

**AMITY REGIONAL SCHOOL DISTRICT NO. 5**  
*Bethany Orange Woodbridge*  
25 Newton Road, Woodbridge, Connecticut 06525  
(203) 397-4811

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

**AMITY REGIONAL BOARD OF EDUCATION REGULAR MEETING AGENDA**  
*Monday, June 10, 2019, 6:30 pm*  
*25 Newton Road, Woodbridge, CT*

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. APPROVAL OF MINUTES**
  - a. Regular Board of Education Meeting – May 13, 2019 *Enclosure Page 3*
- 4. STUDENT REPORT – Olivia Gross and Ella Marin**
  - a. Discussion and Possible Action on Appointing Student Representatives to the Board of Education *Enclosure Page 12*
- 5. RECOGNITION OF STUDENTS**
  - a. Jack B. Levine Efficiency Awards *Enclosure Page 14*
- 6. PUBLIC COMMENT**
- 7. BOARD MEMBER RECOGNITION**
- 8. ONE BOOK, ONE AMITY PRESENTATION**
- 9. CORRESPONDENCE**
- 10. SUPERINTENDENT’S REPORT**
  - a. Personnel Report *Enclosure Page 15*
  - b. Superintendent Report *Enclosure Page 17*
- 11. CHAIRMAN’S REPORT**
  - a. Committee Reports
    1. ACES
    2. Ad Hoc School Safety
    3. Ad Hoc Shared Services
    4. CABB
    5. Curriculum
    6. District Health and Safety
    7. District Technology
    8. Facilities
      - a. May 2019 Facilities Report *Enclosure Page 20*
    9. Finance
      - a. Discussion and Possible Action on Contracts of \$35,000 or More
        1. Food Service – Fourth Year of Contract *Enclosure Page 21*
        2. Intercom Systems at Each Middle School *Enclosure Page 22*
        3. Window Protective Film *Enclosure Page 22*
        4. Teacher Mobile Devices – Middle Schools *Enclosure Page 23*
        5. Protective Covers for Mobile Devices *Enclosure Page 23*

- 6. Student Devices – Middle Schools (2019-2020 Budget) *Enclosure Page 24*
  - b. Discussion and Possible Action on Standard Year-End Transfers *Enclosure Page 25*
  - c. Discussion and Possible Action on Special Education Tuition Rate *Enclosure Page 26*
  - d. Discussion of Monthly Financial Statements *Enclosure Page 27*
  - e. Director of Finance and Administration Approved Transfers Under \$3,000 *Enclosure Page 55*
  - f. Discussion and Possible Action on Budget Transfers of \$3,000 or More *Enclosure Page 61*
  - g. Other
    - 1. Summary of End-of-Year Purchases *Enclosure Page 67*
10. Policy
- a. First Read
    - 1. P5145.42 *Enclosure Page 69*
    - 2. P3513.1 *Enclosure Page 71*
    - 3. P3515 *Enclosure Page 72*
    - 4. P6163.32 *Enclosure Page 73*
  - b. Second Read
    - 1. P5126 *Enclosure Page 77*
11. Personnel
- a. Discussion of Non-Union Salary/Benefits (Executive Session)
  - b. Discussion of Superintendent Written Evaluation (Executive Session)
  - c. Discussion of Superintendent Contract (Executive Session)
  - d. Possible Action on Non-Union Salary/Benefits
  - e. Possible Action on Superintendent Written Evaluation
  - f. Possible Action on Superintendent Contract

**12. NEW BUSINESS**

**13. ITEMS FOR THE NEXT AGENDA**

**14. ADJOURNMENT**



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Jennifer P. Byars  
Superintendent of Schools

JPB/pjp

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  
MAY 13, 2019 REGULAR MEETING MINUTES  
6:30 P.M., 25 NEWTON ROAD, WOODBRIDGE, CT

**BOARD MEMBERS PRESENT**

Chairperson Christopher Browe, John Belfonti, Robyn Berke, Patricia Cardozo, Paula Cofrancesco, Carla Eichler (absent 7:27 p.m. – 7:52 p.m.), Amy Esposito, George Howard, Sheila McCreven, Dr. Jennifer Turner, Diane Urbano

**BOARD MEMBERS ABSENT**

Shannan Carlson, Steven DeMaio

**STAFF MEMBERS PRESENT**

Dr. Jennifer Byars, Theresa Lumas, Kathleen Kovalik, Kathy Burke, Dr. Richard Dellinger, Shaun DeRosa, Peter Downhour, Ernest Goodwin, Anna Mahon, Dr. Marie McPadden, Mary Raiola, James Saisa, Matthew Stanley

**1. CALL TO ORDER**

Chairperson Browe called the meeting to order at 6:35 p.m.

**2. PLEDGE OF ALLEGIANCE**

Recited by those present

**3. APPROVAL OF MINUTES**

**a. Regular Board of Education Meeting – April 8, 2019**

*MOTION by Sheila McCreven, Second by Paula Cofrancesco, to approve as submitted  
VOTES IN FAVOR, 9 (Cofrancesco, Howard, McCreven, Turner, Eichler, Cardozo, Esposito, Urbano, Berke)  
ABSTAINED, 1 (Belfonti)  
MOTION CARRIED*

**b. Special Board of Education Meeting – April 29, 2019**

*MOTION by Sheila McCreven, Second by Robyn Berke, to approve as submitted  
VOTES IN FAVOR, 9 (Belfonti, Howard, McCreven, Turner, Eichler, Cardozo, Esposito, Urbano, Berke)  
ABSTAINED, 1 (Cofrancesco)  
MOTION CARRIED*

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**c. Annual Meeting on the Budget – May 7, 2019**

*MOTION by Amy Esposito, Second by George Howard, to approve as submitted*

*VOTES IN FAVOR, 9 (Cofrancesco, Howard, McCreven, Turner, Eichler, Cardozo, Esposito, Urbano, Berke)*

*ABSTAINED, 1 (Belfonti)*

*MOTION CARRIED*

**4. STUDENT REPORT – Olivia Gross and Ella Marin**

**5. RECOGNITION OF STUDENTS**

**a. CABE Student Leadership Awards 2019**

Awards presented by Dr. Byars, Anna Mahon, Dr. Dellinger, and Kathy Burke

**b. SCASA Student Awards 2019**

Award winners introduced by Dr. Byars, Anna Mahon, Dr. Dellinger, and Kathy Burke

**c. Student Presentation on Cooperative Amity Regional High School/District Projects**

Introduction by Carl Teravainen, Edward Rostkowsky, and Kevin Capcelatro and presentation by students

Chairperson called a recess at 7:15 p.m.

Meeting resumed at 7:20 p.m.

**6. PUBLIC COMMENT**

Parent requested Best Buddy Program at Amity.

Parent requested Amity fund more than minimum required by State for ECA partnership.

**7. CORRESPONDENCE**

None

## 8. SUPERINTENDENT'S REPORT

### a. Personnel Report

1. Executive Session – Discussion and Possible Action on Appointment of Director of Pupil Personnel Services

*MOTION by Patricia Cardozo, Second by Paula Cofrancesco, enter Executive Session and invite Dr. Byars and the candidate for Director of Pupil Personnel Services*

*VOTES IN FAVOR, 10 (unanimous)*

*MOTION CARRIED*

Entered Executive Session at 7:27 p.m.

Exited Executive Session at 7:45 p.m.

*MOTION by Diane Urbano, Second by John Belfonti, to appoint Tom Brant as Director of Pupil Personnel Services*

*VOTES IN FAVOR, 9 (unanimous)*

*MOTION CARRIED*

### b. Superintendent Report

## 9. NEXT GENERATION ACCOUNTABILITY AMITY 2017-18

Presented by Dr. McPadden

## 10. CHAIRMAN'S REPORT

### a. Committee Reports

1. ACES
2. Ad Hoc School Safety
3. Ad Hoc Shared Services
4. CABB
5. Curriculum

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6. District Health and Safety

7. District Technology

8. Facilities

a. April 2019 Facilities Report

9. Finance

a. First Quarter 2019 Executive Summary Review of Amity Pension Fund, Sick and Severance Account, and OPEB Trust

b. Discussion and Possible Action on the Tuition Rate for 2019-2020

*MOTION by Paula Cofrancesco, Second by Carla Eichler, to approve the non-resident tuition rate for 2019-2020 school year at \$18,525.00*

*VOTES IN FAVOR, 10 (unanimous)*

*MOTION CARRIED*

c. Discussion and Possible Action on Contracts of \$35,000 or More

1. Security Vestibules

*MOTION by Patricia Cardozo, Second by John Belfonti, to award the construction and modifications to each of the three school entrances to create security vestibules to John L. Simpson Company of Bridgeport, CT at a total bid price of \$259,113.09.*

*VOTES IN FAVOR, 9 (unanimous)*

*OPPOSED, 1 (Esposito)*

*MOTION CARRIED*

2. Snow Removal, Ice Control & Sanding Services

3. District Chiller Maintenance Contract

4. Siemens Building Controls

5. Trash and Recycling Removal Services

6. Glycol Loop

7. Site-Based Grounds Maintenance Program

8. Athletic Trainer Services

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*MOTION by Paula Cofrancesco, Second by Diane Urbano, to review and vote on all the remaining contracts together as listed in agenda items 9c2 Snow Removal, Ice Control & Sanding Services, 9c3 District Chiller Maintenance Contract, 9c4 Siemens Building Controls, 9c5 Trash and Recycling Removal Services, 9c6 Glycol Loop, 9c7 Site-Based Grounds Maintenance Program, and 9c8 Athletic Trainer Services*

*VOTES IN FAVOR, 10 (unanimous)*

*MOTION CARRIED*

*MOTION by Paula Cofrancesco, Diane Urbano, to approve all motions as listed on pages 188-189 of Board of Education May 13, 2019 Regular Meeting packet for agenda items 9c2 Snow Removal, Ice Control & Sanding Services, 9c3 District Chiller Maintenance Contract, 9c4 Siemens Building Controls, 9c5 Trash and Recycling Removal Services, 9c6 Glycol Loop, 9c7 Site-Based Grounds Maintenance Program, and 9c8 Athletic Trainer Services*

*VOTES IN FAVOR, 10 (unanimous)*

*MOTION CARRIED*

- d. Discussion of Monthly Financial Statements
- e. Director of Finance and Administration Approved Transfers Under \$3,000
- f. Discussion and Possible Action on Budget Transfers of \$3,000 or More

*MOTION by Sheila McCreven, Second by Paula Cofrancesco, to approve all motions as listed on pages 188-189 of Board of Education May 13, 2019 Regular Meeting packet for agenda 10a9F Glycol Loop Maintenance, Security Vestibules, and Special Education*

*VOTES IN FAVOR, 10 (unanimous)*

*MOTION CARRIED*

- g. Other
  - 1. Update on Results from Budget Referendum of May 8, 2019

10. Policy

- a. Second Read
  - 1. Policy 2130
  - 2. Policy 3450
  - 3. Policy 3451

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4. Policy 3453.1

5. Policy 5126

6. Policy 6146

*MOTION by Sheila McCreven, Second by Diane Urbano, to approve all policies in agenda items 10a1 Policy 2130, 10a2 Policy 3450, 10a3 Policy 3451, 10a4 Policy 3453.1, 10a5 Policy 5126, 10a6 Policy 6146*

*VOTES IN FAVOR, 10 (unanimous)*

*MOTION CARRIED*

*MOTION by Sheila McCreven, Second by John Belfonti, to amend motion to remove Policy 5126 from consideration and only vote on the remaining policies in agenda items 10a1 Policy 2130, 10a2 Policy 3450, 10a3 Policy 3451, 10a4 Policy 3453.1, 10a6 Policy 6146*

*VOTES IN FAVOR, 6 (Howard, McCreven, Belfonti, Esposito, Berke, Browe)*

*OPPOSED, 5 (Cofrancesco, Turner, Eichler, Cardozo, Urbano)*

*MOTION CARRIED*

*MOTION by Amy Esposito, Second by Robyn Berke, to postpone consideration of agenda item 10a5 Policy 5126 until the June 2019 Board of Education Regular Meeting*

*VOTES IN FAVOR, 6 (Howard, McCreven, Belfonti, Esposito, Berke, Browe)*

*OPPOSED, 4 (Cofrancesco, Eichler, Cardozo, Urbano)*

*ABSTAINED, 1 (Turner)*

*MOTION CARRIED*

11. Personnel

**11. NEW BUSINESS**

None

**12. ITEMS FOR THE NEXT AGENDA**

None



**13. ADJOURNMENT**

*MOTION by Patricia Cardozo, Second by Robyn Berke, to adjourn the meeting*  
*VOTES IN FAVOR, 11 (unanimous)*  
*MOTION CARRIED*

Meeting adjourned at 9:39 p.m.

