather than hiring contractors. The District saved \$46,215 on insurances partially due to implementing additional security measures to obtain a more favorable premium for cyber insurance. Custodial supplies were underspent by \$49,521 as supply closets were reorganized and inventories were used. Data processing programs were evaluated and consolidated saving \$16,375. The contingency account was not fully expended \$12,838.

SPECIAL EDUCATION:

\$ 295,125

These accounts are extremely difficult to forecast. As examples, special need students can be hospitalized; move into the district or leave the district at any time; withdraw from Amity and enroll in Adult Education. Several students who were budgeted to be outplaced were not for a variety of reasons including moving out of the District or returning to District programs. Some transportation needs were coordinated with the elementary districts to reduce the number of singletons on busses for outplacements. Any one of these events can have a significant impact, positive or negative, on the District's special education expenditures. The Director of Pupil Services has been successful in establishing suitable programs for students within the District and a number of students have returned from outplacement. Programs established in District in the past 3 years help keep out of district costs down. The Districts receives revenue directly correlated to special education services and that revenue decreased by \$153,489 which is not reflected above.

OTHER:

\$1,463,218

\$470,174 SALARIES (OTHER): "Turnover savings" from replacing teachers and other staff who retired or resigned is over budget and savings from unpaid leaves-of-absence. There were a significant number of vacancies during the year creating variances from the budget. The administration utilized many methods to address the vacancies including overtime, temporary staff, and outside agencies. Some positions went unfilled for a period of long periods of time despite our recruitment efforts. More in-house teaching substitutes were hired which reduced our costs with an outside agency and provided more stability.

An outside agency was utilized to cover vacant para positions. Turnover savings were exceeded by \$284,218 and leave of absences were \$185,956.

\$28,905 PAYROLL TAXES: Due to lower than budgeted salaries, payroll taxes were underbudget.

\$752,473 MEDICAL: Claims were \$21,672 FAV and the stop-loss credits were \$162,682 FAV. Fees were \$96,937 FAV due to rebates credits applied from Anthem. Internally, the actual costs for employer contributions for H.S.A. accounts and actual employee premium contribution were \$83,585 FAV, OPEB credits for retirees are \$176,512 FAV, \$161,849 FAV of reserve applied, and grant funding are all favorable, \$49,142.

\$66,652 TEXTBOOKS & SUPPLIES: Staff utilized different resources than planned and Mr. Purcaro, Assistant Superintendent, negotiated favorable textbook pricing.

\$30,263 STAFF TRAVEL, CONFERENCES AND DUES & FEES (OTHER): Some staff did not attend conferences as planned due to resignations or scheduling constraints. This results in lower registration fees and travel costs. Several students competitions were still virtual, had capped the number of participants, and have not raised entry fees as anticipated.

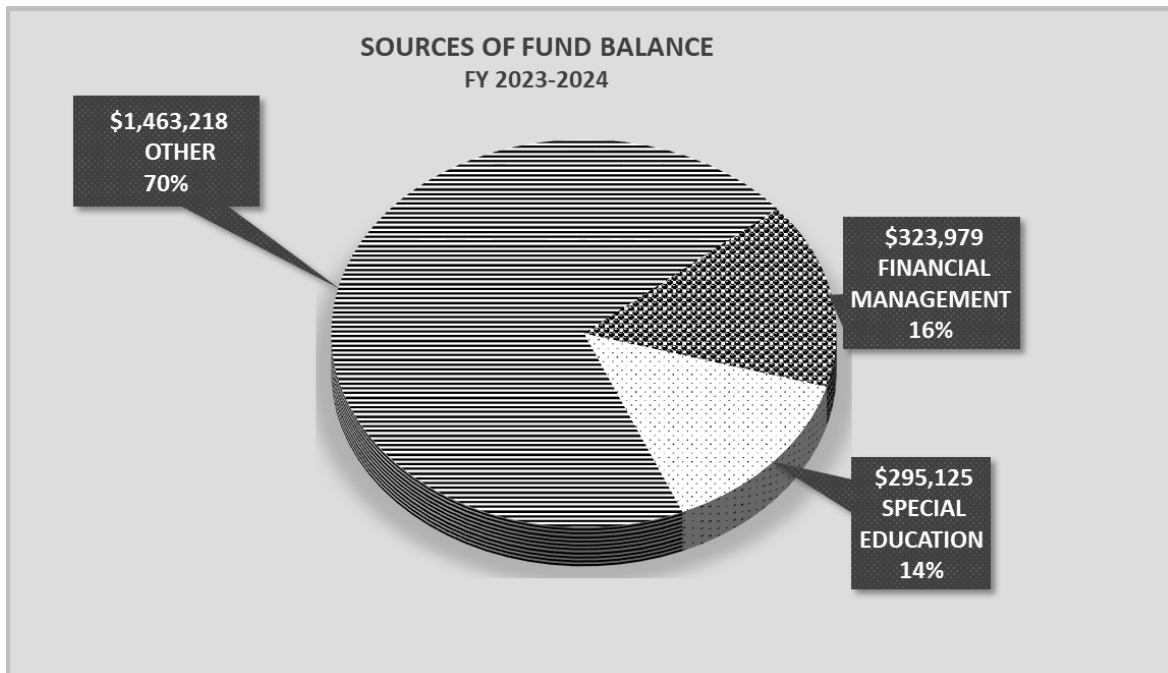
\$63,947 UTILITIES: Electricity, natural gas and oil were all under budget due to a mild winter and cooler spring.

