

**AMITY REGIONAL SCHOOL DISTRICT NO. 5**

*Bethany      Orange      Woodbridge*  
*25 Newton Road, Woodbridge, Connecticut 06525*

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*Dr. Jennifer P. Byars*  
*Superintendent of Schools*

**AMITY REGIONAL BOARD OF EDUCATION REGULAR MEETING AGENDA**

**Monday, November 11, 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 – October 28, 2024
4. **PRESENTATION OF ATHLETICS FINANCING** [page 6](#)
5. **PUBLIC COMMENT**
6. **PRESENTATION OF 2025-2026 SCHOOL CALENDAR** [page 7](#)
7. **DISCUSSION AND POSSIBLE ACTION ON SETTING 2025 GRADUATION DATE**
8. **DISCUSSION AND POSSIBLE ACTION ON 2025 BOE REGULAR MEETING SCHEDULE** [page 8](#)
9. **CORRESPONDENCE**
10. **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 9](#)
      - a. Monthly Report
    7. **Facilities** [page 10](#)
      - a. Monthly Report
    8. **Finance**
      - a. Presentation and Discussion of Third Quarter 2024 Executive Summary Review of Amity Pension Fund, Sick and Severance Account, and OPEB Trust [page 11](#)
      - b. October 1 Enrollment Report [page 35](#)
      - c. Discussion of Monthly Financial Statements [page 37](#)
        - i. Special Education Update
      - d. Director of Finance and Administration Approved Transfers Under \$3,000 [page 65](#)
      - e. Discussion and Possible Action on Budget Transfers over \$3,000 [page 66](#)
  9. **Policy**
    - a. First Reads
      - i. Policy 0521 – Nondiscrimination Notice and Policy [page 68](#)
      - ii. Policy 5131 – Conduct and Discipline [page 71](#)
      - iii. Policy 4115 – Educator Evaluation and Support Program [page 93](#)
      - iv. Bylaw 9120 – Officers [page 96](#)

PLEASE POST

PLEASE POST

v. Bylaw9325 – Meeting Conduct [page 97](#)

10. **Personnel**

a. Personnel Report [page 99](#)

11. **NEW BUSINESS & ANNOUNCEMENTS**

12. **ITEMS FOR THE NEXT REGULAR MEETING AGENDA – Due to Chairperson by November 29, 2024**

13. **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*

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**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 AGENDA

Monday, October 28, 2024 6:30 pm

25 Newton Road, Woodbridge, CT

Lecture Hall

## BOARD MEMBERS PRESENT

Paul Davis, Carla Eichler, Christina Levere-D’Addio, Dana Lombardi, Michael McDonough, Patrick Reed, Donna Schlank\* (arrived at 6:33), Donna Schuster\* (on phone)

## BOARD MEMBERS ABSENT

Cathy Bradley, Sean Hartshorn, Andrea Hubbard, Dr. Sudhir Karunakaran, Dr. Carol Oladele

## STUDENT BOARD MEMBERS PRESENT

Sophia Messina and Janet Fan

## STAFF MEMBERS PRESENT

Dr. Jennifer Byars, Frank Purcaro, LeeAnn Browett, Christopher Borelli, Peter Downhour, Andre Hauser, Kathy Burke, Dr. Jason Tracy, Jill LaPlante

### 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 – October 07, 2024

*MOTION by Michael McDonough, SECOND by Patrick Reed to approve October 07, 2024 minutes as submitted.*

*VOTES IN FAVOR, 7 (UNANIMOUS)*

*MOTION CARRIES*

### 4. STUDENT REPORT

- a. Monthly Report

Presented by Board of Education student representatives Sophia Messina (ARHS) and Janet Fan (AMSB and AMSO)

### 5. 3 A’s (Academics, Arts, Athletics) AND POG (Portrait of the Graduate) FOCUS PRESENTATION

- a. [District-wide Student Presidential Election](#) – Mr. Christopher Borelli and Ms. LeeAnn Browett

### 6. SUPERINTENDENT’S REPORT

- a. Superintendent Report
- b. October 1 Enrollment Report

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

### 7. CHAIRMAN’S REPORT

- a. Committee Reports
  - 1. Curriculum
    - a. Presentation of CSDE Approved Amity Educator Supervision and

Evaluation Plan - [Amity Educator Supervision & Evaluation Plan BOE Overview](#)

Presented by Amity Region 5 Assistant Superintendent of Schools Frank Purcaro

- b. Discussion and Possible Action on Approval of Amity Educator Supervision and Evaluation Plan

*MOTION by Carla Eichler, SECOND by Donna Schlank to approve the Amity Educators Supervision and Evaluation Plan*

*VOTES IN FAVOR, 8 (UNANIMOUS)*

*MOTION CARRIES*

**8. SCHOOL CLIMATE SURVEY DATA PRESENTATION- [BOE OCT 2024 Climate Survey Presentation](#)**

Presented by Amity Region 5 District DEI Coach Peter Downhour, ARHS Principal Andre Hauser, AMSB Principal Dr. Tracy and AMSO Principal Kathy Burke

- 9. PUBLIC COMMENT** – Public Comment will be limited to those items noticed in this agenda  
None

**10. ITEMS FOR THE NEXT REGULAR MEETING AGENDA – Due to Chairperson by October 31, 2024**

**11. ADJOURNMENT**

Meeting adjourned, without objection, at 8:43 p.m by Chairperson Davis.

Respectfully submitted,

*Lisa Zaleski*

Lisa Zaleski

BOE Recording Secretary

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



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**Theresa Lumas**  
**Director of Finance and Administration**  
[terry.lumas@amityregion5.org](mailto:terry.lumas@amityregion5.org)

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

To: Dr. Jennifer Byars, Superintendent of Schools

From: Theresa Lumas, Director of Finance and Administration

Re: Pay to Participate Option

Date: November 4, 2024

The development of the 2025-2026 Budget is underway. The staff has entered in their expense requests into the Munis system. Revenue estimates are being developed based on current fees and grants available.

Data has been collected on revenue potential from implementing a Pay to Participate (P2P) model in the District. Detailed information will be presented at the Board of Education meeting on November 11, 2024. Knowing if the Board is interested in implementing a Pay to Participate (P2P) model in the District is key data for the budget development process. If the Board chooses to adopt a P2P model for the 2025-26 school year, it will generate revenue for the 2025-26 budget year. This revenue would offset town allocations.

If the Board of Education implements a P2P model a policy would need to be created to address the following:

- Rate to Participate in high school athletics
- Rate to Participate in middle school athletics
- Determine if there will be a family discount and if so at what rate
- Determine if there will be waivers for students on free or reduced meal plans
- Determine if high cost sports will have an additional fee structure
- Determine the consequences for non-payment of fees

This revenue data is a key piece in developing the budget that will be presented to the Board starting at the November 25, 2024 meeting.



## Amity Regional School District No. 5

### 2025-2026 District Calendar



Date	Event or Holiday
August 19	Prof. Dev. - Teachers Only
August 20	Prof. Dev. - Teachers Only
August 21	Prof. Dev. - Teachers Only
August 25	1st Day of School - Students <i>Early Dismissal</i>
August 26	Students <i>Early Dismissal</i>
September 1	Labor Day - No School
September 4	Back to School Night - ARHS - Grades 9&12
September 9	Back to School Night - Middle Schools
September 10	Back to School Night - ARHS - Grades 10&11
September 18	<i>Early Dismissal</i> - Professional Learning
September 23	Rosh Hashanah - No School
October 2	Yom Kippur - No School
October 13	Columbus/Indigenous Peoples Day - No School
October 16	<i>Early Dismissal</i> - Professional Learning
November 4	Prof. Dev. - Teachers Only
November 5	Parent Conferences - Middle Schools
November 6	Parent Conferences - High School
November 12	Parent Conferences - High School
November 13	Parent Conferences - Middle Schools
November 26	<i>Early Dismissal</i>
November 27, 28	Thanksgiving - No School
December 3	Parent Conferences - MS/HS - <i>Early Dismissal</i>
December 4	<i>Early Dismissal</i> - Professional Learning
December 23	<i>Early Dismissal</i>
December 24 - January 2	Holiday Recess - No School
January 8	<i>Early Dismissal</i> - Professional Learning
January 19	Martin Luther King, Jr. Day - No School
February 4	Parent Conferences - Middle Schools
February 5	<i>Early Dismissal</i> - Professional Learning
February 11	Parent Conferences - High Schools
February 12	Parent Conferences - Middle Schools
February 16-20	Winter Recess - No School
March 12	<i>Early Dismissal</i> - Professional Learning
March 20	Eid al-Fitr
April 3	Good Friday - No School
April 13-17	Spring Recess - No School
April 23	<i>Early Dismissal</i> - Professional Learning

August 2025 (5/5)						
S	M	T	W	R	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

September 2025 (20/25)						
S	M	T	W	R	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

October 2025 (21/46)						
S	M	T	W	R	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

November 2025 (17/63)						
S	M	T	W	R	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

December 2025 (17/80)						
S	M	T	W	R	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

January 2026 (20/100)						
S	M	T	W	R	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

February 2026 (15/115)						
S	M	T	W	R	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

March 2026 (22/137)						
S	M	T	W	R	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

April 2026 (16/153)						
S	M	T	W	R	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

May 2026 (20/173)						
S	M	T	W	R	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

June 2026 (8/181)						
S	M	T	W	R	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

July 2026 (0)						
S	M	T	W	R	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

If emergency closings extend beyond June 30, 2026, then any additional days will be taken from Spring Recess, beginning with April 13, 2026. Amity Regional High School Graduation is traditionally held on the actual last day of school for students. Total Days For Students = 181; Total Days For Teachers =

185

# 2025-2026

**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*

**2025 BOARD OF EDUCATION REGULAR MEETING SCHEDULE (PROPOSAL)**

Regular meetings of the Amity Regional School District No. 5 Board of Education will be held on the second Monday of every month, unless otherwise noted. All meetings will be held in the Lecture Hall at Amity Regional High School, 25 Newton Road, Woodbridge, CT 06525. Any meeting location changes will be listed on the meeting notices. Meetings will begin at 6:30 p.m.

Monday	January 13, 2025	
Monday	February 10, 2025	
Monday	March 10, 2025	
Monday	April 7, 2025	<i>Exception</i> First Monday of the month
Monday	May 12, 2025	
Monday	June 9, 2025	
Monday	August 18, 2025	<i>Exception</i> Third Monday of the month
Monday	September 8, 2025	
Monday	October 6, 2025	<i>Exception</i> First Monday of the month
Monday	November 10, 2025	
Monday	December 8, 2025	
Monday	January 12, 2026	

Respectfully submitted,

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



November 2024

## October Ticket Summary

Tickets addressed and closed: 287

Tickets open: 8

## HS Student Help Desk

Students helped: 352

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 additional outdoor access points to install on the all-weather field to provide adequate wi-fi coverage for events and emergency incidents is complete and access points are deployed
- 3 more Promethean boards have been deployed
  - 1 in Amity Middle School Orange
  - 2 in Amity Middle School Bethnay
- Attended WCA Technology conference to research and discuss multiple topics
  - Endpoint protection
  - Network management
  - Physical security solutions
  - Battery backup systems

### 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 submitted and entered into the new Technology Budget
  - Full audit of current budget needs is complete 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



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:

- Repairs to the metal columns for the overhang at AMSO were completed.
- Door repairs to two doors at ARHS were completed by an outside contractor.
- An oil pump for the oil fired burner on the water heater at AMSB was replaced by an outside contractor
- A water leak on one of the domestic main hot water lines at AMSB was repaired by an outside contractor.
- Winter preventative maintenance on snow removal equipment was completed by our in house building maintainer.
- A new water bottle filling station/water fountain was installed at AMSB. This replaces a faulty one that could not be repaired.

#### Projects in Process:

- Annual preventative maintenance to the boilers and water heaters District Wide is being done by an outside contractor.
- One of the two VFD's that were found to be damaged as a result of the microgrid test was replaced by the vendor, we are waiting for the second to come in from the factory.
- A spotlight is being added to the scoreboard at ARHS to light the flagpole.
- The District is working with the Town of Woodbridge to address concerns with the fuel cell and microgrid. District met with the Town of Woodbridge on October 30th to discuss the recent failed microgrid test and will continue to work together to resolve the ongoing concerns.
- The transfer switch for ARHS was installed by our in house electrician. We are scheduling a date with a factory rep. to come out and provide commissioning and start-up.
- 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:

Some thermostats at AMSB that are running off of an old network platform will need to be replaced and upgraded. The old platform is causing communication issues resulting in the BMS system not getting the correct information and locking out the heating command for the rooftop units.



## Amity Regional School District #5

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## Meeting Materials - November 2024

*This report is intended for the exclusive use of clients or prospective clients (the "recipient") of Fiducient Advisors and the information contained herein is confidential and the dissemination or distribution to any other person without the prior approval of Fiducient Advisors is strictly prohibited. Information has been obtained from sources believed to be reliable, though not independently verified. Any forecasts are hypothetical and represent future expectations and not actual return volatilities and correlations will differ from forecasts. This report does not represent a specific investment recommendation. The opinions and analysis expressed herein are based on Fiducient Advisor research and professional experience and are expressed as of the date of this report.*

*Please consult with your advisor, attorney and accountant, as appropriate, regarding specific advice. Past performance does not indicate future performance and there is risk of loss.*



# Fiducient Advisors Update

## Retirement Plans

### Featured Insights

- Blog: [Celebrating 50 Years of ERISA](#)
- Blog: [From Worry to Wellness](#)
- Blog: [Strategies to Reduce PBGC Premiums](#)
- Blog: [Accounting for Float Income in Retirement Plans](#)

## Research Insights

- [Monthly Market Recaps](#)
- [Monthly Market Updates](#)
- [Mid-Year Update](#)
- [Private Markets Semi-Annual Update](#)

## Endowments & Foundations

### Featured Insights

- Blog: [ESG is Dead, Long Live ESG!](#)
- Blog: [Celebrating National Nonprofit Day](#)
- [Nonprofit Investment Stewards Podcast: Quarterly Quick Take: How Presidential Elections Impact Your Portfolio](#)

## The Wealth Office®

### Featured Insights

- Blog: [Don't Send Your Child Off to College Without These Four Tools](#)
- Blog: [Executive Compensation – Five Costly Mistakes](#)
- Webcast: [Seven Medicare Mistakes to Avoid](#)

## New Associates – Welcome!

**Daisy Guzman**  
Consulting Analyst

**Ashley Lemieux**  
Client Service Associate

**Denisse Merlos**  
Consulting Analyst

**Dee Northern**  
Wealth Planner

*As of September 30, 2024.*



## 2024 Investor Conference

*That's a wrap!*

### Featured speakers:

**Liz Ann Sonders** | Charles Schwab & Co.

**Howard Marks** | Oaktree Capital Management

**John Emerson** | Capital Group

**Stephen Watson** | The National WWII Museum

**Save the Date!**

**2025  
Investor Conference**

*The Westin Copley Place  
Boston*

**September 16 - 17**





# Financial Markets Performance

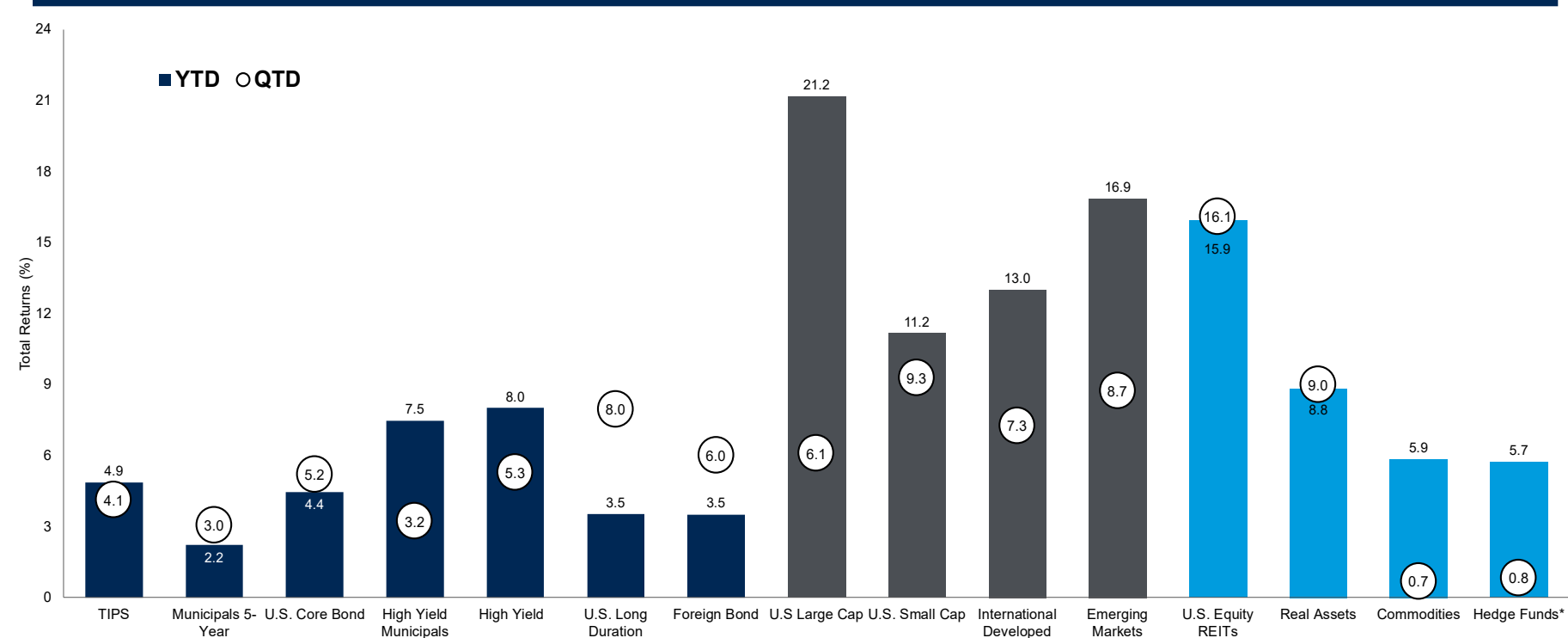
Total Return as of September 30, 2024  
Periods greater than one year are annualized  
All returns are in U.S. dollar terms

Global Fixed Income Markets	QTD	YTD	1YR	3YR	5YR	7YR	10YR	15YR
Bloomberg 1-3-Month T-Bill	1.4%	4.1%	5.5%	3.6%	2.3%	2.2%	1.6%	1.1%
Bloomberg U.S. TIPS	4.1%	4.9%	9.8%	-0.6%	2.6%	2.9%	2.5%	3.2%
Bloomberg Municipal Bond (5 Year)	3.0%	2.2%	7.6%	0.4%	1.3%	1.7%	1.8%	2.4%
Bloomberg High Yield Municipal Bond	3.2%	7.5%	17.4%	1.0%	3.1%	4.5%	4.5%	5.7%
Bloomberg U.S. Aggregate	5.2%	4.4%	11.6%	-1.4%	0.3%	1.5%	1.8%	2.6%
Bloomberg U.S. Corporate High Yield	5.3%	8.0%	15.7%	3.1%	4.7%	4.7%	5.0%	6.9%
Bloomberg Global Aggregate ex-U.S. Hedged	3.5%	4.2%	9.8%	0.6%	0.6%	2.3%	2.6%	3.2%
Bloomberg Global Aggregate ex-U.S. Unhedged	8.5%	2.8%	12.3%	-4.4%	-1.9%	-0.8%	-0.5%	0.2%
Bloomberg U.S. Long Gov / Credit	8.0%	3.5%	17.2%	-6.2%	-2.0%	1.0%	2.3%	4.2%
Global Equity Markets	QTD	YTD	1YR	3YR	5YR	7YR	10YR	15YR
S&P 500	5.9%	22.1%	36.4%	11.9%	16.0%	14.5%	13.4%	14.1%
Dow Jones Industrial Average	8.7%	13.9%	28.8%	10.0%	11.8%	11.9%	12.0%	13.0%
NASDAQ Composite	2.8%	21.8%	38.6%	8.8%	18.8%	16.9%	16.1%	16.6%
Russell 3000	6.2%	20.6%	35.2%	10.3%	15.3%	13.7%	12.8%	13.8%
Russell 1000	6.1%	21.2%	35.7%	10.8%	15.6%	14.2%	13.1%	14.0%
Russell 1000 Growth	3.2%	24.5%	42.2%	12.0%	19.7%	18.2%	16.5%	16.5%
Russell 1000 Value	9.4%	16.7%	27.8%	9.0%	10.7%	9.5%	9.2%	11.2%
Russell Mid Cap	9.2%	14.6%	29.3%	5.7%	11.3%	10.5%	10.2%	12.5%
Russell Mid Cap Growth	6.5%	12.9%	29.3%	2.3%	11.5%	11.9%	11.3%	13.2%
Russell Mid Cap Value	10.1%	15.1%	29.0%	7.4%	10.3%	8.8%	8.9%	11.6%
Russell 2000	9.3%	11.2%	26.8%	1.8%	9.4%	7.4%	8.8%	10.6%
Russell 2000 Growth	8.4%	13.2%	27.7%	-0.4%	8.8%	7.6%	8.9%	11.1%
Russell 2000 Value	10.2%	9.2%	25.9%	3.8%	9.3%	6.6%	8.2%	9.8%
MSCI ACWI	6.6%	18.7%	31.8%	8.1%	12.2%	10.2%	9.4%	9.6%
MSCI ACWI ex. U.S.	8.1%	14.2%	25.4%	4.1%	7.6%	5.4%	5.2%	5.5%
MSCI EAFE	7.3%	13.0%	24.8%	5.5%	8.2%	6.0%	5.7%	6.0%
MSCI EAFE Growth	5.7%	12.3%	26.5%	1.9%	7.7%	6.7%	6.6%	6.9%
MSCI EAFE Value	8.9%	13.8%	23.1%	8.9%	8.3%	5.0%	4.6%	4.9%
MSCI EAFE Small Cap	10.5%	11.1%	23.5%	-0.4%	6.4%	4.2%	6.2%	7.1%
MSCI Emerging Markets	8.7%	16.9%	26.1%	0.4%	5.7%	3.7%	4.0%	4.2%
Alternatives	QTD	YTD	1YR	3YR	5YR	7YR	10YR	15YR
Consumer Price Index*	0.3%	1.4%	2.6%	4.8%	4.2%	3.6%	2.8%	2.5%
FTSE NAREIT Equity REITs	16.1%	15.9%	34.7%	5.1%	5.5%	7.0%	7.8%	10.4%
S&P Real Assets	9.0%	8.8%	18.6%	3.5%	4.9%	4.9%	4.2%	5.9%
FTSE EPRA NAREIT Developed	16.3%	12.6%	30.2%	1.4%	2.4%	4.3%	5.0%	7.1%
FTSE EPRA NAREIT Developed ex U.S.	17.0%	8.6%	25.0%	-3.3%	-1.0%	1.4%	2.3%	4.3%
Bloomberg Commodity Total Return	0.7%	5.9%	1.0%	3.7%	7.8%	4.9%	0.0%	-0.4%
HFRI Fund of Funds Composite*	0.8%	5.7%	8.6%	2.2%	5.1%	4.2%	3.5%	3.6%
HFRI Asset Weighted Composite*	-0.3%	5.0%	6.7%	3.6%	4.4%	4.0%	3.6%	4.6%

Sources: Morningstar, FactSet. As of September 30, 2024. \*Consumer Price Index and HFRI indexes as of August 31, 2024.