Respectfully submitted,

*Pamela Pero*

Pamela Pero

Recording Secretary

Next Generation Accountability Report 2017-2018  
Amity Regional School District No. 5

| Indicator  | Index/Rate | Target | Points Earned | Max Points | % Points Earned | State Average<br>% Points Earned |
|--|------------|--------|---------------|------------|-----------------|----------------------------------|
| 1a. ELA Performance Index - All Students                     | 78.9       | 75     | 50            | 50         | 100             | 90.1                             |
| 1b. ELA Performance Index - High Needs Students              | 65.8       | 75     | 43.9          | 50         | 87.8            | 76.7                             |
| 1c. Math Performance Index - All Students                    | 75.4       | 75     | 50            | 50         | 100             | 83.6                             |
| 1d. Math Performance Index - High Needs Students             | 61.5       | 75     | 41            | 50         | 82              | 69.3                             |
| 1e. Science Performance Index - All Students                 | .          | 75     | .             | .          | .               | .                                |
| 1f. Science Performance Index - High Needs Students          | .          | 75     | .             | .          | .               | .                                |
| 2a. ELA Academic Growth - All Students                       | 74.70%     | 100%   | 74.7          | 100        | 74.7            | 60.7                             |
| 2b. ELA Academic Growth - High Needs Students                | 64.10%     | 100%   | 64.1          | 100        | 64.1            | 55.6                             |
| 2c. Math Academic Growth - All Students                      | 77.60%     | 100%   | 77.6          | 100        | 77.6            | 61.9                             |
| 2d. Math Academic Growth - High Needs Students               | 64.80%     | 100%   | 64.8          | 100        | 64.8            | 55.4                             |
| 4a. Chronic Absenteeism - All Students                       | 5.70%      | <=5%   | 48.7          | 50         | 97.3            | 77.2                             |
| 4b. Chronic Absenteeism - High Needs Students                | 12.30%     | <=5%   | 35.4          | 50         | 70.8            | 53.6                             |
| 5. Preparation for CCR - Percent Taking Courses              | 65.30%     | 75%    | 43.6          | 50         | 87.1            | 99.7                             |
| 6. Preparation for CCR - Percent Passing Exams               | 70.30%     | 75%    | 46.8          | 50         | 93.7            | 59.7                             |
| 7. On-track to High School Graduation                        | 99.00%     | 94%    | 50            | 50         | 100             | 93.1                             |
| 8. 4-year Graduation: All Students (2017 Cohort)             | 95.70%     | 94%    | 100           | 100        | 100             | 93.5                             |
| 9. 6-year Graduation: High Needs Students (2015 Cohort)      | 93.90%     | 94%    | 99.9          | 100        | 99.9            | 87                               |
| 10. Postsecondary Entrance (Graduating Class 2017)           | 85.50%     | 75%    | 100           | 100        | 100             | 94.5                             |
| 11. Physical Fitness (estimated participation rate = 92.8% ) | 73.70%     | 75%    | 49.1          | 50         | 98.2            | 66.8                             |
| 12. Arts Access  | 60.50%     | 60%    | 50            | 50         | 100             | 85.3                             |
| <b>Accountability Index</b>                                  | .          | .      | 1089.6        | 1250       | 87.2            | 74.9                             |

Gap Indicators

| Indicator                         | Non-High Needs Rate | High Needs Rate | Size of Gap | State Gap Mean +1 Stdev | Is Gap an Outlier? |
|-----------------------------------|---------------------|-----------------|-------------|-------------------------|--------------------|
| ELA Performance Index Gap         | 75                  | 65.8            | 9.2         | 15.9                    | N                  |
| Math Performance Index Gap        | 75                  | 61.5            | 13.5        | 18.2                    | N                  |
| Science Performance Index Gap     | .                   | .               | .           | .                       |                    |
| Graduation Rate Gap (2015 Cohort) | 94                  | 93.9            | 0.1         | 12.7                    | N                  |

If the Non-High Needs Rate exceeds the ultimate target (75 for Performance Index and 94% for Graduation Rate), the ultimate target is used for gap calculations.

If the size of the gap exceeds the state mean gap plus one standard deviation, the gap is an outlier.

Assessment Participation Rates

| Indicator                     | Participation Rate (%) |
|-------------------------------|------------------------|
| ELA - All Students            | 98.5                   |
| ELA - High Needs Students     | 97.4                   |
| Math - All Students           | 98.3                   |
| Math - High Needs Students    | 97.4                   |
| Science - All Students        | 98.3                   |
| Science - High Needs Students | 96.3                   |

Minimum participation standard is 95%.

## Student Representatives to the Board of Education

Purpose: Two Student Representatives to the Board of Education shall represent the middle and high school students of the Amity Regional School District. The primary purpose for designating seats on the Board of Education for students lies in the inherent connection between Board decisions and the resulting impact on students. Students should participate in the deliberations that share their present and future interests.

### Appointment Term:

1. Two student representatives will be appointed as non-voting members to the Board of Education
2. During the 2019-2020 school year, two students will be selected from the senior class for a one-year term (2019-2020); one student will be selected from the junior class to serve two-year term (2019-2021).
3. In all subsequent years, one student will be selected from the junior class to serve a two-year term. The purpose of this is to have the senior representative support, train, and coach the junior representative.

### Criteria and Selection:

1. The student representatives must be in good academic and disciplinary standing and shall be drawn from the Student Government representatives.
2. The student representatives shall indicate their interest to serve as a Board of Education representative to the Student Government Advisor in the Spring following the Student Government elections.
3. The student representatives shall be selected at the start of the school year by members of the Student Government through an election. The top three vote recipients will be interviewed by a panel that shall include the school principal and Student Government advisor.
4. The student representatives shall be recommended by the Principal of Amity Regional High School and appointed by the Board of Education no later than the October Board meeting.
5. The Board and/or Building Administration retain the right to remove and replace a student representative who does not remain in good standing or who fails to fulfill the duties of their position.

### Responsibilities:

1. Student representatives will attend regular board meetings. Students will sit at the table with the Board of Education and shall be expected to share information about Amity Schools with the Board of Education and participate in discussions with the Board.
2. Students representatives will meet with the superintendent of schools prior to regularly scheduled board meetings to review agenda items and ask clarifying questions.
3. Student representatives may schedule presentations/information sessions at BOE meetings; they may invite other students to these sessions. These need to be identified

in a timely manner to allow for their inclusion on the board agenda. These presentation should be about 10-15 minutes in length.

4. Students representatives may have an advisory vote that shall represent the students' voices and opinions. This vote shall have no bearing on the vote tally of Board of Education motions.
5. Student representatives may frequent Board of Education Committee meetings as non-voting participants. It is recommended that one student representative sit on the Policy committee and one student representative sit on the Curriculum committee. The representatives may join other committees that are of interest to them.
6. Students representatives shall regularly update the Amity student body on the work and decisions of the Board of Education.
7. Due to the legal and confidential nature of Executive Sessions, no student representatives will be invited by the Board to Executive Session.

## JACK B. LEVINE EFFICIENCY AWARD OF EXCELLENCE

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Our District's goal has always been to provide an exceptional educational program to our students and still be mindful of the financial impact on the taxpayers. The District has had to find cost savings and efficiencies each year to offset the rising costs of education. We developed a process to foster a District culture of maximizing cost savings and efficiencies. This has helped to provide supplies and equipment, and infrastructure (both buildings and technology) so our students excel.

This is the fourth year of the award and we have selected three students to be honored.

Over the past month, we received 31 applications, some students providing more than one idea. Great participation from the students!

### 2019 AWARD WINNERS

**ALLEN LIU**, an 8<sup>th</sup> Grade student at Amity Middle School – Bethany Campus recommended to increase the number of paperless forms. Permission forms and applications (such as this one) could be sent by e-mail. Electronic signatures could be collected automatically. This reduces the amount of paper used for printing and provides access to forms anywhere there is an internet connection. The forms might be more standardized if utilized online rather than various paper versions being created.

**ANNIKA YUN**, a 7<sup>th</sup> Grade student at Amity Middle School – Orange Campus recommended to use only online textbooks and discontinue hard-copy purchases. Annika stated that now since mobile devices are being assigned to students, it is easier to access a digital text. Annika indicated some subject areas have gone paperless and if other classes follow, the District would save money.

**HALLE SYROP**, an 11<sup>th</sup> Grade student at Amity Regional High School. Halle suggested replacing USPS paper notifications of “balance due” on MyPaymentsPlus accounts with efficient email notifications. The paper notice is often delayed and expensive when considering the paper, ink, postage and human resources to produce. Halle suggests using the e-mail system with a catchy subject line such as “fund your account before your next meal”. This will draw attention to the email and be sure the student's account is funded so they can continue to purchase lunch.

**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*

**June 10, 2019**

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

**NEW HIRES-CERTIFIED:**

• **District Offices:**

**Henry “Tom” Brant** – Director of Pupil Personnel Services – Tom brings to Amity over 11 years of experience in the Special Education field with an array of leadership responsibilities. He currently serves as the Coordinator of Special Education for Stratford Public Schools, the President of the Connecticut Association of School Psychologists and is an adjunct professor for the University of Connecticut School Psychology Graduate Program in Storrs. He also is the Chairman of his current districts’ Safety and Security Team and is a member of the CT. State Department of Education Classroom Safety Work Group. Tom earned his Bachelor’s Degree in Psychology from Western CT. State University, his Master of Arts Degree and his 6<sup>th</sup> Year Advanced Study Certificate in School Psychology both from Fairfield University.

• **Amity Regional High School:**

**Robert Rosner** – F/T Health/Physical Education Teacher – Rob has been a part of the Amity family since 2017 serving in multiple roles. He started as a regular substitute teacher followed by serving in several long-term substitute PE teacher assignments in both Bethany Middle School and Amity Regional High School and most recently as the 5-day bench substitute teacher at the high school. He also serves as a coach to the Amity Swim Team and the Amity Baseball Team. Rob earned his Bachelor’s Degree in Kinesiology and Physical Education from Eastern CT. State University.

**Bernadette Schwartz** – F/T Special Education Teacher – Bernadette joins the Amity staff bringing 13 years of experience as a Special Education Teacher, most recently at Torrington Public Schools. She earned her Bachelor’s Degree and her Master’s Degree both in Special Education from St. Joseph’s College and her 6<sup>th</sup> Year Certificate in Remedial Reading from University of Bridgeport. Bernadette is currently pursuing a cross endorsement certification in Remedial Reading.

**Shelby Mendillo** – F/T English Teacher – Shelby completed her student teaching at Amity Region 5 this past fall and then continued at Amity in several different roles this past school year such as regular teacher substitute as well as the Literacy Tutor for Amity Middle School-Orange. She has most recently been serving as the Interim English Teacher at Brookfield High School. Shelby earned her Bachelor’s Degree in English Secondary Education from Southern CT. State University.

**Nicholas Shamp** – F/T Physics Teacher – Nicholas brings to Amity 3 years of teaching experience. He most recently was a teacher in the North Branford Public School District where he taught Physics, Forensics and Physical Science. Nicholas also completed a year long internship at Hartford Sports Medical Science Academy in 2016. He earned his Bachelor’s Degree in Biology and his Master’s Degree in Curriculum and Instruction both from the University of Connecticut.

**Meiya Ma**– .8 Chinese Language Teacher – Meiya joins the Amity staff bringing 6 years of teaching experience. She most recently was a Mandarin Chinese Language Teacher in the Hamden Public School District since 2013. She earned her Bachelor’s Degree in Math Education and her Master’s Degree in Instructional Technology both from Central Connecticut State University.

**Matthew Stanley** – F/T Technology Education-Graphics Teacher – Matt has been a part of the Amity family for the past 10 years serving in a variety of capacities including para-educator, homebound tutor and, for the past several years, instructional technology specialist. Matt is a certified English teacher and has recently completed his technology education coursework and Praxis for cross-certification. Matt earned his Bachelor’s Degree in English from the University of Connecticut and his Master’s Degree in Education from the University of Bridgeport.

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

**NEW HIRES-NON-CERTIFIED: NONE**

**NEW HIRES-COACHES:**

**Thomas Tousignant** – Assistant Football Coach – Amity Reg. High School, 2019 Fall Season

**NEW HIRES-SUBSTITUTES: NONE**

**TRANSFER(S):**

**Thomas Norton** – FT Social Studies Teacher at Amity Regional Middle School-Bethany to FT Social Studies Teacher at Amity Regional High School, effective 08/26/2019, 2019-20 school year

**RESIGNATION(S):**

**Karl Wilson** – Boys Soccer Coach, Amity Middle School–Orange, eff. 05/06/2019

**Charles Ubaldi** – Girls Soccer & Basketball Coach – Amity Middle School-Bethany, eff. 05/09/19

**Jessica Lee** – Girls Outdoor Track Coach – Amity Middle School-Orange, eff. 05/09/19

**Eric Rothbart** – Freshman Boys Soccer Coach, Amity Reg. High School – Orange, eff. 05/09/2019

**Jessie Logan** – Paraprofessional – Amity Middle School-Orange, eff. 05/30/2019

**Christin Arnini** – 4 Day Bench Sub – Amity Middle School – Bethany, eff. 6/30/2019

**Stephanie Perrotti** – F/T English Teacher – Amity Middle School-Bethany, eff. 06/30/2019

**RETIREMENT(S):**

**Barbara Pudell** – Paraprofessional – Amity Regional High School, eff. 06/30/2019



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*Dr. Jennifer P. Byars*  
Superintendent of Schools

*jennifer.byars@amityregion5.org*  
203.392.2106

## Superintendent's Report – June 2019

Continuously improve instruction, cultivate creativity, and enhance student engagement and performance.

Enhance the efficient and effective use of resources.

Foster a supportive climate for students and adults.

### Important Dates!

- **Amity Middle School Bethany 8<sup>th</sup> Grade Promotion Ceremony – June 13, 2019, 1:00 pm**
- **Amity Middle School Orange 8<sup>th</sup> Grade Promotion Ceremony – June 13, 2019, 1:30 pm**
- **Amity Regional High School Graduation – June 14, 2019, 4:00 pm**

### Instruction

**Underclass and Senior Awards:** During the month of May, special achievements – both academic, and social and civic – of Amity Regional High School Students were celebrated during the annual Underclass and Senior Awards nights held on May 21<sup>st</sup> and May 30<sup>th</sup> respectively. The senior awards night includes the scholarship presentations. \$108,124.04 in scholarships was given to members of the senior class. Congratulations!

**PTSO Teacher of the Year:** Every year at the senior awards night, the PTSO recognizes the accomplishments of an outstanding Amity Regional High School teacher. This year's PTSO Teacher of the Year is Chris Borelli. Chris has been an integral member of the ARHS social studies department and faculty at large since 2000. He teaches American Government and Economics as well as the very popular senior elective Critical Issues. He also co-led a NEASC Standard committee this year—Standard #1: Core Values and Beliefs—and led a small committee of ARHS faculty to revamp Spartan Seminar, the advisory program at the high school. Congratulations, Chris!

**PADI Presentations:** Teachers from the high school joined other teachers from the District and as well as teachers from Milford and Stratford to share their successful projects from the 2018-2019 school year based on the Performance Assessment Design Initiative training. The share out, which occurred on Thursday, May 30<sup>th</sup>, was an awesome opportunity for collaboration and brainstorming for the 2019-2020 school year.

**Science Research Symposium and Student Achievement:** On Friday, May 17<sup>th</sup> the Amity Science Research Program held the annual Science Research Symposium, where students from all of the classes, both introductory and advanced, presented their research projects from the 2018-2019 school year. Awards were also given out and a special recognition was given to junior Sophia Wang, who was competing at the National Science Intel Competition in Arizona. Sophia won her division, beating out contestants from 70 countries.