\$19,750 OTHER PURCHASE SERVICES: Costs for printed programs for graduation, college fair, CPR training for athletics, and meeting refreshments were under budget.

\$16,375 DATA PROCESSING: Financial and human resources software were reviewed and utilized in an more efficient manner, allowing the cancellation of a program that bridged data between the two systems.

\$12,838 CONTINGENCY: The District did not need to utilize all of the contingency funds for unplanned purchases.

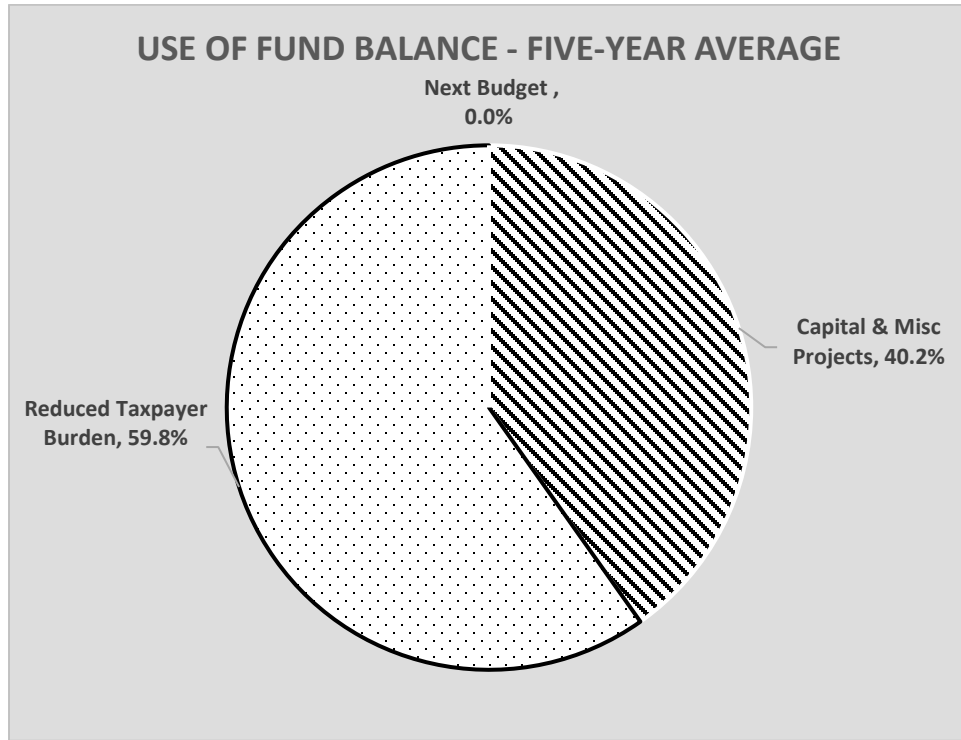
The primary sources of the fund balance are shown graphically below:



The use of the fund balance is proposed as follows:

1. **\$1,091,054 - 2.0%** was approved in September for designation to Educational Expenditure Reserve for the library media renovations.
2. **\$991,268** – Credit of unspent fund balance to member towns upon audit completion in March 2025.

The uses of the fund balance are shown graphically below:



Unspent Funds:

The Board of Education approved 2.0% or \$1,091,054 of the FY24 unspent funds transferred to the Educational Expenditure Reserve. The unaudited balance is \$991,268. The FY23 unspent encumbrances of \$59,412 and unspent funds from FY24 will be credited to the member towns March allocation in 2025.

