

AMITY REGIONAL SCHOOL DISTRICT NO. 5 BOARD OF EDUCATION
AUGUST 16, 2021 REGULAR MEETING MINUTES
6:30 P.M., 25 Newton Road, Woodbridge, CT

BOARD MEMBERS PRESENT

John Belfonti, Shannan Carlson, Paul Davis, Steven DeMaio, Carla Eichler, Mr. Howard, Andrea Hubbard, Dr. K. Sudhir, Dr. Carol Oladele (remote), Patrick Reed (remote), Donna Schuster (remote), Dr. Jennifer Turner (remote),

BOARD MEMBERS ABSENT

Christopher Browe

STUDENT REPRESENTATIVES PRESENT

Alison Bowler (remote), Marin Korenaga (remote)

STAFF MEMBERS PRESENT

Dr. Jennifer Byars, Theresa Lumas, Thomas Brant, Kathy Burke, Jill LaPlante, Anna Mahon, Karen Marren, Stephen Martoni, Dr. Jason Tracy

1. CALL TO ORDER

Chairperson Belfonti called the meeting to order at 6:31 p.m.

2. PLEDGE OF ALLEGIANCE

Recited by those present

*MOTION by Carla Eichler, SECOND by Shannan Carlson, to amend meeting agenda and add "ELECTION OF OFFICER: VICE CHAIRPERSON"
VOTES IN FAVOR, 12 (unanimous)
MOTION CARRIED*

ELECTION OF OFFICER: VICE CHAIRPERSON

Dr. Byars recited Bylaw 9120 and Bylaw 9122.

Chairperson Belfonti opened nominations for Vice Chairperson.

MOTION by Paul Davis, SECOND by Carla Eichler, to nominate Patrick Reed as Vice Chairperson

MOTION by George Howard to nominate Dr. Jennifer Turner as Vice Chairperson

Chairperson Belfonti closed nominations for Vice Chairperson.

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Chairperson Belfonti called the vote on motion to nominate Patrick Reed as Vice Chairperson

VOTES IN FAVOR, 12 (unanimous)

MOTION CARRIED

Patrick Reed accepted nomination.

3. APPROVAL OF MINUTES

a. Board of Education Regular Meeting - June 14, 2021

MOTION by Paul Davis, SECOND by Dr. Sudhir, to approve minutes as submitted

VOTES IN FAVOR, 12 (unanimous)

MOTION CARRIED

b. Board of Education Special Meeting - June 16, 2021

MOTION by George Howard, SECOND by Andrea Hubbard, to approve minutes as submitted

VOTES IN FAVOR, 11 (Belfonti, Davis, DeMaio, Eichler, Howard, Hubbard, Sudhir, Oladele, Reed, Schuster, Turner)

ABSTAINED, 1 (Carlson)

MOTION CARRIED

c. Board of Education Special Meeting - July 26, 2021

MOTION by Carla Eichler, SECOND by George Howard, to approve minutes as submitted

VOTES IN FAVOR, 8 (Belfonti, Eichler, Howard, Hubbard, Sudhir, Oladele, Schuster, Turner)

ABSTAINED, 4 (Carlson, Davis, DeMaio, Reed)

MOTION CARRIED

4. STUDENT REPORT

a. Monthly Report

5. PUBLIC COMMENT

Five parents spoke.

Two citizens spoke.

Emails summarized by Carla Eichler

6. SUPERINTENDENT'S REPORT

a. Personnel Report

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b. Superintendent Report

c. Reopening Plan Updates

Presented by Dr. Byars

d. ARP ESSER Grant Presentation

Presented by Dr. Byars

7. CORRESPONDENCE

Summarized by Carla Eichler

8. CHAIRMAN'S REPORT

Chairperson Belfonti invited Board members to contact him, if interested in joining or switching Committees.