**Spring Concerts:** The AMSB Spring Concert was held on May 2<sup>nd</sup> and the AMSO Spring Concerts were held on May 21<sup>st</sup> and 22<sup>nd</sup>. Students performed a repertoire of songs that highlighted their growth in their musicality and skill this year. Thanks goes out to our middle school music teachers for putting together their end-of-year shows.

**AMSB Music Adjudication:** On May 29<sup>th</sup>, Mr. Orie's choir, Mr. Fragione's band, and Mrs. Lee's strings classes all participated in their annual adjudication. The strings, jazz band, band, and chamber singers all received the highest ranking of platinum, and the choir received a gold ranking.

**Spring Assessments:** Seventh and eighth grade students in both middle schools completed the STAR & Smarter Balance Assessment (SBA) in English Language Arts (ELA) and Math in May. The eighth grade students also took in the Next Generation Science Standards (NGSS) test during the month and the CT Physical Fitness Assessment. 72% of students at AMSO met all 4 standards of the assessment and 76% of AMSB students met all 4 standards.

**2018 Governor's Summer Reading Challenge:** AMSB and AMSO were recognized as top-performing schools from the 2018 Governor's Summer Reading Challenge. Only six middle schools in CT were recognized. Our schools will promote and participate in the 2019 Governor's Summer Reading Challenge this year as well.

**4th Annual Christopher Hickerson Cabaret Courtyard Concert:** Thanks to Mr. Orie for organizing the 4th Annual Christopher Hickerson Cabaret Courtyard Concert on June 4<sup>th</sup> in the AMSB courtyard. The evening featured small ensemble choral groups from Bethany Community School, Beecher Road School, and local Chamber Singers as well. The outdoor event was a nice opportunity for students to perform one last time before the year comes to an end.

**8<sup>th</sup> Grade AMSB Capstone Symposium:** The first AMSB 8<sup>th</sup> Grade "Change the World Symposium" was held on June 6<sup>th</sup>. This was an exciting evening of sharing student learning and innovation!

**Amity Adult Education:** The Amity Adult Education summer online catalog begins in July. Amity partners with ACES for credit recovery due to loss of seat time and/or failure to pass a core course. The space is provided to ACES for the program in ARHS for the month of July. ACES Director William Rice met with Amity administrators to discuss the logistics and the perimeters for credit recovery. All information is posted on the ACES and Amity District websites.

**Amity STEAM DAY 2019:** All fifth graders from the Bethany, Orange, and Woodbridge Elementary Schools were invited to participate in the 4<sup>th</sup> Annual Amity STEAM Day on May 29<sup>th</sup>. There were 25 engaging booths for demonstrations and hands-on activities in Science, Technology, Engineering, Arts, and Mathematics (STEAM). The variety of booths included a pendulum activity, an arcade game created by the CTE students, catapults, pottery, an elliptical pool table, robotics, 3-D printing, pulleys, go-carts, drones, rockets, theatre, and bee keeping. Booths were facilitated by 27 Amity teachers from both middle schools and high schools, as well as over 100 Amity students, including those students in Science Research. Over 350 elementary students participated in this awesome event. Thanks to all who assisted, but special appreciation goes to key organizers Cathy Piscitelli, Dameon Kellogg, Kevin Berean, and Marie McPadden.

## Resources

**New Clocks and Bell System:** The newly-installed clocks and bell system at the high school have led to a more consistent synchronization of the school day. The new bell system allows easy access to programing and a more uniform clock system throughout the building.

**PTSO/Spartan Players Fundraiser:** The AMSB Spartan Players and the PTSO sponsored a fundraising event at New England Brewing Company on May 19<sup>th</sup>. Music was provided by West Rock, Dr. Keith Smolinski's band. Approximately 100 people attended and \$4,000 was raised. All proceeds will benefit the purchase of new microphones for the Spartan Players and profits will be matched by the Jamie Hulley Arts Foundation.

## Climate

**Amity Unity Week/Becoming an Ally Training:** During the week of May 20<sup>th</sup>, the Amity Club Council, led by junior Ameya Menta, sponsored the first annual Amity Unity Week. The week began with a special homeroom sharing the purpose of the week's focus, as well as a powerful video of Amity students sharing their thoughts and feelings about embracing diversity. There were various activities and focus days throughout the week, including the Becoming an Ally training run by representatives from the Anti-Defamation League. The week concluded with a Community Assembly for the entire school held in the Paul D. Mengold Gymnasium.

**Becoming an Ally District-Wide Convene:** On Wednesday, June 5<sup>th</sup>, students from the 3 Amity District Schools convened at the high school to collaborate and brainstorm about how to put their training in to action. Led by the building administrators, students worked in small and large group settings to share their reactions to the ADL training and create concrete plans for how that training can help contribute to a safe and positive school and District environment.

**Cultivating Cultural Competencies Training:** Plans have been made for a Leadership Training based on Cultivating Cultural Competencies presented by the National Conference for Community and Justice (NCCJ). Bethany, Orange, and Woodbridge have also been invited to bring a team to participate.

**Amity Regional School District Peace Rock Project:** Students at Amity Middle School Bethany, Amity Middle School Orange, and Amity Regional High School have been working to paint symbols of peace, harmony, and unity. Throughout Amity Region 5 schools, The Peace Project was installed in outdoor areas across the district. The Peace Project highlights the school community's wishes to live in a community of support and peace. This is a District-Wide initiative and has been led by parents and faculty, including ARHS Art Teacher and NAHS Advisor Jess Zamachaj.

**Memorial Day Parades:** Many thanks go to the ARHS, AMSO, and AMSB marching bands for their participation in and support of the Orange and Bethany Memorial Day Parades.

**Jackie's Nine Event at AMSO:** Perfection on Wheels, a nationally known BMX stunt show troupe, performed exciting tricks and stunts for students. The theme of the show centered on perseverance and determination. The presenters did an excellent job connecting the Jackie's Nine character traits to their success as BMX riders.

**Racial Bias in Modern Literature:** Two 8<sup>th</sup> grade students from AMSB held an event to raise awareness for the racial bias in modern literature. The event presented as many racially diverse books as possible for people to browse through. It was held at the Clark Memorial Library on May 21<sup>st</sup>. Students presented their research into this subject. The event was designed to raise awareness for both the issue and the library itself.

**AMSB End of Year Special Events:** On May 29<sup>th</sup>, approximately 114 7<sup>th</sup> and 8<sup>th</sup> grade students from the Mandarin Chinese and General Music classes took a trip to see New Britain Bee's play a minor league baseball game against the York Revolution. Also on that day, students from the band, choir, and strings classes took a trip to Six Flags Amusement Park. The annual 8<sup>th</sup> grade end-of-school field trip to Holiday Hill was on June 4<sup>th</sup> and the 7<sup>th</sup> grade field day was held on June 7<sup>th</sup>.

**6<sup>th</sup> Grade Orientation & Field Day at AMSB:** The school guidance counselors organized an orientation program for incoming 7<sup>th</sup> graders on June 4<sup>th</sup>. Following the orientation program, where students are given a tour of the school by current 7<sup>th</sup> graders, the 6<sup>th</sup> graders had a field day program at AMSB run by 6<sup>th</sup> grade teachers.

CLEAN  
SAFE  
HEALTHY  
SCHOOLS

Amity Regional School  
District No. 5

25 Newton Road

Woodbridge, CT 06525

Phone: 203-397-4817

Fax: 203-397-4864



# Amity Regional School District No. 5

## Facilities Department Monthly Report

### Completed Projects:

- The modifications to the home-side baseball dugout at Amity Regional High School is complete. Students from the Construction class worked with our contractor to complete the project.
- The middle schools were switched from heating mode to cooling mode on May 20, 2019. All work, including coil cleaning, was done by in-house personnel.
- Several of the newer exterior LED light fixtures failed at Amity Regional High School. They were replaced with warranty products by in-house personnel.
- Required asbestos testing was done as scheduled on the Amity Middle School, Bethany Campus well. All tests came back satisfactory. Lead and copper are scheduled for June, 2019.
- The door sweep and weather-stripping on the walk-in freezer at Amity Regional High School was deteriorated. Replacement parts were ordered and installed by in-house personnel.
- The lock on the library office door at Amity Middle School, Orange Campus, failed. A replacement was ordered and repaired by in-house personnel.
- One of our in-house maintainers attended a three-day training session on repairing and installing door mechanisms and locking hardware. This will enhance his knowledge and minimize the amount of outside vendor service calls we will need.

### Projects in process:

- The glycol is failing at Amity Middle School, Orange Campus. Chemical testing revealed a high level of acidity due to the amount of times the closed system has been opened over the years to repair various pipe leaks. We awarded contracts to drain the system, flush the system, and replace all of the glycol with new. The project is scheduled to start June 24, 2019.
- A leak was detected in one of the chillers at Amity Regional High School during a preventive maintenance inspection. A PO was issued to determine where the leak was and we are waiting for the diagnostic report and proposal to repair the leak.
- The purchase orders were issued for the security vestibule projects. On-site construction meetings have been conducted and submittals are currently being reviewed. At this time, we are on schedule for late August completion.

### Outstanding issues to be addressed:

- None at this time.

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



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**Kathleen Kovalik**  
**Assistant Director of Finance and Administration**

**Phone (203) 397-4801**  
**Fax (203) 397-4864**

To: Dr. Jennifer P. Byars, Superintendent of Schools  
From: Kathleen Kovalik, Assistant Director of Finance and Administration  
cc: Theresa Lumas, Director of Finance and Administration  
Re: Food Service Management Contract Amendment  
Date: June 3, 2019

I am recommending that the Board of Education extend its contract to operate the food service program for the year 2019-2020 with Compass Group, USA, Inc. (Chartwells). The District is entering the fourth year of a five-year contract with Chartwells. The State Department of Child Nutrition reviews and approves a food service bid documents, contract language and amendments. The amendment is currently under review at the State level and is expected back prior to July 1. The amendment proposes a 3.0% increase based on the consumer price index (CPI) as outlined in the original agreement. The increase applies to the Management Fee rate and the Administrative Fee rate.

*“Section 12.11(C) is being amended to reflect that Chartwells Management Fee shall be a flat rate of Two Thousand Two Hundred and Two Dollars and Seventy Three Cents (\$2,202.73) per month for 10 months (September through June).*

*This increase is based on Section 12.11(G) of the Agreement permitting the CPI adjustment of 3.0%, or \$64.15 added to the existing Management Fee of \$2,138.58.*

*Section 12.11(D) is being amended to reflect that Chartwells Administrative Fee shall be a flat rate of Eight Thousand and Sixty Eight Dollars and Eighty Four Cents (\$8,068.84) per month for 10 months (September through June).*

*This increase is based on Section 12.11(G) of the Agreement permitting the CPI adjustment of 3.0%, or \$235.01 added to the existing Administrative Fee of \$7,833.83.”*

**For Amity Finance Committee:**

***Move to recommend that the Amity Board of Education award a one-year contract extension for 2019-2020 to Compass Group, USA, Inc. (Chartwells) per the proposed Amendment and the Director of Finance and Administration is authorized to sign the Amendment.***

**For Amity Board of Education:**

***Move to award a one-year contract extension for food service operations for 2019-2020 to Compass Group, USA, Inc. (Chartwells) per the proposed Amendment and the Director of Finance and Administration is authorized to sign the Amendment.***

**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**  
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**Phone (203) 397-4813**  
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To: Dr. Jennifer Byars, Superintendent of Schools

From: Theresa Lumas, Director of Finance and Administration

Re: Award of Contracts of \$35,000 of More

Date: June 2, 2019

**Security:**

**1. Intercom Systems :**

The intercom systems are a vital part of school security. The system at Amity Middle School – Orange Campus (AMSO) experienced disruptions in service this year, after the 2019-2020 budget was approved. The systems are over 12 years old and under a propriety vendor. This spring the lead time for repairs increased significantly, leaving the school without intercom communications or unreliable connections. The Director of Facilities, Jim Saisa, has researched systems that are not under a propriety vendor. Environmental Systems Corporations (ESC) was awarded the Pennsylvania Education Purchasing Program for Microcomputers – (PEPPM) contract under consortium bidding. The system at Amity Middle School-Bethany Campus is the same age and is a propriety vendor. The price to install, program and test new equipment at AMSO is \$16,838.27 and at AMSB is \$17,285.27. Budget transfers are requested this month to cover the cost of these purchases.

**Amity Finance Committee:**

***Move to recommend the Amity Board of Education approve –***

**Amity Board of Education:**

***Move to award –***

***...the installation, programming, and testing of new intercom equipment at AMSB for consortium bid price \$17,285.27 and for AMSO for \$16,838.27 to Environmental Systems Corporation (ESC) of West Hartford, CT.***

**2. Window Protective Film:**

The Director of Facilities has researched protective film for the school buildings. Currently, Millard Enterprise of Cromwell, CT is the authorized, certified 3M Prestige window film dealer for the State of Connecticut. We plan to enhance every entrance to each school with the protective layer of film to maximize the number of areas of improved security. The total cost for this phase of the project to enhance the security in the three schools is \$38,192.00. The breakdown by school is Amity Regional

High School: \$26,111.00; Amity Middle School – Bethany: \$6,868.00; and Amity Middle School-Orange: \$5,243.00. A budget transfer is included in the monthly forecast to request funds for this project.

**Amity Finance Committee:**

*Move to recommend the Amity Board of Education approve –*

**Amity Board of Education:**

*Move to award –*

*...the material and installation of protective film for all the entrances at each school to Millard Enterprises of Cromwell, CT for \$38,192.00.*

**Technology:**

**3. Teacher (Middle School) Devices :**

The District went out to bid for devices for the teaching staff at both middle schools. Eight proposals were received. The bids ranged from \$43,012.00 to \$163,012.20. The lowest qualified bidder is Whalley Computer Associates of Southwick, MA at a purchase price of \$52,160.00. The Open Choice Grant funds can support the majority of this purchase and budget transfer is requested for the balance of \$13,546.00.

