GROTON BOARD OF EDUCATION
REGULAR MEETING MINUTES
DECEMBER 9, 2024 @ 6:00 P.M.
CENTRAL OFFICE, ROOM 11

MEMBERS PRESENT: Jay Weitlauf – Chairperson, Beverly Washington – Vice Chairperson, Andrea Ackerman, Dean Antipas, Adrian Johnson, Matthew Shulman, Ian Thomas, Jennifer White, Michael Whitney

ALSO PRESENT: Susan Austin, Anne Marie Mancini, Denise Doolittle, Sam Kilpatrick, Irene Lynch, Clint Kennedy, Melanie Fleming, Karen Hyatt, Jen Theriault, Meg Walker

I. CALL TO ORDER – Mr. Jay Weitlauf, Chairperson, called the meeting to order at 6:03 p.m.

A. Pledge of Allegiance

The first order of business was the Pledge of Allegiance to the flag led by Miss Melanie Fleming.

B. Election of Officers

MOTION: Weitlauf, Ackerman: To nominate Beverly Washington as Chairperson of the Board of Education.
PASSED – UNANIMOUSLY

MOTION: Thomas, Whitney: To nominate Adrian Johnson as Vice Chairperson of the Board of Education.
PASSED – UNANIMOUSLY

II. RECOGNITION AND PARTICIPATION OF VISITORS AND DELEGATIONS

NONE

III. COMMENTS FROM CITIZENS

1. Mrs. Portia Bordelon, 24 Jefferson Drive, addressed the following concerns:
    - She congratulated Mrs. Washington, who was appointed as Chairperson of the Board of Education and Mr. Johnson who was appointed as Vice Chairperson of the Board of Education.
    - She noted the article in the Examiner regarding getting back to the Mission Statement of Teaching and Learning.
    - She noted the need for Honor level courses.

IV. RESPONSE TO COMMENTS FROM CITIZENS

NONE

V. STUDENT REPRESENTATIVE REPORT

Student Representative reported:
- That Friday is Pajama Day, sponsored by the Keyette
- Student Leadership is sponsoring holiday spirit week

VI. SUPERINTENDENT AND ADMINISTRATION REPORTS

A. Superintendent Report

- Early Childhood Presentation (Attachment #1) - Mrs. Denise Doolittle introduced Karen Hyatt, Supervisor, Jen Theriault, Early Childhood Social Worker, and Meg Walker, Transition Kindergarten Teacher who gave an overview of the Early Childhood Program.

B. Director Finance

- Superintendent Austin gave an overview of the General Fund Financial Report for FY 25 dated 11/29/24 showing an ending balance of $19,848,945. (Attachment #2)

C. Director of Buildings and Grounds – Mr. Kilpatrick reported:

- State HVAC testing at NEA and CK will occur during winter break.
- State testing audit on GMS will be occurring.
- Charging Stations – There will be a cost for upgrading to charge for the use of the stations. He will be going out to bid for this project.

VII. COMMITTEE REPORTS

1. Policy – There was no report. The next meeting is December 18, 2024.
2. Curriculum – There was no report.
3. Finance/Facilities – There was no report.
4. Ad Hoc Budget Procedure – There was no report.
5. LEARN – There was no report. LEARN will meet this week.
6. Athletic Fields – There was no report.
7. Trails – There was no report.
8. Library – There was no report.

VIII. ACTION ITEMS

A. Consent Agenda

MOTION: Antipas, White: To approve the Consent Agenda
PASSED – UNANIMOUSLY

B. Old Business

1. Discussion and possible action regarding a second reading of policy P 3110 Budget Planning (Attachment #3)

MOTION: Thomas, Johnson: To approve policy P 3110 Budget Planning as a second reading.
PASSED – UNANIMOUSLY

2. Discussion and possible action regarding a second reading of policy P 3113 Setting Budget Priorities (Attachment #4)

This item was tabled and referred back to the committee.

B. Old Business – cont.

3. Discussion and possible action regarding a second reading of Policy P 3150 Adoption of Budget (Attachment #5)

MOTION: Shulman, Whitney: To approve policy P 3150 Adoption of Budget as a second reading.
PASSED - UNANIMOUSLY

4. Discussion and possible action regarding a second reading of policy P 3323 Soliciting Prices/Bidding Requirements (Attachment #6)

MOTION: White, Shulman: To approve policy P 3323 Soliciting Prices/Bidding Requirements as a second reading.
PASSED - UNANIMOUSLY

5. Discussion and possible action regarding a second reading of policy P 3432 Monthly Budget and Expense Report/Annual Financial Statement (Attachment #7)

MOTION: Johnson, Thomas: To approve policy P 3432 Monthly Budget and Expense Report/Annual Financial Statement as a second reading.
PASSED - UNANIMOUSLY

C. New Business

1. Discussion and possible action regarding approval of the proposed 2025-26 School Calendar (Attachment #8)

MOTION: Weitlauf, Ackerman: To approve the proposed 2025-26 School Calendar
PASSED - UNANIMOUSLY

IX. INFORMATION AND PROPOSALS

Letters, communications, and comments by Board members on meeting items and any other items in their jurisdiction.

- Mr. Johnson noted:
  - He attended the Fencing Winter Classic.
  - He is looking forward to the new auditorium lights.
- Mr. Thomas noted:
  - that the Policy Committee will be covering P3130 and P 3113 at their next meeting.
  - He had a conversation with Mr. Weitlauf regarding the budget calendar.

X. ADVANCE PLANNING

A. Future Meeting Dates and Calendar Items for Board Attention

As noted in the agenda.

On December 16, 2024, at 6:00 p.m., the Board will be meeting with Legislators and will also meet to address the Superintendent's Goals.

B. Suggested Agenda Items

PK/TK
Bus Software
AI
A referral was made regarding how we are doing the staffing review to the Finance/Facilities Committee.

XI. ADJOURNMENT

MOTION: Ackerman, Antipas: To adjourn at 9:34 p.m.
PASSED UNANIMOUSLY

GPS Early Childhood Program Update





December 2024

Current Early Childhood Programs

Early Childhood Assessment Team (ECAT) and speech services

- Bridge from B-3 to GPS
- Currently at Mary Morrison (MM)

Integrated Preschool:

- Continue Current Programming

Early Otters:

- ABA preschool
- 2 Half day programs (7-10 students per)

Pre-Kindergarten

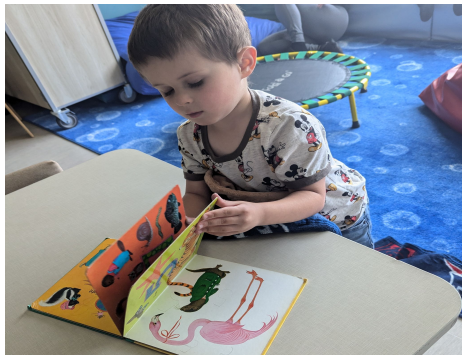
- 4 Half day programs
- Currently at TRMS & MRMS
- 16-18 per session

Transitional Kindergarten:

- 4 full day Classrooms
- 16-18 Students per class
- MRMS,TRMS, NEA, CKMS

Current Early Childhood Programs

- ★ Early Childhood Assessment Team (ECAT)
- ★ Integrated Preschool
- ★ Early Otters Program
- ★ Pre-Kindergarten
- ★ Transition Kindergarten



Early Childhood Assessment Team (ECAT):

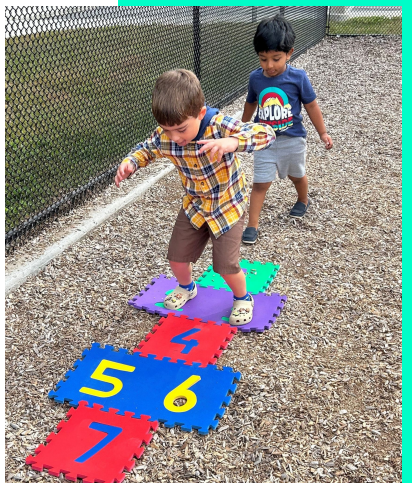
- Serves as a bridge between Birth to 3 Services and our school district
- Screens & Evaluates students who are referred for special education
- Provides Weekly Speech Groups for students ages 3-5 who have an Individual Education Plan (IEP)10-12 Slots per session