Amity Regional School District No. 5 - Budget Transfers 2024-2025

MONTH/YR	JNL#	ACCOUNT NUMBER & DESCRIPTION	AMOUNT	DESCRIPTION
JUL				
no entries				
AUG				
AUG '2024	7 1	-01-11-1014-5611 INSTRUCTIONAL SUPPLIES	\$ (10.00)	HIST. MEMBERSHIP TO NCSS
AUG '2024	7 1	-01-11-1014-5810 DUES & FEES	\$ 10.00	HIST. MEMBERSHIP TO NCSS
AUG '2024	51 1	-02-11-1009-5611 INSTRUCTIONAL SUPPLIES	\$ (1.00)	TEXTBOOK PURCHASE
AUG '2024	51 1	-02-11-1009-5641 TEXTBOOKS	\$ 1.00	TEXTBOOK PURCHASE
SEPT '2024				
SEPT '2024	2 1	-02-13-2220-5611 INSTRUCTIONAL SUPPLIES	\$ (550.00)	Replace broken laminator
SEPT '2024	2 1	-02-13-2220-5731 EQUIPMENT - REPLACEMENT	\$ 550.00	Replace broken laminator
SEPT '2024	26 1	-01-11-1009-5611 INSTRUCTIONAL SUPPLIES	\$ (100.00)	MATHCOUNTS REGISTRATION INCREA
SEPT '2024	26 1	-01-11-1009-5810 DUES & FEES	\$ 100.00	MATHCOUNTS REGISTRATION INCREA
SEPT '2024	30 1	-02-14-2219-5611 INSTRUCTIONAL SUPPLIES	\$ (995.00)	TO PURCHASE LICENSE FOR CLASS
SEPT '2024	30 1	-02-14-2350-5695 TECHNOLOGY SUPPLIES	\$ 995.00	TO PURCHASE LICENSE FOR CLASS
SEPT '2024	175 1	-01-14-2350-5695 TECHNOLOGY SUPPLIES	\$ 685.00	Soundtrap-Added Enrollment
SEPT '2024	175 1	-01-11-1010-5330 OTHER PROFESSIONAL & TECH SRVC	\$ (685.00)	Soundtrap-Added Enrollment

AMITY REGIONAL SCHOOL DISTRICT NO. 5
Bethany Orange Woodbridge
25 Newton Road, Woodbridge Connecticut 06525



Theresa Lumas
Director of Finance and Administration
terry.lumas@amityregion5.org

Phone (203) 397-4813
Fax (203) 397-4864

To: Jennifer Byars, Ed. D., Superintendent of Schools
From: Theresa Lumas, Director of Finance and Administration
Re: Budget Transfers over \$3,000 for **FY 2024-2025**
Date: September 18, 2024

Facilities:

Mr. Martoni is requesting a transfer to cover the costs of duct cleaning at AMSO. There has been high humidity levels and moisture condensation starting in July and continuing through September. In addition to providing many dehumidifiers, additional cleaning, changing ceiling tiles, the duct cleaning is another measure to improve air quality.

Motions:

For the Amity Finance Committee:

Recommend the Amity Board of Education approve...

For the Amity Board of Education:

Move to approve –

the following budget transfer to cover the cost of duct cleaning at Amity Middle School Orange

ACCOUNT NUMBER	ACCOUNT NAME	FROM	TO
05-14-2600-5715	Contingency- Facilities	\$9,800	
02-14-2600-5420	Repair & Maintenance		\$9,800

Technology :

Teacher replacement devices:

The budget planned for replacing 20 teacher devices. The original devices are 7 years old. There are more devices failing to hold a charge or that can no longer be repaired. The request is for an additional 20 devices that need to be purchased. The transfer is from the software account due to a change in software utilization and the savings on the new lease for student devices. The pricing is

from a consortium bid, National Association of State Procurement Officials (NASPO) and includes a 5-year warranty period. The total purchase is \$32,160 for 40 devices.