Chairperson Belfonti announced the next Board of Education Retreat will be on September 20, 2021 at 5:00 p.m. at 25 Newton Road in Woodbridge.

a. Committee Reports

- 1. ACES**
- 2. Ad Hoc School Safety**
- 3. CABE**
- 4. Curriculum**
- 5. District Health and Safety**
- 6. District Technology**
 - a. Monthly Report**
- 7. Facilities**
 - a. Monthly Report**

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8. Finance

- a. **Presentation of 2022-2023 Budget Calendar**
- b. **Presentation of Annual Report on Reserve Fund for Capital and Non-Recurring Expenditures**
- c. **Discussion and Possible Action to Appropriate Funds to Capital and Non-Recurring**

Theresa Lumas distributed updated memo (dated August 16, 2021) to Board members.

MOTION by Shannan Carlson, Second by George Howard, to approve an appropriation and budget transfer of \$507,844 (1%) into Reserve Fund for Capital and Nonrecurring Expenses from the fiscal year 2020-2021 surplus and designate these funds according to the following chart:

<u>ACCOUNT NUMBER</u>	<u>ACCOUNT NAME</u>	<u>FROM</u>	<u>TO</u>
05-15-2512-5255	Medical & Dental Account	\$507,844	
05-15-0000-5856	Transfer Account		\$507,844

VOTES IN FAVOR, 12 (unanimous)

MOTION CARRIED

- d. **Discussion of Monthly Financial Statements**
 - 1. **Fiscal Year 2020-2021**
 - 2. **Fiscal Year 2021-2022**
- e. **Director of Finance and Administration Approved Transfers Under \$3,000**

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f. Discussion and Possible Action on Budget Transfers of \$3,000 or More

1. Capital Change Orders

MOTION by Shannan Carlson, Second by Dr. Sudhir, to approve the following:

- *Change order 1a to include overhead of \$556 and the bringing the total for change order 1a to \$11,689.00.*
- *A transfer from Bond Contingency Account to the Athletic Project Account. Add empty conduits to 8 locations and to the home side poles for cameras at the stadium at Amity High School.*

ACCOUNT NUMBER	ACCOUNT NAME	FROM	TO
17-00-15-0053-5720	Bond Contingency	\$556	
17-00-15-0047-5720	Athletic Projects		\$556

- *HVAC Change order #3 for FTR part price increase of \$1,886.00.*
- *A transfer from Bond Contingency Account to the HVAC Project Account for HVAC Change order #3 for FTR part price increase of \$1,886.00.*

ACCOUNT NUMBER	ACCOUNT NAME	FROM	TO
17-00-15-0053-5720	Bond Contingency	\$1,886	
17-00-15-0048-5715	HVAC Projects		\$1,886

- *Paving Change order #1 to mill, pave and line stripe rear parking lot for \$26,595.*
- *A transfer from Bond Contingency Account to the Paving Project Account for Paving Change order #1 to mill, pave and line stripe rear parking lot for \$26,595.*

ACCOUNT NUMBER	ACCOUNT NAME	FROM	TO
17-00-15-0053-5720	Bond Contingency	\$26,595	
17-00-15-0050-5715	Paving Project		\$26,595

- *Paving Change order # 2 to excavate and remove grass and concrete, pave and line stripe is \$13,950.*
- *A transfer from Bond Contingency Account to the Paving Project Account for Paving Change order #2 to excavate and remove grass and concrete, pave and line stripe is \$13,950.*

ACCOUNT NUMBER	ACCOUNT NAME	FROM	TO
17-00-15-0053-5720	Bond Contingency	\$13,950	
17-00-15-0050-5715	Paving Project		\$13,950

VOTES IN FAVOR, 12 (unanimous)

MOTION CARRIED

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2. Fiscal Year 2021-22

MOTION by Carla Eichler, Second by Paul Davis, to approve the following budget transfer to cover the cost of a long-term independent contractor to substitute for a staff member on leave of absence.