Integrated Preschool

- For Students who:
  - Have an IEP for special education services
  - Meet criteria for “Peer Models”
  - Are 3-5 years old
- 12 Sessions - 6 AM/6 PM
- 192 Slots
- TRMS & MRMS

Early Otters Program:

- Students with IEPs who require specialized programming & are 3-5 years old
- 2 Sessions (AM/PM)
- 10-12 Slots per session

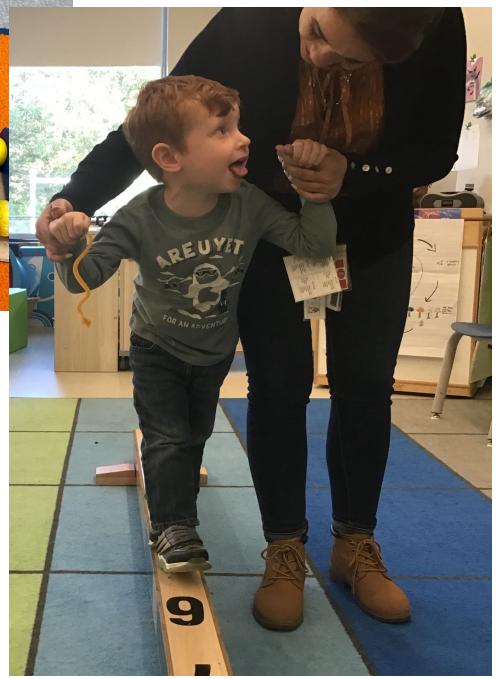




Current Pre-Kindergarten

- ★ For students who meet criteria for acquiring Kindergarten-readiness skills
  - With or without previous Preschool experience
- ★ Students who turn 4 in the calendar year of 2024
- ★ 4 Sessions- 2 AM/2 PM
- ★ 64 Slots





Transition Kindergarten (TK)





- A bridge between preschool and kindergarten. A next step up for students who have some preschool experience.
- Gives students the gift of time, allowing them to learn at their own pace and build the foundational knowledge that will help them succeed in kindergarten and beyond.
- We integrate social emotional learning with academic skills.

Transition Kindergarten (TK)





- A play based approach that integrates social and self-regulation skills with pre-literacy and pre-math skills.
- Meet each child where they are academically and socially.
- Children with TK experience enter kindergarten with the maturity, confidence and skills needed to excel in their education.

Pathways to Play: Literacy, Mathematics, Science, Social Studies, SEL

Investigating Animals in Winter (Ladybugs)







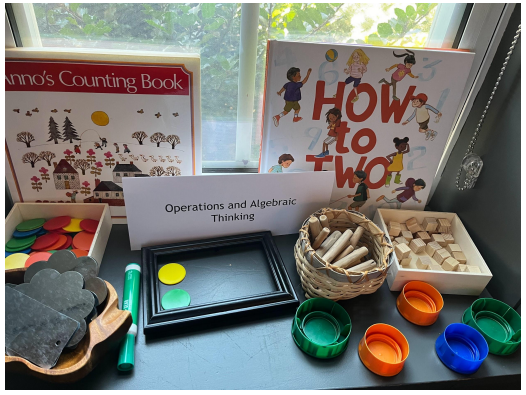
Garden/Farm **Scenario with Prop-Making**





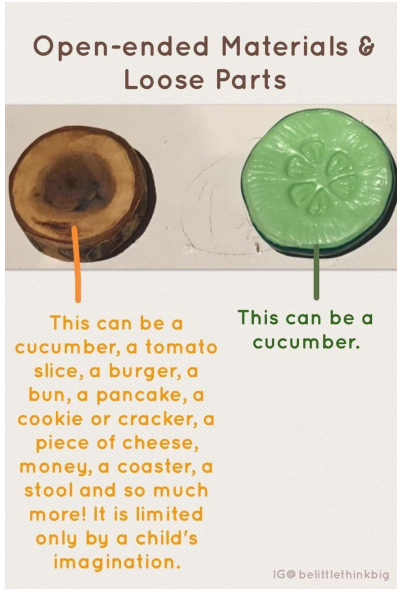
Prompts, Provocations and Problems to Solve

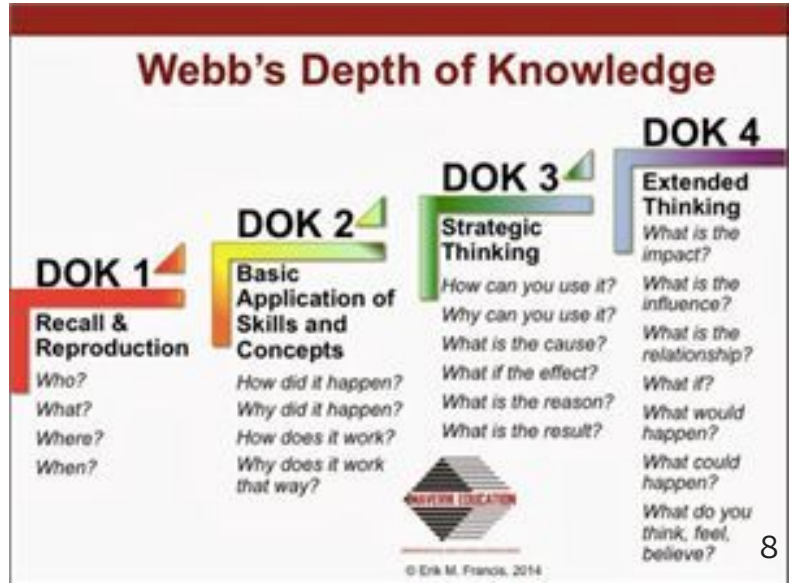
Can you make numbers 1-10?



Build a bridge for the 3 Billy Goats Gruff to cross over









Early Childhood Programs Proposal for 25-26 SY



ECAT & speech services

- Continue Current Programming
- Remain at Mary Morrison (MM)

Integrated Preschool:

- Continue Current Programming
- Remain at TRMS & MRMS

Early Otters:

- Continue Current Programming
- Move to MM

****Full Day Transition to Kindergarten**:**

- Merging Pre-K/TK programs
- 3 Classrooms (Full Day Sessions)
- 16-18 Students per session
- Move to MM
- Potential grant to add 2 additional classes of Transition to K

Thank You!
Questions?