Motions:

For the Amity Finance Committee: *Recommend the Amity Board of Education approve...*

For the Amity Board of Education: *Move to approve this transfer for teacher devices.*

ACCOUNT NUMBER	ACCOUNT NAME	FROM	TO
05-14-2350-5330	Professional Tech Services	\$7,060	
05-15-2350-5695	Tech Supplies -Software	\$9,100	
05-14-2350-5733	Equipment-Replacement-Tech		\$16,160

Q1 FY25 CNR

ORG	OBJ	ACCOUNT DESCRIPTION	ORIGINAL APPROP	TRANFRS	REVISED BUDGET	YTD EXPENDED	AVAILABLE		
							ENCUMBRANCE	BUDGET	% USED
00150047	5720	IMPROV-SIT	3,067,849	284,703	3,352,552	3,352,552.22	0.00	0	100.00
00150047		Total 00150047 Athletics Facility P	3,067,849	284,703	3,352,552	3,352,552.22	0.00	0	100.00
00150048	5715	IMPROV-BLD	1,830,630	234,042	2,064,672	2,064,671.70	0.00	0	100.00
00150048		Total 00150048 HVAC AHS 2020 BOND	1,830,630	234,042	2,064,672	2,064,671.70	0.00	0	100.00
00150049	5715	IMPROV-BLD	140,000	100,906	240,906	240,906.00	0.00	0	100.00
00150049		Total 00150049 CHILLERS REFURBISH A	140,000	100,906	240,906	240,906.00	0.00	0	100.00
00150050	5715	IMPROV-BLD	600,000	-67,967	532,033	532,032.86	0.00	0	114.90
00150050		Total 00150050 PAVING AHS	600,000	-67,967	532,033	532,032.86	0.00	0	114.90
00150051	5330	PROF&TECH	108,018	-39,156	68,862	68,862.12	0.00	0	100.00
00150051		Total 00150051 BOND CLOSING COSTS	108,018	-39,156	68,862	68,862.12	0.00	0	100.00
00150052	5715	IMPROV-BLD	245,000	-164,390	80,610	80,610.00	0.00	0	100.00
00150052		Total 00150052 ACOUSTICAL IMPROVEME	245,000	-164,390	80,610	80,610.00	0.00	0	100.00
00150053	5715	IMPROV-BLD	587,453	-357,088	230,365	221,812.00	0.00	8,553	41.70
00150053		Total 00150053 2020 Bond Contingenc	587,453	-357,088	230,365	221,812.00	0.00	8,553	41.70
00150054	5715	IMPROV-BLD	495,482	0	495,482	420,826.68	73,965.00	690	99.90
00150054		Total 00150054 AHS ROOF REPLACEMENT	495,482	0	495,482	420,826.68	73,965.00	690	99.90
00150055	5715	IMPROV-BLD	110,000	395,948	505,948	505,948.48	0.00	0	100.00
00150055		Total 00150055 LECTURE HALL RENOVAT	110,000	395,948	505,948	505,948.48	0.00	0	100.00
00150060	5420	REP,MAINT	100,000	0	100,000	42,296.00	0.00	57,704	42.30
00150060		Total 00150060 LIGHTING PROJECT	100,000	0	100,000	42,296.00	0.00	57,704	42.30
00150061	5731	EQUIP-REPL	190,075	-1	190,074	190,074.24	0.00	0	100.00
00150061		Total 00150061 MUSIC INSTRUMENTS	190,075	-1	190,074	190,074.24	0.00	0	100.00
00150062	5715	IMPROV-BLD	331,500	66,143	397,643	397,643.00	0.00	0	100.00
00150062		Total 00150062 AMSB ROOF PROJECT	331,500	66,143	397,643	397,643.00	0.00	0	100.00
00150063	5715	IMPROV-BLD	382,000	108,748	490,748	490,748.00	0.00	0	100.00
00150063		Total 00150063 AMSO ROOF PROJECT	382,000	108,748	490,748	490,748.00	0.00	0	100.00
00150064	5420	REP,MAINT	35,000	85,193	120,193	0.00	0.00	120,193	0.00
00150064		Total 00150064 AHS ALL WEATHER FIEL	35,000	85,193	120,193	0.00	0.00	120,193	0.00
00150065	5715	IMPROV-BLD	1,066,995	766,741	1,833,736	26,415.50	50,959.50	1,756,361	4.20
00150065		Total 00150065 AHS LMC RENOVATION	1,066,995	766,741	1,833,736	26,415.50	50,959.50	1,756,361	4.20
00150099	5899	UNDESIGNAT	65,243	-65,243	0	0.00	0.00	0	0.00
00150099		Total 00150099 UNDESIGNATED	65,243	-65,243	0	0.00	0.00	0	0.00
Grand Total			9,355,245	1,348,579	10,703,824	8,635,398.80	124,924.50	1,943,501	81.84%