ACCOUNT NUMBER	ACCOUNT NAME	FROM	TO
04-13-2140-5330	Professional Technical Services	\$43,582	
05-15-1026-5111	Salaries		\$43,582

VOTES IN FAVOR, 12 (unanimous)

MOTION CARRIED

3. Fiscal Year 2020-21 (Information Only –Approved in June)

g. Discussion and Possible Action on Construction of Outdoor Classrooms (ARP-ESSER III Funding)

MOTION by Shannan Carlson, SECOND by Dr. Turner, to approve Construction of Outdoor Classrooms (ARP-ESSER III Funding)

VOTES IN FAVOR, 12 (unanimous)

MOTION CARRIED

h. Other

1. YTD Bond Project Report

9. Policy

a. First Read

- 1. Policy 4115.3 Evaluation, Termination, and Non-Renewal of Athletic Coaches**
- 2. Policy 4118.5/4218.5 Rights, Responsibilities, and Duties - Acceptable Computer Network**
- 3. Policy 4118.7 Technology Equipment - Staff Laptop Use**
- 4. Policy 4121 Substitute Teachers**

b. Second Read

- 1. Policy 4118.22 Code of Professional Responsibility**
- 2. Policy 4118.24 Staff-Student Non-Fraternization**
- 3. Policy 4118.51 Use of Social Media by Employees**

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MOTION by Carla Eichler, SECOND by Shannan Carlson, to vote on all 2nd Read Policies at the same time

1. *Policy 4118.22 Code of Professional Responsibility*
2. *Policy 4118.24 Staff-Student Non-Fraternization*
3. *Policy 4118.51 Use of Social Media by Employees*

VOTES IN FAVOR, 12 (unanimous)

MOTION CARRIED

MOTION BY Paul Davis, SECOND by Dr. Sudhir, to approve all 2nd Read Policies

1. *Policy 4118.22 Code of Professional Responsibility*
2. *Policy 4118.24 Staff-Student Non-Fraternization*
3. *Policy 4118.51 Use of Social Media by Employees*

VOTES IN FAVOR, 12 (unanimous)

MOTION CARRIED

10. Personnel

9. NEW BUSINESS

10. ITEMS FOR THE NEXT AGENDA – Due to Chairperson by August 31, 2021

Chairperson Belfonti thanked and welcomed the new Board of Education members: Dr. K. Sudhir, Dr. Carol Oladele, and Donna Schuster

11. ADJOURNMENT

MOTION by Shannan Carlson, SECOND by Paul Davis, to adjourn meeting

VOTES IN FAVOR, 12 (unanimous)

MOTION CARRIED

Meeting adjourned at 8:35 p.m.

Respectfully submitted,

Pamela Pero

Pamela Pero, Recording Secretary

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



To: Jennifer P. Byars, Superintendent of Schools

From: Theresa Lumas, Director of Finance & Administration

Date: August 16, 2021

Re: Request to Appropriate funds to the Capital and Nonrecurring Account

The Administration proposes that 2% of the operating budget be appropriated to the Capital and Nonrecurring Account. The annual limit of appropriation increased in the June 2021 legislative session to align regional school districts with town boards of education.

I am recommending the Amity Finance Committee and Board of Education approve the following appropriation and budget transfer of 2% or **\$1,015,688** into Reserve Fund for Capital and Nonrecurring Expenses from the fiscal year 2020-2021. The state statute does not require designation at the time of appropriation but there are items that the Board may want to designate. Setting aside these funds when available can keep future budget requests lower and avoid borrowing costs for projects.

The Board appropriated the full amount allowed in 2020, \$495,482, from FY 2020 surplus for roof repairs at Amity Regional High School. To date, \$405,995 is paid or encumbered to the project. This directly lowered the next bond proposed in 2024. Approving the full 2% allowed in 2021 can benefit the taxpayer over the next few years. Approximately .6 percent of the current budget can be removed from the capital plan for fiscal year 2022-23 planning and .4 percent for the fiscal year 2023-24. This aligns with long term goals to fund capital projects from the Capital and Nonrecurring Account rather than the general operating budget. If the appropriation is approved, there is no need to bond in 2024 based on current capital plan. Another piece of the long term plan is that the District's debt service schedule drops by a little over \$500,000 in fiscal year 2025. If there are little or no funds to appropriate in the upcoming fiscal years, an appropriation to the Capital and NonRecurring during the budget process will have less impact on taxpayers.