# Asset Class Returns



Source: Morningstar Direct. As of September 30, 2024. \*Hedge fund returns as of August 31, 2024.

## Real Asset / Alternatives (3Q 2024)

- + Equity REITs had a strong quarter, producing double digit results and bringing the asset class into positive territory year-to-date. The falling interest rate environment and market expectations for the Fed to continue to cut interest rates fueled the asset class.
- + Commodities eked out a modest gain, driven from the metals sub-sectors. Energy lagged due to declining oil prices – a rare move amidst rising military tensions in the middle east.
- + Real assets performed well during the quarter. Much of the gain came from infrastructure and timber.

See disclosures for list of indices representing each asset class. Past performance does not indicate future performance and there is a possibility of a loss. Indices cannot be invested in directly.

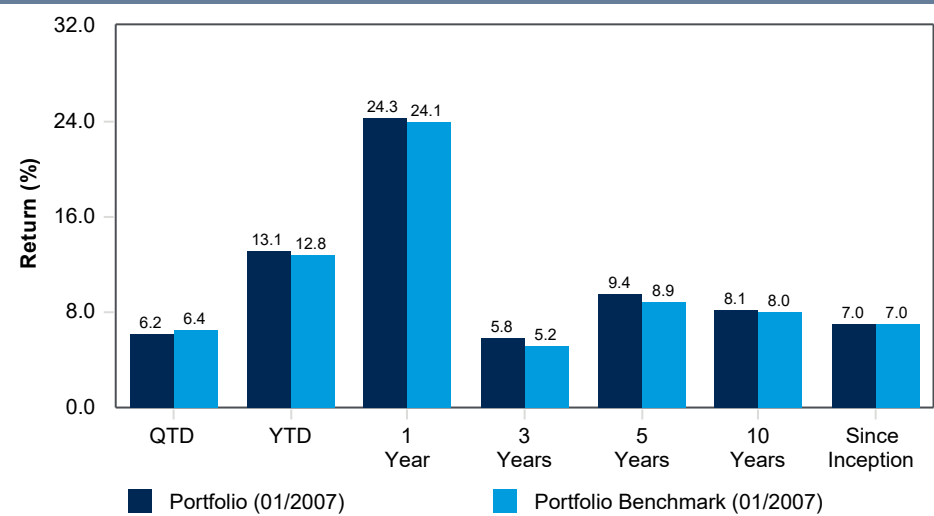


# Portfolio Dashboard

Amity Pension

As of September 30, 2024

## Historical Performance



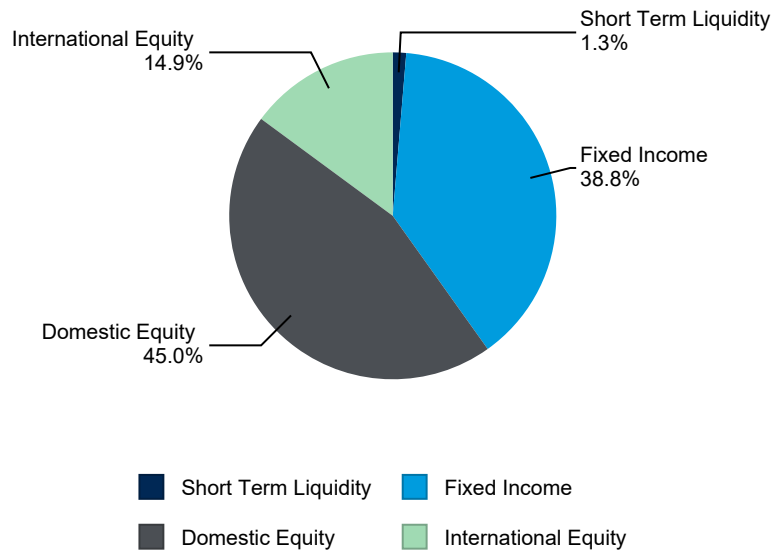
## Summary of Cash Flows

	QTD	YTD	1 Year	Since Inception
Beginning Market Value	17,681,442	16,913,001	15,721,055	5,911,809
Net Contributions	-26,038	-353,569	-688,087	-760,253
Gain/Loss	1,093,476	2,189,448	3,715,912	13,597,324
Ending Market Value	18,748,880	18,748,880	18,748,880	18,748,880

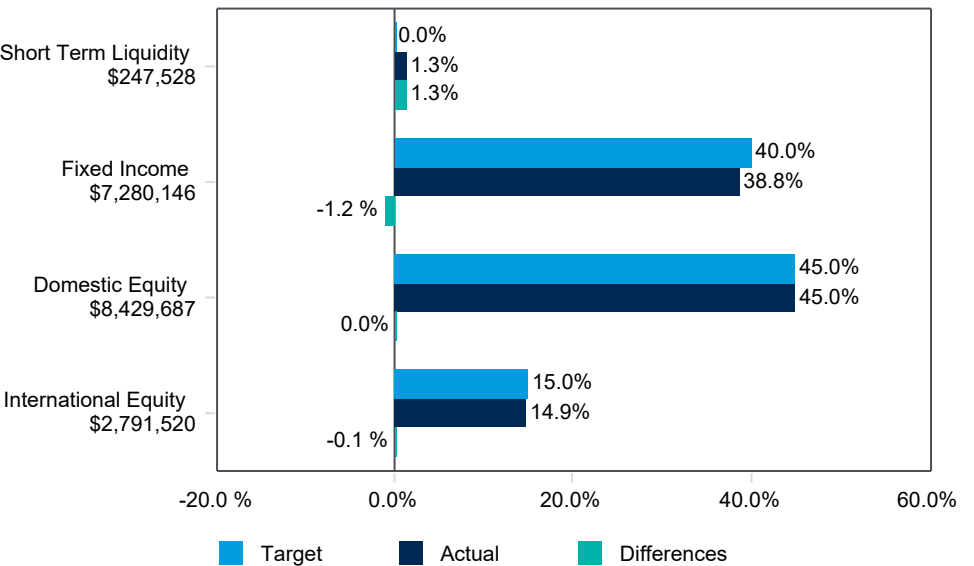
## Current Benchmark Composition

From Date	To Date	
04/2024	Present	40.00% Blmbg. U.S. Aggregate, 7.50% S&P 500, 11.25% CRSP U.S. Large Cap Value TR Index, 11.25% CRSP U.S. Large Cap Growth TR Index, 9.00% CRSP U.S. Mid Cap TR Index, 6.00% CRSP U.S. Small Cap TR Index, 15.00% FTSE Developed ex US Spliced Index

## Portfolio Allocation



## Actual vs. Target Allocations



Client portfolio performance is presented net of underlying investment manager fees but gross of Fiducient Advisors' fees.





## Asset Allocation

Amity Pension

As of September 30, 2024

	Asset Allocation (\$)	Asset Allocation (%)	Target Allocation (%)	Differences (%)
<b>Amity Pension</b>	<b>18,748,880</b>	<b>100.0</b>	<b>100.0</b>	<b>0.0</b>
<b>Short Term Liquidity</b>	<b>247,528</b>	<b>1.3</b>	<b>0.0</b>	<b>1.3</b>
All Spring Govt Money Market Fund I	247,528	1.3	0.0	1.3
<b>Fixed Income</b>	<b>7,280,146</b>	<b>38.8</b>	<b>40.0</b>	<b>-1.2</b>
Vanguard Total Bond Market Index Adm	5,796,456	30.9	32.0	-1.1
BlackRock Strategic Income Opportunities K	1,483,690	7.9	8.0	-0.1
<b>Domestic Equity</b>	<b>8,429,687</b>	<b>45.0</b>	<b>45.0</b>	<b>0.0</b>
Vanguard 500 Index Adm	1,403,810	7.5	7.5	0.0
Vanguard Value Index Adm	2,148,352	11.5	11.3	0.2
Vanguard Growth Index Adm	2,072,096	11.1	11.3	-0.2
Vanguard Mid-Cap Index Adm	1,694,425	9.0	9.0	0.0
Vanguard Small-Cap Index Adm	1,111,005	5.9	6.0	-0.1
<b>International Equity</b>	<b>2,791,520</b>	<b>14.9</b>	<b>15.0</b>	<b>-0.1</b>
Vanguard Developed Markets Adm	2,791,520	14.9	15.0	-0.1

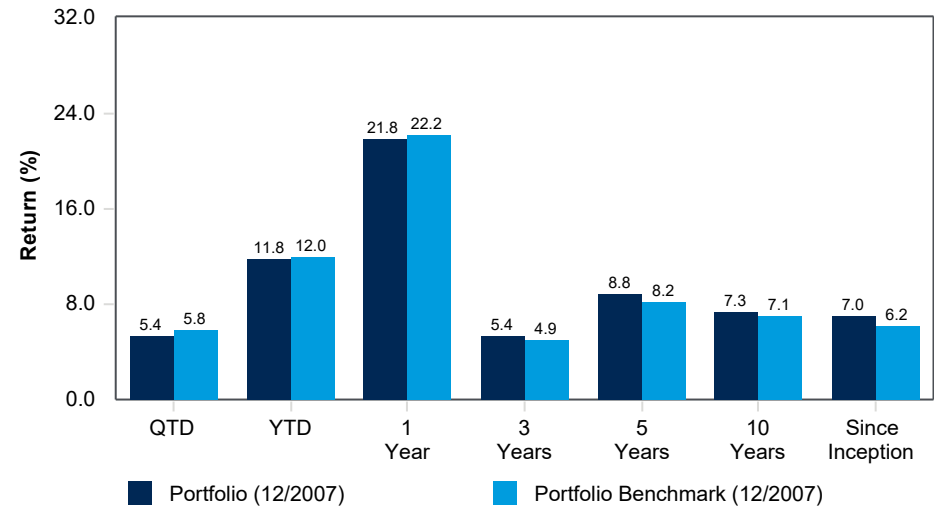


# Portfolio Dashboard

Amity OPEB

As of September 30, 2024

## Historical Performance



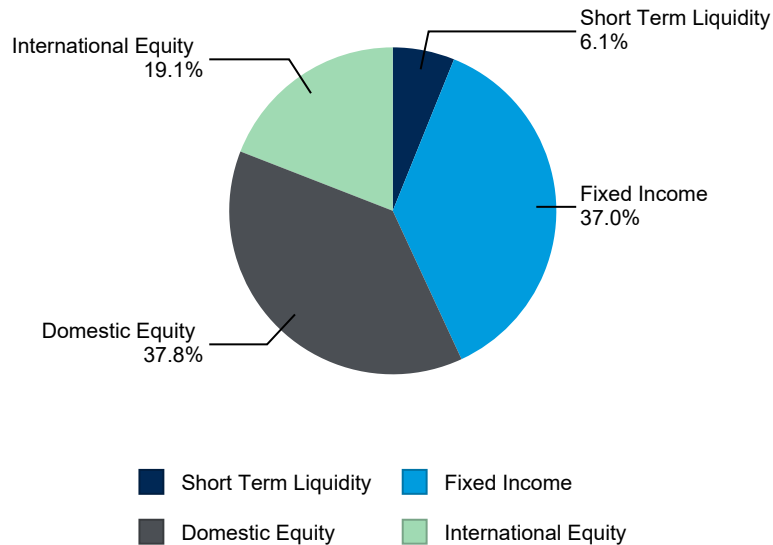
## Summary of Cash Flows

	QTD	YTD	1 Year	Since Inception
Beginning Market Value	3,721,111	3,480,076	3,349,135	507,703
Net Contributions	27,621	76,133	-69,911	1,055,855
Gain/Loss	199,138	391,662	668,647	2,384,313
Ending Market Value	3,947,871	3,947,871	3,947,871	3,947,871

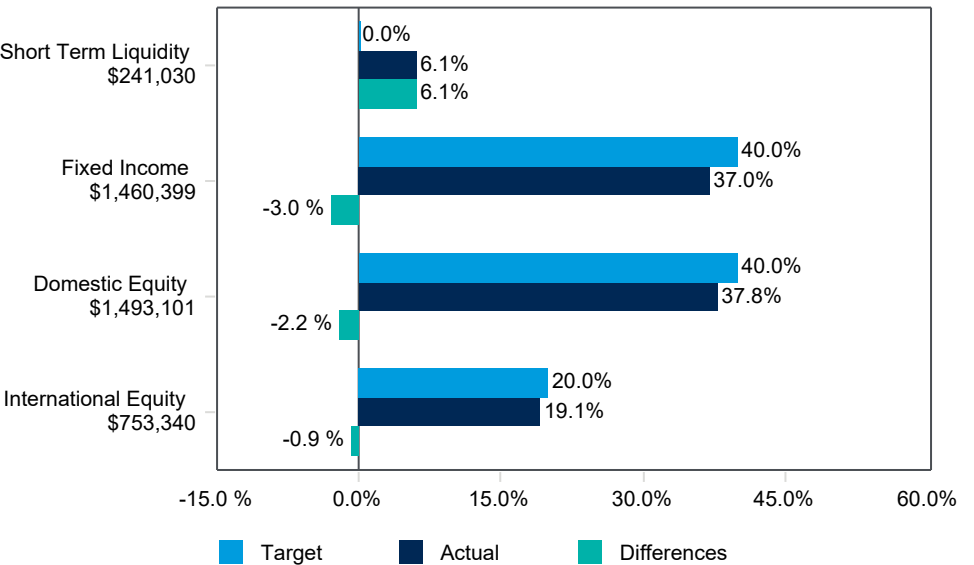
## Current Benchmark Composition

From Date	To Date	
06/2023	Present	25.00% Blmbg. U.S. Aggregate, 15.00% Blmbg. U.S. TIPS 0-5 Year, 30.00% S&P 500, 10.00% CRSP U.S. Small Cap TR Index, 20.00% FTSE Developed ex US Spliced Index

## Portfolio Allocation



## Actual vs. Target Allocations



Client portfolio performance is presented net of underlying investment manager fees but gross of Fiducient Advisors' fees.



## Asset Allocation

Amity OPEB

As of September 30, 2024

	Asset Allocation (\$)	Asset Allocation (%)	Target Allocation (%)	Differences (%)
<b>Amity OPEB</b>	<b>3,947,871</b>	<b>100.0</b>	<b>100.0</b>	<b>0.0</b>
<b>Short Term Liquidity</b>	<b>241,030</b>	<b>6.1</b>	<b>0.0</b>	<b>6.1</b>
All Spring Govt Money Market Fund I	241,030	6.1	0.0	6.1
<b>Fixed Income</b>	<b>1,460,399</b>	<b>37.0</b>	<b>40.0</b>	<b>-3.0</b>
Vanguard Short Term Inflation Protection Adm	552,468	14.0	15.0	-1.0
Vanguard Total Bond Market Index Adm	558,469	14.1	15.0	-0.9
BlackRock Strategic Income Opportunities K	349,463	8.9	10.0	-1.1
<b>Domestic Equity</b>	<b>1,493,101</b>	<b>37.8</b>	<b>40.0</b>	<b>-2.2</b>
Vanguard 500 Index Adm	1,137,491	28.8	30.0	-1.2
Vanguard Small-Cap Index Adm	355,610	9.0	10.0	-1.0
<b>International Equity</b>	<b>753,340</b>	<b>19.1</b>	<b>20.0</b>	<b>-0.9</b>
Vanguard Developed Markets Index Fund Adm	753,340	19.1	20.0	-0.9

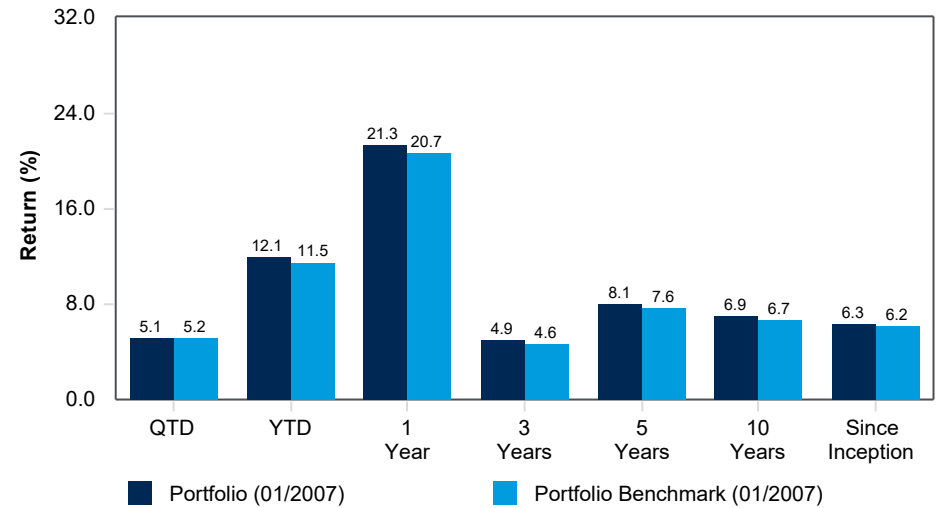


# Portfolio Dashboard

Amity Sick & Severence

As of September 30, 2024

## Historical Performance



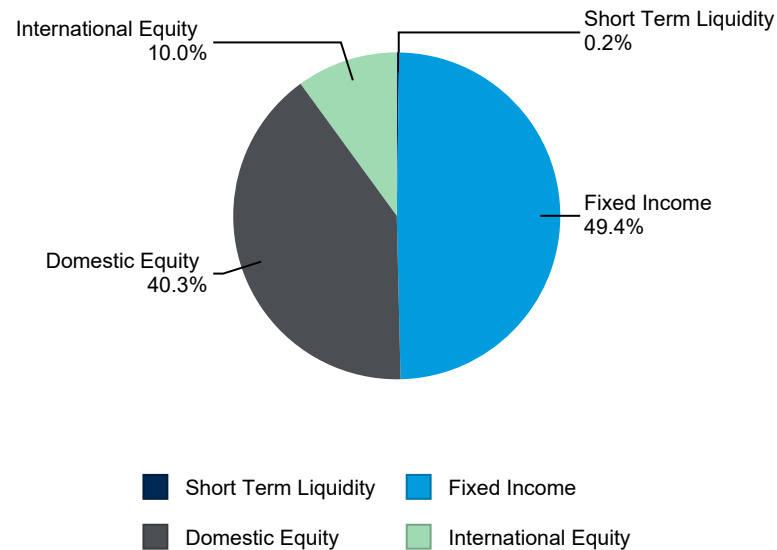
## Summary of Cash Flows

	QTD	YTD	1 Year	Since Inception
Beginning Market Value	445,423	495,076	457,995	897,135
Net Contributions	-8,012	-87,656	-88,155	-1,179,235
Gain/Loss	22,555	52,546	90,127	742,066
Ending Market Value	459,966	459,966	459,966	459,966

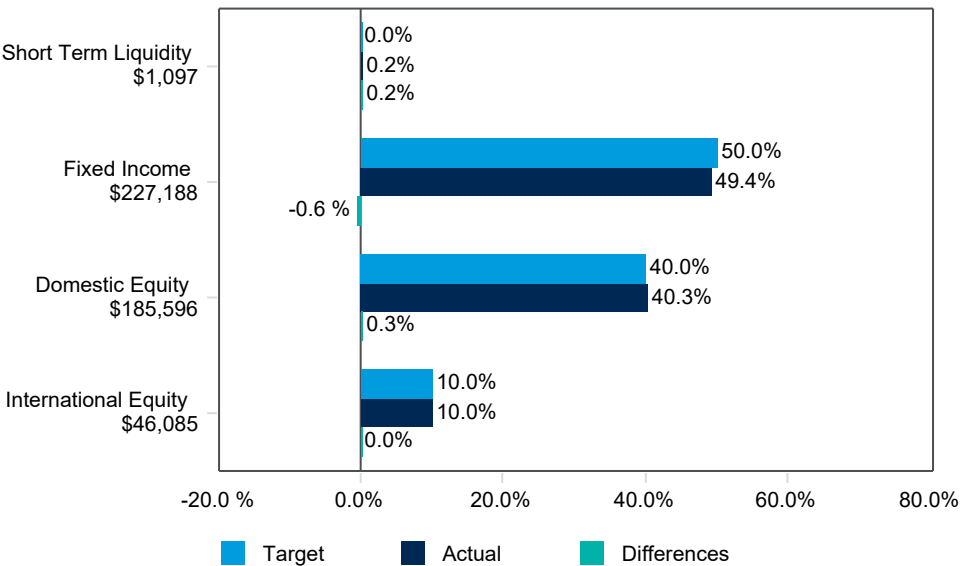
## Current Benchmark Composition

From Date	To Date	
03/2014	Present	5.00% Blmbg. U.S. TIPS, 22.50% Blmbg. 1-3 Govt, 22.50% Blmbg. U.S. Aggregate, 40.00% CRSP U.S. Total Market TR Index, 10.00% FTSE Developed ex US Spliced Index

## Portfolio Allocation



## Actual vs. Target Allocations



Client portfolio performance is presented net of underlying investment manager fees but gross of Fiducient Advisors' fees.



## Asset Allocation

Amity Sick & Severence

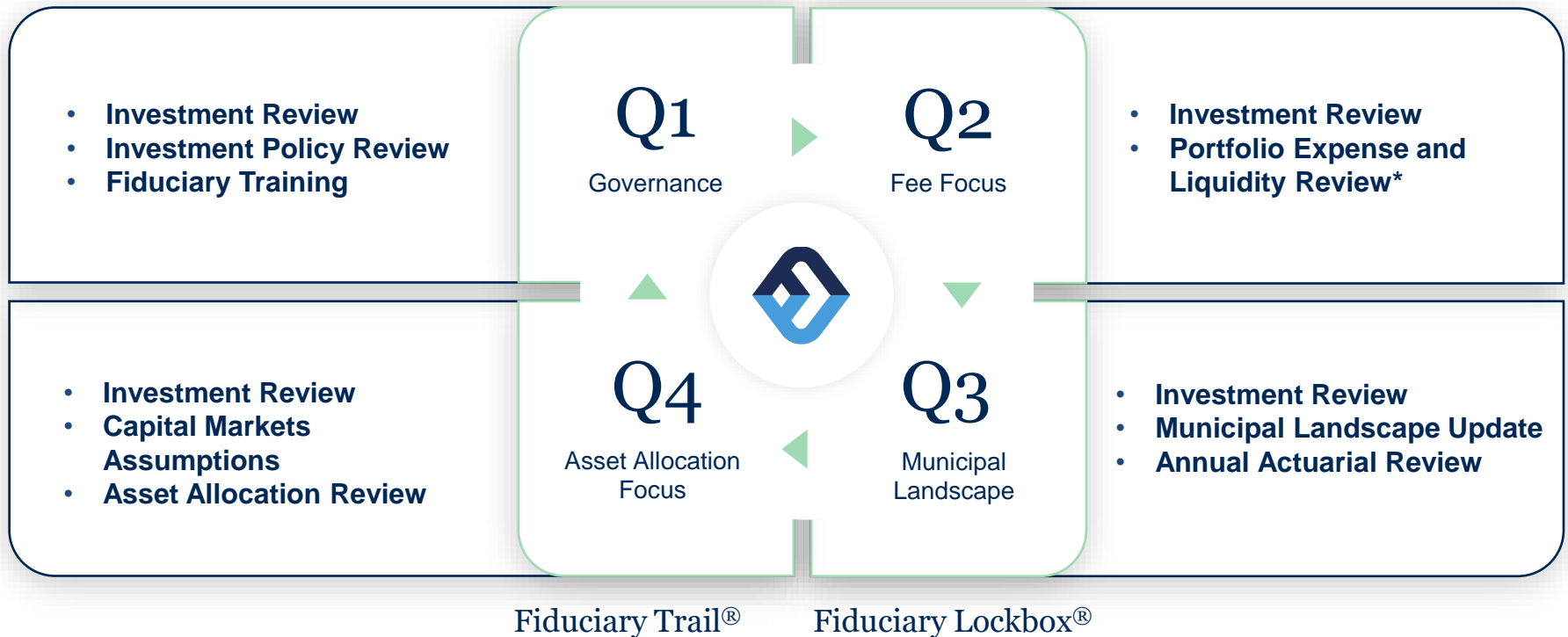
As of September 30, 2024

	Asset Allocation (\$)	Asset Allocation (%)	Target Allocation (%)	Differences (%)
<b>Amity Sick &amp; Severence</b>	<b>459,966</b>	<b>100.0</b>	<b>100.0</b>	<b>0.0</b>
<b>Short Term Liquidity</b>	<b>1,097</b>	<b>0.2</b>	<b>0.0</b>	<b>0.2</b>
All Spring Govt Money Market Fund I	1,097	0.2	0.0	0.2
<b>Fixed Income</b>	<b>227,188</b>	<b>49.4</b>	<b>50.0</b>	<b>-0.6</b>
Vanguard Short-Term Treasury Index Fund Adm	101,354	22.0	22.5	-0.5
Vanguard Short Term Inflation Protection Adm	22,560	4.9	5.0	-0.1
Vanguard Total Bond Market Index Adm	103,275	22.5	22.5	0.0
<b>Domestic Equity</b>	<b>185,596</b>	<b>40.3</b>	<b>40.0</b>	<b>0.3</b>
Vanguard Total Stock Market Index Adm	185,596	40.3	40.0	0.3
<b>International Equity</b>	<b>46,085</b>	<b>10.0</b>	<b>10.0</b>	<b>0.0</b>
Vanguard Developed Markets Adm	46,085	10.0	10.0	0.0



# Fiduciary Governance Calendar

The fiduciary governance calendar is designed to create a disciplined framework around governance, which helps ensure that over the course of a calendar year key fiduciary obligations and responsibilities are being met.