Groton Public Schools
Fiscal Year (FY) 2025 General Fund
As of 11.29.2024

Line	Category Name	Account	Description	2023 YTD Expenses As of 11.30.2022	2024 YTD Expenses As of 11.30.2023	2025 Budget	2025 YTD Expenses As of 11.29.20244	2025 YTD Encumbrances As of 11.29.2024	2025 Available Budget As of 11.29.2024	% Available	Notes
1	Salaries	101	CLASSROOM TEACHERS	$ 6,695,252	$6,662,721	$25,609,384	$ 5,875,805	$19,355,685	$ 377,894	1.48%	
2	Salaries	102	SPECIAL EDUCATION CERT	$ 2,055,933	$2,058,767	$ 8,281,901	$ 1,874,427	$ 6,154,222	$ 253,253	3.06%	
3	Salaries	103	MEDIA SPECIALIST	$ 189,660	$ 179,848	$ 717,193	$ 146,186	$ 488,387	$ 82,620	11.52%	
4	Salaries	104	GUIIDANCE	$ 301,236	$ 262,620	$ 1,256,648	$ 278,173	$ 958,404	$ 20,071	1.60%	
5	Salaries	105	ADMINISTRATION	$ 565,573	$ 598,219	$ 1,361,451	$ 607,174	$ 903,747	$ (149,471)	-10.98%	
6	Salaries	106	PRINCIPALS	$ 487,320	$ 448,790	$ 1,196,641	$ 506,126	$ 690,515	$ -	0.00%	
7	Salaries	107	ASST PRINCIPALS/SCH PHYSC	$ 961,163	$ 992,614	$ 2,485,883	$ 1,012,923	$ 1,406,195	$ 66,765	2.69%	
8	Salaries	108	DEAN/COORDINATOR	$ 69,712	$ 74,497	$ 55,011	$ 21,122	$ 42,244	$ (8,355)	-15.19%	
9	Salaries	109	ATHLETIC DIRECTOR/OTHER	$ 66,634	$ 64,050	$ 154,799	$ 65,492	$ 89,307	$ -	0.00%	
10	Salaries	110	REGULAR TEACHER AIDES	$ -	$ -	$ -	$ -	$ -	$ -	0.00%	
11	Salaries	111	SPEC EDUCATION AIDES	$ 321,982	$ 288,499	$ 825,697	$ 268,482	$ -	$ 557,215	67.48%	
12	Salaries	112	CLERICAL, SPECIAL EDUCAT.	$ 47,497	$ 69,936	$ 168,799	$ 66,775	$ -	$ 102,024	60.44%	
13	Salaries	113	CLERICAL, SCHOOL	$ 285,352	$ 306,714	$ 762,276	$ 258,862	$ -	$ 503,414	66.04%	
14	Salaries	114	CLERICAL, ADMINISTRATION	$ 410,298	$ 459,119	$ 1,061,278	$ 450,982	$ 39,615	$ 570,681	53.77%	
15	Salaries	117	CUSTODIAL	$ 654,896	$ 753,642	$ 1,869,959	$ 660,089	$ 44,135	$ 1,165,735	62.34%	
16	Salaries	118	MAINTENANCE	$ 343,034	$ 313,719	$ 835,460	$ 256,785	$ 45,017	$ 533,657	63.88%	
17	Salaries	119	OTHER	$ 20,714	$ 63,324	$ 212,805	$ 64,591	$ 88,079	$ 60,135	28.26%	World Language, Sports, Support Service Salaries
18	Salaries	120	REGULAR SUBSTITUTE TEACH	$ 375,530	$ 471,343	$ 733,200	$ 543,578	$ -	$ 189,622	25.86%	
19	Salaries	121	SPEC ED SUBSTITUTE TEACH	$ -	$ -	$ 94,360	$ -	$ -	$ 94,360	100.00%	
20	Salaries	123	SUMMER SCHOOL	$ 48,519	$ 42,534	$ 161,418	$ (794)	$ -	$ 162,212	100.49%	
21	Salaries	124	ADULT EDUC/H. S. COMPLET	$ 8,307	$ 9,854	$ 42,230	$ 8,176	$ -	$ 34,054	80.64%	
22	Salaries	125	HOMEBOUND	$ 422,117	$ 601,792	$ 677,376	$ 302,984	$ -	$ 374,392	55.27%	
23	Salaries	126	COACHING STIPENDS	$ -	$ 4,402	$ 353,781	$ -	$ -	$ 353,781	100.00%	
24	Salaries	127	OTHER STUDENT ACTIVITIES	$ 11,750	$ 10,000	$ 151,141	$ -	$ -	$ 151,141	100.00%	After School Enrichment, School Newpaper, Amphora, Yearbook Salaries
25	Salaries	128	SCHOOL SECURITY	$ 59,316	$ 86,647	$ 176,201	$ 81,357	$ -	$ 94,844	53.83%	
26	Salaries	129	OTHER (TUTORS, ETC.)	$ 268,773	$ 297,675	$ 784,448	$ 298,015	$ 137,551	$ 348,882	44.47%	Tutors
27	Salaries	130	REGULAR TEACHER AIDES	$ 95,702	$ 105,755	$ 295,351	$ 99,120	$ -	$ 196,231	66.44%	
28	Salaries	131	SPEC EDUCA TEACHER AIDES	$ 70,737	$ 62,222	$ 2,827,935	$ 767,126	$ -	$ 2,060,809	72.87%	
29	Salaries	132	CLERICAL,SPEC EDUCATION	$ -	$ -	$ -	$ -	$ -	$ -	0.00%	
30	Salaries	133	CLERICAL, SCHOOL	$ 3,061	$ 2,383	$ 12,037	$ 16,200	$ -	$ (4,163)	-34.59%	
31	Salaries	134	CLERICAL,ADMINISTRATION	$ 33,207	$ 26,574	$ 92,287	$ 35,361	$ -	$ 56,926	61.68%	
32	Salaries	135	COOKS	$ -	$ -	$ -	$ -	$ -	$ -	0.00%	
33	Salaries	136	SCHOOL BUS AIDES	$ 142,341	$ 159,424	$ 331,208	$ 150,015	$ -	$ 181,193	54.71%	
34	Salaries	137	CUSTODIAL PART TIME	$ 105,559	$ 90,434	$ 304,130	$ 50,978	$ -	$ 253,152	83.24%	
35	Salaries	138	MAINTENANCE	$ -	$ -	$ -	$ -	$ -	$ -	0.00%	
36	Salaries	139	OTHER	$ 11,685	$ 3,945	$ -	$ 12,463	$ -	$ (12,463)	100.00%	Temporary Staff Salaries
37	Salaries	140	TEACHER AIDES	$ -	$ -	$ -	$ -	$ -	$ -	0.00%	
38	Salaries	141	SPECIAL EDUCATION AIDES	$ -	$ -	$ -	$ -	$ -	$ -	0.00%	
39	Salaries	142	CLERICAL,SPEC EDUCATION	$ -	$ -	$ -	$ -	$ -	$ -	0.00%	
40	Salaries	143	CLERICAL,SCHOOL	$ -	$ -	$ -	$ 68	$ -	$ (68)	100.00%	
41	Salaries	144	CLERICAL,ADMINISTRATION	$ 49,936	$ 79,122	$ 5,000	$ 51,309	$ -	$ (46,309)	-926.19%	Identify Staff charges and adjust accordingly
42	Salaries	146	CIVIC ACTIVITIES	$ -	$ -	$ -	$ -	$ -	$ -	0.00%	
43	Salaries	147	CUSTODIAL OVERTIME	$ 21,609	$ 19,521	$ 92,400	$ 17,553	$ -	$ 74,847	81.00%	
44	Salaries	148	MAINTENANCE OVERTIME	$ 2,058	$ 6,670	$ 20,200	$ 3,117	$ -	$ 17,083	84.57%	
45	Salaries	149	OTHER	$ 30,426	$ 27,620	$ 39,500	$ 8,927	$ -	$ 30,573	77.40%	Educational Media and Computer Support Salaries
46	Salaries	151	RESIDENT TEACHER	$ 20,733	$ 38,835	$ 119,571	$ 26,163	$ -	$ 93,408	78.12%	
47	Salaries	152	MAGNET SPECIALIST	$ -	$ -	$ -	$ -	$ -	$ -	0.00%	