The projects are grouped in categories including recommendations to be within the 2% limit of \$1,015,688. If the Board appropriates by categories the administration can managed the projects in priority order and balance with any funding opportunities.

ITEM	ESTIMATED COST	CATEGORY	LOWEST PRIORITY	REVISED CATEGORY AMOUNT
Culvert Cleanout	\$25,000	BLDG/GROUNDS		
Field replacement	\$35,000	BLDG/GROUNDS		
Records Room Relocation	\$50,000	BLDG/GROUNDS		
Asphalt, Paving & Concrete repairs 3 schools	\$54,000	BLDG/GROUNDS		
Chilled Water Lines	\$90,000	BLDG/GROUNDS		
Remodel Lecture hall	\$110,000	BLDG/GROUNDS	(\$110,000)	
	\$364,000	BLDG/GROUNDS Total		\$254,000
Dishwasher	\$32,000	EQUIPMENT	(\$32,000)	
Security Cameras	\$69,075	EQUIPMENT		
Musical Instruments	\$180,000	EQUIPMENT		
	\$281,075	EQUIPMENT Total		\$249,075
Replace deteriorated pipe insulation	\$7,000	HVAC		
Building Management System upgrade middle school	\$24,000	HVAC		
Siemens Desigo HVAC Control Upgrade	\$46,585	HVAC		
Replace aging variable frequency drives	\$89,175	HVAC	(\$49,368)	
Refurbish Chillers	\$97,000	HVAC		
	\$263,760	HVAC Total		\$214,392
AMSO Roof drainage/Gutters	\$136,732	ROOF		
AMSB Roof drainage/Gutters	\$161,489	ROOF		
	\$298,221	ROOF Total		\$298,221
PROJECT TOTAL	\$1,207,056	Grand Total	(\$191,368)	\$1,015,688

It may be helpful to know the difference in the return to member towns with and without the requested appropriation to capital and nonrecurring. The options are shown below:

Amounts Returned to Towns with 2% Appropriation		
Bethany	Orange	Woodbridge
18.088%	50.248%	31.664%
2020-2021		
MEMBER TOWNS	UNUSED FUNDS	
BETHANY	\$ 357,402	<i>Unspent funds less 2% of \$1,015,688, if approved in August, balance returned at FY21 allocation rates</i>
ORANGE	\$ 992,852	
WOODBIDGE	\$ 625,650	
TOTALS	\$ 1,975,904	
2019-2020		
MEMBER TOWNS	UNUSED FUNDS	
BETHANY	\$ 64,680	<i>Unspent encumbrances returned at FY20 allocation rates</i>
ORANGE	\$ 179,241	
WOODBIDGE	\$ 108,444	
TOTALS	\$ 352,364	
TOTAL RETURN WITH 2% TO CNR		
MEMBER TOWNS	UNUSED FUNDS	
BETHANY	\$ 422,081	<i>2% To CNR and Balance Combined</i>
ORANGE	\$ 1,172,093	
WOODBIDGE	\$ 734,094	
TOTALS	\$ 2,328,268	

Amounts Returned to Towns with 1% Appropriation		
Bethany	Orange	Woodbridge
18.088%	50.248%	31.664%
2020-2021		
MEMBER TOWNS	UNUSED FUNDS	
BETHANY	\$ 449,260	<i>Unspent funds less 1% of \$507,844, if approved in August, balance returned at FY21 allocation rates</i>
ORANGE	\$ 1,248,034	
WOODBIDGE	\$ 786,454	
TOTALS	\$ 2,483,748	
2019-2020		
MEMBER TOWNS	UNUSED FUNDS	
BETHANY	\$ 64,680	<i>Unspent encumbrances returned at FY20 allocation rates</i>
ORANGE	\$ 179,241	
WOODBIDGE	\$ 108,444	
TOTALS	\$ 352,364	
TOTAL RETURN WITH 1% TO CNR		
MEMBER TOWNS	UNUSED FUNDS	
BETHANY	\$ 513,940	<i>1% To CNR and Balance Combined</i>
ORANGE	\$ 1,427,274	
WOODBIDGE	\$ 894,898	
TOTALS	\$ 2,836,112	

Amity Finance Committee:

Move to recommend the Amity Board of Education approve –

Amity Board of Education:

Move to approve –

... an appropriation and budget transfer of \$1,015,688 into Reserve Fund for Capital and Nonrecurring Expenses from the fiscal year 2020-2021 surplus and designate these funds according to the chart in this memo.