\*Liquidity analysis is provided only for portfolios with marketable alternatives and/or private equity.



## Actuarial Review – Amity Regional School District Number Five Pension Plan

Amity Regional School District Number Five Pension Plan		
	7/1/2023	7/1/2022
Actuarial Value of Assets	\$16,531,643	\$16,070,188
Total Accrued Liability	\$20,899,573	\$20,732,951
Funded Ratio	79.1%	77.5%
Actuarial Return Assumption	6.875%	6.875%

Source: USI, 2023 Valuation Report, as of 7/1/2023



## Actuarial Review – Amity Regional School District Number Five OPEB Plan

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Amity Regional School District Number Five OPEB Plan		
	7/1/2023	7/1/2022
Actuarial Value of Assets	\$3,385,831	\$3,082,783
Total Accrued Liability	\$5,065,594	\$4,601,729
Funded Ratio	66.8%	67.0%
Actuarial Return Assumption	6.5%	6.5%

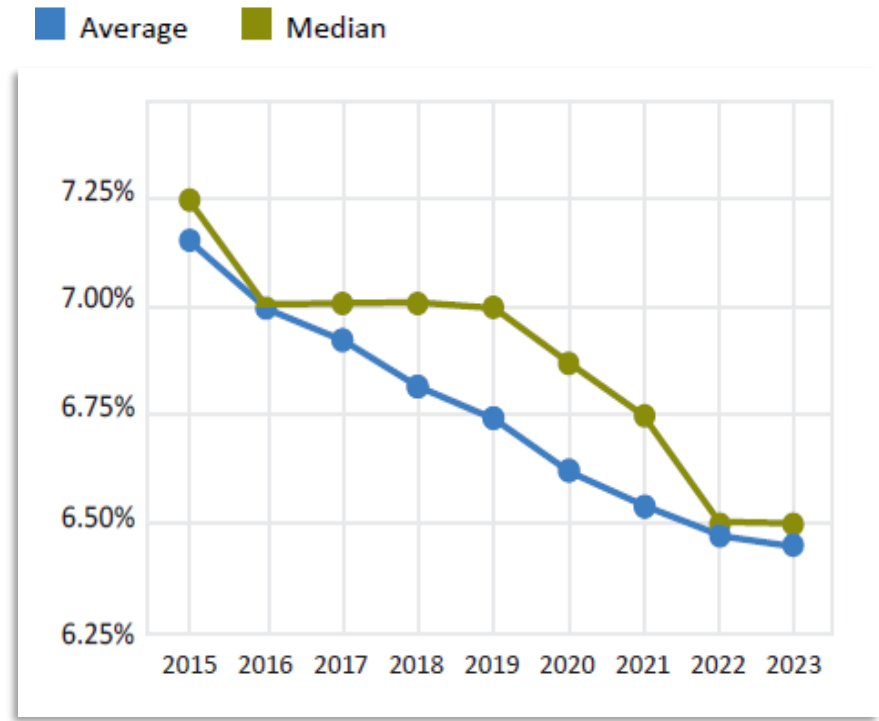
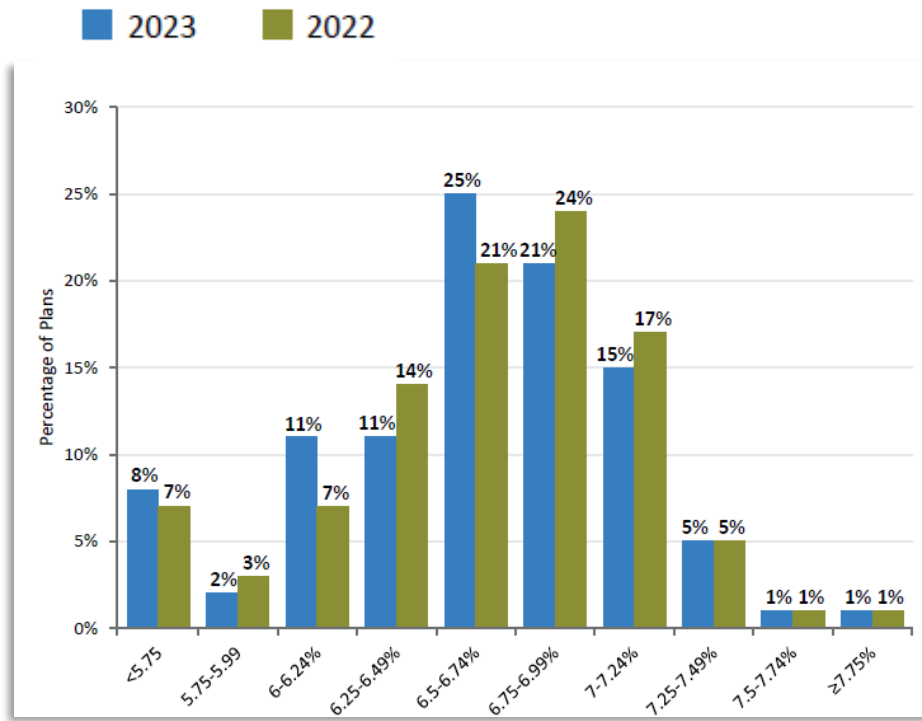
Source: USI, 2023 Valuation Report, as of 7/1/2023





## CT Muni Pension Plans: Trends in Investment Return Assumptions

- The average investment return assumption across Connecticut municipal pension plans was 6.43% and the median was 6.50% for FY 2023. Only 8% of plans reduced their investment return assumption since last year's report, with the most common reduction of 0.125%.
- The average long-term rate of return assumption has declined by 71 basis points, from 7.14% to 6.43%, from FY 2015 to FY 2022. We expect to see a pause in setting lower assumed rates of return on a go-forward basis due to the restoration of higher bond yields.



Source: USI Consulting Group 2024 Municipal Pension & OPEB Report: 200 Municipal CT Pension Plans. Data extracted from the CAFRs submitted by local municipalities in CT for fiscal year ending June 30, 2023



## CT Muni Pension – Avg. Investment Return Assumption by Plan Size

- As **plan sizes increases**, the average investment return assumption **increases** as well
- As illustrated, within each range of plan size, the average assumption decreased from FY 2022 to FY 2023. The average decrease for all plans during was roughly 3 basis points from 6.46% to 6.43%.

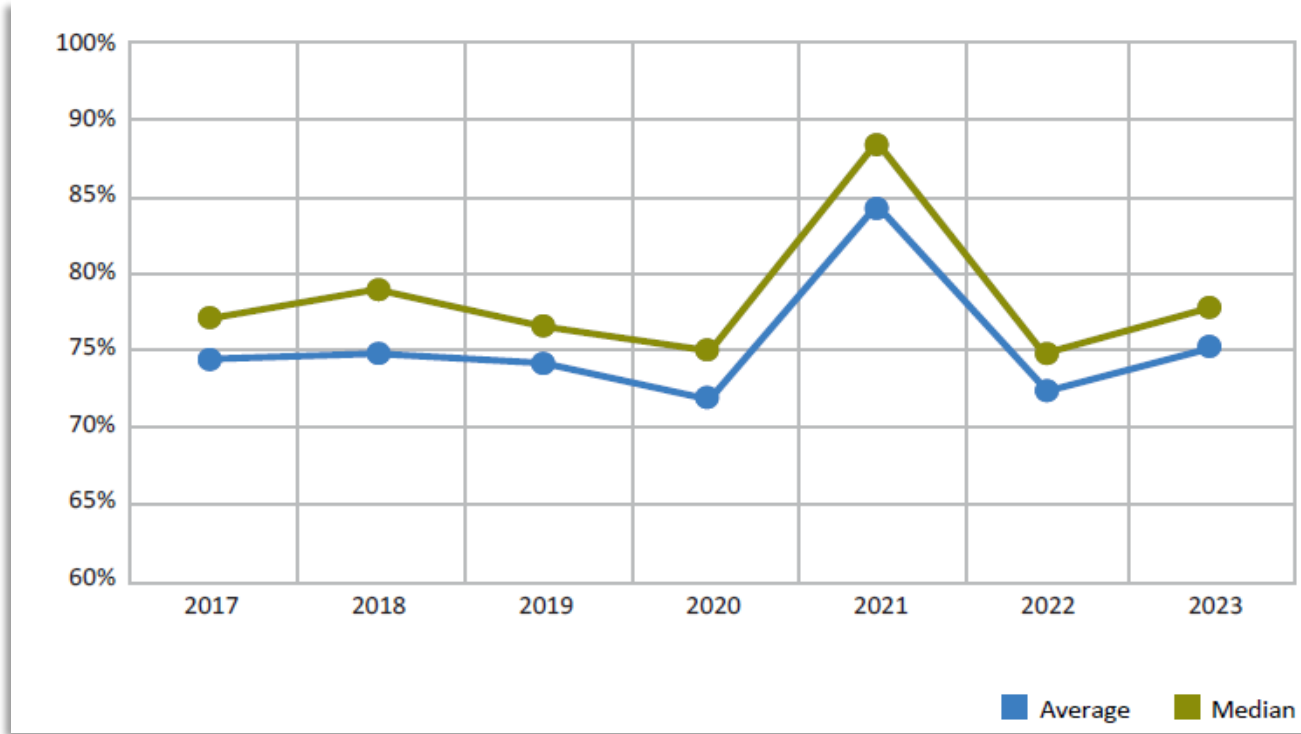
Average Investment Return Assumption					
Plan assets (\$ millions)	% of plans	2023	2022	2021	% Change
< \$10	37%	6.07%	6.15%	6.15%	-0.08%
\$10 – \$49	37%	6.60%	6.59%	6.64%	0.01%
\$50+	26%	6.71%	6.74%	6.86%	-0.03%
All Plans	100%	6.43%	6.46%	6.53%	-0.03%

Source: USI Consulting Group 2024 Municipal Pension & OPEB Report: 200 Municipal CT Pension Plans. Data extracted from the CAFRs submitted by local municipalities in CT for fiscal year ending June 30, 2023



## CT Muni Pension: Trends in Funded Ratios

- The illustration below provides a historical trend for CT municipal pension plans since 2017.
- Following outsized investment performance in FY 2023 the average and median funded ratios improved from the previous fiscal year.
- The average funded ratio stood at 75.3% as of FY 2023 versus 72.4% for FY 2022.

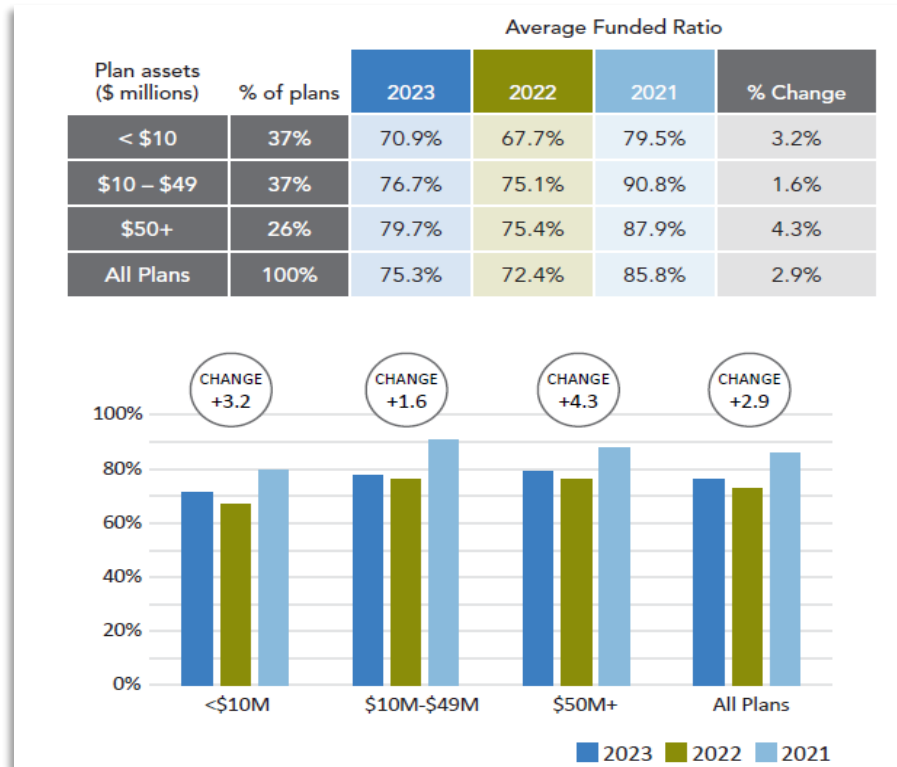


Source: USI Consulting Group 2024 Municipal Pension & OPEB Report: 200 Municipal CT Pension Plans. Data extracted from the CAFRs submitted by local municipalities in CT for fiscal year ending June 30, 2023



## CT Muni Pension: Trends in Funded Ratios by Plan Size

- Solid investment returns for FY 2023 served to improve the funded status for CT municipal pension plans.
- For FY 2023, 47% of the pension plans analyzed exceeded the 80% funded level, compared to 36% reported in the previous year.
- Consistent with prior years, the results indicate that as plan size increases the average funded ratio tends to increase as well.

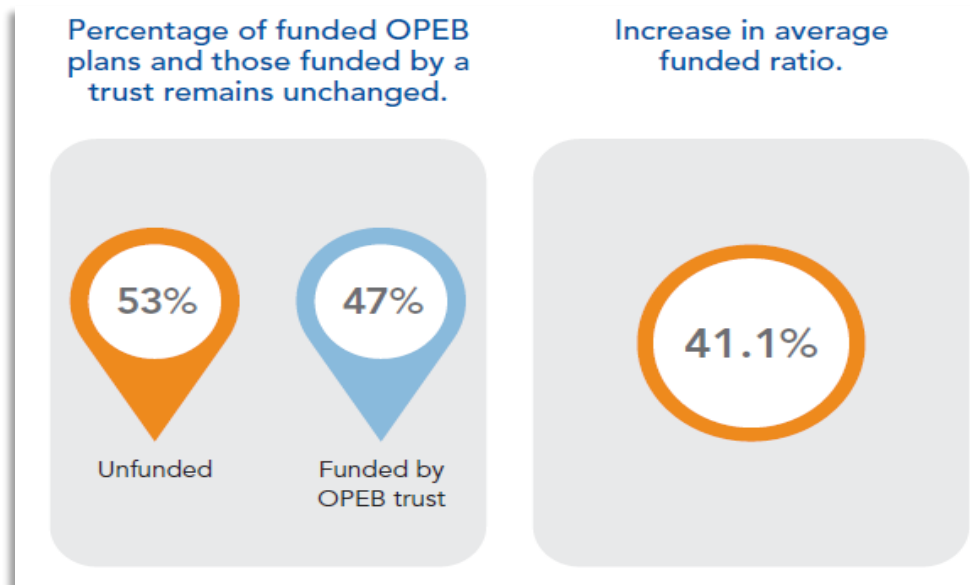


Source: USI Consulting Group 2024 Municipal Pension & OPEB Report: 200 Municipal CT Pension Plans. Data extracted from the CAFRs submitted by local municipalities in CT for fiscal year ending June 30, 2023

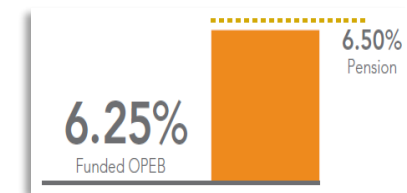


## CT Muni OPEB: Trends in Funded Ratios & Investment Return Assumptions

- Approximately 53% of CT OPEB plans are unfunded with 47% of plans funded with an OPEB trust and are unchanged from the previous year.
- For plans funding an OPEB, the average funded ratio was 41.1% for FY 2023, an increase from the average funded level of 36.5% for FY 2022.
- The median investment return assumption for funded OPEB plans stood at 6.25% versus 6.50% for FY 2022. The median investment return for CT municipal **pensions** stood at **6.50%** as of FY 2023.



### MEDIAN INVESTMENT RETURN ASSUMPTION



Source: USI Consulting Group Municipal Pension & OPEB Report: 170+ CT municipal OPEB plans. Data extracted from the CAFRs submitted by local municipalities in CT for fiscal year ending June 30, 2023

# Definitions & Disclosures

Please note: Due to rounding methodologies of various data providers, certain returns in this report might differ slightly when compared to other sources

## REGULATORY DISCLOSURES

**Offer of ADV Part 2A:** Rule 204-3 under the Investment Advisers Act of 1940 requires that we make an annual offer to clients to send them, without charge, a written disclosure statement meeting the requirements of such rule. We will be glad to send a copy of our ADV Part 2A to you upon your written request to [compliance@fiducient.com](mailto:compliance@fiducient.com).

## INDEX DEFINITIONS

- **Citigroup 3 Month T-Bill** measures monthly return equivalents of yield averages that are not marked to market. The Three-Month Treasury Bill Indexes consist of the last three three-month Treasury bill issues.
- **Ryan 3 Yr. GIC** is an arithmetic mean of market rates of \$1 million Guaranteed Interest Contracts held for three years.
- **Bloomberg Treasury U.S. T-Bills-1-3 Month Index** includes aged U.S. Treasury bills, notes and bonds with a remaining maturity from 1 up to (but not including) 3 months. It excludes zero coupon strips.
- **Bloomberg Capital US Treasury Inflation Protected Securities Index** consists of Inflation-Protection securities issued by the U.S. Treasury.
- **Bloomberg Muni Index** is a rules-based, market-value-weighted index engineered for the long-term tax-exempt bond market. Bonds must be rated investment-grade by at least two ratings agencies.
- **Bloomberg Muni 1 Year Index** is the 1-year (1-2) component of the Municipal Bond index.
- **Bloomberg Muni 3 Year Index** is the 3-year (2-4) component of the Municipal Bond index.
- **Bloomberg Muni 5 Year Index** is the 5-year (4-6) component of the Municipal Bond index.
- **Bloomberg Muni 7 Year Index** is the 7-year (6-8) component of the Municipal Bond index.
- **Bloomberg Intermediate U.S. Gov't/Credit** is the Intermediate component of the U.S. Government/Credit index, which includes securities in the Government and Credit Indices. The Government Index includes treasuries and agencies, while the credit index includes publicly issued U.S. corporate and foreign debentures and secured notes that meet specified maturity, liquidity, and quality requirements.
- **Bloomberg U.S. Aggregate Index** covers the U.S. investment grade fixed rate bond market, with index components for government and corporate securities, mortgage pass-through securities, and asset-backed securities.
- **Bloomberg Global Aggregate ex. USD Indices** represent a broad-based measure of the global investment-grade fixed income markets. The two major components of this index are the Pan-European Aggregate and the Asian-Pacific Aggregate Indices. The index also includes Eurodollar and Euro-Yen corporate bonds and Canadian government, agency and corporate securities.
- **Bloomberg U.S. Corporate High Yield Index** covers the universe of fixed rate, non-investment grade debt. Eurobonds and debt issues from countries designated as emerging markets (sovereign rating of Baa1/BBB+/BBB+ and below using the middle of Moody's, S&P, and Fitch) are excluded, but Canadian and global bonds (SEC registered) of issuers in non-EMG countries are included.
- **JP Morgan Government Bond Index-Emerging Market (GBI-EM) Index** is a comprehensive, global local emerging markets index, and consists of regularly traded, liquid fixed-rate, domestic currency government bonds to which international investors can gain exposure.
- **The S&P 500** is a capitalization-weighted index of 500 stocks designed to measure performance of the broad domestic economy through changes in the aggregate market value of 500 stocks representing all major industries.
- **The Dow Jones Industrial Index** is a price-weighted average of 30 blue-chip stocks that are generally the leaders in their industry.
- **The NASDAQ** is a broad-based capitalization-weighted index of stocks in all three NASDAQ tiers: Global Select, Global Market and Capital Market.
- **Russell 3000** is a market-cap-weighted index which consists of roughly 3,000 of the largest companies in the U.S. as determined by market capitalization. It represents nearly 98% of the investable U.S. equity market.
- **Russell 1000** consists of the largest 1000 companies in the Russell 3000 Index.
- **Russell 1000 Growth** measures the performance of those Russell 1000 companies with higher P/B ratios and higher forecasted growth values.
- **Russell 1000 Value** measures the performance of those Russell 1000 companies with lower P/B ratios and lower forecasted growth values.
- **Russell Mid Cap** measures the performance of the 800 smallest companies in the Russell 1000 Index.
- **Russell Mid Cap Growth** measures the performance of those Russell Mid Cap companies with higher P/B ratios and higher forecasted growth values.
- **Russell Mid Cap Value** measures the performance of those Russell Mid Cap companies with lower P/B ratios and lower forecasted growth values.
- **Russell 2000** consists of the 2,000 smallest U.S. companies in the Russell 3000 index.
- **Russell 2000 Growth** measures the performance of the Russell 2000 companies with higher P/B ratios and higher forecasted growth values.
- **Russell 2000 Value** measures the performance of those Russell 2000 companies with lower P/B ratios and lower forecasted growth values.
- **Russell 2500** consists of the 2,500 smallest U.S. companies in the Russell 3000 index.
- **Russell 2500 Growth** measures the performance of the Russell 2500 companies with higher P/B ratios and higher forecasted growth values.
- **Russell 2500 Value** measures the performance of those Russell 2500 companies with lower P/B ratios and lower forecasted growth values.
- **MSCI World** captures large and mid-cap representation across 23 Developed Markets countries. With 1,645 constituents, the index covers approximately 85% of the free float-adjusted market capitalization in each country.
- **MSCI ACWI (All Country World Index) ex. U.S. Index** captures large and mid-cap representation across 22 of 23 Developed Markets countries (excluding the United States) and 23 Emerging Markets countries. With 1,859 constituents, the index covers approximately 85% of the global equity opportunity set outside the US.
- **MSCI ACWI (All Country World Index) ex. U.S. Small Cap Index** captures small cap representation across 22 of 23 Developed Markets countries (excluding the US) and 23 Emerging Markets countries. With 4,368 constituents, the index covers approximately 14% of the global equity opportunity set outside the US.
- **MSCI EAFE** is an equity index which captures large and mid-cap representation across Developed Markets countries around the world, excluding the US and Canada. With 930 constituents, the index covers approximately 85% of the free float-adjusted market capitalization in each country.