Line	Category Name	Account	Description	2023 YTD Expenses As of 11.30.2022	2024 YTD Expenses As of 11.30.2023	2025 Budget	2025 YTD Expenses As of 11.29.20244	2025 YTD Encumbrances As of 11.29.2024	2025 Available Budget As of 11.29.2024	% Available	Notes
48	Salaries	153	NURSES	$ -	$ -	$ -	$ 169,442	$ 551,442	$ (720,885)	0.00%	Transfer to DOD Accounts & Non Lapsing Acct
49	Salaries	154	HEALTH AIDES	$ -	$ -	$ -	$ 64,882	$ -	$ (64,882)	0.00%	Transfer to DOD Accounts & Non Lapsing Acct
50	Salaries	191	FAMILY RESOURCE - DIR	$ -	$ -	$ -	$ -	$ -	$ -	0.00%	
51	Salaries	192	FAMILY RESOURCE -ASST DIR	$ -	$ -	$ -	$ -	$ -	$ -	0.00%	
52	Salaries	193	TREE HOUSE CLUB LEADER	$ -	$ -	$ -	$ -	$ -	$ -	0.00%	
53	Salaries	194	FAMILY RESOURCE - AIDE	$ -	$ -	$ -	$ -	$ -	$ -	0.00%	
54	Salaries	195	FAMILY RESOURCE - CUST	$ -	$ -	$ -	$ -	$ -	$ -	0.00%	
55	Benefits	201	GROUP INSURANCE, PROF.	$ 3,552,527	$2,290,254	$ 8,022,178	$ 3,145,365	$ 441	$ 4,876,372	60.79%	Identify Staff charges and adjust accordingly
56	Benefits	202	GROUP INSURANCE, OTHER	$ 538,409	$ 360,417	$ 2,031,065	$ -	$ -	$ 2,031,065	100.00%	Identify Staff charges and adjust accordingly
57	Benefits	203	LIFE INSURANCE, PROFESSIO	$ -	$ -	$ -	$ -	$ -	$ -	0.00%	
58	Benefits	204	LIFE INSURANCE, OTHER	$ -	$ -	$ -	$ -	$ -	$ -	0.00%	
59	Benefits	211	WORKMAN'S COMPENSATION	$ 405,823	$ -	$ 429,210	$ -	$ -	$ 429,210	100.00%	
60	Benefits	212	SOCIAL SECURITY	$ 279,371	$ 317,438	$ 855,157	$ 330,724	$ -	$ 524,433	61.33%	
61	Benefits	213	TOWN RETIREMENT	$ 556,600	$ -	$ 897,000	$ -	$ -	$ 897,000	100.00%	
62	Benefits	214	MEDICARE	$ 299,694	$ 305,880	$ 782,922	$ 311,893	$ -	$ 471,029	60.16%	
63	Benefits	218	FLEX SPENDING ADVANCES	$ -	$ -	$ -	$ -	$ -	$ -	0.00%	
64	Benefits	221	ANNUITY PAYMENT	$ -	$ -	$ -	$ -	$ -	$ -	0.00%	
65	Benefits	222	RETIREMENT AWARD	$ 192,788	$ 217,271	$ 242,500	$ 116,296	$ -	$ 126,204	52.04%	Timing Difference
66	Benefits	223	UNEMPLOYMENT COMPENSATION	$ 2,425	$ 6,685	$ 35,000	$ 68,057	$ -	$ (33,057)	-94.45%	Due to Staff Reductions in FY25 Budget
67	Benefits	224	GRADUATE CREDIT COURSE	$ 77,429	$ 46,242	$ 115,000	$ 31,153	$ -	$ 83,847	72.91%	
68	Benefits	225	RETIREMENT INCENTIVE	$ -	$ -	$ -	$ -	$ -	$ -	0.00%	
69	Benefits	226	EMPLOYEE ASS'T PROGRAM	$ -	$ -	$ 1,500	$ -	$ -	$ 1,500	100.00%	
70	Benefits	227	MENTOR STIPEND	$ -	$ 1,500	$ 1,500	$ -	$ -	$ 1,500	100.00%	
71	Purchased Services	300	PUR. PROF/TECH SERVICES	$ -	$ -	$ -	$ -	$ -	$ -	0.00%	
72	Purchased Services	321	INSTRUCTIONAL SERVICES	$ 82,793	$ 62,870	$ 82,375	$ 64,218	$ 90	$ 18,067	21.93%	
73	Purchased Services	322	INSTR. IMPROVEMENT SERV.	$ 26,980	$ 50,838	$ 94,000	$ 49,176	$ 5,365	$ 39,460	41.98%	
74	Purchased Services	323	STUDENT SERVICES	$ -	$ -	$ -	$ -	$ -	$ -	0.00%	
75	Purchased Services	324	HIGH SCHOOL ACCREDITATION	$ -	$ -	$ -	$ -	$ -	$ -	0.00%	
76	Purchased Services	325	STUDENT INTERN	$ -	$ -	$ -	$ 19,030	$ 8,280	$ (27,310)	-100.00%	
77	Purchased Services	326	PARENT ACTIVITIES	$ -	$ -	$ -	$ -	$ -	$ -	0.00%	
78	Purchased Services	331	PROFESSIONAL SERVICES	$ 239,617	$ 367,126	$ 297,051	$ 166,146	$ 105,895	$ 24,753	8.33%	Timing Difference
79	Purchased Services	332	OTHER PROFESSIONAL SERV.	$ 118,307	$ 224,418	$ 575,000	$ 166,009	$ 448,870	$ (39,879)	-6.94%	Learn, Procare Therapy, Frontline Technology, Interpreters, Student Evaluations
80	Purchased Services	333	OT AND PT SERVICES	$ 23,493	$ 68,585	$ 787,772	$ 35,601	$ 787,295	$ (35,124)	-4.46%	Timing Difference November Invoices Req MOU
81	Purchased Services	334	LEGAL SERVICES	$ 25,497	$ 41,565	$ 71,100	$ 31,783	$ 42,737	$ (3,420)	-4.81%	Potential Budget Adjustment Increase
82	Purchased Services	341	ATHLETICS OFFICIALS	$ 19,273	$ 21,823	$ 71,950	$ 25,560	$ -	$ 46,390	64.47%	
83	Purchased Services	342	OTHER SERVICES/ATHLETICS	$ 2,640	$ 9,661	$ 22,100	$ 4,370	$ -	$ 17,730	80.23%	Athletic Security Services
84	Purchased Services	343	COMPUTER NETWORK SERVICES	$ 151,096	$ 88,297	$ 99,378	$ 109,365	$ 68,526	$ (78,513)	-79.00%	
85	Property Services	400	PURCHASED PROPERTY SERV	$ -	$ -	$ -	$ -	$ -	$ -	0.00%	
86	Property Services	410	WATER	$ 30,689	$ 25,888	$ 66,844	$ 23,714	$ 56,051	$ (12,921)	-19.33%	Review Encumbrance
87	Property Services	411	SEWERAGE	$ 29,204	$ 16,028	$ 34,963	$ 5,748	$ 42,427	$ (13,212)	-37.79%	Review Encumbrance
88	Property Services	421	GARBAGE REMOVAL	$ 33,179	$ 31,537	$ 88,341	$ 38,693	$ 91,525	$ (41,878)	-47.40%	Review Encumbrance & Contract
89	Property Services	422	SNOW REMOVAL	$ -	$ -	$ 50,000	$ -	$ -	$ 50,000	100.00%	
90	Property Services	424	FILM REPAIRS	$ -	$ -	$ -	$ -	$ -	$ -	0.00%	
91	Property Services	430	REPAIR OF EQUIPMENT	$ 43,750	$ 43,308	$ 108,886	$ 55,389	$ 85,235	$ (31,738)	-29.15%	Review Detail & Encumbrances
92	Property Services	431	REPAIRS TO GROUNDS	$ 127,522	$ 188,783	$ 245,256	$ 197,120	$ -	$ 48,136	19.63%	Review Detail & Encumbrances
93	Property Services	432	GENERAL BUILDING REPAIRS	$ 4,768	$ 16,502	$ 27,135	$ 46,090	$ 1,620	$ (20,575)	-75.83%	Review Detail & Encumbrances
94	Property Services	433	PAINTING	$ 2,821	$ -	$ 5,146	$ -	$ -	$ 5,146	100.00%	
95	Property Services	434	HEAT & PLUMBING REPAIRS	$ 14,440	$ 58,778	$ 48,400	$ 41,545	$ 44,417	$ (37,562)	-77.61%	Review Encumbrance
96	Property Services	435	ELECTRICAL REPAIRS	$ 747	$ -	$ 10,572	$ -	$ -	$ 10,572	100.00%	
97	Property Services	440	RENTALS, PROPERTY	$ -	$ -	$ -	$ -	$ -	$ -	0.00%	