Q1 FY25 GRANT

ORG	OBJ	ACCOUNT DESCRIPTION	ORIGINAL APPROP	TRANFRS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCE	AVAILABLE	
								BUDGET	% USED
00008969	100	SALARIES	276,662	-1,793	274,869	274,869.47	0.00	0	100.00
00008969	300	PROFESSION	36,155	40,230	76,385	76,385.25	0.00	0	100.00
00008969	500	OTHER PURC	50,748	-3,438	47,310	47,310.28	0.00	0	100.00
00008969	600	SUPPLIES	35,000	-35,000	0	0.00	0.00	0	0.00
00008969	700	PROPERTY	144,000	0	144,000	144,000.00	0.00	0	100.00
00008969		Total 00008969 ARP ESSER 2020-2024	542,565	0	542,565	542,565.00	0.00	0	100.00
00008985	5330	PROF&TECH	5,000	0	5,000	3,099.77	0.00	1,900	62.00
00008985	5715	IMPROV-BLD	150,864	-57,787	93,077	78,321.42	0.00	14,755	84.10
00008985	5720	IMPROV-SIT	26,000	0	26,000	26,000.00	0.00	0	100.00
00008985	5730	EQUIP-NEW	10,000	35,270	45,270	44,954.23	0.00	315	99.30
00008985	5731	EQUIP-REPL	10,000	0	10,000	791.94	0.00	9,208	7.90
00008985		Total 00008985 FEMA COVID-19	201,864	-22,517	179,346	153,167.36	0.00	26,179	85.40
00008988	5899	UNDESIGNAT	13,199	0	13,199	12,628.94	0.00	571	95.70
00008988		Total 00008988 CAC FY23	13,199	0	13,199	12,628.94	0.00	571	95.70
00009002	600	SUPPLIES	2,500	12,000	14,500	5,290.21	0.00	9,210	36.50
00009002		Total 00009002 Science Research Awa	2,500	12,000	14,500	5,290.21	0.00	9,210	36.50
00009003	5899	UNDESIGNAT	1,421	47,939	49,360	23,226.60	0.00	26,134	47.10
00009003		Total 00009003 MEDICAID GRANT	1,421	47,939	49,360	23,226.60	0.00	26,134	47.10
00009004	5899	UNDESIGNAT	500	0	500	130.00	0.00	370	26.00
00009004		Total 00009004 PRESCRIPTION DRUG SA	500	0	500	130.00	0.00	370	26.00
00009005	5899	UNDESIGNAT	2,400	28,400	30,800	13,504.49	0.00	17,295	43.80
00009005		Total 00009005 CBITS SUSTAINABILITY	2,400	28,400	30,800	13,504.49	0.00	17,295	43.80
00009030	5899	UNDESIGNAT	30,010	97,949	127,959	116,557.14	11,401.86	0	100.00
00009030		Total 00009030 OPEN CHOICE FY24	30,010	97,949	127,959	116,557.14	11,401.86	0	100.00
00009031	100	SALARIES	26,166	0	26,166	30,549.33	41,213.12	-45,597	274.30
00009031	300	PROFESSION	25,762	0	25,762	5,555.91	20,206.34	0	100.00
00009031	600	SUPPLIES	26,000	0	26,000	13,000.00	59.88	12,940	50.20
00009031		Total 00009031 TITLE I 2023-2025	77,928	0	77,928	49,105.24	61,479.34	-32,657	141.90
00009032	100	SALARIES	16,409	0	16,409	0.00	0.00	16,409	0.00
00009032	300	PROFESSION	11,653	0	11,653	961.01	10,691.99	0	100.00
00009032	500	OTHER PURC	1,640	0	1,640	0.00	1,556.67	83	94.90
00009032		Total 00009032 TITLE II 2023-2025	29,702	0	29,702	961.01	12,248.66	16,492	44.50
00009033	300	PROFESSION	1,000	0	1,000	40.00	150.00	810	19.00
00009033	600	SUPPLIES	1,226	0	1,226	5.09	313.86	907	26.00
00009033		Total 00009033 TITLE III 2023-2025	2,226	0	2,226	45.09	463.86	1,717	22.90
00009034	100	SALARIES	10,000	0	10,000	7,596.77	0.00	2,403	76.00
00009034		Total 00009034 TITLE IV 2023-2025	10,000	0	10,000	7,596.77	0.00	2,403	76.00
00009035	100	SALARIES	66,378	0	66,378	43,115.94	46,379.40	-23,117	134.80