ACCOUNT NUMBER	ACCOUNT NAME	FROM	TO
05-15-2512-5255	Medical & Dental Account	\$1,015,688	
05-15-0000-5856	Transfer Account		\$1,015,688

Amity Reopening Summary

August 16, 2021

Summary of Reopening

- School buses = Public Transportation. Passengers and drivers MUST wear masks
- Full in-person, full days of school
- 4 lunch waves at ARHS
 - Additional seating outside, Presentation Room, classrooms/mezzanine
 - 2 lunches at middle schools
 - Use cafeteria, outside, and gym
- Free lunch.
- Free breakfast
 - In Cafeteria at ARHS
 - Grab & Go for middle schools
- No cohorting at middle schools.

Summary of Reopening

- Re-opening locker rooms.
- Using lockers at middle schools.
- Physical distancing at 3 foot spacing between students
 - Schools are not required to do so when operational issues that would prevent a full return of students become impacted.
- The state has an expectation that all students return to in-person instruction.
 - No synchronous remote instruction
 - No voluntary remote learning.
 - No remote learning on inclement weather closings.
 - Asynchronous remote learning available for students who are quarantined/isolated.

Summary of Reopening

- Contact tracing required - quarantine required for unvaccinated individuals
- Quarantine period is 10 days
 - Shorter quarantine is at the discretion of the local health departments
 - There is no testing out of quarantine
- CIAC requires 10 day quarantine (with negative test day 7-10) or 14 days without a test
- Masks for indoor sports (and spectators); masks not required for outdoor athletics
- NO COVID testing at school
- ***Vaccination (and proof of vaccination) is the best way for students to participate in full in-person instruction and activities.***

Summary of Reopening

- Executive Order 13A
 - Requires everyone to wear masks regardless of vaccination status while inside certain settings, such as healthcare facilities, facilities housing vulnerable populations, public and private transit, correctional facilities, **schools**, and childcare.
 - Expires September 30, 2021
- August 5, 2021 Press Release
 - “information on statewide school mask policies will be issued before the start of the upcoming school year.”
- ***Parent/Community Webinar during week of August 23, 2021 - date and time TBA***

Current Status of BOW (August 12, 2021)

	1st Dose	Fully
Bethany 12-17	51.3%	45.2%
Orange 12-17	62.0%	53.2%
Woodbridge 12-17	75.8%	67.3%

70% Faculty/Staff Fully Vaccinated

	Rate per 100,000	% Positivity
Bethany	<5	1.1
Orange	11.3	3.7
Woodbridge	<5	0.4

New Haven County is in the LOW category for leading and secondary indicators

ARP ESSER Grant

August 16, 2021

ARP ESSER

ARP - American Rescue Plan

ESSER - Elementary and Secondary School Emergency Relief

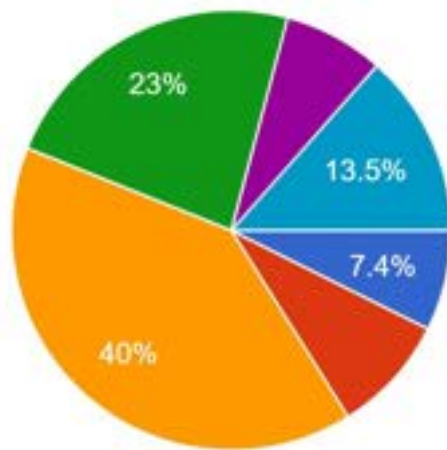
CT Funding Priorities

- Learning Acceleration, Academic Renewal, and Student Enrichment
- Family and Community Connections
- Social, Emotional, and Mental Health of the Students and of our School Staff
- Strategic Use of Technology, Staff Development, and the Digital Divide
- Building Safe and Healthy Schools

Staff (230)