Line	Category Name	Account	Description	2023 YTD Expenses As of 11.30.2022	2024 YTD Expenses As of 11.30.2023	2025 Budget	2025 YTD Expenses As of 11.29.20244	2025 YTD Encumbrances As of 11.29.2024	2025 Available Budget As of 11.29.2024	% Available	Notes
98	Property Services	441	RENTALS, OTHER	$ 52,191	$ 46,718	$ 133,770	$ 197,709	$ 82,229	$ (146,167)	-109.27%	IT PO Previously out of DOD; Waiting for Grant; Capital Leases, Porta Rentals, UCONN Pool Rental
99	Property Services	451	IMPROVEMENT TO BUILDINGS	$ -	$ -	$ -	$ -	$ -	$ -	0.00%	
100	Property Services	452	IMPROVEMENT TO SITE	$ -	$ -	$ -	$ -	$ -	$ -	0.00%	
101	Property Services	490	EXTERMINATING SERVICE	$ 6,023	$ 6,995	$ 12,926	$ 9,293	$ -	$ 3,634	28.11%	
102	Property Services	491	BUILDING PROTECTION FIRE	$ 13,156	$ 30,679	$ 48,289	$ 26,631	$ 8,978	$ 12,680	26.26%	Review Detail & Encumbrances
103	Property Services	492	BUILDING SAFETY SERVICES	$ -	$ -	$ -	$ -	$ -	$ -	0.00%	
104	Property Services	499	OTHER PURCHASED SERVICES	$ 19,922	$ 30,289	$ 25,646	$ 29,861	$ 3,300	$ (7,515)	-29.30%	Mentoring, Cylinder Disposal Fees, Fire Inspection Fees, Fire Protection, Safety
105	Trans, Ins, Comm, Tuition	510	REGULAR PUPIL TRANSPORT	$ 850,798	$1,052,076	$ 3,954,690	$ 1,074,517	$ 3,134,398	$ (254,225)	-6.43%	Review Encumbrance Acct 511
106	Trans, Ins, Comm, Tuition	511	SPEC ED TRANSPORT CONTRAC	$ 407,048	$ 343,729	$ 1,787,832	$ 449,958	$ 1,118,817	$ 219,058	12.25%	Review Encumbrance Acct 510
107	Trans, Ins, Comm, Tuition	512	SPECIAL EDUCATION OTHER	$ 294,772	$ 331,112	$ 1,216,531	$ 330,621	$ 844,054	$ 41,856	3.44%	
108	Trans, Ins, Comm, Tuition	513	GRASSO TECH	$ -	$ -	$ -	$ -	$ -	$ -	0.00%	
109	Trans, Ins, Comm, Tuition	514	VOC AGRICULTURAL TRANSP	$ -	$ -	$ -	$ -	$ -	$ -	0.00%	
110	Trans, Ins, Comm, Tuition	516	PRIVATE SCHOOL	$ -	$ -	$ -	$ -	$ -	$ -	0.00%	
111	Trans, Ins, Comm, Tuition	517	VOC EDUCTNL TRANSPORT	$ -	$ -	$ -	$ -	$ -	$ -	0.00%	
112	Trans, Ins, Comm, Tuition	518	MAGNET SCHOOL	$ -	$ -	$ -	$ -	$ -	$ -	0.00%	
113	Trans, Ins, Comm, Tuition	520	FIRE INSURANCE	$ -	$ -	$ -	$ -	$ -	$ -	0.00%	
114	Trans, Ins, Comm, Tuition	521	BOILER INSURANCE	$ -	$ -	$ -	$ -	$ -	$ -	0.00%	
115	Trans, Ins, Comm, Tuition	522	LIABILITY INSURANCE	$ 388,944	$ 441,954	$ 601,324	$ 576,093	$ -	$ 25,232	4.20%	In accordance with FY25 Budget
116	Trans, Ins, Comm, Tuition	523	SCHOOL LEADERS POLICY	$ -	$ -	$ -	$ -	$ -	$ -	0.00%	
117	Trans, Ins, Comm, Tuition	524	AUTOMOBILE INSURANCE	$ -	$ -	$ -	$ -	$ -	$ -	0.00%	
118	Trans, Ins, Comm, Tuition	525	STUDENT ACCIDENT INSUR.	$ 14,410	$ 13,410	$ 11,293	$ 13,410	$ -	$ (2,117)	-18.75%	
119	Trans, Ins, Comm, Tuition	530	TELEPHONE	$ 100,390	$ 92,940	$ 275,155	$ 90,129	$ 223,820	$ (38,794)	-14.10%	Reviewing w/IT & Vendor
120	Trans, Ins, Comm, Tuition	531	POSTAGE	$ 3,654	$ 7,553	$ 30,650	$ 7,698	$ -	$ 22,952	74.88%	
121	Trans, Ins, Comm, Tuition	540	ADVERTISING	$ 5,778	$ 5,092	$ 5,000	$ 3,651	$ 1,536	$ (187)	-3.75%	
122	Trans, Ins, Comm, Tuition	541	MINORITY RECRUITMENT ADV	$ -	$ 1,000	$ -	$ 1,000	$ -	$ (1,000)	100.00%	Review Existing Grant Funding / Journal Entry if applicable
123	Trans, Ins, Comm, Tuition	550	PRINTING, ADMINISTRATION	$ 2,592	$ 7,459	$ 11,542	$ 4,041	$ -	$ 7,501	64.99%	
124	Trans, Ins, Comm, Tuition	551	SCHOOL PUBLICATIONS	$ -	$ 450	$ 4,000	$ -	$ -	$ 4,000	100.00%	
125	Trans, Ins, Comm, Tuition	552	PRINTING	$ -	$ -	$ -	$ -	$ -	$ -	0.00%	
126	Trans, Ins, Comm, Tuition	560	TUITION	$ -	$ -	$ -	$ -	$ -	$ -	0.00%	
127	Trans, Ins, Comm, Tuition	561	SPED VOCATIONAL/VOAG	$ 94,640	$ 80,557	$ 355,630	$ 65,215	$ 204,071	$ 86,344	24.28%	
128	Trans, Ins, Comm, Tuition	562	SPED BOARD PLACEMENTS	$ 476,828	$ 775,508	$ 2,513,182	$ 771,895	$ 1,163,319	$ 577,969	23.00%	
129	Trans, Ins, Comm, Tuition	563	SPED, STATE AGENCY PLACE	$ 64,646	$ 94,294	$ 382,840	$ 34,193	$ 76,689	$ 271,958	71.04%	
130	Trans, Ins, Comm, Tuition	564	ADULT EDUCATION	$ 207,000	$ 207,000	$ 210,105	$ 207,000	$ -	$ 3,105	1.48%	
131	Trans, Ins, Comm, Tuition	565	FOSTER HOMES/TEMP SHELTER	$ -	$ -	$ -	$ -	$ -	$ -	0.00%	
132	Trans, Ins, Comm, Tuition	566	MAGNET SCHOOL TUITION	$ 7,021	$ 620,804	$ 502,128	$ 4,080	$ -	$ 498,048	99.19%	Timing - Invoices received in November; waiting on MOU
133	Trans, Ins, Comm, Tuition	567	VOAG REG ED TUITION	$ -	$ -	$ 71,226	$ -	$ -	$ 71,226	100.00%	
134	Trans, Ins, Comm, Tuition	568	SPED MEGNET CHOICE	$ 3,102	$ 470,285	$ 542,895	$ -	$ -	$ 542,895	100.00%	Timing - Invoices received in November; waiting on MOU
135	Trans, Ins, Comm, Tuition	580	TRAVEL FOR REG INSTR	$ -	$ 83	$ -	$ 33	$ -	$ (33)	0.00%	
136	Trans, Ins, Comm, Tuition	581	TRAVEL FOR SPEC EDUCATION	$ 1,070	$ 1,188	$ 5,900	$ 335	$ -	$ 5,565	94.32%	
137	Trans, Ins, Comm, Tuition	582	TRAVEL FOR ADMN SCH & GEN	$ 9,719	$ 9,760	$ 19,000	$ 8,582	$ -	$ 10,418	54.83%	
138	Trans, Ins, Comm, Tuition	583	TRAVEL FOR MAINTENANCE	$ -	$ -	$ 100	$ -	$ -	$ 100	100.00%	
139	Trans, Ins, Comm, Tuition	584	TRAVEL FOR WORKSH & CONV	$ 5,311	$ 8,003	$ 48,356	$ 4,328	$ 80	$ 43,948	90.89%	
140	Trans, Ins, Comm, Tuition	587	TRAVEL FOR ATHLETICS	$ 8,839	$ 18,539	$ 121,750	$ 28,256	$ 12,675	$ 80,819	66.38%	Review Encumbrance & Detail - Line 587 & 588
141	Trans, Ins, Comm, Tuition	588	FIELD TRIPS	$ 9,301	$ 19,615	$ 99,977	$ 12,210	$ 4,128	$ 83,640	83.66%	Review Encumbrance & Detail - Line 587 & 588
142	Trans, Ins, Comm, Tuition	590	OTHER PURCHASED SERVICES	$ -	$ -	$ -	$ -	$ -	$ -	0.00%	
143	Trans, Ins, Comm, Tuition	591	ENTRY FEES	$ 3,525	$ 2,425	$ 13,425	$ 2,215	$ -	$ 11,210	83.50%	
144	Trans, Ins, Comm, Tuition	592	GREEN FEES	$ -	$ -	$ 1,200	$ -	$ -	$ 1,200	100.00%	
145	Trans, Ins, Comm, Tuition	593	PARENT ADVISORY COUNCIL	$ -	$ -	$ -	$ -	$ -	$ -	0.00%	
146	Trans, Ins, Comm, Tuition	595	ADMISSION FEES	$ 675	$ 238	$ 4,600	$ 252	$ -	$ 4,348	94.52%	
147	Trans, Ins, Comm, Tuition	596	OTHER PURCHASED SERVICES	$ -	$ -	$ 3,400	$ -	$ -	$ 3,400	100.00%	