- **MSCI EAFE Value** captures large and mid-cap securities exhibiting overall value style characteristics across Developed Markets countries around the world, excluding the US and Canada. The value investment style characteristics for index construction are defined using three variables: book value to price, 12-month forward earnings to price and dividend yield. With 507 constituents, the index targets 50% coverage of the free float-adjusted market capitalization of the MSCI EAFE Index.
- **MSCI EAFE Growth** captures large and mid-cap securities exhibiting overall growth style characteristics across Developed Markets countries around the world, excluding the US and Canada. The growth investment style characteristics for index construction are defined using five variables: long-term forward EPS growth rate, short-term forward EPS growth rate, current internal growth rate and long-term historical EPS growth trend and long-term historical sales per share growth trend. With 542 constituents, the index targets 50% coverage of the free float-adjusted market capitalization of the MSCI EAFE Index.
- **MSCI Emerging Markets** captures large and mid-cap representation across 23 Emerging Markets countries. With 836 constituents, the index covers approximately 85% of the free-float adjusted market capitalization in each country.
- **Consumer Price Index** is a measure of prices paid by consumers for a market basket of consumer goods and services. The yearly (or monthly) growth rates represent the inflation rate.
- **FTSE NAREIT Equity REITs Index** contains all Equity REITs not designed as Timber REITs or Infrastructure REITs.
- **S&P Developed World Property** defines and measures the investable universe of publicly traded property companies domiciled in developed markets. The companies in the index are engaged in real estate related activities, such as property ownership, management, development, rental and investment.
- **S&P Developed World Property x U.S.** defines and measures the investable universe of publicly traded property companies domiciled in developed countries outside of the U.S. The companies included are engaged in real estate related activities, such as property ownership, management, development, rental and investment.
- **Fund Specific Broad Real Asset Benchmarks:**
  - **DWS Real Assets:** 30%: Dow Jones Brookfield Infrastructure Index, 30%: FTSE EPRA/NAREIT Developed Index, 15%: Bloomberg Commodity Index, 15%: S&P Global Natural Resources Index, 10%: U.S. Treasury Inflation Notes Total Return Index
  - **PIMCO Inflation Response Multi Asset Fund:** 45% Bloomberg U.S. TIPS, 20% Bloomberg Commodity Index, 15% JP Morgan Emerging Local Markets Plus, 10% Dow Jones Select REIT, 10% Bloomberg Gold Subindex Total Return
  - **Principal Diversified Real Assets:** 35% BbgBarc U.S. Treasury TIPS Index, 20% S&P Global Infrastructure Index NTR, 20% S&P Global Natural Resources Index NTR, 15% Bloomberg Commodity Index, and 10% FTSE EPRA/NAREIT Developed Index NTR
  - **Wellington Diversified Inflation H:** 50% MSCI ACWI Commodity Producers Index, 25% Bloomberg Commodity Index, and 25% Bloomberg Bloomberg US TIPS 1 – 10 Year Index
- **Bloomberg Commodity Index** is calculated on an excess return basis and reflects commodity futures price movements. The index rebalances annually weighted 2/3 by trading volume and 1/3 by world production and weight-caps are applied at the commodity, sector and group level for diversification.
- **HFRI Fund Weighted Composite Index** is a global, equal-weighted index of over 2,000 single-manager funds that report to HFR Database. Constituent funds report monthly net of all fees performance in US Dollar and have a minimum of \$50 Million under management or a twelve (12) month track record of active performance. The HFRI Fund Weighted Composite Index does not include Funds of Hedge Funds.
- **The Alerian MLP Index** is the leading gauge of energy Master Limited Partnerships (MLPs). The float adjusted, capitalization-weighted index, whose constituents represent approximately 85% of total float-adjusted market capitalization, is disseminated real-time on a price-return basis (AMZ) and on a total-return basis.
- **The Adjusted Alerian MLP Index** is commensurate with 65% of the monthly returns of the Alerian MLP Index to incorporate the effect of deferred tax liabilities incurred by MLP entities.
- **Cambridge Associates U.S. Private Equity Index** is based on data compiled from more than 1,200 institutional-quality buyout, growth equity, private equity energy, and mezzanine funds formed between 1986 and 2015.
- **Cambridge Associates U.S. Venture Capital Index** is based on data compiled from over 1,600 institutional-quality venture capital funds formed between 1986 and 2015.
- **Vanguard Spliced Bloomberg US1-5Yr Gov/Cr Flt Adj Index:** Bloomberg U.S. 1–5 Year Government/Credit Bond Index through December 31, 2009; Bloomberg U.S. 1–5 Year Government/Credit Float Adjusted Index thereafter.
- **Vanguard Spliced Bloomberg US5-10Yr Gov/Cr Flt Adj Index:** Bloomberg U.S. 5–10 Year Government/Credit Bond Index through December 31, 2009; Bloomberg U.S. 5–10 Year Government/Credit Float Adjusted Index thereafter.
- **Vanguard Spliced Bloomberg US Agg Flt Adj Index:** Bloomberg U.S. Aggregate Bond Index through December 31, 2009; Bloomberg U.S. Aggregate Float Adjusted Index thereafter.
- **Vanguard Spliced Bloomberg US Long Gov/Cr Flt Adj Index:** Bloomberg U.S. Long Government/Credit Bond Index through December 31, 2009; Bloomberg U.S. Long Government/Credit Float Adjusted Index thereafter.
- **Vanguard Balanced Composite Index:** Made up of two unmanaged benchmarks, weighted 60% Dow Jones U.S. Total Stock Market Index (formerly the Dow Jones Wilshire 5000 Index) and 40% Bloomberg U.S. Aggregate Bond Index through May 31, 2005; 60% MSCI US Broad Market Index and 40% Bloomberg U.S. Aggregate Bond Index through December 31, 2009; 60% MSCI US Broad Market Index and 40% Bloomberg U.S. Aggregate Float Adjusted Index through January 14, 2013; and 60% CRSP US Total Market Index and 40% Bloomberg U.S. Aggregate Float Adjusted Index thereafter.
- **Vanguard Spliced Intermediate-Term Tax-Exempt Index:** Bloomberg 1–15 Year Municipal Bond Index.
- **Vanguard Spliced Extended Market Index:** Dow Jones Wilshire 4500 Index through June 17, 2005; S&P Transitional Completion Index through September 16, 2005; S&P Completion Index thereafter.
- **Vanguard Spliced Value Index:** S&P 500 Value Index (formerly the S&P 500/Barra Value Index) through May 16, 2003; MSCI US Prime Market Value Index through April 16, 2013; CRSP US Large Cap Value Index thereafter.
- **Vanguard Spliced Large Cap Index:** Consists of MSCI US Prime Market 750 Index through January 30, 2013, and the CRSP US Large Cap Index thereafter.
- **Vanguard Spliced Growth Index:** S&P 500 Growth Index (formerly the S&P 500/Barra Growth Index) through May 16, 2003; MSCI US Prime Market Growth Index through April 16, 2013; CRSP US Large Cap Growth Index thereafter.
- **Vanguard Spliced Mid Cap Value Index:** MSCI US Mid Cap Value Index through April 16, 2013; CRSP US Mid Cap Value Index thereafter.
- **Vanguard Spliced Mid Cap Index:** S&P MidCap 400 Index through May 16, 2003; the MSCI US Mid Cap 450 Index through January 30, 2013; and the CRSP US Mid Cap Index thereafter.
- **Vanguard Spliced Mid Cap Growth Index:** MSCI US Mid Cap Growth Index through April 16, 2013; CRSP US Mid Cap Growth Index thereafter.
- **Vanguard Spliced Total Stock Market Index:** Dow Jones U.S. Total Stock Market Index (formerly known as the Dow Jones Wilshire 5000 Index) through April 22, 2005; MSCI US Broad Market Index through June 2, 2013; and CRSP US Total Market Index thereafter.
- **Vanguard Spliced Small Cap Value Index:** SmallCap 600 Value Index (formerly the S&P SmallCap 600/Barra Value Index) through May 16, 2003; MSCI US Small Cap Value Index through April 16, 2013; CRSP US Small Cap Value Index thereafter.

- **Vanguard Spliced Small Cap Index:** Russell 2000 Index through May 16, 2003; the MSCI US Small Cap 1750 Index through January 30, 2013; and the CRSP US Small Cap Index thereafter.
- **Vanguard Spliced Small Cap Growth Index:** S&P SmallCap 600 Growth Index (formerly the S&P SmallCap 600/Barra Value Index) through May 16, 2003; MSCI US Small Cap Growth Index through April 16, 2013; CRSP US Small Cap Growth Index thereafter.
- **Vanguard Spliced Total International Stock Index:** Consists of the Total International Composite Index through August 31, 2006; the MSCI EAFE + Emerging Markets Index through December 15, 2010; the MSCI ACWI ex USA IMI Index through June 2, 2013; and FTSE Global All Cap ex US Index thereafter. Benchmark returns are adjusted for withholding taxes.
- **Vanguard Spliced Developed Markets Index:** MSCI EAFE Index through May 28, 2013; FTSE Developed ex North America Index through December 20, 2015; FTSE Developed All Cap ex US Transition Index through May 31, 2016; FTSE Developed All Cap ex US Index thereafter. Benchmark returns are adjusted for withholding taxes.
- **Vanguard Spliced Emerging Markets Index:** Select Emerging Markets Index through August 23, 2006; MSCI Emerging Markets Index through January 9, 2013; FTSE Emerging Transition Index through June 27, 2013; FTSE Emerging Index through November 1, 2015; and FTSE Emerging Markets All Cap China A Transition Index thereafter. Benchmark returns are adjusted for withholding taxes.
- **Vanguard REIT Spliced Index:** MSCI US REIT Index adjusted to include a 2% cash position (Lipper Money Market Average) through April 30, 2009; MSCI US REIT Index through January 31, 2018; MSCI US Investable Market Real Estate 25/50 Transition Index through July 24, 2018; MSCI US Investable Market Real Estate 25/50 Index thereafter.

#### **Additional:**

- Equity sector returns are calculated by Russell and MSCI for domestic and international markets, respectively. MSCI sector definitions correspond to the MSCI GICS® classification (Global Industry Classification System); Russell uses its own sector and industry classifications.
- MSCI country returns are calculated by MSCI and are free float-adjusted market capitalization indices that are designed to measure equity market performance in each specific country.
- Currency returns are calculated using Bloomberg's historical spot rate indices and are calculated using the U.S. dollar as the base currency.
- The Index of Leading Economic Indicators, calculated by The Conference Board, is used as a barometer of economic activity over a range of three to six months. The index is used to determine the direction and stability of the economy. The composite index of leading indicators, which is derived from 10 leading indicators, helps to signal turning points in the economy and forecast economic cycles. The leading indicators are the following: average weekly hours, average weekly initial claims, manufacturers' new orders, both consumer and non-defense capital goods, vendor performance, building permits, stock prices, money supply (M2), the interest rate spread and the index of consumer expectations.
- S&P Target Date Indexes are constructed using a survey method of current target date investments with \$100 million or more in assets under management. Allocations for each vintage are comprised of exchange-traded funds that represent respective asset classes used in target date portfolios. The indexes are designed to represent a market consensus glide path.

#### **DEFINITION OF KEY STATISTICS AND TERMS**

- **Returns:** A percentage figure used when reporting historical average compounded rate of investment return. All returns are annualized if the period for which they are calculated exceeds one year.
- **Universe Comparison:** The universe compares the fund's returns to a group of other investment portfolios with similar investment strategies. The returns for the fund, the index and the universe percentiles are displayed. A percentile ranking of 1 is the best, while a percentile ranking of 100 is the worst. For example, a ranking of 50 indicates the fund outperformed half of the universe. A ranking of 25 indicates the fund was in the top 25% of the universe, outperforming 75%.
- **Returns In Up/Down Markets:** This measures how the fund performed in both up and down markets. The methodology is to segregate the performance for each time period into the quarters in which the market, as defined by the index, was positive and negative. Quarters with negative index returns are treated as down markets, and quarters with positive index returns are treated as up markets. Thus, in a 3 year or 12 quarter period, there might be 4 down quarters and 8 up quarters. A simple arithmetic average of returns is calculated for the fund and the index based on the up quarters. A simple arithmetic average of returns is calculated for the fund and the index based on the down quarters. The up market capture ratio is the ratio of the fund's return in up markets to the index. The down market capture ratio is the ratio of the fund's return in down markets to the index. Ideally, the fund would have a greater up market capture ratio than down market capture ratio.
- **Standard Deviation:** Standard deviation is a statistical measure of the range of performance within which the total returns of a fund fall. When a fund has a high standard deviation, the range of performance is very wide, meaning there is a greater volatility. Approximately 68% of the time, the total return of any given fund will differ from the average total return by no more than plus or minus the standard deviation figure. Ninety-five percent of the time, a fund's total return will be within a range of plus or minus two times the standard deviation from the average total return. If the quarterly or monthly returns are all the same the standard deviation will be zero. The more they vary from one another, the higher the standard deviation. Standard deviation can be misleading as a risk indicator for funds with high total returns because large positive deviations will increase the standard deviation without a corresponding increase in the risk of the fund. While positive volatility is welcome, negative is not.
- **R-Squared:** This reflects the percentage of a fund's movements that are explained by movements in its benchmark index. An R-squared of 100 means that all movements of a fund are completely explained by movements in the index. Conversely, a low R-squared indicates very few of the fund's movements are explained by movements in the benchmark index. R-squared can also be used to ascertain the significance of a particular beta. Generally, a higher R-squared will indicate a more reliable beta figure. If the R-squared is lower, then the beta is less relevant to the fund's performance. A measure of diversification, R-squared indicates the extent to which fluctuations in portfolio returns are explained by market. An R-squared = 0.70 implies that 70% of the fluctuation in a portfolio's return is explained by the fluctuation in the market. In this instance, overweighting or underweighting of industry groups or individual securities is responsible for 30% of the fund's movement.
- **Beta:** This is a measure of a fund's market risk. The beta of the market is 1.00. Accordingly, a fund with a 1.10 beta is expected to perform 10% better than the market in up markets and 10% worse than the market in down markets. It is important to note, however, a low fund beta does not imply the fund has a low level of volatility; rather, a low beta means only that the fund's market-related risk is low. Because beta analyzes the market risk of a fund by showing how responsive the fund is to the market, its usefulness depends on the degree to which the markets determine the fund's total risk (indicated by R-squared).
- **Alpha:** The Alpha is the nonsystematic return, or the return that can't be attributed to the market. It can be thought of as how the manager performed if the market's return was zero. A positive alpha implies the manager added value to the return of the portfolio over that of the market. A negative alpha implies the manager did not contribute any value over the performance of the market.
- **Sharpe Ratio:** The Sharpe ratio is the excess return per unit of total risk as measured by standard deviation. Higher numbers are better, indicating more return for the level of risk experienced. The ratio is a fund's return minus the risk-free rate of return (30-day T-Bill rate) divided by the fund's standard deviation. The higher the Sharpe ratio, the more reward you are receiving per unit of total risk. This measure can be used to rank the performance of mutual funds or other portfolios.
- **Treynor Ratio:** The Treynor ratio measures returns earned in excess of that which could have been earned on a riskless investment per each unit of market risk. The ratio relates excess return over the risk-free rate to the additional risk taken; however, systematic risk is used instead of total risk. The Treynor ratio is similar to the Sharpe ratio, except in the fact that it uses the beta to evaluate the returns rather than the standard deviation of portfolio returns. High values mean better return for risk taken.



- **Tracking Error:** Tracking error measures the volatility of the difference in annual returns between the manager and the index. This value is calculated by measuring the standard deviation of the difference between the manager and index returns. For example, a tracking error of +/- 5 would mean there is about a 68% chance (1 standard deviation event) that the manager's returns will fall within +/- 5% of the benchmark's annual return.
- **Information Ratio:** The information ratio is a measure of the consistency of excess return. This value is determined by taking the annualized excess return over a benchmark (style benchmark by default) and dividing it by the standard deviation of excess return.
- **Consistency:** Consistency shows the percent of the periods the fund has beaten the index and the percent of the periods the index has beat the fund. A high average for the fund (e.g., over 50) is desirable, indicating the fund has beaten the index frequently.
- **Downside Risk:** Downside risk is a measure similar to standard deviation but focuses only on the negative movements of the return series. It is calculated by taking the standard deviation of the negative quarterly set of returns. The higher the factor, the riskier the product.
- **M-Squared:** M-squared, or the Modigliani risk-adjusted performance measure is used to characterize how well a portfolio's return rewards an investor for the amount of risk taken, relative to that of some benchmark portfolio and to the risk-free rate.

## DEFINITION OF KEY PRIVATE EQUITY TERMS

- **PIC (Paid in Capital):** The amount of committed capital that has been transferred from the limited partner to the general partner.
- **TVPI (Total Value to Paid in Capital):** Money returned to limited partners plus the fund's unrealized investments, divided by money paid-in to the partnership. The TVPI should equal RVPI plus DPI.
- **DPI (Distribution to Paid In Capital):** Money returned (distributions) to limited partners divided by money paid in to the partnership. Also called cash-on-cash multiple.
- **RVPI (Residual Value to Paid In Capital):** The value of a fund's unrealized investments divided by money paid-in to the partnership.
- **Internal rate of return (IRR):** This is the most appropriate performance benchmark for private equity investments. It is a time-weighted return expressed as a percentage. IRR uses the present sum of cash drawdowns (money invested), the present value of distributions (money returned from investments) and the current value of unrealized investments and applies a discount.
- **Commitment:** Every investor in a private equity fund commits to investing a specified sum of money in the fund partnership over a specified period of time. The fund records this as the limited partnership's capital commitment. The sum of capital commitments is equal to the size of the fund.
- **Capital Distribution:** These are the returns that an investor in a private equity fund receives. It is the income and capital realized from investments less expenses and liabilities. Once a limited partner has had their cost of investment returned, further distributions are actual profit. The partnership agreement determines the timing of distributions to the limited partner. It will also determine how profits are divided among the limited partners and general partner.
- **Carried Interest:** The share of profits that the fund manager is due once it has returned the cost of investment to investors. Carried interest is normally expressed as a percentage of the total profits of the fund.
- **Co-Investment:** Co-Investments are minority investments made alongside a private equity investor in an LBO, a recapitalization, or an expansion capital transaction. It is a passive, non-controlling investment, as the private equity firm involved will typically exercise control and perform monitoring functions.
- **General Partner (GP):** This can refer to the top-ranking partners at a private equity firm as well as the firm managing the private equity fund.
- **GP Commitments:** It is normal practice for the GP managing a private equity fund to also make a financial commitment to the fund on the same basis as the LPs in the fund, and this is seen as an important factor driving the alignment of GP and LP interests. The historic benchmark for GP commitments has been 1% of the total fund size, but this is by no means universal, and many GPs commit significantly larger amounts. Furthermore, there has been a marked trend towards GPs making larger commitments to their funds over recent years.
- **Leveraged Buy-Out (LBO):** The acquisition of a company using debt and equity finance.
- **Limited Partner (LP):** Institutions or high-net-worth individuals/sophisticated investors that contribute capital to a private equity fund.
- **Public Market Equivalent (PME):** Performance measure used to evaluate performance relative to the market. It is calculated as the ratio of the discounted value of the LP's inflows divided by the discounted value of outflows, with the discounting performed using realized market returns.
- **Primaries:** An original investment vehicle that invests directly into a company or asset.

## VALUATION POLICY

Fiducient Advisors does not engage an independent third-party pricing service to value securities. Our reports are generated using the security prices provided by custodians used by our clients. Our custodial pricing hierarchy is available upon request. If a client holds a security not reported by the first custodian within the hierarchy, the valuation is generated from the next custodian within the hierarchy, and so forth. Each custodian uses pricing services from outside vendors, where the vendors may generate nominally different prices. Therefore, this report can reflect minor valuation differences from those contained in a custodian's report. In rare instances where FA overrides a custodial price, prices are taken from Bloomberg.

## REPORTING POLICY

This report is intended for the exclusive use of the client listed within the report. Content is privileged and confidential. Any dissemination or distribution is strictly prohibited. Information has been obtained from a variety of sources believed to be reliable though not independently verified. Any forecast represents median expectations and actual returns, volatilities and correlations will differ from forecasts. Please note each client has customized investment objectives and constraints and the investment strategy for each portfolio is based on a client-specific asset allocation model. Past performance does not indicate future performance and there is a possibility of a loss. Performance calculated net of investment fees. Certain portfolios presented may be gross of Fiducient Advisors' fees and actual performance would be reduced by investment advisory fees. This report does not represent a specific investment recommendation. Please consult with your advisor, attorney, and accountant, as appropriate, regarding specific advice.

Custodian reports are the reports that govern the account. There will be different account values between Fiducient Advisors' reports and the custodian reports based on whether the report utilizes trade date or settlement date to calculate value. Additionally, difference between values contained on reports may be caused by different accrued income values. Any forecasts represent future expectations and actual returns, volatilities and correlations will differ from forecasts. This report does not represent a specific investment recommendation. Please consult with your advisor, attorney, and accountant, as appropriate, regarding specific advice. Past performance does not indicate future performance and there is a possibility of a loss.

Manager performance for mutual funds and ETFs is based on NAV and provided by Lipper. Performance for non-mutual fund or ETF investments is based on the returns provided by managers, calculations based on a manager statement, or calculations based on a statement or data from the client's custodian. Unless specified otherwise, all returns are net of individual manager fees, represent total returns and are annualized for periods greater than one year. The deduction of fees produces a compounding effect that reduces the total rate of return over time. As an example, the effect of investment management fees on the total value of a client's portfolio assuming (a) quarterly fee assessment, (b) \$1,000,000 investment, (c) portfolio return of 8% a year, and (d) 0.50% annual investment advisory fee would be \$5,228 in the first year, and cumulative effects of \$30,342 over five years and \$73,826 over ten years. Additional information on advisory fees charged by Fiducient Advisors are described in Part 2 of the Form ADV.

## **MATERIAL RISKS & LIMITATIONS**

**Fixed Income** securities are subject to interest rate risks, the risk of default and liquidity risk. U.S. investors exposed to non-U.S. fixed income may also be subject to currency risk and fluctuations.  
-Liability Driven Investing (LDI) Assets

**Cash** may be subject to the loss of principal and over longer period of time may lose purchasing power due to inflation.  
-Short Term Liquidity

**Domestic Equity** can be volatile. The rise or fall in prices take place for a number of reasons including, but not limited to changes to underlying company conditions, sector or industry factors, or other macro events. These may happen quickly and unpredictably.

**International Equity** can be volatile. The rise or fall in prices take place for a number of reasons including, but not limited to changes to underlying company conditions, sector or industry impacts, or other macro events. These may happen quickly and unpredictably. International equity allocations may also be impact by currency and/or country specific risks which may result in lower liquidity in some markets.