The most important thing for the school to focus on in the 2021-2022 school year is

230 responses

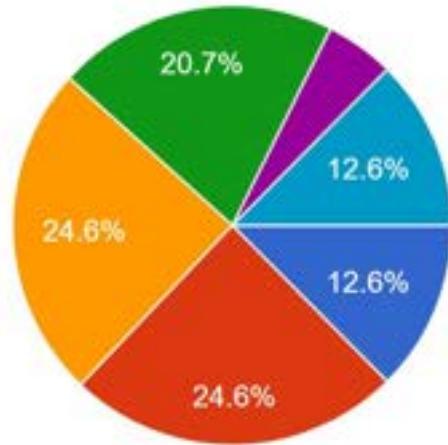


- Academics - Remediation
- Academics - Acceleration & Enrichment
- Acclimating students to the expectations of a traditional, full school day
- Supporting students social and emotional learning and mental health
- Engaging families and the community back to traditional school
- Maintaining safe and healthy facilities

Parents/Guardians (749)

The most important thing for the school to focus on in the 2021-2022 school year is

749 responses

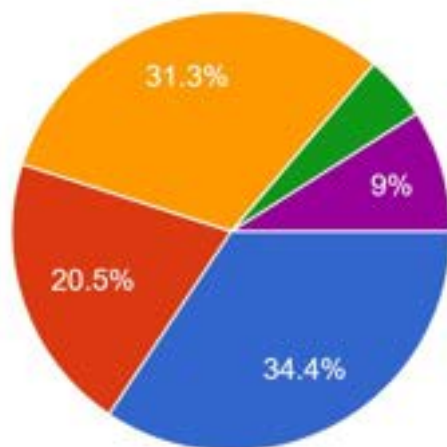


- Academics - Remediation
- Academics - Acceleration & Enrichment
- Acclimating students to the expectations of a traditional, full school day
- Supporting students social and emotional learning and mental health
- Engaging families and the community back to traditional school
- Maintaining safe and healthy facilities

Students (1,256)

The most important thing for the school to focus on in the 2021-2022 school year is

1,256 responses



- Academics
- Getting used to a full, in-person school day
- Supporting my social and emotional learning and mental health
- Engaging with my family and community
- Maintaining safe and healthy facilities

ESSER Summary

GRANT	FY22	FY23	FY24	TOTAL
ESSER II \$ Per Year	\$ 48,678	\$ 159,307	\$ 36,037	\$ 244,022
PER Student 2,237 as of 10/01/2020				\$ 109
ARP ESSER \$ Per Year	\$ 181,212	\$ 361,353		\$ 542,565
PER Student 2,237 as of 10/01/2020				\$ 243
COMBINED ESSER	\$229,890	\$ 520,660	\$ 36,037	\$ 786,587
PER Student 2,237 as of 10/01/2020				\$ 352

ESSER II

- 0.5 Mental Health Clinician Middle School (2 years)
- 6 Teachers for Middle School Summer Program (Year 1)
- Nurse for Middle School Summer Program (Year 1)
- 2 Teachers for High School Credit Recovery Program (Year 1)
- Enrollment Fees for High School Credit Recovery Program (Year 1)
- 2 Support Specialists for High School Re-engagement Program (Year 1)
- Food Service Operating Offset (Year 1)
- Remaining Grade level 1:1 Devices (Year 1)
- ARHS Tent Rental (Year 1)
- Picnic Tables for outdoor dining (Year 1)

ARP ESSER

- 2 Middle School Math Interventionists (2 years)
- 0.4 High School Social Worker (2 years)
- 3 Day per Week Guided Study Program at Middle and High Schools (2 years)
- 12 month Nurse (Year 2)
- Extended Link Crew Program for 10th and 9th Grade (Year 1)
- Open Choice Transportation for Summer Learning (Year 1)
- Outdoor Classrooms at each school (Year 1 or year 2)
- Professional Learning, instructional materials, resources for culturally responsive teaching and improving diversity and inclusion (2 years)
- Teacher Coach for for culturally responsive teaching and improving diversity and inclusion (Year 2)