Line	Category Name	Account	Description	2023 YTD Expenses As of 11.30.2022	2024 YTD Expenses As of 11.30.2023	2025 Budget	2025 YTD Expenses As of 11.29.20244	2025 YTD Encumbrances As of 11.29.2024	2025 Available Budget As of 11.29.2024	% Available	Notes
148	Supplies	601	GENERAL CLASSROOM USE	$ 19,660	$ 130,518	$ 214,521	$ 136,567	$ 12,135	$ 65,819	30.68%	In accordance with FY25 Budget
149	Supplies	602	SCIENCE	$ 2,290	$ 3,223	$ 35,300	$ 13,014	$ 541	$ 21,746	61.60%	In accordance with FY25 Budget
150	Supplies	603	ARTS & CRAFTS	$ 19,019	$ 17,525	$ 26,600	$ 11,083	$ 4,971	$ 10,546	39.65%	
151	Supplies	604	PHYSICAL EDUCATION	$ 792	$ 4,054	$ 11,900	$ 940	$ 4,911	$ 6,049	50.83%	
152	Supplies	605	MUSIC	$ 6,089	$ 7,414	$ 13,700	$ 6,655	$ 1,944	$ 5,101	37.24%	
153	Supplies	606	KINDERGARTEN	$ 942	$ -	$ 3,350	$ -	$ -	$ 3,350	100.00%	
154	Supplies	607	PUPIL TESTS	$ 24,704	$ 32,429	$ 80,700	$ 28,850	$ 22,310	$ 29,540	36.61%	In accordance with FY25 Budget
155	Supplies	608	DRAFTING	$ -	$ -	$ -	$ -	$ -	$ -	0.00%	
156	Supplies	609	TECHNOLOGY EDUCATION	$ 96	$ 4,997	$ 11,000	$ 2,978	$ 2,050	$ 5,972	54.29%	
157	Supplies	610	COMPUTER SUPPLIES	$ 30,742	$ 17,145	$ 29,650	$ 21,982	$ 2,712	$ 4,956	16.72%	
158	Supplies	611	BUSINESS EDUCATION	$ -	$ -	$ -	$ -	$ -	$ -	0.00%	
159	Supplies	612	COMPUTER SOFTWARE	$ 687,784	$ 628,662	$ 871,797	$ 728,044	$ 43,450	$ 100,303	11.51%	
160	Supplies	613	HOME ECONOMICS	$ 7,178	$ 2,217	$ 20,000	$ 6,595	$ -	$ 13,405	67.02%	
161	Supplies	615	SPECIAL EDUCATION	$ 13,724	$ 21,743	$ 34,750	$ 9,164	$ 1,919	$ 23,667	68.11%	
162	Supplies	616	ATHLETIC SUPPLIES	$ 16,670	$ 17,964	$ 56,000	$ 14,235	$ 4,766	$ 37,000	66.07%	
163	Supplies	617	MATHEMATIC SUPPLIES	$ 946	$ 972	$ 6,900	$ 36	$ 55	$ 6,809	98.68%	
164	Supplies	618	HEALTH SUPPLIES	$ -	$ -	$ 500	$ -	$ -	$ 500	100.00%	
165	Supplies	619	OTHER SUPPLIES	$ 28	$ 547	$ 53,500	$ 11,239	$ 406	$ 41,855	78.23%	Adjust budget to 615, 616, 617, 621, 623; ROTC Uniforms / Tags previously paid in Grant
166	Supplies	621	SUPPORT SERV GUID IMP INS	$ 8,000	$ 7,335	$ 24,600	$ 6,956	$ 1,990	$ 15,653	63.63%	
167	Supplies	622	HEALTH SERVICES PATHOGEN	$ 221	$ 603	$ 5,750	$ 3,040	$ 137	$ 2,573	44.75%	
168	Supplies	623	SCHOOL LIBRARY SUPPLIES	$ 899	$ 617	$ 4,275	$ 382	$ 498	$ 3,395	79.41%	
169	Supplies	624	AUDIO VISUAL	$ 432	$ -	$ 4,800	$ 884	$ 150	$ 3,765	78.45%	
170	Supplies	625	MEDIA SERVICES CENT/TRAC	$ -	$ -	$ -	$ -	$ -	$ -	0.00%	
171	Supplies	626	GENRAL ADMINISTRATION	$ 9,900	$ 8,811	$ 12,110	$ 3,526	$ 3,767	$ 4,817	39.77%	In accordance with FY25 Budget
172	Supplies	627	SCHOOL ADMINISTRATION	$ 21,566	$ 6,287	$ 16,550	$ 612	$ 786	$ 15,152	91.55%	In accordance with FY25 Budget
173	Supplies	628	FOOD, DRINK, SNACKS	$ 15,839	$ 10,828	$ -	$ 963	$ -	$ (963)	100.00%	Journal Entry needed to reallocate expense accordingly
174	Supplies	631	ELECTRICITY	$ 501,118	$ 510,626	$ 1,184,118	$ 578,839	$ 1,051,454	$ (446,175)	-37.68%	Beginning to receive Direct Energy Credit in November
175	Supplies	632	GAS	$ 59,634	$ 71,579	$ 386,868	$ 67,171	$ 375,028	$ (55,331)	-14.30%	Reviewed & Aligns with current usage
176	Supplies	633	FUEL OIL	$ 13,088	$ 42,927	$ 190,000	$ 52,835	$ 143,009	$ (5,845)	-3.08%	Reviewed & Aligns with current usage
177	Supplies	634	GASOLINE FOR SCH BUSSES	$ 100,331	$ 96,486	$ 289,083	$ 44,317	$ 315,833	$ (71,067)	-24.58%	Reviewed & Aligns with current usage
178	Supplies	640	TEXTBOOKS	$ 21,857	$ 18,849	$ 241,605	$ 246,322	$ 1,813	$ (6,531)	-2.70%	Reviewed & Aligns with current usage
179	Supplies	641	WORKBOOKS	$ 17,726	$ 10,811	$ 21,035	$ 9,085	$ -	$ 11,950	56.81%	
180	Supplies	642	TEXTBOOK REBINDS	$ -	$ -	$ 500	$ -	$ -	$ 500	100.00%	
181	Supplies	645	LIBRARY BOOKS	$ 1,295	$ 368	$ 23,100	$ 536	$ 2,324	$ 20,240	87.62%	
182	Supplies	646	LIBRARY BOOK REBINDS	$ -	$ -	$ -	$ -	$ -	$ -	0.00%	
183	Supplies	647	PERIODICALS FOR PUPILS	$ 205	$ 493	$ 2,500	$ 493	$ -	$ 2,007	80.26%	
184	Supplies	650	REPAIR OF EQUIPMENT	$ 9,172	$ 6,451	$ 24,315	$ 15,352	$ 8,828	$ 134	0.55%	
185	Supplies	651	GROUNDS	$ 21,799	$ 4,500	$ 19,527	$ 25,849	$ -	$ (6,322)	-32.38%	Review Detail Expenditures / Journal Entry if applicable
186	Supplies	652	GENERAL BUILDING REPAIRS	$ 36,211	$ 14,733	$ 62,839	$ 6,976	$ 861	$ 55,002	87.53%	Review Detail Expenditures / Journal Entry if applicable
187	Supplies	653	PAINTING	$ 1,458	$ 4,103	$ 2,500	$ 1,603	$ 8,201	$ (7,304)	-292.16%	
188	Supplies	654	HEAT & PLUMBING	$ 22,128	$ 70,109	$ 214,053	$ 26,482	$ 4,837	$ 182,735	85.37%	Review Detail Expenditures / Journal Entry if applicable
189	Supplies	655	ELECTRICAL	$ 12,795	$ 15,383	$ 30,247	$ 7,590	$ 1,205	$ 21,452	70.92%	Review Detail Expenditures / Journal Entry if applicable
190	Supplies	656	GASOLINE FOR MAINT VEHICL	$ 10,542	$ 8,075	$ 44,563	$ 7,251	$ 2,191	$ 35,121	78.81%	
191	Supplies	657	CLOTHING ALLOWANCE	$ 4,900	$ 5,000	$ 5,000	$ 4,700	$ -	$ 300	6.00%	
192	Supplies	658	CUSTODIAL SUPPLIES	$ 71,945	$ 79,019	$ 106,150	$ 70,454	$ 563	$ 35,134	33.10%	Review Detail Expenditures / Journal Entry if applicable
193	Supplies	659	SAFETY SUPPLIES	$ 10,069	$ -	$ 8,047	$ 211	$ 416	$ 7,420	92.20%	
194	Supplies	690	PROFESSIONAL MATERIALS	$ 3,599	$ 12,952	$ 23,500	$ 2,769	$ 957	$ 19,774	84.15%	Review Detail Expenditures / Journal Entry if applicable
195	Supplies	691	DISTANCE LEARNING	$ -	$ -	$ -	$ -	$ -	$ -	0.00%	
196	Supplies	692	STUDENT PPE	$ -	$ -	$ -	$ -	$ -	$ -	0.00%	
197	Supplies	693	STAFF PPE	$ -	$ -	$ -	$ -	$ -	$ -	0.00%	