**Real Assets** can be volatile and may include asset segments that may have greater volatility than investment in traditional equity securities. Such volatility could be influenced by a myriad of factors including, but not limited to overall market volatility, changes in interest rates, political and regulatory developments, or other exogenous events like weather or natural disaster.

**Private Equity** involves higher risk and is suitable only for sophisticated investors. Along with traditional equity market risks, private equity investments are also subject to higher fees, lower liquidity and the potential for leverage that may amplify volatility and/or the potential loss of capital.

**Private Credit** involves higher risk and is suitable only for sophisticated investors. These assets are subject to interest rate risks, the risk of default and limited liquidity. U.S. investors exposed to non-U.S. private credit may also be subject to currency risk and fluctuations.

**Private Real Estate** involves higher risk and is suitable only for sophisticated investors. Real estate assets can be volatile and may include unique risks to the asset class like leverage and/or industry, sector or geographical concentration. Declines in real estate value may take place for a number of reasons including, but are not limited to economic conditions, change in condition of the underlying property or defaults by the borrow.

**Marketable Alternatives** involves higher risk and is suitable only for sophisticated investors. Along with traditional market risks, marketable alternatives are also subject to higher fees, lower liquidity and the potential for leverage that may amplify volatility or the potential for loss of capital. Additionally, short selling involved certain risks including, but not limited to additional costs, and the potential for unlimited loss on certain short sale positions.

## **OTHER**

By regulation, closed-end funds utilizing debt for leverage must report their interest expense, as well as their income tax expense, as part of their total expense ratio. To make for a useful comparison between closed-end funds and both open-end funds and exchange-traded funds, adjusted expense ratios excluding interest and income tax expenses are utilized for closed-end funds within this report. See disclosure on closed-end fund fact sheets for information regarding the total expense ratio of each closed-end fund.

Please advise us of any changes in your objectives or circumstances.

## **CUSTODIAN STATEMENTS**

Please remember to review the periodic statements you receive from your custodian. If you do not receive periodic statements from your custodian or notice issues with the activity reported in those statements, please contact FA or your custodian immediately.

# **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](mailto:terry.lumas@amityregion5.org)

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

To: Dr. Jennifer Byars, Superintendent of Schools

From: Theresa Lumas, Director of Finance and Administration

Re: October 1, 2024 Enrollment Report

Date: October 24, 2024

Attached to this memorandum is the October 1, 2024 enrollment report. There is a current net increase in Average Daily Membership (ADM) of 37 students. Total enrollment increased by 35 students compared to 27 anticipated. This ADM is used to determine the member town allocations for the 2025-2026 budget. If there were no changes in the budget, the Towns of Bethany and Woodbridge will have increases in their share of the budget, while the Town of Orange will have a decrease in their allocation.

<b>Average Daily Membership</b>				
	<b>Bethany</b>	<b>Orange</b>	<b>Woodbridge</b>	<b>Total</b>
October 2024	347	1,043	763	2,153
October 2023	345	1,052	719	2,116
Net Change	2	(9)	44	37
Fiscal Year 2024-2025	16.117%	48.444%	35.439%	100.000%
Fiscal Year 2023-2024	16.305%	49.716%	33.979%	100.000%
Net Change	-0.188%	-1.272%	1.460%	
<b>Change in Member Town Allocations with a 0% Budget Increase for 2024-2025</b>				
	<b>Bethany</b>	<b>Orange</b>	<b>Woodbridge</b>	<b>Total</b>
Enrollment Shift	\$ (103,912)	\$ (703,060)	\$ 806,972	\$ -

# ENROLLMENT REPORT OCTOBER 1, 2024

TOWN	Elementary - BOW (Pre K - 6)								Amity District #5 (7-12)						Outside Placements	V0-AG / Magnet / Charter	ADM*	Open Choice by School	Tuition by School	Exchange or State Placed Students	Total
	Pre-K	K	1	2	3	4	5	6	7	8	9	10	11	12							
Bethany	18	53	56	46	62	57	77	62	63	48	58	47	63	58	Gr 7: 0 Gr. 8: 0 Gr. 9: 0 Gr. 10: 0 Gt. 11: 0 Gr. 12: 3 Total: 3	Gr 7: 0 Gr. 8: 0 Gr. 9: 1 Gr. 10: 1 Gt. 11: 3 Gr. 12: 2 Total: 7	347	9			356
Orange	62	133	159	191	176	173	193	166	186	193	148	167	143	174	Gr 7: 0 Gr. 8: 1 Gr. 9: 1 Gr. 10: 0 Gt. 11: 1 Gr. 12: 5 Total: 8	Gr 7: 0 Gr. 8: 0 Gr. 9: 8 Gr. 10: 2 Gt. 11: 7 Gr. 12: 7 Total: 24	1,043	8			1,051
Woodbridge	19	90	130	118	133	123	123	126	136	125	128	130	111	112	Gr 7: 1 Gr. 8: 1 Gr. 9: 1 Gr. 10: 1 Gr. 11: 1 Gr. 12: 6 Total: 11	Gr. 7: 0 Gr. 8: 0 Gr. 9: 2 Gr. 10: 3 Gr. 11: 3 Gr. 12: 2 Total: 10	763	23	7	1	794
Category Totals	99	276	345	355	371	353	393	354	385	366	334	344	317	344	22	41	2153	40	7	1	2201

Bethany Elementary:	431
Orange Elementary:	1253
Woodbridge Elementary:	862
TOTAL	2546

**GRAND TOTAL FOR GRADES 7-12: 2138**

**\* Subtotal - To be used for A.D.M. calculation for budget process 2153**

10/23/2024

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

		<b>COLUMN 1</b>	<b>COLUMN 2</b>	<b>COLUMN 3</b>	<b>COLUMN 4</b>	<b>COLUMN 5</b>	<b>COLUMN 6</b>	<b>COL 7</b>
		<b>2023-2024</b>	<b>2024-2025</b>	<b>SEPT 24</b>	<b>CHANGE</b>	<b>OCT 24</b>	<b>VARIANCE</b>	<b>FAV</b>
<b>LINE</b>	<b>CATEGORY</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>FORECAST</b>	<b>INCR./(DECR.)</b>	<b>FORECAST</b>	<b>OVER/(UNDER)</b>	<b>UNF</b>
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	275,710	0	275,710	28,165	FAV
3	OTHER STATE GRANTS	839,037	922,082	797,271	0	797,271	(124,811)	UNF
4	MISCELLANEOUS INCOME	15,385	15,000	15,000	0	15,000	0	FAV
5	<b>TOTAL REVENUES</b>	<b>54,612,413</b>	<b>56,456,652</b>	<b>56,360,006</b>	<b>0</b>	<b>56,360,006</b>	<b>(96,646)</b>	<b>UNF</b>
6	SALARIES	29,108,667	31,251,456	31,242,102	(14,834)	31,227,268	(24,188)	FAV
7	BENEFITS	5,796,459	6,828,489	6,803,658	17,949	6,821,607	(6,882)	FAV
8	PURCHASED SERVICES	9,433,792	10,242,333	10,015,209	53,945	10,069,154	(173,179)	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	3,472,293	385	3,472,678	13,294	UNF
11	EQUIPMENT	169,506	200,101	200,101	16,160	216,261	16,160	UNF
12	IMPROVEMENTS / CONTINGENCY	272,756	392,500	382,700	(9,485)	373,215	(19,285)	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	<b>TOTAL EXPENDITURES</b>	<b>53,621,146</b>	<b>56,456,652</b>	<b>56,198,452</b>	<b>64,120</b>	<b>56,262,572</b>	<b>(194,080)</b>	<b>FAV</b>
16	<b>SUBTOTAL</b>	<b>991,268</b>	<b>0</b>	<b>161,554</b>	<b>(64,120)</b>	<b>97,434</b>	<b>97,434</b>	<b>FAV</b>
17	PLUS: CANCELLATION OF PRIOR YEAR'S ENCUMBRANCES	<b>59,412</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>FAV</b>
18	DESIGNATED FOR SUBSEQUENT YEAR'S BUDGET:	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>FAV</b>
19	<b>NET BALANCE / (DEFICIT)</b>	<b>1,050,680</b>	<b>0</b>	<b>161,554</b>	<b>(64,120)</b>	<b>97,434</b>	<b>97,434</b>	<b>FAV</b>

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**

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

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**

		<b>COLUMN 1</b>	<b>COLUMN 2</b>	<b>COLUMN 3</b>	<b>COLUMN 4</b>	<b>COLUMN 5</b>	<b>COLUMN 6</b>	<b>COL 7</b>
		<b>2023-2024</b>	<b>2024-2025</b>	<b>SEPT 24</b>	<b>CHANGE</b>	<b>OCT 24</b>	<b>VARIANCE</b>	<b>FAV</b>
<b>LINE</b>	<b>CATEGORY</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>FORECAST</b>	<b>INCR./(DECR.)</b>	<b>FORECAST</b>	<b>OVER/(UNDER)</b>	<b>UNF</b>
1	5111-CERTIFIED SALARIES	23,917,065	25,596,300	25,655,742	(14,834)	25,640,908	44,608	UNF
2	5112-CLASSIFIED SALARIES	5,191,602	5,655,156	5,586,360	0	5,586,360	(68,796)	FAV
3	<b>SALARIES</b>	<b>29,108,667</b>	<b>31,251,456</b>	<b>31,242,102</b>	<b>(14,834)</b>	<b>31,227,268</b>	<b>(24,188)</b>	<b>FAV</b>
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	(7,897)	158,586	(7,232)	FAV
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	25,846	33,436	25,846	UNF
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	<b>BENEFITS</b>	<b>5,796,459</b>	<b>6,828,489</b>	<b>6,803,658</b>	<b>17,949</b>	<b>6,821,607</b>	<b>(6,882)</b>	<b>FAV</b>
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	3,789,436	136,441	3,925,877	(94,629)	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	3,034,395	(82,496)	2,951,899	(141,373)	FAV
28	5590-OTHER PURCHASED SERVICES	67,780	95,275	95,275	0	95,275	0	FAV
29	<b>PURCHASED SERVICES</b>	<b>9,433,792</b>	<b>10,242,333</b>	<b>10,015,209</b>	<b>53,945</b>	<b>10,069,154</b>	<b>(173,179)</b>	<b>FAV</b>

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**

		<b>COLUMN 1</b>	<b>COLUMN 2</b>	<b>COLUMN 3</b>	<b>COLUMN 4</b>	<b>COLUMN 5</b>	<b>COLUMN 6</b>	<b>COL 7</b>
		<b>2023-2024</b>	<b>2024-2025</b>	<b>SEPT 24</b>	<b>CHANGE</b>	<b>OCT 24</b>	<b>VARIANCE</b>	<b>FAV</b>
<b>LINE</b>	<b>CATEGORY</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>FORECAST</b>	<b>INCR./(DECR.)</b>	<b>FORECAST</b>	<b>OVER/(UNDER)</b>	<b>UNF</b>
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	<b>DEBT SERVICE</b>	<b>4,417,942</b>	<b>3,858,211</b>	<b>3,858,211</b>	<b>0</b>	<b>3,858,211</b>	<b>0</b>	<b>FAV</b>
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	812,105	9,485	821,590	19,285	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	(9,100)	447,845	(9,100)	FAV
44	<b>SUPPLIES (INCLUDING UTILITIES)</b>	<b>3,161,505</b>	<b>3,459,384</b>	<b>3,472,293</b>	<b>385</b>	<b>3,472,678</b>	<b>13,294</b>	<b>UNF</b>
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	16,160	161,960	16,160	UNF
49	<b>EQUIPMENT</b>	<b>169,506</b>	<b>200,101</b>	<b>200,101</b>	<b>16,160</b>	<b>216,261</b>	<b>16,160</b>	<b>UNF</b>
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	(9,800)	(9,485)	(19,285)	(19,285)	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	<b>IMPROVEMENTS / CONTINGENCY</b>	<b>272,756</b>	<b>392,500</b>	<b>382,700</b>	<b>(9,485)</b>	<b>373,215</b>	<b>(19,285)</b>	<b>FAV</b>

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**

		<b>COLUMN 1</b>	<b>COLUMN 2</b>	<b>COLUMN 3</b>	<b>COLUMN 4</b>	<b>COLUMN 5</b>	<b>COLUMN 6</b>	<b>COL 7</b>
		<b>2023-2024</b>	<b>2024-2025</b>	<b>SEPT 24</b>	<b>CHANGE</b>	<b>OCT 24</b>	<b>VARIANCE</b>	<b>FAV</b>
<b>LINE</b>	<b>CATEGORY</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>FORECAST</b>	<b>INCR./((DECR.)</b>	<b>FORECAST</b>	<b>OVER/((UNDER)</b>	<b>UNF</b>
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	<b>DUES AND FEES</b>	<b>169,465</b>	<b>224,178</b>	<b>224,178</b>	<b>0</b>	<b>224,178</b>	<b>0</b>	<b>FAV</b>
59	<b>5856-TRANSFER ACCOUNT</b>	1,091,054	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>FAV</b>
60	<b>TOTAL EXPENDITURES</b>	<b>53,621,146</b>	<b>56,456,652</b>	<b>56,198,452</b>	<b>64,120</b>	<b>56,262,572</b>	<b>(194,080)</b>	<b>FAV</b>
<b>61</b>								
<b>Note:</b>	<b>RESTRICTED - RETURN TO TOWNS</b>	<b>1,050,680</b>						

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



**October 2024**

**2024-2025 FORECAST**

**OVERVIEW**

The projected unspent fund balance for this fiscal year is \$97,434 FAV, previously \$161,554 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 **\$96,646, 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 \$25,000 FAV.*

<b><u>Month</u></b>	<b><u>M&amp;T Bank</u></b>	<b><u>State Treasurer's Investment Fund</u></b>
July 2024	.40%	5.43%
August 2024	.40%	5.41%
September 2024	.40%	5.26%
October 2024	.40%	5.00%

**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 \$4,000 UNF.*

**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 \$7,165 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 \$124,811 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 *\$194,080 FAV, previously \$258,200 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, \$83,411 UNF, previously \$111,380 UNF. 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 \$44,608 UNF, previously \$59,442 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 \$4,904 FAV, previously \$14,953 FAV. Forecast for all accounts are \$68,796 FAV, previously \$68,796 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. The District received a members' equity rebate for \$7,897 FAV. The forecast is \$7,232 FAV.

**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 100.7% 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
<i>OCT</i>	\$ 549,988	\$ 390,384	\$ 159,604	\$ 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	\$ 4,927,665	\$ 4,891,532	\$ 36,133	\$ 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%	100.7%

\*Incomplete billing cycle in July 2023

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

<b>MONTH</b>	<b>2024-2025 ACTUAL</b>	<b>2024-2025 BUDGET</b>	<b>VARIANCE</b>	<b>2023-2024 ACTUAL</b>	<b>2022-2023 ACTUAL</b>
<i><b>JUL</b></i>	\$ 50,798	\$ 37,888	\$ 12,910	\$ 44,555	\$ 30
<i><b>AUG</b></i>	\$ 54,969	\$ 63,533	\$ (8,564)	\$ 54,176	\$ 83,030
<i><b>SEP</b></i>	\$ 14,743	\$ 52,368	\$ (37,625)	\$ 53,028	\$ 61,858
<i><b>OCT</b></i>	\$ 53,552	\$ 54,324	\$ (772)	\$ 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
<b>TOTALS</b>	<b>\$ 599,816</b>	<b>\$ 633,867</b>	<b>\$ (34,051)</b>	<b>\$ 490,226</b>	<b>\$ 551,529</b>

**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 first quarter billing, \$25,846 UNF, previously neutral.*

**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 \$94,629 FAV, previously \$231,070 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 renewed 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 \$141,373 FAV, previously \$58,877. The tuition rate for vocational and magnet schools was reduced by the State Legislature in June 2024. Data changes based on actual student placements and services.*

*Tuition for the Vo-Ag schools is based on \$104,242 FAV, previously \$61,800 FAV.*

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

*ECA is \$53,254 FAV, previously neutral.*

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

**Public (ACES) and private out-of-district placements are \$16,122 UNF, previously \$2,923 FAV.**

	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)**

<b>JUL</b>	<b>352,636</b>	307,438	<b>45,198</b>	275,363	325,263
<b>AUG</b>	<b>341,034</b>	339,080	<b>1,954</b>	339,333	350,459
<b>SEP</b>	<b>315,196</b>	304,849	<b>10,347</b>	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
<b>Totals</b>	<b>3,434,499</b>	<b>3,377,000</b>	<b>57,499</b>	<b>3,288,676</b>	<b>3,293,263</b>

**DEGREE DAYS**

There are 924 degree days to date as opposed to 1023 last year.

**LINE 34 on Page 4: 5420-REPAIRS & MAINTENANCE:** *The forecast is projected to be \$19,285 UNF, previously \$9,800 UNF.* A budget transfer was approved in October

to cover duct cleaning at AMSO, \$9,800 UNF. *There is a transfer request for \$9,485 for 2 variable frequency drives damaged during the microgrid test at ARHS.*

**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 43 on Page 4: 5695-OTHER SUPPLIES-TECHNOLOGY:**  
*The forecast is projected to be \$9,100 FAV, previously \$9,100 FAV.*

**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 \$16,160 UNF, previously \$16,160 UNF.* A transfer was approved in October to cover the purchase of an additional 20 teacher devices (40 in total).

**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. A transfer request was approved for \$9,800 for duct cleaning at AMSO. *There is a transfer request for \$9,485 for 2 variable frequency drives damaged during the microgrid test at ARHS. If approved, the facilities contingency balance will be \$80,715.*

**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

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**TOTAL ANNUAL SAVINGS TO-DATE OF:     \$48,627**

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

**\$21,138 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).

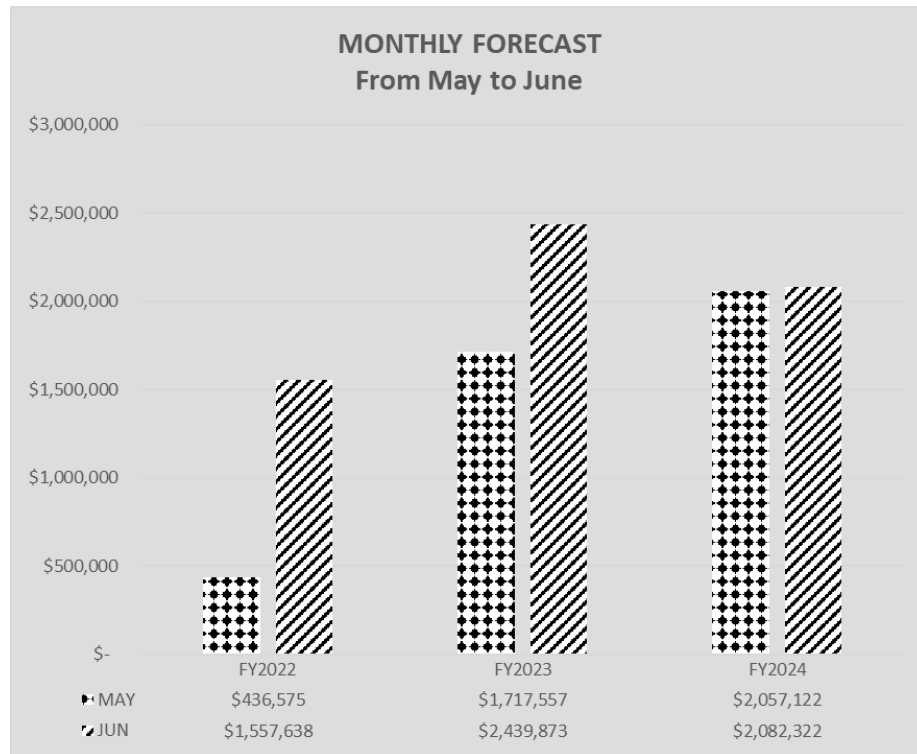
Revenues can be most impacted by decisions made at the State level for Special Education and Transportation grants. We have seen the reimbursement rate change in mid-year.

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 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:

- **\$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 30<sup>th</sup> 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.

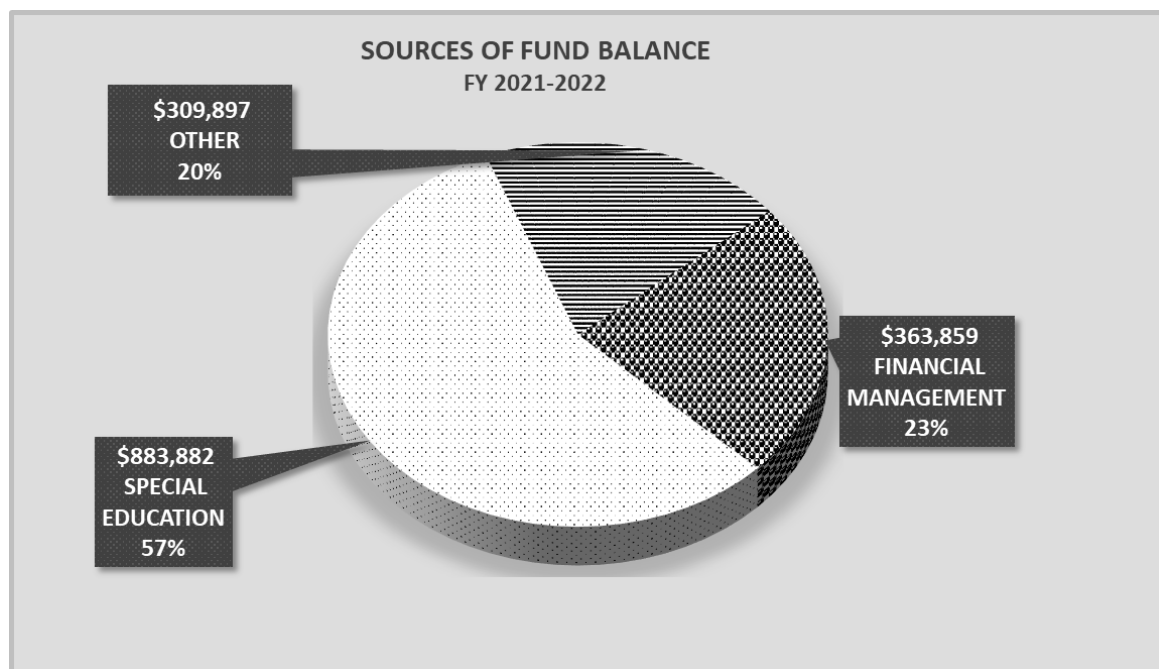
**\$18,429 PURCHASED SERVICES (OTHER):** Other purchased services accounts were under budget collectively by \$8,666 due to less printed materials and catered events. Data processing was under budget by \$9,763 as the administration consolidated onboarding software options at a reduced cost.