Q1 FY25 GRANT

ORG	OBJ	ACCOUNT DESCRIPTION	ORIGINAL APPROP	TRANFRS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCE	AVAILABLE	
								BUDGET	% USED
00009035	112	SALARIES N	375,274	-37,145	338,129	256,134.54	303,336.09	-221,342	165.50
00009035	200	MEDICARE	37,145	0	37,145	0.00	0.00	37,145	0.00
00009035	322	INSTR PROG	807	0	807	0.00	0.00	807	0.00
00009035	324	FIELD TRIP	10,000	0	10,000	308.00	0.00	9,692	3.10
00009035	325	PARENT ACT	500	0	500	0.00	0.00	500	0.00
00009035	580	TRAVEL-STA	4,500	0	4,500	0.00	0.00	4,500	0.00
00009035	600	SUPPLIES	4,702	0	4,702	1,820.18	1,249.74	1,632	65.30
00009035	600NP	SUPPLY NP	1,672	0	1,672	0.00	0.00	1,672	0.00
00009035	734	tech hard	500	0	500	0.00	500.00	0	100.00
00009035		Total 00009035 IDEA FY 2023-2025	501,477	-37,145	464,332	301,378.66	351,465.23	-188,512	140.60
00009036	5899	UNDESIGNAT	7,119	0	7,119	7,055.73	0.00	63	99.10
00009036		Total 00009036 CAC FY24	7,119	0	7,119	7,055.73	0.00	63	99.10
00009037	100	SALARIES	24,875	0	24,875	6,327.80	0.00	18,547	25.40
00009037	300	PROFESSION	6,250	0	6,250	3,000.00	0.00	3,250	48.00
00009037	500	OTHER PURC	9,000	0	9,000	0.00	0.00	9,000	0.00
00009037	600	SUPPLIES	19,875	0	19,875	0.00	0.00	19,875	0.00
00009037		Total 00009037 ARPA-DUAL CREDIT EXP	60,000	0	60,000	9,327.80	0.00	50,672	15.50
00009038	100	SALARIES	56,211	-1,627	54,584	56,252.76	0.00	-1,669	103.10
00009038	200	MEDICARE	12,000	0	12,000	12,000.00	0.00	0	100.00
00009038	600	SUPPLIES	1,627	0	1,627	1,627.00	0.00	0	100.00
00009038		Total 00009038 ARPA-SCHOOL MENTAL H	69,838	-1,627	68,211	69,879.76	0.00	-1,669	102.40
00009039	5732	EQ-TECH-N	74,433	0	74,433	0.00	0.00	74,433	0.00
00009039		Total 00009039 EMERGENCY CONNECTIVI	74,433	0	74,433	0.00	0.00	74,433	0.00
00009042	320	PROF EDUC	1,000	0	1,000	0.00	1,000.00	0	100.00
00009042	324	FIELD TRIP	250	0	250	0.00	250.00	0	100.00
00009042	510	TRANSPORTA	6,422	0	6,422	6,422.00	0.00	0	100.00
00009042	600	SUPPLIES	1,344	0	1,344	632.85	711.15	0	100.00
00009042	730	EQUIPMENT-	5,324	0	5,324	5,324.00	0.00	0	100.00
00009042	734	tech hard	660	0	660	660.00	0.00	0	100.00
00009042		Total 00009042 IDEA TRANSITION SUPP	15,000	0	15,000	13,038.85	1,961.15	0	100.00
00009043	322	INSTR PROG	5,000	0	5,000	2,900.00	2,100.00	0	100.00
00009043		Total 00009043 IDEA EXTENDED SUPPOR	5,000	0	5,000	2,900.00	2,100.00	0	100.00
00009044	700	PROPERTY	20,433	0	20,433	0.00	13,291.28	7,142	65.00
00009044		Total 00009044 PEGPETIA GRANT FY24	20,433	0	20,433	0.00	13,291.28	7,142	65.00
00009045	5899	UNDESIGNAT	0	0	0	19,440.24	92,756.70	-112,197	100.00
00009045		Total 00009045 OPEN CHOICE FY25	0	0	0	19,440.24	92,756.70	-112,197	100.00
00009046	5899	UNDESIGNAT	10,000	0	10,000	0.00	0.00	10,000	0.00
00009046		Total 00009046 CAC FY25	10,000	0	10,000	0.00	0.00	10,000	0.00