Line	Category Name	Account	Description	2023 YTD Expenses As of 11.30.2022	2024 YTD Expenses As of 11.30.2023	2025 Budget	2025 YTD Expenses As of 11.29.20244	2025 YTD Encumbrances As of 11.29.2024	2025 Available Budget As of 11.29.2024	% Available	Notes
198	Equipment	700	EQUIPMENT	$ -	$ -	$ -	$ -	$ -	$ -	0.00%	
199	Equipment	730	REPL INSTRUCTNL EQUIPMENT	$ -	$ 896	$ 27,150	$ 5,956	$ -	$ 21,194	78.06%	In accordance with FY25 Budget
200	Equipment	731	REPL NON-INST EQUIPMENT	$ 5,028	$ 12,922	$ -	$ -	$ 1,199	$ (1,199)	0.00%	Review Detail Expenditures / Journal Entry if applicable
201	Equipment	735	ADD INSTRUCTIONAL EQUIP	$ 48,700	$ 10,776	$ 46,900	$ 145	$ 1,870	$ 44,885	95.70%	
202	Equipment	736	ADD NON-INSTRUCTNL EQUIP	$ 1,436	$ 8,410	$ -	$ -	$ -	$ -	0.00%	
203	Dues & Fees	810	DUES/BOARD OF EDUCATION	$ 21,904	$ 22,540	$ 22,604	$ 22,845	$ -	$ (241)	-1.07%	Review if BOE / School Admin Dues Paid from General Administration
204	Dues & Fees	811	DUES/GENERAL ADMINISTRATI	$ 15,438	$ 14,625	$ 16,310	$ 14,420	$ 257	$ 1,890	11.59%	Review if BOE / School Admin Dues Paid from General Administration
205	Dues & Fees	812	DUES/SCHOOL ADMINISTRATIO	$ 32,419	$ 34,325	$ 36,300	$ 35,380	$ 1,092	$ (172)	-0.47%	Review if BOE / School Admin Dues Paid from General Administration
206	Dues & Fees	819	OTHER DUES	$ 3,010	$ 4,266	$ 8,795	$ 5,085	$ -	$ 3,710	42.18%	Mystic Chamber, Groton Chamber, Eastern Connection, SLP Recertification, State Licenses, Regional Sports Leagues
207	Dues & Fees	820	OTHER - WORLD LANGUAGE	$ -	$ -	$ -	$ -	$ -	$ -	0.00%	
208	Dues & Fees	830	OTHER - MCASP	$ -	$ -	$ -	$ -	$ -	$ -	0.00%	
209	Dues & Fees	850	STUDENT ACTIVITIES	$ -	$ -	$ -	$ -	$ -	$ -	0.00%	
210	Dues & Fees	870	UNCLASSIFIED	$ -	$ -	$ -	$ -	$ -	$ -	0.00%	
			GRAND TOTAL	**$27,126,185**	**$27,330,396**	**$87,958,484**	**$26,416,691**	**$41,692,848**	**$19,848,945**	**22.57%**	

P 3110

Business

Budget Planning

General

The Board of Education (Board) shall prepare an annual operating budget for the District, consistent with provisions of federal and state statutes as well as Groton's Town Charter requirements, governing preparation and timelines.

Establishing Budget Priorities

As a preliminary part of the development of the budget, the Board ~~of Education~~ shall study the school programs in relation to the present and future needs of the students and the community.

In an effort to make the budget a comprehensive selection of the financial needs of the school system, steps shall be taken to involve certified and non-certified staff, and the administrative staff in the budget process. The procedure for the involvement of these representatives shall be developed by the Superintendent ~~of Schools~~ and implemented by the Superintendent's office upon the formal approval of the Board ~~of Education.~~

Supplemental Appropriations

State law provides procedures through which, subsequent to approval of the annual budget, additional appropriations may, if required, be requested by the Board from the Town Council. Prior to requesting supplemental funds, the Board shall make every reasonable effort to live within the original appropriation and maintain essential educational programs.

Legal Reference: Connecticut General Statutes

10-51 Fiscal Year. Budget. Payments by member towns. (regional districts)

10-222 Appropriations and budget.

Policy approved: October 9, 1990

GROTON PUBLIC SCHOOLS
Groton, Connecticut

P 3113

Business

Setting Budget Priorities

The Board of Education (Board) shall, on an annual basis, study the school programs in relation to the present and future needs of the students, staff and the community ~~and~~ to establish and approve budget guidelines and priorities for the ensuing fiscal year. The Superintendent shall take into consideration the financial priority and needs of the District and involve the administrative staff in its development. The Board ~~of Education~~ in collaboration with the Superintendent shall initiate this process each year in September. ~~upon final approval of the budget and shall include it in consultation with the administration in the early Fall.~~

Legal Reference: Connecticut General Statutes

10-222 Appropriations and budget

Policy adopted: October 9, 1990

GROTON PUBLIC SCHOOLS
Groton, Connecticut

P 3150

Business

Adoption of Budget

The Board of Education (Board) shall annually submit to the Town Manager, as required by Chapter IX. Budget and Finance ~~Sections 8.1 and 8.2~~ of the Charter of the Town of Groton, a detailed, itemized estimate of the cost of operating the school District ~~program~~, and the projected revenues to be earned thereby in the ensuing fiscal year. Such estimated cost of operating the public schools for the ensuing year shall be the final budget for the schools, modified, if necessary, by any difference in the amount requested by the Board ~~of education~~ and the amount appropriated by the town for the operation of the schools.

If reductions are made in the budget by the Board or the Town Council or Representative Town Meeting (RTM), the Superintendent shall prepare a final budget recommendation for Board review, modification if needed, and approval; such budget shall reflect changes made from the originally approved education budget to remain within the reduced figure ultimately approved by the legislative authority.

Legal Reference: Connecticut General Statutes

~~10 51 Fiscal year. Budget. Payments by member towns. (regional districts)~~

10-222 Appropriations and budget. Financial information system.

Charter of the Town of Groton, Chapter IX. Budget and Finance ~~Section 8.1 and 8.2~~

Policy adopted: October 9, 1990

GROTON PUBLIC SCHOOLS
Groton, Connecticut

Business and Non-Instructional Operations

Soliciting Prices/Bidding Requirements

All contracts for, and purchases of supplies, materials, equipment and contractual services in the amount of $15,000 or more shall be based, when possible, on at least three competitive bids. All purchases between $7,500 and $14,999 in amount may be made in the open market, unless sole source provided, be based on at least three competitive quotations or prices. (**NOTE**: This amount is established locally but C.G.S. 7-148v requires that sealed bidding is required for contracts or purchases greater than $25,000.) All purchases made in the open market shall be consummated after careful pricing. In an emergency situation the above requirements may be waived by the Superintendent. The Superintendent shall notify the Board as soon as possible and report at the next Regular Board meeting.

All contracts and all open market orders will be awarded to the lowest responsible qualified contractor or supplier, taking into consideration all of the factors set forth in policy #3320.

When bidding procedures are used, bids shall be advertised on the District website for at least five (5) days. The notice shall also contain a notice of state contract requirements concerning nondiscrimination and affirmative action pursuant to section CGS 4a-60 and, when applicable. Requirements concerning the awarding of contracts to small contractors, minority business enterprises, individuals with a disability and nonprofit corporations pursuant to section CGS 4a-60g. Suppliers shall be invited to have their names placed on electronic mailing lists to receive invitations to bid. When specifications are prepared, they will be emailed to all merchants and firms who have indicated an interest in bidding on the items or services being bid.