**\$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:

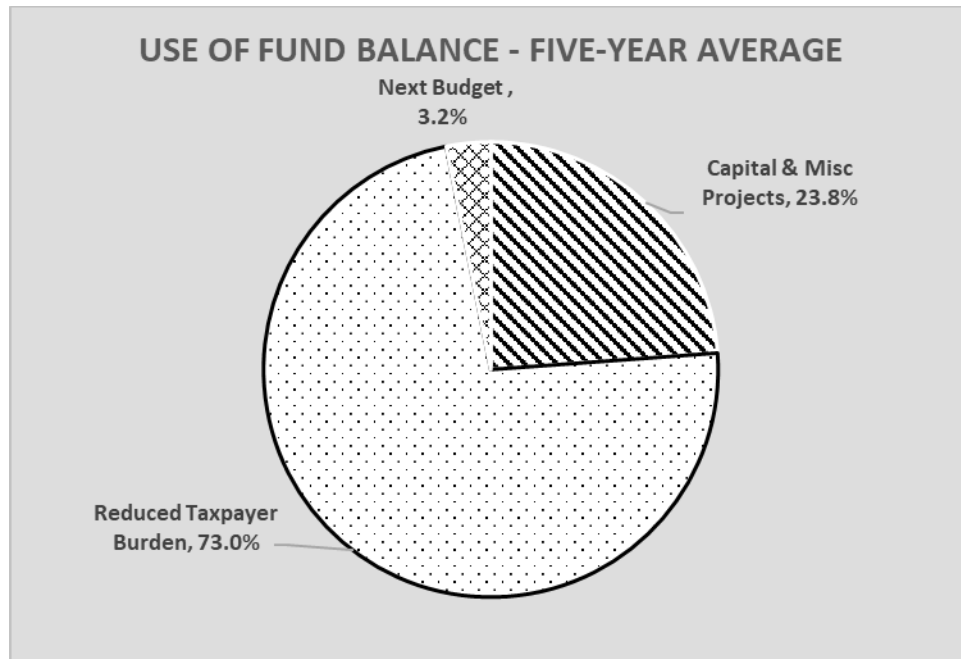




The use of the fund balance is proposed as follows:

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 be 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 30<sup>th</sup> 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 \$1,372,878 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.

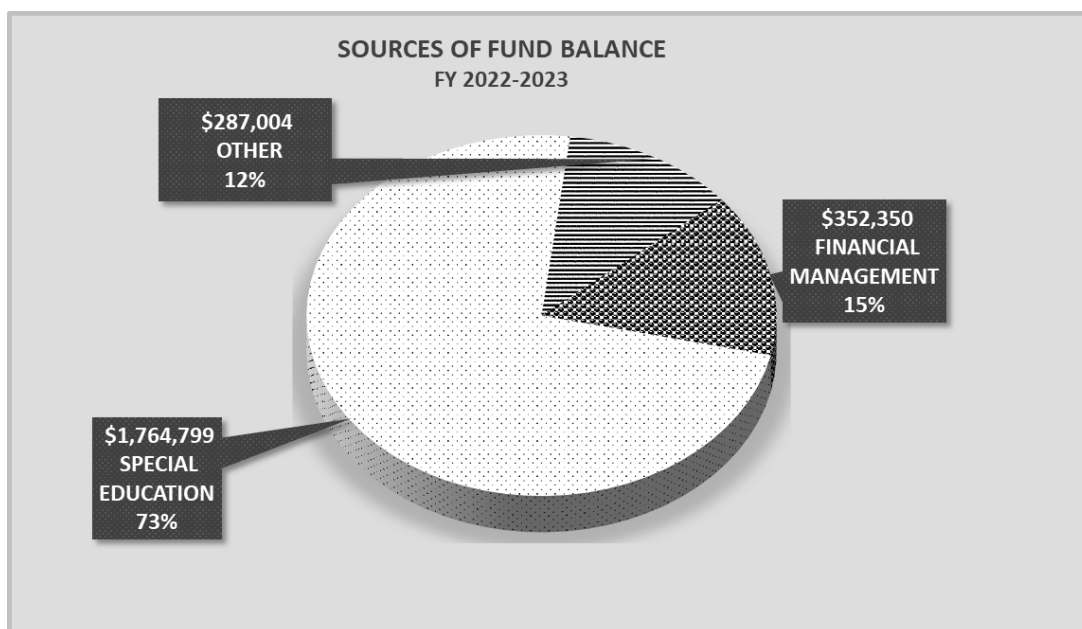
**\$103,184 MEDICAL:** The medical account was under budget \$103,184 due to the high staff turnover.

**\$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.

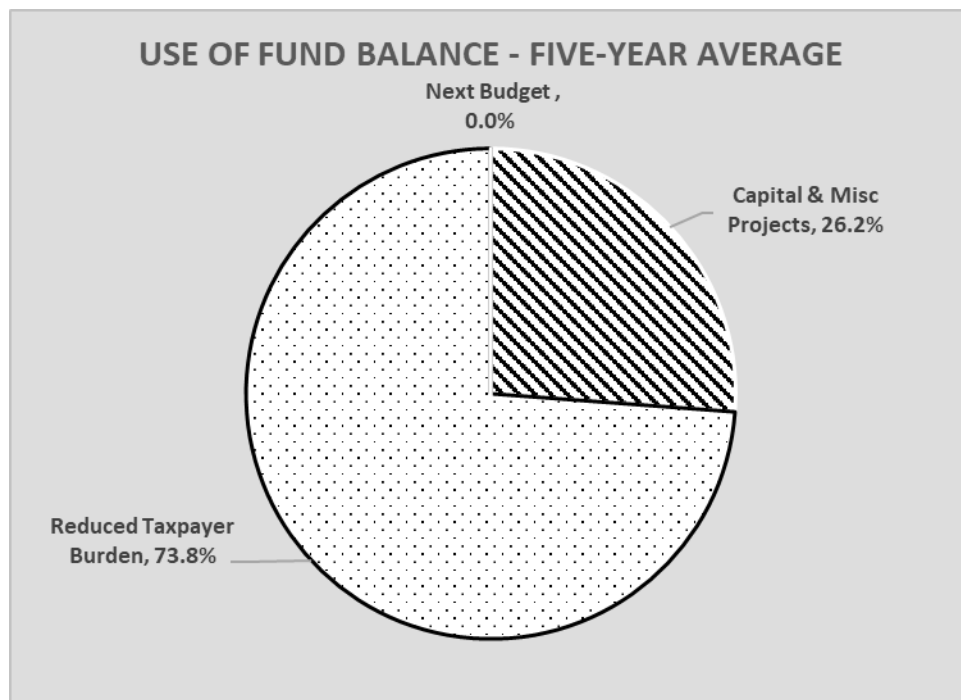
The primary sources of the fund balance are shown graphically below:



The use of the fund balance is proposed as follows:

1. **\$1,066,995 - 2.0%** approved for designation to Capital Nonrecurring Reserve
2. **\$1,372,878** – 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 \$1,372,878. 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 30<sup>th</sup> 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 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.

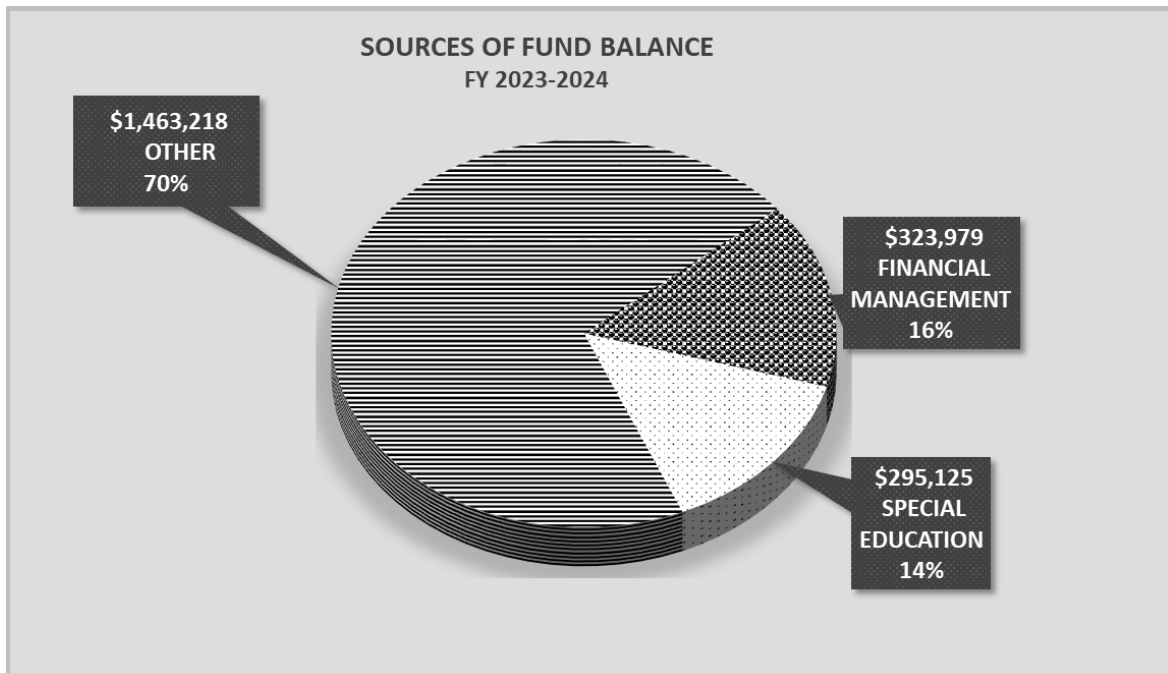
**\$63,947 UTILITIES:** Electricity, natural gas and oil were all under budget due to a mild winter and cooler spring.

**\$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 a 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.

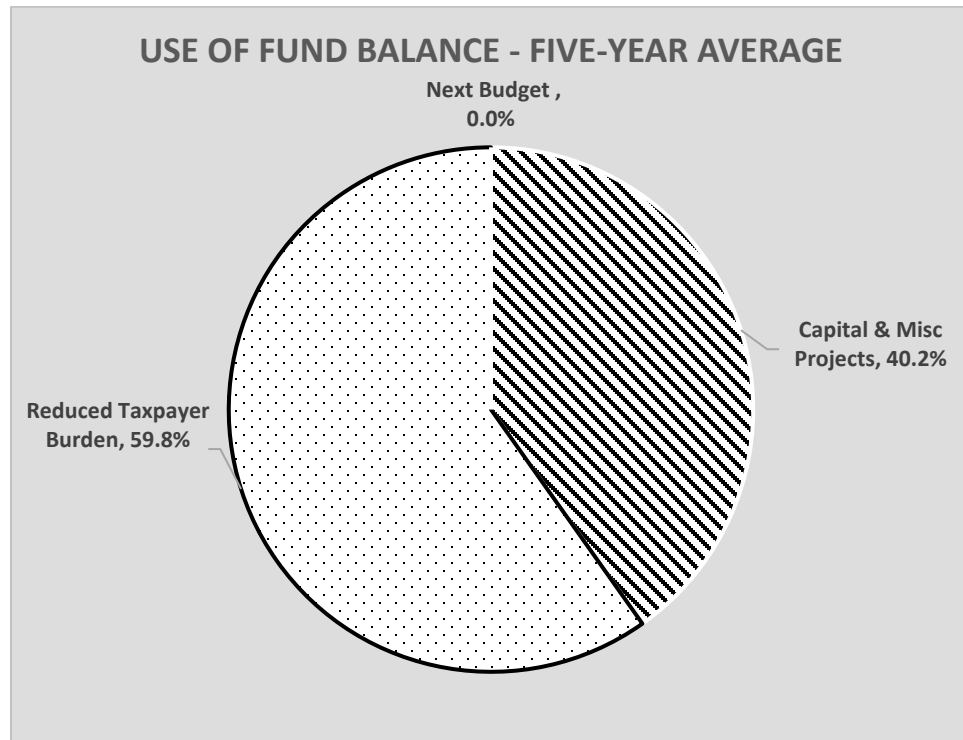
The primary sources of the fund balance are shown graphically below:



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

<u>MONTH/YR</u>	<u>JNL#</u>	<u>ACCOUNT NUMBER &amp; DESCRIPTION</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
<b>JUL</b>				
no entries				
<b>AUG</b>				
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	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
SEPT '2024	182 1	-04-13-2190-5810 DUES & FEES	\$ (75.00)	REGISTRATION FOR NYASP CONNCAS
SEPT '2024	182 1	-04-13-2190-5581 TRAVEL - CONFERENCES	\$ 75.00	REGISTRATION FOR NYASP CONNCAS
OCT '2024	15 1	-02-14-2350-5695 TECHNOLOGY SUPPLIES	\$ 119.00	Add. Subscrib.Flango-WL
OCT '2024	15 1	-02-11-1006-5611 INSTRUCTIONAL SUPPLIES	\$ (119.00)	Add. Subscrib.Flango-WL
OCT '2024	20 1	-04-12-1200-5611 INSTRUCTIONAL SUPPLIES	\$ (88.00)	RESOURCE SUPPLIES
OCT '2024	20 1	-04-12-1200-5690 OTHER SUPPLIES	\$ 88.00	RESOURCE SUPPLIES
OCT '2024	155 1	-01-13-2400-5810 DUES & FEES	\$ (50.00)	REGIS. TO SCI. & ENG. FAIR
OCT '2024	155 1	-01-11-1013-5810 DUES & FEES	\$ 50.00	REGIS. TO SCI. & ENG. FAIR

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



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**Theresa Lumas**  
**Director of Finance and Administration**  
[terry.lumas@amityregion5.org](mailto: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: October 25, 2024

**Facilities:**

Mr. Martoni is requesting a transfer replacing 2 variable frequency drives that were damaged during the last microgrid test.

**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 2 variable frequency drives at Amity Regional High School***

ACCOUNT NUMBER	ACCOUNT NAME	FROM	TO
05-14-2600-5715	Contingency- Facilities	\$9,485	
02-14-2600-5420	Repair & Maintenance		\$9,485

**Special Education:**

The District has unfilled paraeducator positions and are utilizing the services of Delta-T to cover for the vacancies. There is a high volume of paraeducator turnover. The District must provide the services identified in students IEP.

**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 paraeducator services.***

ACCOUNT NUMBER	ACCOUNT NAME	FROM	TO
01-12-1200-5112	Classified Salaries	\$25,725	
04-12-1207-5330	Professional Technical Services		\$25,725

Mr. Brant is requesting a transfer for occupational and physical therapy services. The occupational and physical Therapy services required are exceeding the current budget. The majority of our services are provided at the middle school and homebound settings.

**For the Amity Finance Committee:**

***Recommend the Amity Board of Education approve...***

**For the Amity Board of Education:**

***Move to approve this transfer for increased occupational and physical therapy services.***

ACCOUNT NUMBER	ACCOUNT NAME	FROM	TO
01-12-1200-5112	Classified Salaries	\$53,253	
04-12-1207-5330	Professional Technical Services		\$53,253

## **Mission-Goals-Objectives**

### **Nondiscrimination Notice and Policy**

The Amity Regional School District No. 5 (ARSD) does not discriminate on the basis of race, color, creed, religion, ethnicity, national origin, ancestry, sex, gender identity or expression, sexual orientation, marital status, age, intellectual, mental or physical disability (including but not limited to, blindness), pregnancy and related conditions, genetic information, status as a veteran, or any other basis prohibited by Connecticut State law and/or applicable Federal nondiscrimination laws and regulations, and prohibits discrimination and harassment based upon membership in such protected classes occurring in any education program or activity that it operates, including in admission and employment, subject only to the conditions and limitations established by law and applicable alike to all persons.

ARSD provides equal access to the use of school property to Boy Scouts of America (Scouting America), Girl Scouts of the United States of America, and any other youth groups listed in Title 36 of the United States Code as a patriotic society, that wishes to meet at the school.

ARSD prohibits retaliation against anyone who, in good faith, makes a report or files a complaint of harassment or discrimination, serves as a witness, or participates in an investigation or grievance process.

ARSD will notify students, employees, parents, and others of its nondiscrimination policy and grievance procedures for the prompt and equitable resolution of complaints of discrimination including discriminatory retaliation occurring in the district's education program or activities.

The district's policies and grievance procedure as well as information about how to report discrimination and harassment may be located at [insert link to District website address for policy and grievance procedures and information on how to report].

ARSD shall widely publish its nondiscrimination notice. Publication may include posting information on the ARSD website, in its schools, at its district offices and facilities, publishing in written communications to students and employees such student/parent and employee handbooks, in bulletins, memoranda, announcements, publications, catalogs, school newspapers or magazines operated by the school, on application forms, or other recruitment materials.

The Superintendent shall appoint and make known the individuals to contact on issues concerning the Americans with Disabilities Act (ADA), Section 504 of the Rehabilitation Act of 1974, Title VI, Title VII, Title IX, and other civil rights or discrimination issues.

The Superintendent shall develop a regulation for this policy containing the district's notice of nondiscrimination, grievance procedures for complaints of discrimination, and contact information for the district's nondiscrimination coordinators.

References:

Policy Revised:

AMITY REGIONAL SCHOOL DISTRICT NO. 5  
Woodbridge, Connecticut

## **Mission-Goals-Objectives**

### **Nondiscrimination Notice and Policy**

Title II of the Genetic Information Nondiscrimination Act of 2008

Title VI of the Civil Rights Act of 1964, 42 U.S.C. §2000d et. Seq.

Title VII of the Civil Rights Act of 1964, 42 U.S.C. §2000e et. Seq.

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

Title IX Final Rule, May 6, 2020

2024 Amendments to the U.S. Department of Education's Title IX Regulations ("Final Rule")

Age Discrimination in Education Act, 29 U.S.C. §621

Americans with Disabilities Act, 42 U.S.C. §12101

Section 504 of the Rehabilitation Act of 1973, 29 U.S.C. §794

The Vietnam Era Veteran's Readjustment Act of 1974, as amended, 38 U.S.C. §4212

Boy Scouts of America Equal Access Act 20 U.S.C. 7905

Connecticut General Statutes:

46a-51 Definitions (as amended by PA 17-127, PA 21-2 and PA 22-82)

46a-58 Deprivation of rights. Desecration of property. Placing of burning cross or noose on property. Penalty. (as amended by PA 17-127 and PA 22-82)

46a-60 Discriminatory employment practices prohibited. (as amended by PA17-127, PA 21-69 and PA 22-82)

46a-81a Discrimination on basis of sexual orientation: Definition

10-15c Discrimination in public schools prohibited. School attendance by five-year olds. (Amended by P.A. 97-247 to include "sexual orientation" and P.A.11-55 to include "gender identity or expression")

10- 153 Discrimination on account of marital status.

**Mission-Goals-Objectives**

**Nondiscrimination Notice and Policy**

P.A. 21-2, “An Act Creating a Respectful and Open World for Natural Hair,” March 4, 2021

## Students

### Conduct and Discipline

The Amity Board of Education supports a positive and safe learning environment where each students' academic potential can be achieved. Students have a role in creating a positive and safe environment by treating others with respect and promoting kindness. Students are expected to adhere to the policies regarding conduct and discipline established by the Board for all students in all public schools of the District.

### Areas of Responsibility

**Board of Education** – The Amity Regional School District No. 5 (ARSD/District) Board of Education (Board) holds the certified personnel responsible for the proper conduct and control of students while legally under the supervision and jurisdiction of the school.

**Principals** – The Principals and their designees implement necessary procedures and rules and regulations to render effective the policies of the Board of Education relating to standards of student behavior. The Principal may involve representatives of all areas of school personnel, students, parents, and citizens of the community.

**Teachers** – Teachers are responsible for the instruction of students in rules and regulations of proper conduct, as well as be responsible for proper and adequate control of students. The responsibility and authority of any teacher extends to all students of the school district under the assigned supervision of the teacher and to other students so situated with respect to the teacher as to be subject to the teacher's control.

**Support Staff** - Support staff are responsible for reporting to teachers and administrators, any inappropriate student behavior, to preserve their personal safety, the safety of other students and/or staff, and to safeguard District property as well as to preserve the orderly operation of school.

**Parents** – Parents are expected to cooperate with school authorities regarding the behavior of their children. Parents shall be held responsible for the willful misbehavior of their children.

**Students** - Students are expected to comply with school rules and regulations, as well as Board policies and administrative regulations. Students who fail to comply are subject to disciplinary action including, but not limited to, suspension and expulsion.

## I. Definitions

- A. **Exclusion** means any denial of public-school privileges to a student for disciplinary purposes.
- B. **Emergency** means a situation in which the continued presence of the student in school poses such a danger to persons or property or a disruption of the educational process that a hearing may be delayed until a time as soon after the exclusion of such student as possible.
- C. **School-Sponsored Activity** means any activity sponsored, recognized or authorized by the Board and includes activities conducted on or off school property.

## Students

### Conduct and Discipline

- D. **Removal** is the exclusion of a student for a class period of ninety minutes or less.
- E. **In-School Suspension** means an exclusion from regular classroom activity for no more than ten (10) consecutive school days, but not exclusion from school, provided such exclusion shall not extend beyond the end of the school year in which such in-school suspension was imposed. No student shall be placed on in-school suspension more than fifteen (15) times or a total of fifty (50) days in one school year, whichever results in fewer days of exclusion.
- F. **Suspension (also referred as Out-of-School Suspension or Bus Suspension)** means the exclusion of a student from school and/or transportation services for not more than ten (10) consecutive school days, provided such suspension shall not extend beyond the end of the school year in which such suspension is imposed; and further provided no student shall be suspended more than ten (10) times or a total of fifty (50) days in one school year, whichever results in fewer days of exclusion, unless such student is granted a formal hearing as provided below.

All suspensions shall be in-school suspensions unless the administration determines for any student enrolled in grades three through twelve, inclusive, that (1) the student being suspended poses such a danger to persons or property or such a disruption of the educational process that the student shall be excluded from school during the period of suspension or (2) that an out-of-school suspension is appropriate based on evidence of previous disciplinary problems that have led to suspensions or expulsion of the student and efforts by the administration to address such disciplinary problems through means other than out-of-school suspension or expulsion, including positive support strategies.

- G. **Expulsion** means the exclusion of a student, grades three to twelve inclusive, from school privileges for more than ten (10) consecutive school days. The expulsion period may not extend beyond one calendar year.
- H. **Dangerous Instrument** means any instrument, article, or substance which, under the circumstances in which it is used or attempted or threatened to be used, is capable of causing death or serious physical injury, and includes a “vehicle.”
- I. **Deadly Weapon** means any weapon, whether loaded or unloaded, from which a shot may be discharged, or a switchblade knife, gravity knife, billy, blackjack, bludgeon or metal knuckles. It may also include pellet guns and/or air soft pistols.
- J. **Firearm**, as defined in 18 U.S.C. §921, means a) any weapon (including a starter gun) that will, is designed to, or may be readily converted to expel a projectile by the action of an explosive, b) the frame or receiver of any such weapon, c) a firearm muffler or silencer, or d) any destructive device. (A firearm; currently defined by 18 U.S.C. 921, is any weapon that can expel a projectile by an explosive action and includes explosive devices, incendiaries, poison gases, and firearm frames, receivers, mufflers, or silencers.) A firearm, as defined by C.G.S. 53a-3 includes any sawed-off shotgun, machine gun, rifle, shotgun, pistol, revolver,



## Students

### Conduct and Discipline

or other weapon, whether loaded or unloaded from which a shot may be discharged. The term firearm does not include an antique firearm.