Q1 FY25 GRANT

ORG	OBJ	ACCOUNT DESCRIPTION	ORIGINAL APPROP	TRANFRS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCE	AVAILABLE	
								BUDGET	% USED
00009051	100	SALARIES	54,812	0	54,812	0.00	0.00	54,812	0.00
00009051	112	SALARIES N	383,938	0	383,938	0.00	0.00	383,938	0.00
00009051	200	MEDICARE	5,310	0	5,310	0.00	0.00	5,310	0.00
00009051	322	INSTR PROG	1,680	0	1,680	0.00	0.00	1,680	0.00
00009051	324	FIELD TRIP	9,000	0	9,000	0.00	0.00	9,000	0.00
00009051	325	PARENT ACT	475	0	475	0.00	0.00	475	0.00
00009051	580	TRAVEL-STA	8,125	0	8,125	0.00	0.00	8,125	0.00
00009051	600	SUPPLIES	7,121	0	7,121	0.00	0.00	7,121	0.00
00009051	600NP	SUPPLY NP	1,652	0	1,652	0.00	0.00	1,652	0.00
00009051		Total 00009051 IDEA FY 2024-2026	472,113	0	472,113	0.00	0.00	472,113	0.00
00009052	100	SALARIES	56,211	0	56,211	912.87	51,606.20	3,692	93.40
00009052	200	MEDICARE	12,000	0	12,000	0.00	0.00	12,000	0.00
00009052		Total 00009052 ARPA-SCHOOL MENTAL H	68,211	0	68,211	912.87	51,606.20	15,692	77.00
Grand Total			2,217,939	124,999	2,342,937	1,348,711.76	598,774.28	395,451	83.10

Q1 FY25 ED EXP

ORG	OBJ	ACCOUNT DESCRIPTION	ORIGINAL APPROP	TRANFRS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCE	AVAILABLE	
								BUDGET	% USED
00150100	5715	IMPROV-BLD	1,091,054	0	1,091,054	0.00	0.00	0	0.00
00150100		Total 00150100 LMC RENOVATIONS	1,091,054	0	1,091,054	0.00	0.00	0	0.00
Grand Total			1,091,054	0	1,091,054	0	0	0	0.00%

Business/Non-Instructional Operations

Non-Lapsing Education Fund

The Amity Regional School District No. 5 (District) Board of Education (Board), by a majority vote of its members, may create a reserve fund for educational expenditures. Such fund shall be termed “reserve fund for educational expenditures.” The aggregate amount of annual and supplemental appropriations by a district to such fund shall not exceed two percent (2%) of the annual district budget for such fiscal year.

Annual appropriations to such fund shall be included in the share of net expenses to be paid by each member town. Supplemental appropriations to such fund may be made from estimated fiscal year end surplus in operating funds. Interest and investment earnings received with respect to amounts held in the fund shall be credited to such fund.

The Board shall use the fund for capital expenditures, including, but not limited to, the funding of all or part of the planning, construction, reconstruction or acquisition of any specific capital improvement or the acquisition of any specific item of equipment. Funds will be allocated for specific expenditures at the time of appropriation. Upon a recommendation and approval by a two-thirds vote of the Board, any part or the whole of such fund may be used for other designated educational expenditures. The Board shall annually submit a complete and detailed report of the condition of such fund to the member towns.

This fund may be discontinued, after the recommendation and approval by the Board, and any amounts held in the fund shall be transferred to the general fund of the District.

Legal Reference:

Connecticut General Statutes

10-51 (d) (2) Fiscal year. Budget. Payments by member towns; adjustments to payments. Investment of funds. Temporary borrowing. Reserve funds. (as amended by PA 21-2, JSS, Section 363)

10-222 Appropriations and budget

10-248a Unexpended education funds account (as amended by PA 19-117, Section 285)

Public Act 24-45 An Act Concerning Education Mandate Relief, School Discipline and Disconnected Youth (Sections 7-8)

**Students
Personnel**

Prohibition of Sex Discrimination/Sex-based Harassment

The Amity Regional School District No. 5 (District) Board of Education (Board) does not discriminate on the basis of sex and prohibits sex discrimination in any education program or activity that it operates, as required by Title IX, including in employment.

Prohibited sex discrimination includes discrimination based upon sex stereotypes, sex characteristics, pregnancy and related conditions, sexual orientation and gender identity as well as sex-based harassment.