**Amity Finance Committee:**

*Move to recommend the Amity Board of Education approve –*

**Amity Board of Education:**

*Move to award the bid to –*

*... Whalley Computer Associates of Southwick, MA for the purchase of mobile devices for the middle school teaching staff at a purchase price of \$52,160.00.*

**4. Protective Covers:**

The District went out to bid for protective covers for all middle school devices, students and staff. Thirteen proposals were received. The bids ranged from \$4,240 to \$39,280 including soft sleeve versions and hard protective cases. SHI International Corporation of Somerset, NJ was the lowest qualified bidder for hard shell protective covers at a purchase price of \$15,640.00. There is a budget transfer in this month's forecast for this request.

**Amity Finance Committee:**

*Move to recommend the Amity Board of Education approve –*

**Amity Board of Education:**

*Move to award the bid to–*

*... SHI International Corporation of Somerset, NJ for the purchase of protective covers for all middle school mobile devices, student and teaching staff at a purchase price of \$15,640.00.*

**2019-2020 Purchases:**

**1. Student Devices**

The District went out to bid for student devices for the incoming 7<sup>th</sup> grade students at the middle schools. Six proposals were received. The bids ranged from \$143,394.00 to \$172,380.00. The lowest qualified bidder is Whalley Computer Associates of Southwick, MA at a 3-year lease price of \$154,909.53 and \$51,636.51 annually. The lease agreement is with Lenovo Financial Services. This item was budgeted for in the 2019-2020 budget at \$55,995.00.

**Amity Finance Committee:**

*Move to recommend the Amity Board of Education approve –*

**Amity Board of Education:**

*Move to award –*

*...a lease agreement with Lenovo Financial Services for a 3-year total of \$154,909.53 and \$51,636.51 annually for the lease of mobile devices for the incoming middle school students. The devices are covered by a 3-year warranty.*



**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@reg5.k12.ct.us](mailto:terry.lumas@reg5.k12.ct.us)

**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 of \$3,000 or More **2018-2019**  
Date: May 27, 2019

I recommend the Amity Finance Committee and Board of Education approve the following budget transfer(s) of over \$3,000:

**Standard year end budget transfers:**

During the end of year processing, we will need to make a number of budget transfers to salary and benefit accounts and to pay other standard charges (e.g., special education expenditures; utilities; etc.). The exact amount of these budget transfers will depend on the final invoices. These budget transfers are part of the normal closing process.

**Amity Finance Committee:**

***Move to recommend the Amity Board of Education authorize –***

**Amity Board of Education:**

***Move to authorize –***

***... the Director of Finance and Administration to make the necessary budget transfers to salary and benefit accounts and to pay other standard charges. These budget transfers may exceed \$3,000. The Director of Finance and Administration will report all budget transfers made to the Amity Finance Committee and Amity Board of Education.***

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



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**Theresa Lumas**  
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**Phone (203) 397-4813**  
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To: Dr. Jennifer Byars, Superintendent of Schools  
From: Theresa Lumas, Director of Finance and Administration  
Re: Special Education Tuition  
Date: June 6, 2019

I am proposing the following rate for non-resident tuition students identified as special education. The base rate is \$18,682. This is derived from the Net Current Expenditure Per Pupil indexed for the 2019-2020 school year. Additional services required by a student's Individual Education Plan (IEP) will be added to the base tuition rate. These services will be billed based on the actual costs the District incurs.

Examples of additional services are assistive technology, hearing direct services, speech and language, occupational and physical therapy, clinical evaluations, special equipment, behavioral therapy, independent consultations, extended school year programs, outplacement, special transportation, and any other specific services contracted for the student.

Current pricing for services listed below provide an estimate of costs but invoices will be computed on actual costs.

Behaviorist – \$125/hr.  
Speech/Language - \$65/hr.  
Assistive Technology - \$135/hr.  
Occupational/Physical Therapy – \$98/hr.  
Hearing direct services - \$250/hr.  
Hearing Consults - \$265/hr.

Further, if the District needs to hire additional staff to provide special services, such as a 1-to-1 paraeducator or a nurse to provide other than routine care, these costs will be added to the base tuition and other services listed above. The rate for these additional staffing services would be based on contracted salaries and benefits.

**AMITY REGIONAL SCHOOL DISTRICT NO. 5  
REVENUES AND EXPENDITURES  
FOR FY 2018-2019**

|             |   | <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>2017-2018</b>  | <b>2018-2019</b>  | <b>APR 19</b>     | <b>CHANGE</b>        | <b>MAY 19</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                         | 47,465,355        | 48,190,256        | 48,190,256        | 0                    | 48,190,256        | 0                   | FAV          |
| 2           | OTHER REVENUE                                   | 267,094           | 186,902           | 325,828           | 2,339                | 328,167           | 141,265             | FAV          |
| 3           | OTHER STATE GRANTS                              | 791,182           | 573,805           | 802,434           | (4,332)              | 798,102           | 224,297             | FAV          |
| 4           | MISCELLANEOUS INCOME                            | 46,692            | 75,572            | 95,770            | (450)                | 95,320            | 19,748              | FAV          |
| 5           | BUILDING RENOVATION GRANTS                      | 6,363             | 0                 | 0                 | 0                    | 0                 | 0                   | FAV          |
| 6           | <b>TOTAL REVENUES</b>                           | <b>48,576,686</b> | <b>49,026,535</b> | <b>49,414,288</b> | <b>(2,443)</b>       | <b>49,411,845</b> | <b>385,310</b>      | <b>FAV</b>   |
| 7           | SALARIES  | 25,131,107        | 25,985,048        | 25,571,133        | (31,487)             | 25,539,646        | (445,402)           | FAV          |
| 8           | BENEFITS  | 4,985,420         | 6,092,697         | 5,777,166         | (4,730)              | 5,772,436         | (320,261)           | FAV          |
| 9           | PURCHASED SERVICES                              | 7,393,360         | 8,495,258         | 8,124,827         | (111,196)            | 8,013,631         | (481,627)           | FAV          |
| 10          | DEBT SERVICE                                    | 4,406,650         | 4,595,576         | 4,567,838         | 0                    | 4,567,838         | (27,738)            | FAV          |
| 11          | SUPPLIES (INCLUDING UTILITIES)                  | 2,899,440         | 2,978,862         | 3,046,859         | 86,345               | 3,133,204         | 154,342             | UNF          |
| 12          | EQUIPMENT                                       | 348,591           | 380,655           | 437,979           | (67,470)             | 370,509           | (10,146)            | FAV          |
| 13          | IMPROVEMENTS / CONTINGENCY                      | 155,745           | 331,000           | 324,114           | 43,832               | 367,946           | 36,946              | UNF          |
| 14          | DUES AND FEES                                   | 128,868           | 167,439           | 167,439           | (23,100)             | 144,339           | (23,100)            | FAV          |
| 15          | TRANSFER ACCOUNT                                | 0                 | 0                 | 0                 | 0                    | 0                 | 0                   | FAV          |
| 16          | <b>TOTAL EXPENDITURES</b>                       | <b>45,449,181</b> | <b>49,026,535</b> | <b>48,017,355</b> | <b>(107,806)</b>     | <b>47,909,549</b> | <b>(1,116,987)</b>  | <b>FAV</b>   |
| 17          | <b>SUBTOTAL</b>                                 | <b>3,127,505</b>  | <b>0</b>          | <b>1,396,933</b>  | <b>105,363</b>       | <b>1,502,297</b>  | <b>1,502,297</b>    | <b>FAV</b>   |
| 18          | PLUS: CANCELLATION OF PRIOR YEAR'S ENCUMBRANCES | 86,227            | 0                 | 0                 | 0                    | 0                 | 0                   | FAV          |
| 19          | DESIGNATED FOR SUBSEQUENT YEAR'S BUDGET:        | 0                 | 0                 | 0                 | 0                    | 0                 | 0                   | FAV          |
| 20          | <b>NET BALANCE / (DEFICIT)</b>                  | <b>3,213,732</b>  | <b>0</b>          | <b>1,396,933</b>  | <b>105,363</b>       | <b>1,502,297</b>  | <b>1,502,297</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 2018-2019**

|             |                                   | <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>2017-2018</b>  | <b>2018-2019</b>  | <b>APR 19</b>     | <b>CHANGE</b>        | <b>MAY 19</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                | 9,341,182         | 9,295,901         | 9,295,901         | 0                    | 9,295,901         | 0                   | FAV          |
| 2           | ORANGE ALLOCATION                 | 23,626,829        | 24,181,870        | 24,181,870        | 0                    | 24,181,870        | 0                   | FAV          |
| 3           | WOODBIDGE ALLOCATION              | 14,497,344        | 14,712,485        | 14,712,485        | 0                    | 14,712,485        | 0                   | FAV          |
| 4           | <b>MEMBER TOWN ALLOCATIONS</b>    | <b>47,465,355</b> | <b>48,190,256</b> | <b>48,190,256</b> | <b>0</b>             | <b>48,190,256</b> | <b>0</b>            | <b>FAV</b>   |
| 5           | ADULT EDUCATION                   | 3,494             | 3,042             | 3,620             | 6                    | 3,626             | 584                 | FAV          |
| 6           | PARKING INCOME                    | 33,092            | 29,000            | 34,313            | 960                  | 35,273            | 6,273               | FAV          |
| 7           | INVESTMENT INCOME                 | 70,343            | 20,000            | 134,368           | 1,373                | 135,741           | 115,741             | FAV          |
| 8           | ATHLETICS                         | 29,330            | 23,000            | 18,375            | 0                    | 18,375            | (4,625)             | UNF          |
| 9           | TUITION REVENUE                   | 106,135           | 88,460            | 108,642           | 0                    | 108,642           | 20,182              | FAV          |
| 10          | TRANSPORTATION INCOME             | 24,700            | 23,400            | 26,510            | 0                    | 26,510            | 3,110               | FAV          |
| 11          | TRANSPORTATION BOWA AGREEMENT     | 0                 | 0                 | 0                 | 0                    | 0                 | 0                   | FAV          |
| 12          | <b>OTHER REVENUE</b>              | <b>267,094</b>    | <b>186,902</b>    | <b>325,828</b>    | <b>2,339</b>         | <b>328,167</b>    | <b>141,265</b>      | <b>FAV</b>   |
| 13          | OTHER STATE GRANT                 | 6,375             | 0                 | 0                 | 0                    | 0                 | 0                   | FAV          |
| 14          | SPECIAL EDUCATION GRANTS          | 784,807           | 573,805           | 802,434           | (4,332)              | 798,102           | 224,297             | FAV          |
| 15          | <b>OTHER STATE GRANTS</b>         | <b>791,182</b>    | <b>573,805</b>    | <b>802,434</b>    | <b>(4,332)</b>       | <b>798,102</b>    | <b>224,297</b>      | <b>FAV</b>   |
| 16          | RENTAL INCOME                     | 23,530            | 21,000            | 17,255            | (450)                | 16,805            | (4,195)             | UNF          |
| 17          | INTERGOVERNMENTAL REVENUE         | 8,422             | 29,572            | 29,572            | 0                    | 29,572            | 0                   | FAV          |
| 18          | OTHER REVENUE                     | 14,740            | 25,000            | 48,943            | 0                    | 48,943            | 23,943              | FAV          |
| 19          | TRANSFER IN                       | 0                 | 0                 | 0                 | 0                    | 0                 | 0                   | FAV          |
| 20          | <b>MISCELLANEOUS INCOME</b>       | <b>46,692</b>     | <b>75,572</b>     | <b>95,770</b>     | <b>(450)</b>         | <b>95,320</b>     | <b>19,748</b>       | <b>FAV</b>   |
| 21          | <b>BUILDING RENOVATION GRANTS</b> | <b>6,363</b>      | <b>0</b>          | <b>0</b>          | <b>0</b>             | <b>0</b>          | <b>0</b>            | <b>FAV</b>   |
| 22          | <b>TOTAL REVENUES</b>             | <b>48,576,686</b> | <b>49,026,535</b> | <b>49,414,288</b> | <b>(2,443)</b>       | <b>49,411,845</b> | <b>385,310</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 2018-2019**