- K. **Destructive device** includes any explosive, incendiary, or poisonous gas device, including a bomb, a grenade, a rocket having a propellant charge of more than four ounces, a missile having an explosive or incendiary charge of more than one-quarter ounce, a mine, or any other similar device; or any weapon (other than a shotgun or shotgun shell which the Attorney General finds is generally recognized as particularly suited for sporting purposes) that will, or may be readily converted to, expel a projectile by explosive or other propellant, and which has a barrel with a bore of more than ½" in diameter. The term "destructive device" also includes any combination of parts either designed or intended for use in converting any device into any destructive device and from which a destructive device may be readily assembled. A "destructive device" does not include an antique firearm; a rifle intended to be used by the owner solely for sporting, recreational, or cultural purposes; or any device which is neither designed nor redesigned for use as a weapon.
- L. **Martial Arts Weapon** means a nunchaku, kama, kasari-fundo, octagon sai, tonfa, or Chinese star.
- M. **Weapon** means any BB gun, any blackjack, any metal or brass knuckles, any police baton or nightstick, any dirk knife or switch knife, any knife having an automatic spring release device by which a blade is released from the handle, having a blade of over one and one-half inches (1½") in length, any stiletto, any knife the edged portion of the blade of which is four (4) inches and over in length, any martial arts weapon or electronic defense weapon, or any other dangerous or deadly weapon or instrument, unless permitted by law under Connecticut General Statute § 29-38.
- N. **Hazing** means any action which recklessly or intentionally endangers the health or safety of a person for the purpose of initiation, admission into or affiliation with, or as a condition for continued membership in a student organization.
- O. **School Days** shall mean days when school is in session for students.
- P. **Seriously Disruptive of the Educational Process** means any conduct that markedly interrupts or severely impedes the day-to-day operation of a school.
- Q. **Alternate education** means a school or program maintained and operated by the Board of Education that is offered to students in a nontraditional setting and addresses their social, emotional, behavioral, and academic needs. Such program must conform to SBE guidelines and conform to C.G.S. 10-15 and 16 (180 days/900 hours).

## II. Scope of the Student Discipline Policy

### A. Conduct on School Grounds or at a School-Sponsored Activity

Policy Approved:

AMITY REGIONAL SCHOOL DISTRICT NO. 5  
Woodbridge, Connecticut

## **Students**

### **Conduct and Discipline**

Students will be disciplined for conduct on school grounds or at any school-sponsored activity that endangers persons or property, is seriously disruptive of the educational process, or that violates a publicized policy of the Board.

#### **B. Conduct off School Grounds**

1. Students will be disciplined for conduct off school grounds if such conduct is seriously disruptive of the educational process and violative of a publicized policy of the Board. In making a determination as to whether such conduct is seriously disruptive of the educational process, the Administration and the Board of Education may consider, but shall not be limited to the following factors: (1) whether the incident occurred within close proximity of a school; (2) whether other students from the school were involved or whether there was any gang involvement; (3) whether the conduct involved violence, threats of violence, or the unlawful use of a weapon, as defined in section C.G.S. § 29-38, and whether any injuries occurred; and (4) whether the conduct involved the use of alcohol. The Administration and/or the Board of Education may also consider whether such off-campus conduct involved the use of drugs.
2. Students are subject to suspension or expulsion for conduct off school property and outside of school-sponsored activities in accordance with law, for conduct that violates a publicized policy of the Board and is seriously disruptive of the educational process, including but not limited to the following:

Conduct leading to a violation of any federal or Connecticut state law that indicates that the student presents a danger to any person in the school community or school property and/or the conduct resulted in an arrest. Adjudication as a delinquent or a youthful offender as the result of a felony if the conduct leading to the adjudication is determined to pose a danger to the student themselves, other students, school employees or school property.

### **III. Actions Leading to Disciplinary Action, including Suspension and/or Expulsion**

Conduct which leads to disciplinary action (including but not limited to suspension and/or expulsion) includes conduct on school grounds or at a school-sponsored activity, and conduct off school grounds, as set forth above. Conduct includes, but is not limited to, the following:

1. Possession of any weapon, weapon facsimile, deadly weapon, pistol, knife, blackjack, bludgeon, box cutter, metal knuckles, pellet gun, explosive device, firearm, whether loaded or unloaded, whether functional or not, or any other dangerous object. This also includes pellet guns and/or air soft pistols.
2. Unauthorized possession, sale, distribution, use or consumption of tobacco, drugs, narcotics or alcoholic beverages. For the purposes of this Paragraph 2, the term “drugs” shall include, but shall not be limited to, any medicinal preparation (prescription and non-prescription) and any controlled substance whose possession,

## **Students**

### **Conduct and Discipline**

- sale, distribution, use or consumption is illegal under state and/or federal law.
3. Possession of paraphernalia used or designed to be used in the consumption, sale or distribution of drugs, alcohol or tobacco, as described in subparagraph (2) above.
  4. Striking or assaulting a student, members of the school staff or other persons.
  5. Threatening in any manner any member of the school community, including any teacher, a member of the school administration, any other employee, or a fellow student, including, but not limited to, threats made orally, in writing, or via electronic communication.
  6. Blackmailing, threatening or intimidating school staff or students.
  7. Any act of harassment that is based on, inclusive of, but not limited to, an individual's race, religion, color, disability, national origin, ancestry, ethnic background, gender, sexual orientation, gender identity or expression, or socioeconomic status or membership in any other protected class.
  8. Bullying on school grounds; at a school-sponsored or school-related activity, function, or program; at a school bus stop; on a school bus or other vehicle owned, leased, or used by the Board; or through the use of an electronic device or an electronic mobile device owned, leased, or used by the Board.
  9. Bullying outside of the school setting if it creates a hostile environment at school for the victim, infringes on the rights of the victim at school, or substantially disrupts the education process or orderly operation of a school.
  10. Engaging in teen dating violence, defined as any act of physical, emotional or sexual abuse, including stalking, harassing and threatening, that occurs between two students who are currently in or who have been in a dating relationship.
  11. Hazing.
  12. Theft.
  13. The destruction of real, personal or school property such as, cutting, defacing or otherwise damaging property in any way.
  14. Possession or ignition of any fireworks or other explosive materials, or ignition of any material causing a fire.
  15. Unauthorized and/or reckless and/or improper operation of a motor vehicle on school grounds or at any school-sponsored activity.

## **Students**

### **Conduct and Discipline**

16. Leaving school grounds, school transportation vehicle or a school-sponsored activity without authorization.
17. A walk-out from or sit-in within a classroom or school building or school grounds. At the discretion of school administration, student protest activities may be permitted if such activities are planned to be minimally disruptive to the educational environment.
18. Use of or copying of the academic work of another individual and presenting it as the student's own work, without proper attribution.
19. Making an untrue statement of fact about a staff member or member of the school community with malice or reckless disregard for the truth.
20. The possession and/or display of obscenity or pornographic images or the unauthorized or inappropriate possession and/or display of images, pictures, or photographs depicting nudity on school property or at a school-sponsored activity.
21. Inappropriate displays of public affection of a sexual nature and/or sexual activity on school grounds or at a school-sponsored activity.
22. Possession and/or use of a radio, walkman, beeper, paging device, cellular telephone, walkie-talkie or similar electronic device on school grounds or at a school-sponsored activity in a manner that is not in accordance with the District Technology and District Acceptable Use policies.
23. Using computer systems, including email, instant messaging, text messaging, blogging or the use of social media, or other forms of electronic communications, to engage in any conduct prohibited by this policy.
24. Engaging in a plan to stage or create a violent situation for the purposes of recording it by photographing, audio, or video; or recording by photographic audio, or video acts of violence for purposes of later publication. Engaging in a plan to stage sexual activity for the purposes of recording it by photographing, audio, or video; or recording by photographing, audio, or video sexual acts for purposes of later publication.
25. Unauthorized use of or tampering with any school computer, computer system, computer software, Internet connection or similar school property or system, or the use of such property or system for inappropriate purposes.
26. Violation of the District's "Acceptable Use Agreement/Internet Use" for the applicable grade level.
27. Possession and/or use of a laser pointer.

## **Students**

### **Conduct and Discipline**

28. Lying, misleading or being deceitful to a school employee or person having authority over the student during any school investigation including knowingly making a false written statement or the filing of a false complaint.
29. Refusal to obey redirection by a member of the school staff or law enforcement authorities for disruptive classroom behavior.
30. Defiance of school rules and the valid authority of teachers, supervisors, administrators, other staff members and/or law enforcement authorities.
31. Refusal by a student to identify themselves to a staff member when asked.
32. Violation of smoking; dress; transportation regulations, or other regulations and/or policies governing student conduct.
33. The use of obscene or profane language or gestures.
34. Unauthorized entrance into any school facility or portion of a school facility or aiding or abetting an unauthorized entrance.
35. Trespassing on school grounds while on out-of-school suspension or expulsion.
36. Throwing snowballs, rocks, sticks and/or similar objects.
37. Accumulation of offenses such as school and class tardiness, class or study hall or failure to attend detention.
38. Any other violation of school rules or regulations or a series of violations which makes the presence of the student in school seriously disruptive of the educational process and/or a danger to persons or property.
39. Any action prohibited by any Federal or State law which would indicate that the student presents a danger to any person in the school community or school property.

### **IV. Progressive Discipline**

Through progressive discipline, principal/designee determines appropriate consequences and/or support to help students improve their behavior, while taking into account the details of each individual circumstance. The goal of all discipline is to teach students why the behavior is inappropriate and to prevent inappropriate student behavior from happening again. Providing students with the opportunity to reflect on their own actions and the impact of these actions is essential to student learning. The following may be taken into consideration when employing progressive discipline:

1. The student's age, grade level, stage of social development, and /or special education

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- needs;
- 2. The nature and severity of the misbehavior;
- 3. The impact of the misbehavior on the learning environment and school climate; and
- 4. Prior referrals for inappropriate behavior.

Within this context, more serious consequences may be considered for inappropriate behavior that escalates or is repeated.

The principal/designee shall consider a range of options to determine the consequences for each situation and to help the student learn from their choices. Possible consequences include, but are not limited to:

- 1. A conversation with student and/or student's parent/guardian;
- 2. A review of expectations for student's behavior;
- 3. Restorative conversations and actions;
- 4. Recommendation for counseling support;
- 5. After school detention;
- 6. Saturday School detention;
- 7. Loss of privileges (i.e., extracurricular participation, field trips, parking);
- 8. Suspension or expulsion; and/or
- 9. A consequence that fits the student's misbehavior.

Each decision on discipline is unique for each student, as it will depend upon the strengths and challenges of the student and the circumstances of the misbehavior. Parent/guardian notification for consequences 1 through 3 (as noted above) is at the discretion of the administrator addressing the violation. Parent notification will be provided for consequences 4 through 9 (as noted above). Notification is generally provided in the form of a phone call, a letter, or an electronic communication which state the nature of the violation and the consequence.

### V. Procedures Governing Removal

- A. All teachers are hereby authorized to remove a student from class when such student causes a serious disruption of the educational process within the classroom.
- B. Such teacher shall send the student to a designated area and shall immediately inform the building Principal or their designee as to the name of the student and the reason for removal.
- C. No student shall be removed from class more than six (6) times in any year nor more than twice in one week, unless such student is referred to the Building Principal or their designee and granted an informal hearing in accordance with the provisions of this policy.
- D. A school principal or other school administrator shall notify a parent or guardian of a student whose behavior has caused a serious disruption to the instruction of other students, caused self-harm or caused physical harm to a teacher, another student or other school employee not later than twenty-four hours after such behavior occurs. Such notice shall include, but not be

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limited to, informing such parent or guardian that the teacher of record in the classroom in which such behavior occurred may request a behavior intervention meeting.

- E. Any teacher of record in a classroom may request a behavior intervention meeting with the crisis intervention team for the school, for any student whose behavior has caused a serious disruption to the instruction of other students or caused self-harm or physical harm to such teacher or another student or staff member in such teacher's classroom. The crisis intervention team shall, upon the request of such teacher and notifying such student's parent or guardian, convene a behavior intervention meeting regarding such student. The participants of such behavior intervention meeting shall identify resources and support to address such student's social, emotional and instructional needs. Not later than seven days after the behavior intervention meeting, the crisis intervention team shall submit to the parent or guardian of such student, in the dominant language of such parent or guardian, a written summary of such meeting, including, but not limited to, the resources and supports identified.

### VI. Procedures Governing **Out-of-School** Suspension

- A. The Principal of a school, or designee on the administrative staff of the school, shall have the right to suspend **out of school** any student for breach of conduct as noted in Section III of this policy for not more than ten (10) consecutive school days.

All suspensions shall be in-school suspensions, except the Board of Education may authorize the administration of schools under its direction to impose an out-of-school suspension on any student if, resulting from a due process hearing:

1. The administration determines that the student being suspended poses such a danger to persons or property or such a disruption of the educational process that the student shall be excluded from school during the period of suspension;
2. The administration determines that an out-of-school suspension is appropriate for such student based on evidence of:
  - a. Previous disciplinary problems that have led to suspensions or expulsion of such student, and
  - b. Efforts by the administration to address such disciplinary problems through means other than out-of-school suspension or expulsion, including positive behavioral support strategies;
3. The administration determines that an out-of-school suspension is appropriate for such student based on evidence that such student's conduct on school grounds is behavior that causes physical harm;
4. Requires that such student receives services that are trauma-informed and developmentally appropriate and align with any behavioral intervention plan, individualized education program, or plan pursuant to Section 504 of the Rehabilitation Act of 1973, as amended from time to time, for such student upon

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such student's return to school immediately following the out-of-school suspension;  
and

5. Considers whether to convene a planning and placement team meeting for the purposes of conducting an evaluation to determine whether such student may require special education or related services.

An out-of-school suspension shall not exceed ten school days.

B. In such cases, the following procedures shall be followed:

1. Unless an emergency situation exists, no student shall be suspended prior to having an informal hearing before the Principal or designee at which the student is informed of the charges and given an opportunity to respond. In the event of an emergency, the informal hearing shall be held as soon after the suspension as possible.
2. Evidence of past disciplinary problems which have led to removal from a classroom, suspension, or expulsion of a student who is the subject of an informal hearing may be received by the Principal, but only considered in the determination of the length of suspension.
3. By telephone, the Principal or designee shall notify the parent or guardian of a student and the Superintendent of Schools not later than 24 hours of the suspension following the suspension and state the cause(s) leading to the suspension.
4. Whether or not home contact is made with the parent or guardian of such student, the Principal or designee shall forward a letter promptly to such parent or guardian to the last address reported on school records (or to a newer address if known by the Principal or designee), offering the parent or guardian an opportunity for a conference to discuss same.
5. Notice of the original suspension shall be transmitted by the Principal or designee to the Superintendent of Schools or designee by the close of the school day following the commencement of the suspension, but not later than 24 hours after the commencement of the suspension.
6. The student shall be allowed to complete any classwork, including examinations, missed while under suspension, without penalty.
7. Notice of the suspension shall be recorded in the student's cumulative educational record. Such notice shall be expunged from the cumulative educational record by the Board if the student graduates from high school. For any student for whom a suspension has been waived or the length of suspension has been shortened pursuant to number 9 below, the student's suspension shall be expunged from the cumulative education record if the student graduates from high school, or if the administration so



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- chooses, at the time the student completes any administration-specified program and meets any other conditions required by the administration, whichever is earlier.
8. The decision of the Principal or designee with regard to disciplinary actions up to and including suspensions shall be final.
  9. For any student who is suspended for the first time and who has never been expelled, the school administration may shorten the length of or waive the suspension period if the student successfully completes an administration-specified program and meets any other administration-required conditions. Such program shall be at no expense to the student or their parents/guardians.
- B. In cases where the student has already been suspended, or such suspension will result in the student's being suspended, more than ten (10) times or fifty (50) days in a school year, whichever results in fewer days of exclusion, the student shall, prior to suspension, be granted a formal hearing before the Board of Education. The Principal or designee shall report the student to the Superintendent or designee and request a formal Board hearing.
- C. The reassignment of a student from one regular education classroom in the district to another regular education classroom program in the school district shall not constitute a suspension or expulsion.

### VII. Procedures Governing In-School Suspension

- A. The Principal or designee may impose in-school suspension in cases where a student's conduct endangers persons or property, violates school policy, seriously disrupts the educational process or in other appropriate circumstances as determined by the Principal or designee. All suspensions shall be in-school suspensions unless the administration determines that for a student enrolled in grades three through twelve, inclusive, (1) the student being suspended poses such a danger to persons or property or such a disruption of the educational process that the student shall be excluded from school during the period of suspension or (2) that an out-of-school suspension is appropriate based on evidence of previous disciplinary problems that have led to suspensions or expulsion of the student and efforts by the administration to address such disciplinary problems through means other than out-of-school suspension or expulsion, including positive support strategies.
- B. The Principal of a school, or designee on the administrative staff of the school, shall have the right to suspend any student **in-school** for breach of conduct as noted in Section III of this policy for not more than **five (5)** consecutive school days.
- C. In-school suspension may not be imposed on a student without an informal hearing by the building Principal or designee.
- D. In-school suspensions shall be served in the school attended by the student.

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- E. **An in-school suspension may be served in the student's school or any school building under the jurisdiction of the local or regional board of education, as determined by such board.**
- F. No student shall be placed on in-school suspension more than fifteen (15) times or a total of fifty (50) days in one school year, whichever results in fewer days of exclusion.

### VIII. Expulsion Recommendation Procedure

- A. A Principal may consider recommendation or expulsion of a student enrolled in grades three through twelve, inclusive, in a case where they have reason to believe the student has engaged in conduct described at Sections IIA and IIB above.
- B. A Principal must recommend expulsion proceedings in all cases against any student in grades kindergarten through grade twelve, inclusive, whom the administration has reason to believe:
  - 1) The student, on grounds or at a school-sponsored activity, was in possession of a firearm, as defined in 18 U.S.C. 921\*, as amended from time to time, or deadly weapon, dangerous instrument or martial arts weapon, as defined in C.G.S. 53A-3; or the student, off school grounds, did possess such firearm in violation of C.G.S. 29-35 or did possess and use such a firearm, instrument or weapon in the commission of a crime under chapter 952 of the Connecticut General Statutes; or the student, on or off school grounds offered for sale or distribution a controlled substance, as defined in subdivision (9) of C.G.S. 21a-240, whose manufacture, distribution, sale, prescription, dispensing, transporting or possessing with intent to sell or dispense, offering or administering is subject to criminal penalties under C.G.S. 21-277 and 21a-278.
  - 2) In keeping with C.G.S. §10-233d and the Gun Free Schools Act, such a student shall be expelled for one calendar year if the Board of Education or impartial hearing board finds that the student did so possess or so possess and use, as appropriate, such a weapon or firearm, instrument or weapon; or did so offer for sale or distribution such a controlled substance.
  - 3) The Board may modify the period of a mandatory expulsion on a case-by-case basis.
  - 4) A preschool student enrolled in a Board provided preschool program is subject to mandatory expulsion whenever there is reason to believe that the child was in possession of a firearm, as defined in 18 USC 921, as amended from time to time, on or off school grounds or at a preschool program-sponsored event. Such child shall be expelled for one calendar year if, at the expulsion hearing it is determined, that the child did so possess such a firearm. The Board may modify the period of expulsion on a case-by-case basis.
- C. Upon receipt of an expulsion recommendation, the Superintendent may conduct an inquiry concerning the expulsion recommendation.

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If the Superintendent or their designee determines that a student should or must be expelled, they shall forward their recommendation to the Board of Education so that the Board of Education can consider and act upon this recommendation.

## **VIII. Expulsion Hearing Procedure**

### **A. Emergency Exception**

Except in an emergency situation, the Board of Education shall, prior to expelling the student, conduct a hearing to be governed by the procedures outlined herein. Whenever an emergency exists, the hearing provided for above shall be held as soon as possible after the expulsion.

### **B. Hearing Panel**

1. Expulsion hearings conducted by the Board will be heard by any three or more Board members. A decision to expel a student must be supported by a majority of the Board members present, provided that no less than three affirmative votes to expel are cast.
2. Alternatively, the Board may appoint an impartial hearing board composed of one or more persons to hear and decide the expulsion matter, provided that no member of the Board may serve on such panel.

### **C. Notice**

1. Written notice of the expulsion hearing must be given to the student, and, if the student is a minor to their parent(s) or guardian(s) at least five business days prior the time of the hearing, **not including the day of such hearing**.
2. The written notice of the expulsion hearing shall inform the student of the following:
  - a) The date, time, and location of the hearing.
  - b) A short, plain description of the conduct alleged by the administration.
  - c) The student may present as evidence, testimony and documents concerning the conduct alleged and the appropriate length and conditions of expulsion, as well as notice that the expulsion hearing will be the student's sole opportunity to present such evidence.
  - d) The student may cross-examine witnesses called by the administration.
  - e) The student may be represented by any third party of their choice, including an attorney, at their expense or at the expense of their parents.

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- f) The notice shall include information concerning the parent/guardian and the student's legal rights regarding expulsion hearings and the legal services that are provided free of charge or at a reduced rate that are available locally (CT Legal Service or source of such services) and how to access such services. An attorney or other advocate may represent any student subject to expulsion proceedings. The student's parent/guardian shall have the right to have the expulsion hearing postponed for up to one week to allow time to obtain representation, except that if an emergency exists, such hearing shall be held as soon after the expulsion as possible.
- g) A student is entitled to the services of a translator or interpreter, to be provided by the Board of Education, whenever the student or their parent(s) or guardian(s) do(es) not speak the English language or is disabled.
- h) The conditions under which the Board is not legally required to give the student an alternative educational opportunity (if applicable).

### D. Hearing Procedures

1. The hearing will be conducted by the Presiding Officer, who will call the meeting to order, introduce the parties, Board members and counsel, briefly explain the hearing procedures, and swear in any witnesses called by the administration or the student.
2. The hearing will be conducted in executive session. A verbatim record of the hearing will be made, either by tape recording or by a stenographer.
3. Formal rules of evidence will not be followed. The Board has the right to accept hearsay and other evidence if it deems that evidence relevant or material to its determination. The presiding officer will rule on testimony or evidence as to it being immaterial or irrelevant.
4. The hearing will be conducted in two parts. In the first part of the hearing, the Board will receive and consider evidence regarding the conduct alleged by the administration.
5. In the first part of the hearing, the charges will be introduced into the record by the Superintendent or their designee.
6. Each witness for the administration will be called and sworn. After a witness has finished testifying, they will be subject to cross-examination by the opposite party or their legal counsel and by Board members.
7. After the Administration has presented its case, the student will be asked if they have any witnesses or evidence to present. If so, the witnesses will be sworn, will testify, and will be subject to cross examination and to questioning by the Board. The student

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- may also choose to make a statement at this time. If the student chooses to make a statement, they will be sworn and subject to cross examination and questioning by the Board. Concluding statements will be made by the administration and then by the student and/or their representative.
8. In cases where the respondent has denied the allegation, the Board must determine whether the respondent committed the offense(s) as charged by the Superintendent.
  9. If the Board determines that the student has committed the conduct as alleged, then the Board shall proceed with the second portion of the hearing, during which the Board will receive and consider evidence regarding the length and conditions of expulsion.
  10. When considering the length and conditions of expulsion, the Board may review the student's attendance, academic and past disciplinary records. The Superintendent will make a recommendation as to the discipline to be imposed.
  11. Evidence of past disciplinary problems which have led to removal from a classroom, suspension or expulsion of a student being considered for expulsion may be considered only during the second portion of the hearing, during which the Board is considering length of expulsion and nature of alternative educational opportunity to be offered.
  12. Where administrators presented the case in support of the charges against the student, such administrative staff shall not be present during the deliberations of the Board either on questions of evidence or on the final discipline to be imposed. The Superintendent may, after reviewing the incident with administrators, and reviewing the student's records, make a recommendation to the Board as to the appropriate discipline to be applied.
  13. The Board shall make findings as to the truth of the charges, if the student has denied them, and, in all cases, the disciplinary action, if any, to be imposed. The Board shall report its final decision in writing to the student, or if such student is a minor, also to the parent(s) or guardian(s), stating the reasons on which the decision is based, and the disciplinary action to be imposed. Said decision shall be based solely on evidence presented at the hearing.
  14. For any student who is suspended for the first time and who has never been expelled, the school administration may shorten the length of or waive the suspension period if the student successfully completes an administration- specified program and meets any other administration-required conditions. Such program shall be at no expense to the student or their parents/guardians.