Inquiries about Title IX may be referred to the District's Title IX Coordinator, the U.S. Department of Education's Office for Civil Rights (see <https://ocrcas.ed.gov/contact-ocr>) or both. The District's Title IX Coordinator is identified annually on all school and district websites.

The Superintendent of Schools shall establish a regulation to accompany this policy that shall contain grievance procedures in accordance with Title IX and its implementing Regulations to guide the District's response to reports and complaints of sex discrimination including sex-based harassment under this policy.

To report information or make a complaint about conduct that may constitute sex discrimination including sex-based harassment under Title IX, please refer to the District's Title IX page <https://www.amityregion5.org/departments/pupil-services>.

This policy and the regulation directed herein shall apply to complaints of conduct occurring on or after August 1, 2024. Complaints of conduct occurring on or before July 31, 2024 will be addressed using the Board's policy and accompanying regulation in effect as of July 31, 2024. If a complaint alleges some conduct occurring on or before July 31, 2024 and some conduct occurring on or after August 1, 2024, the Title IX Coordinator shall determine which policy and regulation shall govern.

Legal References:

C.G.S. 10-15c Discrimination in public schools prohibited. School attendance by five-year-olds.

United States Constitution, Article XIV.

Title IX of the Education Amendments of 1972, 20 U.S.C. 1681, *et seq.*

Title IX of the Education Amendments of 1972, 34 C.F.R. 106.1, *et seq.*

Title IX Regulation, 34 C.F.R. Part 106 (revised 2024)

Students
Personnel

Prohibition of Sex Discrimination/Sex-based Harassment

20 U.S.C. 1092 (f)(6)(A)(v)

34 U.S.C. 12291 (a)(8), (a)(10), (a)(36)

Franklin v. Gwinnett County Public Schools, 503 U.S. 60 (1992)

Gebser v. Lago Vista Independent School District, 524 U.S. 274 (1998)

Davis v. Monroe County Bd. Of Educ., 526 U.S. 629 (1999)

AMITY REGIONAL SCHOOL DISTRICT NO. 5

Bethany Orange Woodbridge
25 Newton Road, Woodbridge, Connecticut 06525



Dr. Jennifer P. Byars
Superintendent of Schools

jennifer.byars@amityregion5.org
203.392.2106

October 7, 2024

To: Members of the Board of Education
From: Jennifer P. Byars, Ed.D., Superintendent of Schools
Re: Personnel Report

+ NEW HIRES-CERTIFIED:

- Amity Regional High School: NONE
- Amity Regional Middle School – Bethany: NONE
- Amity Regional Middle School – Orange:

Milton Scharn – F/T Social Studies Teacher – Milton brings to Amity 5 years of teaching experience, most recently from ACES at Chase Magnet Middle School. He is dual certified holding active endorsements in both History and Special Education which allowed for experience in a co-taught inclusive model. Milton earned his Bachelor's Degree in History and a Master's Degree in Special Education, both from Southern Connecticut State University.

+ NEW HIRES-BENCH/LONG TERM SUBSTITUTES/TUTORS: NONE

+ NEW HIRES-NON-CERTIFIED: NONE

+ NEW HIRES-COACHES:

Jason Roberts – Girls Soccer Coach – 2024 Fall Season – Amity Middle School-Bethany
Mohamedou Moustapha – Boys Soccer Coach – 2024 Fall Season – Amity Middle School-Orange

+ TRANSFERS:

Donald Linley – F/T 2nd Shift Custodian at Amity Regional High School to the position of F/T 2nd Shift Custodian at Amity Middle School-Orange, effective 09/24/2024

Kevin Power – F/T 2nd Shift Custodian at Amity Middle School-Orange to the position of F/T 2nd Shift Custodian at Amity Regional High School, effective 09/24/2024

+ RESIGNATIONS:

Akeem Elliott-Lazarus – FT Paraprofessional – Amity Regional High School, eff. 9/27/24
Chris Raffone – Varsity Boys Tennis Coach – Amity Regional High School, eff. 9/18/24
Nora Curley – Asst. Girls Lacrosse Coach – Amity Regional High School, eff. 9/18/24
Maura Regan – FT Chemistry Teacher – Amity Regional High School, eff. 10/4/24
Frank Purcaro – Assistant Superintendent of Schools, eff. 11/30/24

+ RETIREMENTS: NONE