|             |  | <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>LINE</b> | <b>CATEGORY</b>                            | <b>2017-2018<br/>ACTUAL</b> | <b>2018-2019<br/>BUDGET</b> | <b>APR 19<br/>FORECAST</b> | <b>CHANGE<br/>INCR./(DECR.)</b> | <b>MAY 19<br/>FORECAST</b> | <b>VARIANCE<br/>OVER/(UNDER)</b> | <b>FAV<br/>UNF</b> |
| 1           | 5111-CERTIFIED SALARIES                    | 20,730,652                  | 21,397,312                  | 21,057,072                 | (35,446)                        | 21,021,626                 | (375,686)                        | FAV                |
| 2           | 5112-CLASSIFIED SALARIES                   | 4,400,455                   | 4,587,736                   | 4,514,061                  | 3,959                           | 4,518,020                  | (69,716)                         | FAV                |
| 3           | <b>SALARIES</b>                            | <b>25,131,107</b>           | <b>25,985,048</b>           | <b>25,571,133</b>          | <b>(31,487)</b>                 | <b>25,539,646</b>          | <b>(445,402)</b>                 | <b>FAV</b>         |
| 4           | 5200-MEDICARE - ER                         | 341,418                     | 374,913                     | 351,333                    | (1,500)                         | 349,833                    | (25,080)                         | FAV                |
| 5           | 5210-FICA - ER                             | 273,821                     | 283,586                     | 275,337                    | 0                               | 275,337                    | (8,249)                          | FAV                |
| 6           | 5220-WORKERS' COMPENSATION                 | 227,763                     | 246,900                     | 226,826                    | 0                               | 226,826                    | (20,074)                         | FAV                |
| 7           | 5255-MEDICAL & DENTAL INSURANCE            | 2,973,210                   | 4,083,941                   | 3,833,941                  | 0                               | 3,833,941                  | (250,000)                        | FAV                |
| 8           | 5860-OPEB TRUST                            | 105,537                     | 62,910                      | 62,910                     | 0                               | 62,910                     | 0                                | FAV                |
| 9           | 5260-LIFE INSURANCE                        | 42,431                      | 45,537                      | 45,272                     | (2,744)                         | 42,528                     | (3,009)                          | FAV                |
| 10          | 5275-DISABILITY INSURANCE                  | 9,634                       | 9,924                       | 10,294                     | (800)                           | 9,494                      | (430)                            | FAV                |
| 11          | 5280-PENSION PLAN - CLASSIFIED             | 886,831                     | 892,845                     | 892,845                    | 0                               | 892,845                    | 0                                | FAV                |
| 12          | 5281- DEFINED CONTRIBUTION RETIREMENT PLAN | 59,878                      | 64,867                      | 67,434                     | 314                             | 67,748                     | 2,881                            | UNF                |
| 12          | 5282-RETIREMENT SICK LEAVE - CERT          | 19,936                      | 1,921                       | 1,921                      | 0                               | 1,921                      | 0                                | FAV                |
| 13          | 5283-RETIREMENT SICK LEAVE - CLASS         | 0                           | 1,000                       | 1,000                      | 0                               | 1,000                      | 0                                | FAV                |
| 14          | 5284-SEVERANCE PAY - CERTIFIED             | 25,477                      | 1,000                       | 1,000                      | 0                               | 1,000                      | 0                                | FAV                |
| 15          | 5290-UNEMPLOYMENT COMPENSATION             | 18,120                      | 21,353                      | 5,053                      | 0                               | 5,053                      | (16,300)                         | FAV                |
| 16          | 5291-CLOTHING ALLOWANCE                    | 1,364                       | 2,000                       | 2,000                      | 0                               | 2,000                      | 0                                | FAV                |
| 17          | <b>BENEFITS</b>                            | <b>4,985,420</b>            | <b>6,092,697</b>            | <b>5,777,166</b>           | <b>(4,730)</b>                  | <b>5,772,436</b>           | <b>(320,261)</b>                 | <b>FAV</b>         |
| 18          | 5322-INSTRUCTIONAL PROG IMPROVEMENT        | 29,165                      | 28,500                      | 28,500                     | (5,000)                         | 23,500                     | (5,000)                          | FAV                |
| 19          | 5327-DATA PROCESSING                       | 88,180                      | 93,590                      | 90,090                     | 0                               | 90,090                     | (3,500)                          | FAV                |
| 20          | 5330-OTHER PROFESSIONAL & TECHNICAL SRVC   | 1,299,289                   | 1,332,265                   | 1,320,965                  | 13,823                          | 1,334,788                  | 2,523                            | UNF                |
| 21          | 5440-RENTALS - LAND, BLDG, EQUIPMENT       | 87,412                      | 119,185                     | 119,185                    | 0                               | 119,185                    | 0                                | FAV                |
| 22          | 5510-PUPIL TRANSPORTATION                  | 2,570,618                   | 2,995,119                   | 2,914,352                  | (5,393)                         | 2,908,959                  | (86,160)                         | FAV                |
| 23          | 5521-GENERAL LIABILITY INSURANCE           | 233,069                     | 242,601                     | 234,032                    | (1,575)                         | 232,457                    | (10,144)                         | FAV                |
| 24          | 5550-COMMUNICATIONS: TEL, POST, ETC.       | 133,299                     | 163,224                     | 142,131                    | 0                               | 142,131                    | (21,093)                         | FAV                |
| 25          | 5560-TUITION EXPENSE                       | 2,843,895                   | 3,427,580                   | 3,107,773                  | (30,446)                        | 3,077,327                  | (350,253)                        | FAV                |
| 26          | 5590-OTHER PURCHASED SERVICES              | 108,433                     | 93,194                      | 167,799                    | (82,605)                        | 85,194                     | (8,000)                          | FAV                |
| 27          | <b>PURCHASED SERVICES</b>                  | <b>7,393,360</b>            | <b>8,495,258</b>            | <b>8,124,827</b>           | <b>(111,196)</b>                | <b>8,013,631</b>           | <b>(481,627)</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 2018-2019**

|             |  | <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>2017-2018</b>  | <b>2018-2019</b>  | <b>APR 19</b>     | <b>CHANGE</b>         | <b>MAY 19</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>   |
| 28          | 5830-INTEREST                          | 821,650           | 745,576           | 717,838           | 0                     | 717,838           | (27,738)            | FAV          |
| 29          | 5910-REDEMPTION OF PRINCIPAL           | 3,585,000         | 3,850,000         | 3,850,000         | 0                     | 3,850,000         | 0                   | FAV          |
| 30          | <b>DEBT SERVICE</b>                    | <b>4,406,650</b>  | <b>4,595,576</b>  | <b>4,567,838</b>  | <b>0</b>              | <b>4,567,838</b>  | <b>(27,738)</b>     | <b>FAV</b>   |
| 31          | 5410-UTILITIES, EXCLUDING HEAT         | 681,767           | 703,234           | 630,808           | 11,320                | 642,128           | (61,106)            | FAV          |
| 32          | 5420-REPAIRS, MAINTENANCE & CLEANING   | 791,402           | 723,928           | 868,353           | 17,000                | 885,353           | 161,425             | UNF          |
| 33          | 5611-INSTRUCTIONAL SUPPLIES            | 365,334           | 396,905           | 396,905           | (20,000)              | 376,905           | (20,000)            | FAV          |
| 34          | 5613-MAINTENANCE/CUSTODIAL SUPPLIES    | 201,867           | 219,965           | 219,965           | 0                     | 219,965           | 0                   | FAV          |
| 35          | 5620-OIL USED FOR HEATING              | 36,861            | 46,500            | 46,500            | 10,920                | 57,420            | 10,920              | UNF          |
| 36          | 5621-NATURAL GAS                       | 69,877            | 52,512            | 64,512            | 0                     | 64,512            | 12,000              | UNF          |
| 37          | 5627-TRANSPORTATION SUPPLIES           | 106,718           | 151,900           | 135,898           | (5,000)               | 130,898           | (21,002)            | FAV          |
| 38          | 5641-TEXTS & DIGITAL RESOURCES         | 109,193           | 176,013           | 176,013           | (2,500)               | 173,513           | (2,500)             | FAV          |
| 39          | 5642-LIBRARY BOOKS & PERIODICALS       | 19,777            | 21,615            | 21,615            | 0                     | 21,615            | 0                   | FAV          |
| 40          | 5690-OTHER SUPPLIES                    | 516,644           | 486,290           | 486,290           | 74,605                | 560,895           | 74,605              | UNF          |
| 41          | <b>SUPPLIES (INCLUDING UTILITIES)</b>  | <b>2,899,440</b>  | <b>2,978,862</b>  | <b>3,046,859</b>  | <b>86,345</b>         | <b>3,133,204</b>  | <b>154,342</b>      | <b>UNF</b>   |
| 42          | 5730-EQUIPMENT - NEW                   | 96,128            | 215,879           | 215,879           | (97,483)              | 118,396           | (97,483)            | FAV          |
| 43          | 5731-EQUIPMENT - REPLACEMENT           | 252,463           | 164,776           | 222,100           | 30,013                | 252,113           | 87,337              | UNF          |
| 44          | <b>EQUIPMENT</b>                       | <b>348,591</b>    | <b>380,655</b>    | <b>437,979</b>    | <b>(67,470)</b>       | <b>370,509</b>    | <b>(10,146)</b>     | <b>FAV</b>   |
| 45          | 5715-IMPROVEMENTS TO BUILDING          | 102,494           | 50,000            | 309,114           | 43,832                | 352,946           | 302,946             | UNF          |
| 45a         | 5715-FACILITIES CONTINGENCY            | 0                 | 100,000           | 100,000           | 0                     | 100,000           | 0                   | FAV          |
| 45b         | TRSF. FROM FACILITIES CONTINGENCY      | 0                 | 0                 | (100,000)         | 0                     | (100,000)         | (100,000)           | FAV          |
| 46          | 5720-IMPROVEMENTS TO SITES             | 53,251            | 31,000            | 15,000            | 0                     | 15,000            | (16,000)            | FAV          |
| 47          | 5850-DISTRICT CONTINGENCY              | 130,410           | 150,000           | 150,000           | 0                     | 150,000           | 0                   | FAV          |
| 47a         | TRSF. FROM CONTINGENCY TO OTHER ACCTS. | (130,410)         | 0                 | (150,000)         | 0                     | (150,000)         | (150,000)           | FAV          |
| 48          | <b>IMPROVEMENTS / CONTINGENCY</b>      | <b>155,745</b>    | <b>331,000</b>    | <b>324,114</b>    | <b>43,832</b>         | <b>367,946</b>    | <b>36,946</b>       | <b>UNF</b>   |
| 49          | 5580-STAFF TRAVEL                      | 21,347            | 22,432            | 22,432            | (4,500)               | 17,932            | (4,500)             | FAV          |
| 50          | 5581-TRAVEL - CONFERENCES              | 21,105            | 35,975            | 35,975            | (3,600)               | 32,375            | (3,600)             | FAV          |
| 51          | 5810-DUES & FEES                       | 86,416            | 109,032           | 109,032           | (15,000)              | 94,032            | (15,000)            | FAV          |
| 52          | <b>DUES AND FEES</b>                   | <b>128,868</b>    | <b>167,439</b>    | <b>167,439</b>    | <b>(23,100)</b>       | <b>144,339</b>    | <b>(23,100)</b>     | <b>FAV</b>   |
| 53          | <b>5856-TRANSFER ACCOUNT</b>           | <b>0</b>          | <b>0</b>          | <b>0</b>          | <b>0</b>              | <b>0</b>          | <b>0</b>            | <b>FAV</b>   |
| 54          | <b>ESTIMATED UNSPENT BUDGETS</b>       |                   | <b>0</b>          | <b>0</b>          | <b>0</b>              | <b>0</b>          | <b>0</b>            | <b>FAV</b>   |
| 55          | <b>TOTAL EXPENDITURES</b>              | <b>45,449,181</b> | <b>49,026,535</b> | <b>48,017,355</b> | <b>(107,806)</b>      | <b>47,909,549</b> | <b>(1,116,987)</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 & EXPENDITURES BY CATEGORY  
FINANCIAL ANALYSIS  
FOR THE FISCAL YEAR 2018-2019**



**MAY 2019**

**2018-2019 FORECAST**

**OVERVIEW**

The projected unspent fund balance for this fiscal year is *\$1,502,297 FAV previously \$1,396,933 FAV*, which appears on page 1, column 6, line 20.

**REVENUES BY CATEGORY**

The projected yearend balance of revenues is *\$385,310 FAV previously \$387,753 FAV*, which appears on page 2, column 6, line 22.

**LINE 5 on Page 2: ADULT EDUCATION:**

The forecast is based on projected State payments.

**LINE 6 on Page 2: PARKING INCOME:**

The forecast is based on actual year-to-date payments and projected payments through June 2019, *\$6,273 FAV previously \$5,313 FAV*.

**LINE 7 on Page 2: INVESTMENT INCOME:**

The budget is based on the expectation interest rates will remain steady and revenue will exceed the budget, *\$115,741 FAV, previously \$114,368 FAV*.

| <u>Month</u> | <u>Peoples United</u> | <u>State Treasurer's Investment Fund</u> |
|--------------|-----------------------|--|
| July 2018    | 0.395%                | 1.96%                                    |
| August       | 0.396%                | 1.99%                                    |
| September    | 0.397%                | 2.01%                                    |
| October      | 0.397%                | 2.18%                                    |
| November     | 0.397%                | 2.32%                                    |
| December     | 0.397%                | 2.38%                                    |
| January      | 0.395%                | 2.44%                                    |
| February     | 0.395%                | 2.44%                                    |
| March        | 0.395%                | 2.45%                                    |
| April        | 0.395%                | 2.47%                                    |
| May          | 0.390%                | 2.43%                                    |

**LINE 8 on Page 2: ATHLETICS:**

The forecast is based on actual revenue collected, \$4,625 UNF.

**LINE 9 on Page 2: TUITION REVENUE:**

The budget is based on five tuition students. The actual tuition charged is higher than budgeted since the rate is set after the budget referendum is past. One new tuition student enrolled in the District, however one tuition student moved into the District. The projected variance is \$20,182 FAV previously \$20,182 FAV.

**LINE 10 on Page 2: TRANSPORTATION INCOME:**

The forecast is based on projected State payments for magnet school transportation only, currently \$3,110 FAV due to increased costs reported.

**LINE 14 on Page 2: SPECIAL EDUCATION GRANTS:**

The current projection based on budgeted costs for placements and transportation. This is based on a 75% reimbursement rate. The excess cost reimbursement rate for FY18 was at a 75.51%. The projected revenue for excess costs is anticipated to be \$154,722 more than budgeted. The budget anticipated the costs of services for 17 students to reach the high cost threshold and be eligible for reimbursement. There are currently 21 students with services reaching the threshold on the December filing of SEDAC-G. \$106 was received for the Non-Public Grant. The first installment of the Excess Cost grant was received and is \$74,200 FAV. The February installment is generally higher and the reimbursement rates is expected to decline in the final installment at the end of May. *The final reimbursement based on the March SEDAC-G filing was paid at the rate of 75.5%, slightly higher than the 74% reimbursement rate projected. The account is \$224,297 FAV.*

**LINE 16 on Page 2: RENTAL INCOME:**

The forecast is based on actual receipts and projected rentals through June, *\$4,195 UNF, previously \$3,745 UNF.*

**LINE 17 on Page 2: INTERGOVERNMENTAL INCOME:**

The forecast is based on the budget for shared services agreement with the Town of Woodbridge and the Woodbridge Board of Education for technology services.

**LINE 18 on Page 2: OTHER REVENUE:**

The forecast reflects insurance payments received in 2018-2019 from CIRMA for the May 2018 storm damage. Expenses were charged to 2017-2018 fiscal year so the reimbursements are applied toward miscellaneous income, a \$23,943 FAV previously \$22,943 FAV variance.

**EXPENDITURES BY CATEGORY**

The projected yearend balance of expenditures is *\$1,116,987 FAV previously \$1,009,180 FAV* which appears on page 4, column 6, line 55.

**LINE 1 on Page 3: 5111-CERTIFIED SALARIES:**

There are a few positions that are currently filled with a substitute and a permanent replacement is either in transition or the District is still seeking a permanent replacement. Summer work is currently less than budgeted, \$11,973 FAV. *Forecast estimates \$375,686, FAV, previously \$340,240 FAV* savings in vacant positions, unpaid leave of absences, and staff changes. The forecast reflects \$25,941 FAV in staff changes. \$100,725 FAV in



savings is estimated due to current unpaid leaves of absences, previously was \$61,016 FAV. There are several unpaid leaves of absences continuing through the end of the year.