All bids must be submitted in sealed envelopes, addressed to the Director of Finance and plainly marked with the name of the bids and the time of the opening. Bids shall be opened at the time specified and all bidders ~~and other interested persons~~ shall be invited to be present which is open to the public.

The District reserves the right to reject any or all bids and to accept that bid which appears to be in the best interest of the District. The District reserves the right to waive any informalities in, or reject, any or all bids or any part of any bid, and to negotiate the terms of the contract with the selected bidder. Any bid may be withdrawn prior to the scheduled time for the opening of bids. Any bid received after the time and date specified shall not be considered.

The purchase of, or contract for, the following public utility services shall not be subject to competitive bidding or competitive negotiation: (A) electric distribution services; (B) water services; (C) gas distribution services; (D) electric generation services until the date such services are competitive pursuant to the schedule set forth in section 16-244b, provided electric generation services shall be exempt from competitive bidding and competitive negotiation after said date if such services are provided by an electric municipal utility other than by a participating electric municipal utility, as defined in section 16-1, in the service area of said electric municipal utility; and (E) gas supply services until the date such services are competitive pursuant to legislative act or order of the Public Utilities Regulatory Authority, provided gas supply services shall be exempt from competitive bidding and competitive negotiation after said date if such services are provided by a gas municipal utility in the service area of said gas municipal utility.

Soliciting Prices/Bidding Requirements – cont.

A. **Definitions**

1. **Quotation:** A notice, either oral or in writing, whereby a vendor informs the purchaser of the conditions and price under which he/she will furnish supplies, materials, equipment, or services to the purchaser.

2. **Bid:** A notice, either in writing or buyer-requested electronic format, delivered to the buyer by a specified date and time whereby a vendor informs the buyer of the conditions and price under which he/she will furnish supplies, materials or equipment. The bid responses shall be opened in public at a specified date and time at the discretion of the Business Finance Manager or designee. Technical assistance will be provided by the requestor, where applicable, to the Business Finance Manager who has the final responsibility for determining the vendor/price.

B. Policy Procedures

1. **Purchases for more than $7,500 $5,000 but less than $14,999 $10,000**

The Superintendent or designee shall solicit quotations from at least three (3) companies if the nature of the commodity or service permits effective competitive pricing, and if possible, feasible, and to the advantage, of the district. The Superintendent or designee may award bids and/or quotes up to $14,999 $10,000 and may reject any or all such bids.

2. Purchases for $15,000 $10,000 and above

Purchases for $15,000 $10,000 or more shall be bid. Bids shall be advertised if deemed appropriate by the Superintendent or designee. If a bid is not advertised, a vendor list will be utilized. All bids must be submitted in sealed envelopes and be marked appropriately on the outside of the envelope. Bids shall be opened at the time specified. Bid openings shall be public. The district reserves the right to reject any or all bids and reserves the right to waive the bidding procedure. The Superintendent or designee shall award all other bids upon receiving recommendations and bid results from the Business Manager or Superintendent designee.

3. Vehicle Purchase/Replacement Policy

a) **New** - New vehicles will be purchased within the framework of this policy.

Used - Used vehicles shall be purchased from authorized dealers only. The purchase of a used vehicle from private individuals is prohibited. An independent appraisal may be required in addition to the Blue Book Value to determine the value of the vehicle. A vehicle which is more than seven years old may not be considered for purchase unless it is determined to be in the best interest of the district. State of Connecticut bid awards are an acceptable means of purchasing a used vehicle. The process for awarding a contract on a state bid will be consistent with other bid awards.

4. Purchases involving Federal Funds

Purchases involving federal funds must follow policy P 3230.1 Federal Funds

5. Emergency Situation

The Board of Education (Board) recognizes that emergency situations may arise which affect the health, welfare and/or safety of students and/or staff. In an emergency situation, the procedures of sections for quotation and bidding may be suspended for the emergency only. The decision as to whether a given situation is an emergency situation shall be made by the Superintendent, and a report will be given to the Board within a two-week period of time detailing the emergency, the reason that the policy was suspended, and the amount of funds expended and to whom.

Soliciting Prices/Bidding Requirements – cont.

~~Depending on the completion of the bidding process, the Superintendent may provide temporary special education transportation. Such temporary arrangements shall not exceed 30 days without Board approval.~~

~~The authority to sign contracts is delegated to the Superintendent or designee.~~

~~The following purchases are excluded from the above quotes and bid requirements:~~

~~1. Purchases where only one supplier exists.~~

~~2. Goods and services available through the pre-approved State contracts. (State of Connecticut, Department of Administrative Services website www.das.state.ct.us/busopp.asp)~~

~~3. Architectural services.~~

~~4. Legal services.~~

~~5. Services requiring specific expertise. (consultants, specialists)~~

~~6. Textbook purchases.~~

Legal Reference: Connecticut General Statutes

7-148v Requirements for competitive bidding

P.A. 13-71 An Act Concerning Requirements for Competitive Bidding for the Award of Contracts or Purchase of Property by Municipalities

June 2017 Special Session PA 17-2, Section 161

CGS 4A-53a

CGS 4A-59

Policy adopted: 1982
Revised: November 28, 2016
August 10, 2020

GROTON PUBLIC SCHOOLS
Groton, Connecticut

P 3432

Business

Monthly Budget and Expense Report/Annual Financial Statement

The Superintendent ~~of Schools~~ shall submit to the Board of Education (Board) a monthly report concerning the status of budget accounts, including disbursements and budget balances, at the first regular meeting each month, and shall submit to the Board an annual financial report covering the preceding school year.

Each fiscal year the Board shall make available on its website the aggregate spending on salaries, employee benefits, instructional supplies, educational media supplies, instructional equipment, regular education tuition, special education tuition, purchased services and all other expenditure items, excluding debt service, for each school under the jurisdiction of the Board.

Legal Reference: Connecticut General Statutes

10-222 Appropriations and budget.

~~P.A. 13-247 An Act Implementing Provisions of the State Budget for the Biennium Ending June 30, 2015 Concerning General Government, Section 192.~~

PA 19-117, Section 290

Policy approved: October 9, 1990

GROTON PUBLIC SCHOOLS
Groton, Connecticut

Attachment #8

8/22 Convocation
2 Weeks December Holiday
2 Day Presidents Recess (Feb.)
1 Additional PD Day
180 Student Days

DRAFT - 2025-2026 School Calendar

Early dismissal **No school**

Student Start Date: 8/27/2025
Student Tentative End Date: 6/12/2026
Teacher Start Date: 8/22/2025
Teacher Tentative End Date: 6/15/2026

JULY 2025				0/0
M	T	W	Th	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

3, 4 July 4th Recess

AUGUST 2025				3/3
M	T	W	Th	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

22 Convocation/School Meetings
25, 26 Professional Development
27 First Day of School (1-12)
28 First Day of School (K)
29 First Day of School (Preschool, PreK)

SEPTEMBER 2025				21/24
M	T	W	Th	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

1 Labor Day
9 TLI-Early Dismissal

OCTOBER 2025				22/46
M	T	W	Th	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

7 TLI-Early Dismissal
13 Columbus/Indigenous Peoples' Day
29, 30, 31 Parent/Teacher Conference
Early Dismissal(Elementary & Middle)

NOVEMBER 2025				15/61
M	T	W	Th	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

4 Professional Development
11 Veteran's Day
26, 27, 28 Thanksgiving Recess

DECEMBER 2025				15/76
M	T	W	Th	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

9 TLI-Early Dismissal
22-31 Winter Holiday Recess

JANUARY 2026				19/95
M	T	W	Th	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

1,2 Winter Holiday Recess
13 TLI-Early Dismissal
19 Martin Luther King Day

FEBRUARY 2026				18/113
M	T	W	Th	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27

10 TLI-Early Dismissal
16, 17 Presidents Day Recess

MARCH 2026				21/134
M	T	W	Th	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

6 Professional Development
10 TLI-Early Dismissal
25, 26, 27 Parent/Teacher Conference
Early Dismissal(Elementary & Middle)

APRIL 2026				16/150
M	T	W	Th	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

3 Good Friday
13-17 Spring Recess
28 TLI-Early Dismissal

MAY 2026				20/170
M	T	W	Th	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

12 TLI-Early Dismissal
25 Memorial Day

JUNE 2026				11/180
M	T	W	Th	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

12 Last Day of School, Early Dismissal
15 Professional Development Day
FHS Graduation - TBD*
19 Juneteenth Day