### **IX. Alternative Educational Program for Expelled Students**

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#### **A. Students under sixteen (16) years of age:**

Whenever the Board of Education expels a student under sixteen years of age, it shall offer any such student an alternative educational program, which shall be (1) alternative education, as defined, by C.G.S. 10-74j or (2) in accordance with the standards adopted by the State Board of Education (SBE) with an individualized learning plan.

#### **B. Students sixteen (16) to eighteen (18) years of age:**

The Board of Education will provide an alternative education as defined or in accordance with SBE standards to a sixteen- to eighteen-year-old student expelled for the first time if they request it and if they agree to the conditions set by the Board of Education. The alternative education may include placement in an adult education program for students who are at least seventeens of age. Students participating in an adult education program during a period of expulsion shall not be required to withdraw from school prior to participation. The Board of Education is not required to offer an alternative program to any student between the ages of sixteen and eighteen who is expelled for the second time.

#### **C. Students eighteen (18) years of age or older:**

The Board of Education is not required to offer an alternative educational program to expelled students eighteen years of age or older.

#### **D. Students identified as eligible for services under the Individuals with Disabilities Education Act (IDEA):**

If the Board of Education expels a student who has been identified as eligible for services under the Individuals with Disabilities Education Act ("IDEA"), it shall offer an alternative educational program to such student in accordance with the requirements of IDEA, as it may be amended from time to time.

### **X. Notice of Student Expulsion on Cumulative Record**

- A. Notice of expulsion and the conduct for which the student was expelled shall be included on the students' cumulative educational record. Such notice, except for the notice of an expulsion of a student in grades 9 through 12 inclusive, based on possession of a firearm or deadly weapon, may be expunged from the cumulative educational record by the Board if the Board determines that the conduct and behavior of the student in the years following the expulsion warrants an expungement. Such notice shall be expunged from the cumulative educational record by the Board if the student graduates from high school.
- B. If a student's expulsion is shortened or the expulsion period waived based upon the fact that the student was expelled for the first time, had never been suspended, and successfully completed a Board specified program and/or met other conditions required by the Board, the notice of expulsion shall be expunged from the cumulative educational record if the student

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graduates from high school or, if the Board so chooses, at the time the student completes the Board specified program and meets any other conditions required by the Board.

## **XI. Change of Residency During Expulsion Proceedings**

### **A. Student moving into the school district:**

1. If a student enrolls in the district while an expulsion hearing is pending in another district, such student shall not be excluded from school pending completion of the expulsion hearing unless an emergency exists, as defined above. The Board shall retain the authority to suspend the student and/or to conduct its own expulsion hearing.
2. Where a student enrolls in the district during the period of expulsion from another school district, the Board may adopt the decision of the student expulsion hearing conducted by such other school district. The Board shall make its determination based upon a hearing held by the Board which shall be limited to a determination of whether the conduct which was the basis of the expulsion would also warrant expulsion by the Board.

### **B. Student moving out of the school district:**

Where a student withdraws from school after having been notified that an expulsion hearing is pending, but before a decision has been rendered by the Board, the notice of the pending expulsion hearing shall be included on the student's cumulative record and the Board shall complete the expulsion hearing and render a decision. If the Board subsequently renders a decision to expel the student, a notice of the expulsion shall be included on the student's cumulative record.

## **XII. Procedures Governing Suspension and Expulsion of Students Identified as Eligible for Services under the Individuals with Disabilities Education Act (IDEA)**

### **A. Suspension of IDEA students:**

Notwithstanding the foregoing, if the administration suspends a student identified as eligible for services under the IDEA, as reauthorized in 2004, (an "IDEA student") who has engaged in conduct that violated any rule or code of conduct of the school district that applies to all students, the following procedures shall apply:

1. The administration shall not later than the date on which the decision to take disciplinary action is made, notify the parents of the student of the decision to suspend and a copy of the special education procedural safeguards must either be hand delivered or sent by mail to the parents on the date that the decision to suspend was made.

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2. During the period of suspension, the school district is not required to provide any educational services to the IDEA student beyond that which is provided to all students suspended by the school district.

### B. Expulsion and Suspensions that Constitute Changes in Placement for IDEA students:

Notwithstanding any provision to the contrary, if the administration recommends for expulsion an IDEA student who has engaged in conduct that violated any rule or code of conduct of the school district that applies to all students, the procedures described in this section shall apply. The procedures described in this section shall also apply for students whom the administration has suspended in a manner that is considered under the IDEA, as it may be amended from time to time, to be a change in placement.

1. The parents of the student must be notified of the decision to suspend on the date on which the decision to suspend was made, and a copy of the special education procedural safeguards must either be hand-delivered or sent by mail to the parents on the date that the decision to suspend was made.
2. The school district shall immediately convene the IEP team, but in no case later than ten (10) school days after the recommendation for expulsion or the suspension which constitutes a change in placement was made. The relevant members of the student's IEP team shall consider the relationship between the student's disability and the behavior that led to the recommendation for expulsion or the suspension which constitutes a change in placement, in order to determine whether the student's behavior was a direct manifestation of their disability.
3. If the IEP team finds that the behavior was a direct manifestation of the student's disability, the administration shall not proceed with the recommendation for expulsion. The IEP team shall consider the student's misconduct and revise the IEP to prevent a recurrence of the misconduct and to provide for the safety of other students and staff.
4. If the IEP team finds that the behavior was not a manifestation of the student's disability, the administration may proceed with the recommended expulsion or suspension that constitutes a change in placement.
5. During any period of expulsion, or suspension of greater than ten (10) days per school year, the administration shall provide the student with an alternative education program in accordance with the provisions of the IDEA.
6. The special education records and disciplinary records of the student must be transmitted to the individual(s) who will make the final determination regarding a recommendation for expulsion or a suspension that results in a change in placement.
7. School personnel may remove a disabled student who has violated the conduct code



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from their current placement for up to 10 school days without a hearing.

#### **C. Transfer of IDEA students for Certain Offenses:**

School personnel may transfer an IDEA student to an appropriate interim alternative educational setting for not more than forty-five (45) school days if the student:

1. Was in possession of a dangerous weapon, as defined in 18 U.S.C. 930(g)(2), as amended from time to time, on school grounds or at a school-sponsored activity, or
2. Knowingly possessed or used illegal drugs or sold or solicited the sale of a controlled substance while at school or at a school-sponsored activity; or
3. Inflicted serious bodily injury to another person at school, on school premises or at a school function.

As used in this subsection XIIC., the term “dangerous weapon” means a weapon, device, instrument, material, or substance, animate or inanimate, that is used for, or is readily capable of, causing death or serious bodily injury, except that such term does not include a pocket knife with a blade of less than 2.5 inches in length.

The term “serious bodily injury” means a substantiated risk of death, extreme physical pain, protracted loss or impairment of the function of a bodily member, organ, or mental faculty.

### **XIII. Procedures Governing Suspension and Expulsion of Students Identified as Eligible for Educational Accommodations under Section 504 of the Rehabilitation Act of 1973**

#### **A. Expulsion of students identified as eligible for educational accommodations under Section 504 of the Rehabilitation Act of 1973:**

Notwithstanding any provision to the contrary, if the administration recommends for expulsion a student identified as eligible for educational accommodations under Section 504 of the Rehabilitation Act of 1973 (a “Section 504 Student”) who has engaged in conduct that violated any rule or code of conduct of the school district that applies to all students, the following procedures shall apply:

1. The parents of the student must be notified of the decision to recommend the student for expulsion.
2. The district shall immediately convene the student’s Section 504 team (504 team), for the purpose of reviewing the relationship between the student’s disability and the behavior that led to the recommendation for expulsion, in order to determine whether the student’s behavior was a manifestation of their disability.

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3. If the 504 team finds that the behavior was a manifestation of the student's disability, the administration shall not proceed with the recommendation for expulsion. The 504 team shall consider the student's misconduct and revise the 504 plan to prevent a recurrence of the misconduct and to provide for the safety of other students and staff.
4. If the 504 team finds that the behavior was not a manifestation of the student's disability, the administration may proceed with the recommendation for expulsion.

### **XIV. Notification to Parents or Guardian**

- A. The parents or guardian of any minor student either expelled or suspended or removed from class shall be given notice of such disciplinary action within twenty- four (24) hours of the time of the institution of the period of expulsion, suspension or removal from class.
- B. The Superintendent of Schools shall forward to the student concerned and their parents, or the student if they have attained the age of 18, a copy of this Board policy on student discipline at the time the Superintendent sends out the notice that an expulsion hearing will be convened.

### **XV. Early Readmission to School**

An expelled student may apply for early readmission to school. The Board delegates the authority to make decisions on readmissions to the Superintendent. Students desiring readmission to school shall direct such readmission requests to the Superintendent. The Superintendent has the discretion to approve or deny such readmission requests and may condition readmission on specified criteria.

### **XVI. Exclusion from Co-Curricular and Extra-Curricular Activities**

Participation in co-curricular and extra-curricular activities is a privilege and not an entitlement. Students involved in such programs are expected to follow all school rules and demonstrate good citizenship. Failure to do so may result in partial or complete exclusion from said activities and programs. Activities include, but are not limited to, athletic programs, musical or drama productions, clubs, class activities, proms and school dances, graduation ceremonies, field trips, and school trips out-of-state and abroad.

### **XVII. Expulsion and Readmission of a Student Placed in a Diversionary Program, Juvenile Residential Center or Other Residential Placement**

1. Any student who commits an expellable offense and is subsequently placed in a juvenile residential center or any other residential placement for such offense may be expelled by the Board. The period of expulsion shall run concurrently with the period of placement in a juvenile residential center or other residential placement.
2. If a student who committed an expellable offense seeks to return to the school district after participating in a diversionary program or having been placed in a juvenile residential

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center or any other residential placement and such student has not been expelled by the board of education for such offense, the board of education shall allow such student to return and may not expel the student for additional time for such offense.

### **XVIII. Dissemination of Student Conduct and Discipline Policy**

The Board of Education shall, at the beginning of each school year and at such other times as it may deem appropriate, provide for an effective means of informing all students, parent(s) and/or guardian(s) of this policy.

### **XIX. Compliance with Reporting Requirements**

- A. The Board of Education shall report all suspensions and expulsions to the State Department of Education.
- B. If the Board of Education expels a student for sale or distribution of a controlled substance, the Board shall refer such student to an appropriate state or local agency for rehabilitation, intervention or job training and inform the agency of its action.
- C. If the Board of Education expels a student for possession of a deadly weapon or firearm, as defined in C.G.S. §53a-3, the violation shall be reported to the local police.

(cf. 5128.1 – Plagiarism)

(cf. 5131.1 – Bus Conduct)

(cf. 5131.21 – Threats or Acts of Violence)

(cf. 5131.5 – Vandalism)

(cf. 5131.6 – Drugs, Alcohol, Tobacco)

(cf. 5131.7 – Weapons and Dangerous Instruments)

(cf. 5131.8 – Off-School Grounds Misconduct)

(cf. 5131.81 – Use of Cell Phones and Other Electronic Communication Devices)

(cf. 5131.91 – Hazing)

(cf. 5131.911 – Bullying Regulation and Teen Dating Violence)

(c.f. 5144.12 – Student Discipline: Restorative Practice)

(c.f. 5145.45 – Non-Discrimination)

(c.f. – 5145.5 – Prohibition Against Sexual Harassment)

Legal References: Connecticut General Statutes

4-177 – 4-180 Contested cases. Notice. Record, as amended

10-74j Alternative education (PA 15-133)

10-233a through 10-233f Suspension, removal and expulsion of students, as amended by PA 95-304, PA 96-244, PA 98-139, PA 07-66, PA 07-122, PA 08-160, PA 09-82, PA 09-6 (September Special Session), PA 10-111, PA 14-

Policy Approved:

AMITY REGIONAL SCHOOL DISTRICT NO. 5  
Woodbridge, Connecticut

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229, PA 15-96, PA 16-147, PA 17-220 and PA 19-91

10-233f In-school suspension of students

*Packer v. Board of Educ. of the Town of Thomaston*, 246 Conn.89 (1998).  
Public Act 98-139

*Honig v. Doe*, (United States Supreme Court 1988)

Individuals with Disabilities Act, 20 U.S.C. 1400 et seq. as amended by the  
Individuals with Disabilities Education Act Amendments of 1997 (P.L. 105-  
17). Section 504 of the Rehabilitation Act of 1973, 29 U.S.C. § 794(a)

P.L. 108-446 Individuals with Disabilities Education Improvement Act of  
2004

*State v. Hardy*, 896 A.2d 755, 278 Conn. 113 (2006)

Public Act 24-45 An Act Concerning Education Mandate Relief, School  
Discipline and Disconnected Youth, Sections 13-14

Public Act 24-93 An Act Concerning Various and Assorted Revisions to the  
Education Statutes, Section 11 and Section 12

## **Personnel – Certified**

### **Educator Evaluation and Support Program**

The Amity Regional School District No. 5 (District) Board of Education (Board) recognizes the critical role an effective professional evaluation and support system plays in ensuring student growth and success and promoting reflective practice through job-embedded professional learning and goal setting. The Board empowers the superintendent to ensure that each educator and leader has the opportunity for continuous learning and feedback, to develop and grow, individually and collectively, through the educator and leader evaluation and support system so that all of the district's students experience growth and success. Connecticut General Statutes 10-151b requires that the superintendent shall annually evaluate or cause to be evaluated each teacher.

Educator and leader practice discussions shall be based on a set of national or state performance standards set by professional organizations agreed upon by the district's Professional Development and Evaluation Committee (PDEC). The district's PDEC shall work to mutually agree upon a standard-based best practice observation model.

The Board of Education shall adopt and implement an Evaluation Program consistent with the Evaluation Guidelines adopted by the State Board of Education.

The primary goal of the educator evaluation and support system is to strengthen individual and collective practices to increase student learning, growth, and achievement and will need to:

- Be consistent with emerging research and best practices in the field of education;
- Include a focus on professional learning to develop systems of continuous improvement for educator practice and student outcomes;
- Allow for differentiation of roles (teachers, counselors, instructional coaches, administrators);
- Connect to best practices aimed at the development of the whole child;
- Focus on educator growth and agency, meaningfully engaging professionals by focusing on growth and practice in partnership with others aligned to a strategic focus;
- Provide multiple pathways for participation to improve educator practice in a way that is meaningful and impactful; and
- Provide specific, timely, accurate, actionable, and reciprocal feedback.

### **Process**

Evaluation and support shall be an ongoing, cyclical progress monitoring process and shall include references to standards and criteria, a process for goal setting, a focus on professional practice and student outcomes, and an environment that nurtures feedback and engagement. Minimally evaluator and educator/leader/team conference shall occur in the fall, winter, and spring of each school year.

Multiple measures of student learning, growth, and achievement would be included as part of the evaluation process. Consideration of additional evidence relevant to one or more rubric competencies may be part of the process and discussion as mutually agreed upon.

## **Personnel – Certified**

### **Educator Evaluation and Support Program**

To ensure participants focus the discussion and feedback on the desired practice rather than a rating outcome, Single Point Rubric will be used. This will allow for the promotion of clear, research-based expectations while ensuring a tie to standards

The goal-setting process must follow the timelines and frameworks created by the PDEC consistent with the standards established during this process. All educators must be assigned a primary evaluator, who holds a 092 and/or 093 certificate. The district's PDEC shall determine protocols for each level of educator. Goals setting may allow for differentiated timelines (1, 2, or 3 years) and differentiated partnerships (perhaps in teams or collaboration with another educator) depending upon the role of the educator their plan for professional learning and growth.

The PDEC will determine clear timelines for both written and verbal feedback. For Educators, the cycle of check-ins should provide opportunities for discussion linking student growth and development with observations of practice and performance. For Leaders, the cycle of check-ins should provide opportunities for discussion linking organizational growth and development with observations of practice and performance.

Dialogue through the professional growth process should begin with educator self-reflection/self-assessment of the impact of professional learning and educator practice on student growth. There should be multiple pieces of evidence, which may include artifacts, observations of practice, student feedback, and reflections of the educator on student growth as part of the educator feedback process. The PDEC shall create the district's plan for the nature and number of observations and/or reviews of practice and required artifacts aligned with the current professional needs of the educator.

The PDEC shall provide orientation, training, and support elements for evaluators and educators on the critical components of success.

A pattern of persistent lack of growth and reflection or resistance to growth-oriented feedback should lead to advancing levels of support with a defined process for placing an educator on a corrective support plan. The corrective support plan must include indicators of success for transitioning out of the plan.

The district PDEC plan should include differentiated supports and be responsive to educator needs. Ongoing training is required to ensure all stakeholders understand tiers, supports, and process.

A pattern of persistent lack of growth and reflection or resistance to growth-oriented feedback should lead to advancing levels of support with a defined process for placing an educator on a corrective support plan. The corrective support plan must include indicators of success for transitioning out of the plan. The corrective support plan shall be developed in consultation with the educator and their exclusive bargaining unit representative.

### **Dispute Resolution**

Policy Updated:

AMITY REGIONAL SCHOOL DISTRICT NO. 5  
Woodbridge, Connecticut

## **Personnel – Certified**

### **Educator Evaluation and Support Program**

The Board of Education shall, in mutual agreement with the PDEC, include a process for resolving disputes in cases where the evaluator and educator/leader being evaluated cannot agree on goals/objectives, the evaluation period, feedback or the professional development plan. Any claims that the district has failed to follow the established procedures of the educator/leader evaluation and support program shall be subject to the grievance procedures set forth in the then-current collective bargaining agreements between the Board of Education and the relevant bargaining unit.

### **State Reporting**

The superintendent shall report on the status of the implementation of the educator/leader evaluation and support program; including the frequency of evaluations, the number of teachers who have not been evaluated, and other requirements as determined by the Department of Education on or before September 15 of each year.

Legal Reference: Connecticut General Statutes

10-145b Teaching certificates.

10-151a Access of teacher to supervisory records and reports in personnel file.

10-151b Evaluation by superintendent of certain educational personnel.  
(amended by PA 04-137, P.A. 10-111, P.A. 12-116, PA 12-2 (June Special Session), PA 13-245, PA 15-5 (June Special Session))

10-151c Records of teacher performance and evaluation not public records.

10-220a(b) In-service training. Professional development. Institutes for educators. Cooperative and beginning teacher programs, regulations.

PA 11-135 An Act Concerning Implementation Dates for Secondary School Reform.

PA 12-116 An Act Concerning Education Reform (as amended by PA 13-145 An Act Concerning Revisions to the Reform Act of 2012.)

Connecticut Guidelines for Educator Evaluation, adopted by the State Board of Education, June 27, 2012.

## Bylaws of the Board

### Officers

The officers of the Board of Education shall consist of Chairman, Vice-Chairman, Secretary, Treasurer, and Deputy Treasurer.

Such Officers shall be elected from the Board membership at its ~~annual~~ **biennial** organizational meeting **conducted** in December **of each Board member election year**, and shall remain in office until new officers are elected at the next ~~annual~~ **biennial** organizational meeting, unless such officers cease to be members of the Board of Education or otherwise resign or are removed from office.

If there is a vacancy in any officer position during the course of the year, the Board membership shall act promptly, commencing no later than the next regularly scheduled meeting, to elect a new officer to fill the vacancy. The new officer will take office immediately upon completion of the election.

Board members shall vote by a show of hands, and a majority of the full Board membership shall be required in order to elect an officer. If there are more than two nominees and no nominee receives a majority vote of the full board membership, the nominee receiving the lowest number of votes shall be removed from the list of candidates before balloting again. The vote of each member shall be reduced to writing and shall be made available for public inspection within forty-eight hours, excluding Saturday, Sunday and legal holidays.

The results of the election shall also be recorded in the minutes of the meeting and the minutes shall be available for public inspection at all reasonable times.

Legal Reference: Connecticut General Statutes

10-46 Regional board of education



## Bylaws of the Board

### Meeting Conduct

Meetings of the Board of Education (Board) shall be conducted by the Chairperson of the Board in a manner consistent with the adopted Bylaws of the Board and the provisions of the Freedom of Information Act.

All Board meetings shall commence at the stated time or as soon thereafter as a quorum is present and shall be guided by an agenda, which will have been prepared and delivered in advance to all Board Members and other designated persons.

The meetings shall to the fullest possible extent enable members to conduct the business of the Board in an orderly, expeditious manner.

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

1. A 3-minute time limit may be allowed to each speaker with a maximum of 20 minutes per meeting being allocated for any one item that appears on the agenda or falls under the jurisdiction of the Board.
2. No boisterous, inappropriate, or disrespectful conduct shall be permitted at any Board meeting. The Chairperson shall not permit actions which disrupt or interrupt the orderly conduct of the Board meeting. A willful participant in such conduct will be asked to leave the meeting of the Board. In case of a general disturbance the meeting room may be cleared except for non-participating representatives of the press.
3. Speakers are asked to express themselves in a civil manner, with due respect for the dignity and privacy of others who may be affected by their comments. While it is not the Board's intent to stifle public comment speakers should be aware that if their statements violate the rights of others under the law of defamation or invasion of privacy, the speaker may be held legally responsible.
4. The Board may by a majority vote decide to modify the amount of time allotted per item of the Agenda.
5. Inquiries or questions may be considered and answered at a future date.
6. Speakers may offer objective criticism of district operations and programs, but the Board encourages members of the public to address complaints concerning individual Amity Regional School District No. 5 (ARSD) personnel through the proper chain of command (see ABOE Policy 1312). The Chairperson may direct the member of the public to the appropriate means to address concerns brought before the Board; however the Board will not respond with action during public comment, but will take comments under advisement and when possible clarify issues.

**When holding a Special Meeting of the Board of Education, notice shall be posted not less than twenty-four hours before the meeting to which such notice refers. The notice shall specify the**

## Bylaws of the Board

### Meeting Conduct

time and place of the special meeting and the business to be transacted. No other business shall be considered. The Board reserves the right to conduct a Special Meeting without public comment. Public comment shall only be permitted if noticed on the posted special meeting agenda. Such public comment shall only be permitted for items on the special meeting agenda.

(cf. 1312 - Public Complaints)  
 (cf. 2100 – Administrative Staff Organization)  
 (cf. 9321 - Time, Place, Notification of Meetings)  
 (cf. 9322 - Public and Executive Sessions)  
 (cf. 9323 - Construction of the Agenda)

#### Legal Reference:

#### Connecticut General Statutes:

1-200 Definitions.

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

1-210 Access to public records.

1-225 Meetings of government agencies to be public.

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

1-231 Executive sessions.

1-232 Conduct of meetings (re disturbances).

10-224 Duties of the Secretary

**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*

**November 11, 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: NONE

**NEW HIRES-BENCH/LONG TERM SUBSTITUTES/TUTORS:**

*Samina Quadri* – Bench Substitute – Amity Middle School-Orange

**NEW HIRES-NON-CERTIFIED:**

*Adekunle Adeniyi-Adegeye* – Special Education Paraprofessional – ARHS SAILS Program

**NEW HIRES-COACHES: NONE**

**TRANSFERS: NONE**

**RESIGNATIONS:**

*Kevin Dennis* –MS Girls Basketball Coach ~ Amity Regional High School, eff. 10/17/2024

*Riley Soares* –Paraprofessional ~ Amity Middle School-Orange, eff. 10/29/2024

**RETIREMENTS: NONE**