**LINE 2 on Page 3: 5112-CLASSIFIED SALARIES:**

Classified staff costs are expected to be \$17,483 under budget due to staff turnover and vacancies, previously \$17,483 FAV. *Current projection is \$69,716 FAV, previously \$73,675 FAV.* Staff turnover and vacancies continue to occur. Overtime estimates are projected to be lower than budgeted, \$15,000 FAV.

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

The forecast is based on the budget for current staff.

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

The workers' compensation premium is as budgeted and the forecast assumes the payroll audit will be as budgeted. Member equity distribution was received for \$20,074 FAV.

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

The forecast assumes actual claims of current employees and retirees will be the same as the budget. The projected monthly budget is based on an average of five years of claims. Claims are running higher based on the 5-year average, \$207,867 UNF previously \$82,206 UNF; fees are currently \$103,898 FAV previously \$123,124 FAV compared to 5-year average (important to note that Anthem has changed fee structure this year); Employer contributions to employee HSA accounts are \$3,583 FAV, retiree payments are \$48,382 FAV and employee contributions are \$28,033 UNF. *The forecast is currently projecting the account will end \$250,000 FAV previously \$250,000 FAV for the year.* The average monthly budget was recalculated in January using gross expected claims rather than net claims budget.

**CLAIMS OF CURRENT EMPLOYEES AND RETIREES**

| <b>MONTH</b>  | <b>2018-2019<br/>ACTUAL</b> | <b>2018-2019<br/>BUDGET</b> | <b>VARIANCE</b>     | <b>2017-2018<br/>ACTUAL</b> | <b>2016-2017<br/>ACTUAL</b> |
|---------------|-----------------------------|-----------------------------|---------------------|-----------------------------|-----------------------------|
| <b>JUL</b>    | <b>\$ 292,718</b>           | \$ 376,780                  | \$ (84,062)         | \$ 254,849                  | \$ 309,902                  |
| <b>AUG</b>    | <b>\$ 282,192</b>           | \$ 404,316                  | \$ (122,124)        | \$ 374,433                  | \$ 466,996                  |
| <b>SEP</b>    | <b>\$ 376,576</b>           | \$ 298,173                  | \$ 78,403           | \$ 219,176                  | \$ 250,040                  |
| <b>OCT</b>    | <b>\$ 245,938</b>           | \$ 330,743                  | \$ (84,805)         | \$ 271,340                  | \$ 250,625                  |
| <b>NOV</b>    | <b>\$ 418,110</b>           | \$ 369,755                  | \$ 48,355           | \$ 353,747                  | \$ 307,308                  |
| <b>DEC</b>    | <b>\$ 334,678</b>           | \$ 446,996                  | \$ (112,318)        | \$ 318,839                  | \$ 482,363                  |
| <b>JAN</b>    | <b>\$ 331,129</b>           | \$ 313,402                  | \$ 17,727           | \$ 191,730                  | \$ 178,047                  |
| <b>FEB</b>    | <b>\$ 384,149</b>           | \$ 283,735                  | \$ 100,414          | \$ 172,313                  | \$ 308,703                  |
| <b>MAR</b>    | <b>\$ 363,660</b>           | \$ 341,540                  | \$ 22,120           | \$ 288,923                  | \$ 282,399                  |
| <b>APR</b>    | <b>\$ 278,082</b>           | \$ 346,016                  | \$ (67,934)         | \$ 213,346                  | \$ 219,690                  |
| <b>MAY</b>    | <b>\$ 363,382</b>           | \$ 385,472                  | \$ (22,090)         | \$ 343,550                  | \$ 449,993                  |
| <b>JUN</b>    | \$ 326,531                  | \$ 326,531                  | \$ -                | \$ 253,461                  | \$ 301,248                  |
| <b>TOTALS</b> | <b>\$ 3,997,145</b>         | <b>\$ 4,223,459</b>         | <b>\$ (226,314)</b> | <b>\$ 3,255,706</b>         | <b>\$3,807,314</b>          |

**ACTUAL/FORECAST CLAIMS AS A PERCENTAGE OF EXPECTED CLAIMS**

| <b>2014-2015<br/>ACTUAL</b> | <b>2015-2016<br/>ACTUAL</b> | <b>2016-2017<br/>ACTUAL</b> | <b>2017-2018<br/>ACTUAL</b> | <b>2018-2019<br/>FORECAST</b> |
|-----------------------------|-----------------------------|-----------------------------|-----------------------------|-------------------------------|
| 87.3%                       | 99.9%                       | 85.2%                       | 72.1%                       | <b>94.6%</b>                  |

**Note: 2018-2019 FORECAST** of projected claims for this fiscal year as a percentage of expected claims is based on actual year-to-date claims plus budgeted claims for the remainder of the year divided by expected (budgeted) claims.

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

|               |                   |                   |                  |                   |                   |
|---------------|-------------------|-------------------|------------------|-------------------|-------------------|
| <i>JUL</i>    | \$ 63,793         | \$ 97,295         | \$ (33,502)      | \$ 84,939         | \$ 79,407         |
| <i>AUG</i>    | \$ 60,070         | \$ 100,327        | \$ (40,257)      | \$ 96,820         | \$ 101,465        |
| <i>SEP</i>    | \$ 63,599         | \$ 89,693         | \$ (26,094)      | \$ 73,886         | \$ 75,692         |
| <i>OCT</i>    | \$ 63,213         | \$ 86,484         | \$ (23,271)      | \$ 85,237         | \$ 80,902         |
| <i>NOV</i>    | \$ 71,815         | \$ 52,589         | \$ 19,226        | \$ 58,958         | \$ 46,802         |
| <i>DEC</i>    | \$ 70,016         | \$ 46,867         | \$ 23,149        | \$ 45,657         | \$ 42,983         |
| <i>JAN</i>    | \$ 78,786         | \$ 45,107         | \$ 33,679        | \$ 45,850         | \$ 41,762         |
| <i>FEB</i>    | \$ 66,033         | \$ 46,952         | \$ 19,081        | \$ 45,666         | \$ 42,203         |
| <i>MAR</i>    | \$ 38,918         | \$ 44,907         | \$ (5,989)       | \$ 45,850         | \$ 42,080         |
| <i>APR</i>    | \$ 69,321         | \$ 44,302         | \$ 25,019        | \$ 46,217         | \$ 42,032         |
| <i>MAY</i>    | \$ 76,505         | \$ 44,446         | \$ 32,059        | \$ 46,034         | \$ 42,101         |
| <i>JUN</i>    | \$ 44,521         | \$ 44,521         | \$ -             | \$ 46,401         | \$ 41,807         |
| <b>TOTALS</b> | <b>\$ 766,590</b> | <b>\$ 743,492</b> | <b>\$ 23,099</b> | <b>\$ 721,515</b> | <b>\$ 679,235</b> |

**LINE 9 on Page 3: 5260-LIFE INSURANCE:**

The forecast is based on the current staff.

**LINE 10 on Page 3: 5275-DISABILITY INSURANCE:**

The forecast is based on the current staff.

**LINE 11 on Page 3: 5281-DEFINED CONTRIBUTION RETIREMENT PLAN:**

The forecast projects the District's contribution will be over budget \$2,881 UNF previously \$2,567 UNF.

**LINE 15 on Page 3: 5290-UNEMPLOYMENT COMPENSATION:**

The forecast projects claims to the District will be under budget \$16,300 FAV, previously \$16,300 FAV.

**LINE 18: on Page 3 5322-INSTRUCTIONAL PROGRAM IMPROVEMENT:**

This line will be under budget by \$5,000 FAV due to a credit from the vendor.

**LINE 19: on Page 3 5327-DATA PROCESSING:**

This line will be under budget by \$3,500 FAV for non-renewal of one of the software modules.

**LINE 20: on Page 3 5330-OTHER PROFESSIONAL TECHNICAL SERVICES:**

This line is projected to be under budget by \$30,000 FAV due to unfilled teaching intern positions budgeted at each school. This account is projected to be \$21,300 FAV previously \$11,300 FAV due to higher than anticipated legal fees but lower intern costs and lower professional services associated with special education, hearing impaired, transition program, and occupational/therapeutic therapies. *This account is projected to be \$2,523 UNF if the proposed budget transfer for the AiPhone – video system is approved this month.*

**LINE 22 on Page 3: 5510-PUPIL TRANSPORTATION:**

Special Education Transportation is a projected variance of *\$86,160 FAV previously \$80,767 FAV*. The forecast is based on the current transportation needs of the students.

**LINE 23 on Page 3: 5521-GENERAL LIABILITY INSURANCE:**

The bid for student accident insurance came in \$10,544 FAV under budget. Coverage was increased in two areas of the general liability policy based on recommendations with our insurance consultant resulting in an increased premium of \$1,975 UNF, net account *variance is projected at \$10,144 FAV, previously \$8,569 FAV*.

**LINE 24 on Page 3: 5550-COMMUNICATION:TEL, POST, ETC:**

E-Rate funding was approved for the current fiscal year. The District is receiving discounted invoices for the CEN service provided by the State of Connecticut - \$21,093 FAV.

**LINE 25 on Page 3: 5560-TUITION EXPENSE:**

Tuition has a projected variance of *\$350,253 FAV, previously \$319,807 FAV*. The forecast is based on current students and their placements and will change throughout the year.

Tuition for the vo-ag schools has a projected variance of *\$40,235 FAV previously \$40,235 FAV*. Vo-Ag Enrollment is down by one student and magnet/charter school enrollment is down by 2 students.

|                                | <b>FY14-15<br/>ACTUAL</b> | <b>FY15-16<br/>ACTUAL</b> | <b>FY16-17<br/>ACTUAL</b> | <b>FY17-18<br/>ACTUAL</b> | <b>FY18-19<br/>BUDGET</b> | <b>FY18-19<br/>FORECAST</b> |
|--------------------------------|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|-----------------------------|
| Sound                          | 5                         | 4                         | 3                         | 4                         | 6                         | <b>6</b>                    |
| Trumbull                       | 2                         | 3                         | 3                         | 6                         | 7                         | <b>4</b>                    |
| Nonnewaug                      | 1                         | 3(5) <sup>a</sup>         | 3                         | 4                         | 4                         | <b>6</b>                    |
| Common<br>Ground<br>Charter HS | 1                         | 1                         | 1                         | 0                         | 0                         | <b>0</b>                    |
| ACES<br>Wintergreen<br>Magnet  | 0                         | 0                         | 0                         | 0                         | 0                         | <b>0</b>                    |

|                                  |          |               |           |           |           |               |
|----------------------------------|----------|---------------|-----------|-----------|-----------|---------------|
| King<br>Robinson<br>Magnet       | 0        | 1             | 1         | 0         | 0         | 0             |
| Engineering<br>Science<br>Magnet | 0        | 0             | 0         | 1         | 1         | 0             |
| Highville<br>Charter<br>School   | 0        | 0             | 0         | 1         | 1         | 0             |
| <b>Totals</b>                    | <b>9</b> | <b>12(14)</b> | <b>15</b> | <b>16</b> | <b>19</b> | <b>16(16)</b> |

Note <sup>a</sup>: Two students left on April 15, 2016.

ECA has a projected variance of *\$17,960 UNF (one student withdrew), previously \$17,960 UNF* due to higher enrollment.

|            | <b>FY14-15<br/>ACTUAL</b> | <b>FY15-16<br/>ACTUAL</b> | <b>FY16-17<br/>ACTUAL</b> | <b>FY17-18<br/>ACTUAL</b> | <b>FY18-19<br/>BUDGET</b> | <b>FY18-19<br/>FORECAST</b> |
|------------|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|-----------------------------|
| <b>ECA</b> | <b>26</b>                 | <b>22</b>                 | <b>15</b>                 | <b>19</b>                 | <b>20</b>                 | <b>24(24)</b>               |

Public (ACES) and private out-of-district placements has a projected variance of *\$327,978 FAV, previously \$297,532 FAV*. Two students were outplaced and one student returned to the District.

|                 | <b>FY14-15<br/>ACTUAL</b> | <b>FY15-16<br/>ACTUAL</b> | <b>FY16-17<br/>ACTUAL</b> | <b>FY17-18<br/>ACTUAL</b> | <b>FY18-19<br/>BUDGET</b> | <b>FY18-19<br/>FORECAST</b> |
|-----------------|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|-----------------------------|
| Public<br>SPED  | 10                        | 6                         | 8                         | 8                         | 13                        | <i>11(11)</i>               |
| Private<br>SPED | 24                        | 26                        | 27                        | 20                        | 24                        | <i>22(22)</i>               |
| <b>Totals</b>   | <b>34</b>                 | <b>32</b>                 | <b>35</b>                 | <b>28</b>                 | <b>37</b>                 | <b>33(33)</b>               |

**LINE 26 on Page 4: 5590-OTHER PURCHASED SERVICES:**

*The forecast estimates that \$8,000 FAV will be unspent from these 20 line items. The scope of sponsoring the play dinner and tickets was smaller this year contributing to the surplus.*

**LINE 28 on Page 4: 5830-INTEREST:**

The District refinanced existing debt in a bond sale on May 15, 2018. The projected savings were greater than budgeted by \$27,738 FAV.

**LINE 31 on Page 4: 5410-UTILITIES, EXCLUDING HEAT:**

The 2018-2019 budget for electricity assumes the use of 3,644,427 kilowatt hours at an average price of \$0.16925 per kilowatt hour, or a cost of \$616,819. *To date we have received eleven bills for each middle school and ten bills for the high school. We are currently at 2,466,73 KWH (this total is very low due to meter problems early in the year at the high school) at a cost of \$451,863, and a cost per KWH of \$0.1832. At this time Jim Saisa is cautiously projecting being under budget by \$55,000 FAV.* Our

contracted supplier canceled our contract so we will be paying one cent more per KWH with the new supplier. We were billed one month of standard offer pricing with the utility company during the transition, which is at a much higher price. These events should cancel each other out and keep the account on budget with the exception noted above.

#### ELECTRICITY (KILOWATT HOURS)

| MONTH      | 2018-2019<br>FORECAST | 2018-2019<br>BUDGET | VARIANCE         | 2017-2018<br>ACTUAL | 2016-2017<br>ACTUAL |
|------------|-----------------------|---------------------|------------------|---------------------|---------------------|
| <i>JUL</i> | <i>104,580</i>        | 319,464             | <i>(214,884)</i> | <i>259,046</i>      | 308,892             |
| <i>AUG</i> | <i>152,275</i>        | 345,640             | <i>(193,365)</i> | <i>286,777</i>      | 363,040             |
| <i>SEP</i> | <i>314,178</i>        | 343,905             | <i>(29,727)</i>  | <i>285,740</i>      | 336,638             |
| <i>OCT</i> | <i>271,919</i>        | 294,613             | <i>(22,694)</i>  | <i>280,876</i>      | 280,809             |
| <i>NOV</i> | <i>249,759</i>        | 283,083             | <i>(33,324)</i>  | <i>259,631</i>      | 283,913             |
| <i>DEC</i> | <i>247,237</i>        | 283,808             | <i>(36,571)</i>  | <i>272,198</i>      | 271,495             |
| <i>JAN</i> | <i>274,992</i>        | 287,666             | <i>(12,674)</i>  | <i>266,633</i>      | 271,495             |
| <i>FEB</i> | <i>263,959</i>        | 299,349             | <i>(35,390)</i>  | <i>267,529</i>      | 281,139             |
| <i>MAR</i> | <i>248,762</i>        | 293,600             | <i>(44,838)</i>  | <i>254,042</i>      | 274,324             |
| <i>APR</i> | <i>262,037</i>        | 287,107             | <i>(25,070)</i>  | <i>268,701</i>      | 271,093             |
| MAY        | 289,662               | 289,662             | -                | <i>226,981</i>      | 290,167             |
| JUN        | 316,530               | 316,530             | -                | <i>226,863</i>      | 270,748             |
| Totals     | <b>2,995,890</b>      | <b>3,644,427</b>    | <b>(648,537)</b> | <b>3,155,017</b>    | <b>3,503,753</b>    |

Note: 2017-2018 Actual Kilowatt Hours shown in bold italics.

The budget assumes there will not be a Load Shed credit.

The budget for propane is \$2,415. *The forecast is \$4,300 or \$1,885 UNF.*

The budget for water is \$44,000. The forecast is these charges will be on budget.

Sewer costs are budgeted at \$40,000. The forecast projects this usage will be under budget, *\$18,911 FAV*. Jim Saisa negotiated to have the meter on the fuel cell reduced since all the waste water does not inject into the sewer system, \$10,840 FAV and remaining is reduced water usage from previous year.

#### DEGREE DAYS

There are 3,996 degree days to date compared to 4,080 last year at this time.

#### **LINE 32 on Page 4: 5420-REPAIRS, MAINTENANCE & CLEANING:**

An emergency elevator repair is complete at Amity Regional High School. The cost was \$23,934 UNF. A budget transfer from the facilities contingency account was approved in January. The snow removal totals for the year are \$49,570 which is under budget of \$67,500. A budget transfer was approved in April for \$16,000 to cover the inordinate amount of repairs at Amity Middle School-Orange campus (not including the glycol replacement). Boiler repairs, sewer pit, generator, and miscellaneous HVAC repairs have been reported in the montly facilities report. The glycol needs to be replaced in the HVAC system at Amity Middle School – Orange. A budget transfer was approved in May for \$81,191 UNF to cover the cost of the repair work and the glycol to supply the

repaired loop. *A transfer is requested this month to service and test the main electrical switch at the high school. This was recommended during the electrical panel upgrade and the District has been reviewing panels and switches annually. \$17,000 UNF.*

**LINE 33 on Page 4: 5611-INSTRUCTIONAL SUPPLIES:**

*The forecast estimates approximately \$20,000 FAV will not be spend from these 43 line items.*

**LINE 35 on Page 4: 5620-OIL:**

Budget for the year is \$46,500. This is for a total of 20,000 gallons of heating oil at \$2.25 per gallon. The bid price came in at \$2.1314. All 20,000 gallons have been received year-to-date for a projection of \$2,288 FAV. The tanks will be topped off in May if year-end money is available. *The forecast includes a transfer to top of the tank at AMSB, estimated at 5,600 gallons at 1.95/gallon - \$10,920 UNF.*

**LINE 36 on Page 4: 5621-NATURAL GAS:**

Budget for the year is \$52,512. The account is expected to be overbudget by **\$12,000 UNF previously \$12,000 UNF** due to several factors including a colder winter, down time for the heat exchanger and higher natural gas prices.

**LINE 37 on Page 4: 5627-TRANSPORTATION SUPPLIES:**

Budget for the year is \$151,900. This is for a total of 62,000 gallons of diesel fuel at \$2.45 per gallon. The bid price came in at \$2.1919 for a projection of \$16,002 FAV. *The updated forecast project another \$5,000 FAV will be unspent due to lower bus fuel consumption.*

**LINE 40 on Page 4: 5690-OTHER SUPPLIES:**

A budget request was approved in February for a three-year license for antivirus software. The District has experienced virus issues in the past several months and is currently still actively managing eracidating the virus. More comprehensive solutions for antivirus software were identified in our recent cybersecurity audit. A transfer was approved for \$74,605 UNF in February.

**LINE 42 & Line 43 on Page 4: 5730 & 5731-EQUIPMENT NEW & REPLACEMENT:**

*These accounts reflect transfers included in this month's packet to support protective covers for laptops (student and teacher devices), a portion of the teacher devices, intercoms at the middle school, and a video intercom system (Aiphone).*

**LINE 45 on Page 4: 5715-IMPROVEMENTS TO BUILDINGS:**

The District is planning to create security vestibules at each of the three schools. An architect firm was secured to prepare the specifications. The project was bid in April for the constructing and modifying of the entrances. The low bid was \$239,113.09. These items were not budgeted and transfers were approved in May. \$259,114 UNF. *This month's forecast includes the purchase of protective window film estimating the balance to be \$302,946 UNF.*

**LINE 45a on Page 4: 5850-FACILITIES CONTINGENCY:**

The budget includes a \$100,000 contingency for unplanned, necessary facility expenditures. The forecast assumes these funds will be entirely used. A budget transfer

was approved in November 2018 for \$23,300 to replace the domestic hot water line at the high school. The forecast reflects a budget transfer approved in January to cover an emergency replacement of the hydraulic power unit in the elevator at Amity Regional High School for \$23,934. The balance in the facilities contingency account is \$52,766. The forecast includes a request for a budget transfer for a new clock system at Amity Regional High School to replace the failing system. \$57,324 was requested, using the balance of the facilities contingency of \$52,766 and \$4,558 from the general contingency.

**LINE 47 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. Two budget transfer were approved last month. One for architectural services for \$18,700 to design security vestibules at all three schools and the second for a 3 year license for antivirus software at \$74,605. The balance in the contingency is \$56,695. A budget transfer was approved for a new clock system at Amity Regional High School to replace the failing system. \$4,558 was requested and leaves a balance of \$52,137. A budget transfer was approved in May to cover a portion of the glycol loop repair and expend the remaining \$52,137 in the contingency account.

**LINE 49 on Page 4: 5580-STAFF TRAVEL:**

*The forecast reflects \$4,500 FAV balance due to less travel for the Superintendent this year.*

**LINE 50 on Page 4: 5581-TRAVEL CONFERENCES:**

*The forecast reflects \$3,600 FAV balance largely due to less travel at the middle school level for the national NELMS conference.*

**LINE 51 on Page 4: 5810-DUES & FEES:**

*The forecast reflects \$15,000 FAV balance. There were 2 less national memberships than budgeted for the prior superintendent, less memberships in science and stem due to staff turnover, and fewer fees for athletic teams.*

## APPENDIX A

### COST SAVINGS AND EFFICIENCIES FOR FISCAL YEAR 2018-2019

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**TOTAL ANNUAL SAVINGS TO-DATE OF: \$52,451**

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**\$13,946 Cable Advisory Grant:** One of the high school teachers, Jeremy Iverson, applied for and received a grant from Cable Advisory Grant. The grant is to be used to purchase production equipment for the film courses and production room. This reduces the amounts that would be funded through the general fund.

**\$10,840 Meter Rate:** Jim Saisa negotiated with a lower rate for one of the sewer meters for the fuel cell. The fuel cell does not inject water into the sewer system and the meter charge was adjusted.

**\$3,800 Science Textbooks:** Enrollment in science course is higher than budgeted and more textbooks were needed. Mr. Amato, the Science Department Chairperson, negotiated with the textbook vendor for complimentary copies to supplement our order.

**\$3,000 Freezer Coil** – In-house personnel replaced a freezer coil at Amity High School at \$3,000 less than the quoted outside contractor price.

**\$15,500 Truck Repairs:** The District work truck, purchased in 2006, had developed some problems. Extensive use to salt the lots and sidewalks along with other heavy work use had rendered the truck bed unsafe and therefore, unusable. The truck was also in need of much needed maintenance such as brakes, front end work, and frame painting. Rather than request a replacement vehicle, the facilities department looked at options to make the truck safe and even more usable again. We purchased a stainless steel flat bed to replace the corroded stock bed and all of the other necessary parts to overhaul the truck. We involved our building maintainer, who is a talented mechanic, as well as the Career and Technical Education teachers and classes at Amity Regional High School. This was a valuable, real-life learning experience for the students in the Career and Technical Education classes. Together, the team replaced the bed on the truck, painted the frame, replaced the entire brake system, updated the lighting, and other minor needed repairs. The result is a nicely refurbished truck that has even greater flexibility to suit the Facility Department's needs. The total dollar layout was around \$4,500. The estimated cost if the truck was taken to an outside facility for the repairs is over \$10,000. The truck replacement cost, were it to be requested, would have been \$20,000 +. We are proud of our efforts to involve students and maximize value wherever we can.

**\$4,865 Metal Fabrication:** The in-floor grease pit in the kitchen at Amity Regional High School had deteriorated and became corroded over time. Our in-house maintainer obtained a price of \$5,000 to obtain a pre-fabricated replacement. This price was too high. We worked with the Industrial Arts department teachers. With their help, the students measured and designed a replacement. We ordered the materials and the students fabricated the new replacement. It was then installed by in-house personnel.



This cost of materials was \$135, thus saving \$4,865. It was another good project partnering with students to gain experience in a real-life fabrication.

**\$500 Calculators:** \$500 or more saved by the high school math department. Dameon Kellog researched buying refurbished calculators instead of new ones.

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-committe>
- 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 2017-2018 – \$746,688 <https://www.amityregion5.org/boe/sub-committees/finance-committee>
- Fiscal Year 2016-2017 – \$595,302 <http://www.amityregion5.org/boe/sub-committees/finance-committee>
- Fiscal Year 2015-2016 – \$125,911 <http://www.amityregion5.org/boe/sub-committees/finance-committee>
- 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).

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).

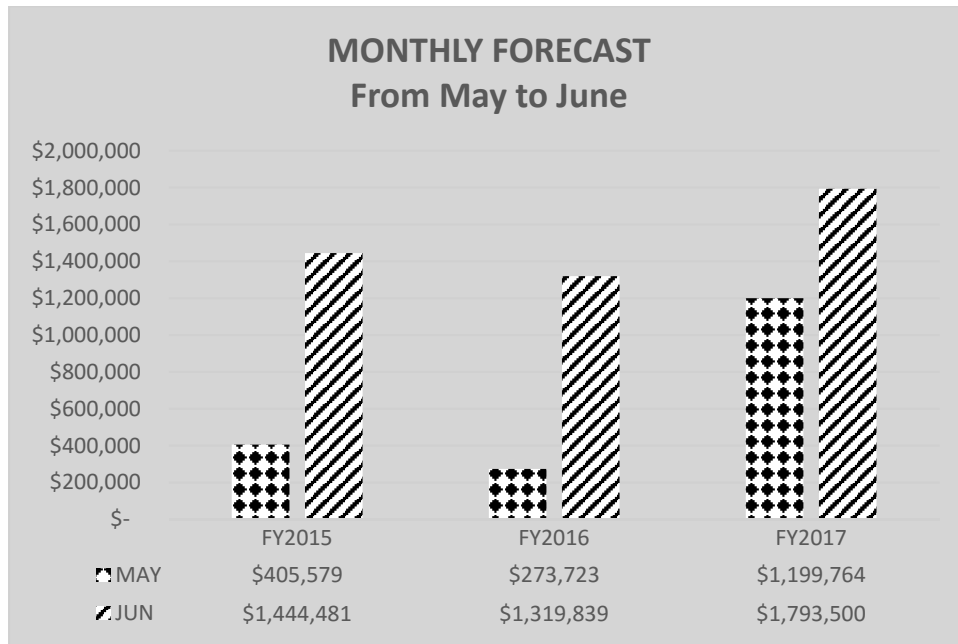
Revenues can be most impacted by decisions made at the State level for Special Education and Transportation grants. We have seen the reimbursement rate change in mid-year.

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 have significantly change 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.

### FY2015:

The projected fund balance was \$1,444,481. The monthly forecast for May 2015 projected a fund balance of \$405,579, or **\$1,038,902 higher than the prior month's forecast**. The major reasons for the significant increase in the yearend fund balance from one month to the next month were, as follows:

- **\$137,115:** 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. We use conservative estimates in the forecasts based on past history.
- **\$153,315:** Special education transportation and tuition expenditures were lower than forecasted. The May forecast included the possible costs due to two families that were beginning to proceed to due process. No expenditures were incurred in this fiscal year.

- **\$503,754:** Medical & dental claims were lower than expected. Since we are self-insured, actual claims are not known until the end of the fiscal year. Based on actual claims, we returned most of these funds to the member towns.
- **\$136,270:** As part of the yearend processing, unspent encumbrances are eliminated.
- **\$41,162:** Final grant payments for Special Education and Transportation are not known until the end of the fiscal year.

**FY2016:**

The audited fund balance is \$1,319,839. The monthly forecast for May 2016 projected a fund balance of \$273,723 which included \$427,713 transferred into Capital Reserve and a debt of \$145,086 owed to the State. The change is **\$473,344 higher than the prior month's forecast**. The major reasons for the significant increase in the yearend fund balance from one month to the next month were, as follows:

- **\$237,904:** 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. We use conservative estimates in the forecasts based on past history.
- **\$107,099:** Purchased services were lower than forecasted. Athletics held fewer home contests, did not have a need for assistant coaches in a few middle school sports and cheerleading did not field a squad. Intern were fewer than budgeted. Less than anticipated need for psychiatric consults and other consultants at PPTs.
- **\$85,857:** Final grant payments for Special Education and Transportation are not known until the end of the fiscal year. The reimbursement rate was 77.63% which is higher than the budgeted rate of 75%. The prior year adjustment was positive as were the changes in student placements.

**FY2017:**

The audited fund balance for 2016-2017 is \$1,793,498. The monthly forecast for May projected a fund balance of \$1,199,764, which included \$345,000 for Capital Reserve. The change is \$593,736 higher than the prior month's forecast.

- **\$231,098:** 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. We use conservative estimates in the forecasts based on past history.
- **\$129,651:** Purchased services were lower than forecasted. Athletics held fewer home contests, did not have a need for assistant coaches in a few middle school

sports and cheerleading did not field a squad. Interns were fewer than budgeted. Less than anticipated need for psychiatric consults and other consultants at PPTs. Transportation for field trips, athletics contests, and special education were lowered than expected.

- **\$76,592:** Supply accounts were under budget. These accounts include general instructional supplies, texts, library materials, transportation and maintenance supplies, and repair and maintenance accounts. Staff monitor budgets closely during the year and spend very conservatively. The staff does not attempt to “zero out” accounts but purchase what is needed at the best possible price.
- **\$54,302:** Utilities expenses were lower than anticipated. Electricity usage was lower than forecasted. The final invoice comes in July and the cooler temperatures saved on air conditioning costs. Fuel for bus drivers was not fully expended. Bus drivers have until June 30<sup>th</sup> to take fuel and the towns bill in the next 4 -6 weeks. Not all the fuel was taken though the forecast assumed all fuel would be used.

APPENDIX C

**RECAP OF 2015-2016**

**Return Unspent Fund Balance:**

*The cancellation of 2014-2015 encumbrances of \$1,035 will be returned to the Member Towns. 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) and we do not need to spend the entire encumbrance. Once the audit is final for 2015-2016, the funds will be returned.*

|                   |                       |
|-------------------|-----------------------|
| <i>Bethany</i>    | <i>\$ 215</i>         |
| <i>Orange</i>     | <i>\$ 509</i>         |
| <i>Woodbridge</i> | <i><u>\$ 310</u></i>  |
| <i>Total</i>      | <i><u>\$1,035</u></i> |

The audited fund balance for 2015-2016 is \$1,319,839. The Amity Board of Education previously voted to designate \$427,713 for Capital Improvement Projects. There are two other funding requests for discussion at the August 8, 2016 meetings of the Amity Finance Committee and the Amity Board of Education meetings.

**FINANCIAL MANAGEMENT:**

**\$ 318,642**

Our efforts to foster a District culture of finding cost savings and efficiencies has been successful producing savings of \$136,911. Utilities for electricity, heating oil and natural gas were below budget due to many conservation efforts and price negotiations.

**SPECIAL EDUCATION (NET)**

**\$ 350,967**

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. Any one of these events can have a significant impact, positive or negative, on the District’s special education expenditures. The State reimbursement rate fluctuates throughout the year. The budget forecasted 75% reimbursement rate and the final rate was 77.63%.

**OTHER:**

**\$ 650,230**

**\$395,748:** “Turnover savings” from replacing teachers and other staff who retired or resigned is over budget and savings from unpaid leaves-of-absence. Athletic salaries were down from unfilled coaching positions at the middle school including cheerleading and several assistant coaching positions. Teacher coverages, summer work costs, substitute costs, degree changes and homebound services were less than anticipated.

**\$30,315:** The bid price for workers’ compensation insurance premium was under budget. The payroll audit premium was below budget.

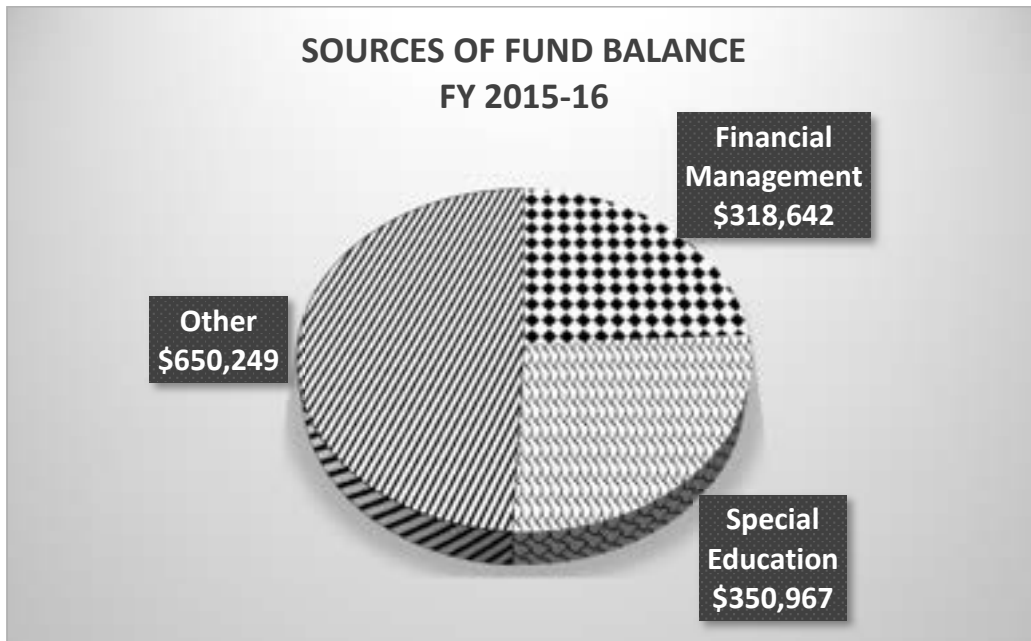
**\$107,099:** Purchased services costs were lower due to a number of factors. There were less interns than anticipated. Fewer home athletic contests at the high school which required

fewer officials, monitors, and scorekeepers; and less than anticipated need for psychiatric consults, professional's attendance at PPTs and behavior specialists' services.

**\$62,385:** The bid for the stone coping repair project at Amity Regional High School was under budget.

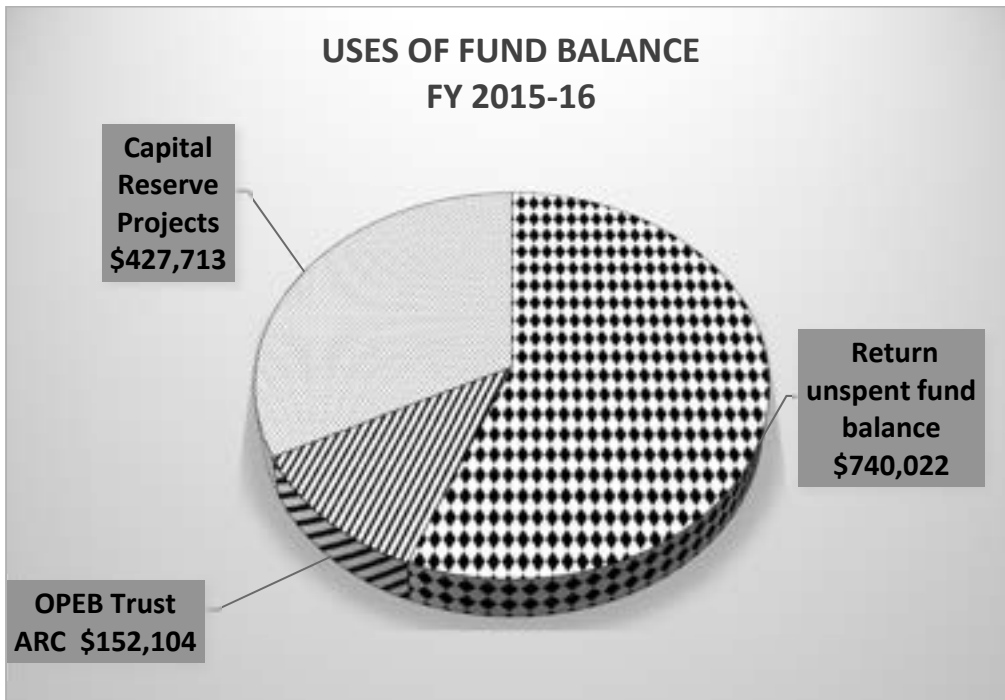
**\$42,438:** Transportation costs were less for athletics and less diesel fuel was used for all bus services than anticipated.

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



1. **\$740,022** – Return of unspent fund balance pending audit presentation
2. **\$152,104** - Designated for the 2015-2016 OPEB Trust ARC
3. **\$427,713** -Transferred into the Reserve Fund for Capital and Nonrecurring Expenses for a variety of projects. The projects include a lighting retrofit, replacing custodial equipment, renovating gym bleachers, replacing stairwell doors, replacing flooring and drinking fountains.

The uses of the fund balance are shown graphically below:



**Return Unspent Fund Balance:**

The *audited* unspent fund balance will be returned to the Member Towns, as follows:

|              |                   |
|--------------|-------------------|
| Bethany      | \$ 154,065        |
| Orange       | \$ 365,549        |
| Woodbridge   | \$ <u>220,408</u> |
| <b>Total</b> | <b>\$ 740,022</b> |



APPENDIX D

RECAP OF 2016-2017

**Return Unspent Fund Balance:**

*The cancellation of 2015-2016 encumbrances of \$25,133 will be returned to the Member Towns. 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) and we do not need to spend the entire encumbrance. Once the audit is final for 2016-2017, the funds will be returned.*

|                   |                  |
|-------------------|------------------|
| <i>Bethany</i>    | <i>\$ 5,232</i>  |
| <i>Orange</i>     | <i>\$ 12,415</i> |
| <i>Woodbridge</i> | <i>\$ 7,486</i>  |
| <i>Total</i>      | <i>\$ 25,133</i> |

The audited fund balance for 2016-2017 is \$1,793,498. These source of the available funds are described below.

**FINANCIAL MANAGEMENT:** **\$ 246,520**

Our efforts to foster a District culture of finding cost savings and efficiencies has been successful producing savings of \$55,152. Utilities for electricity, heating oil and natural gas were below budget by \$191,368 due to many conservation efforts and price negotiations.

**SPECIAL EDUCATION (NET)** **\$ 477,890**

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 State reimbursement rate fluctuates throughout the year. Expenses were down \$790,238 which reduced revenue by \$477,890. The budget forecasted 70% reimbursement rate and the final rate was 76.9%.

**SALARIES, MEDICAL, PURCHASED SERVICES (OTHER):** **\$ 756,654**

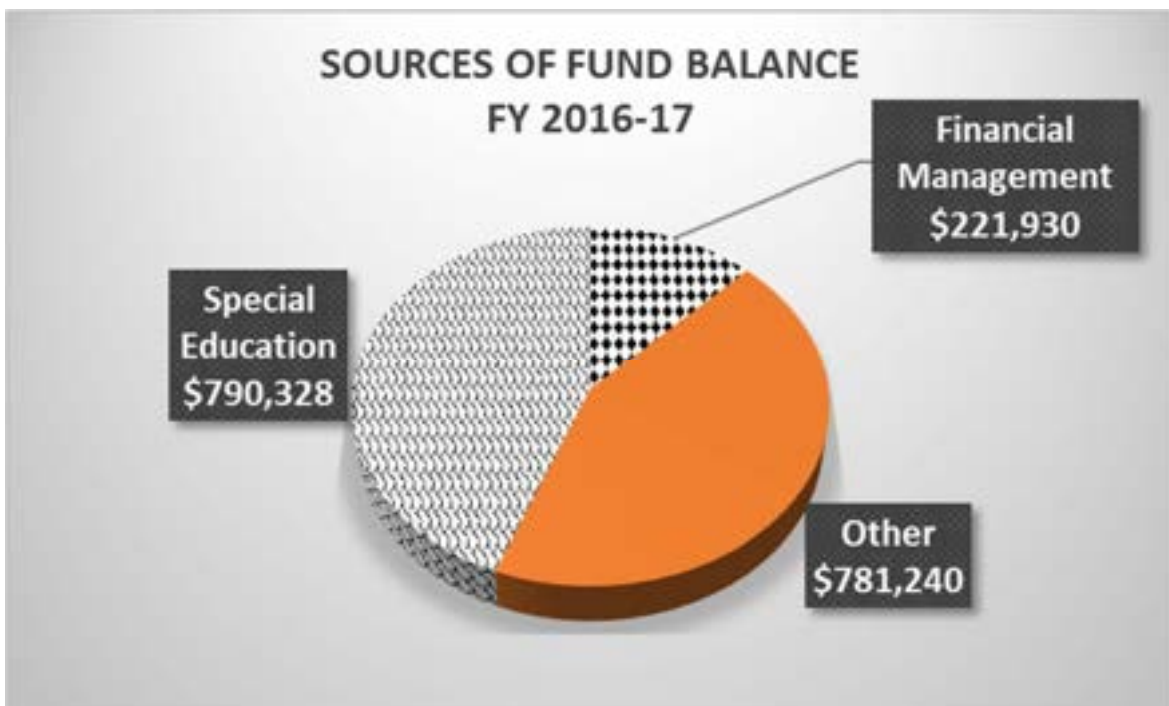
**\$230,437 SALARIES (OTHER):** "Turnover savings" from replacing teachers and other staff who retired or resigned is over budget and savings from unpaid leaves-of-absence. Athletic salaries were down from unfilled coaching positions at the middle school including cheerleading and several assistant coaching positions. Teacher coverages, summer work costs, substitute costs, degree changes and homebound services were less than anticipated.

**\$351,480 MEDICAL (OTHER):** The net balance of the medical account was under budget. Claims and fees were lower than budgeted. The savings was offset by other

components of the account including employer contributions to HSA accounts, retiree payments, and employee co-share contributions.

**\$113,767 PURCHASED SERVICES (OTHER):** Purchased services costs were lower due to a number of factors. There were less interns than anticipated. Fewer home athletic contests at the high school which required fewer officials, monitors, and scorekeepers; and less than anticipated need for psychiatric consults, professional’s attendance at PPTs and behavior specialists’ services.

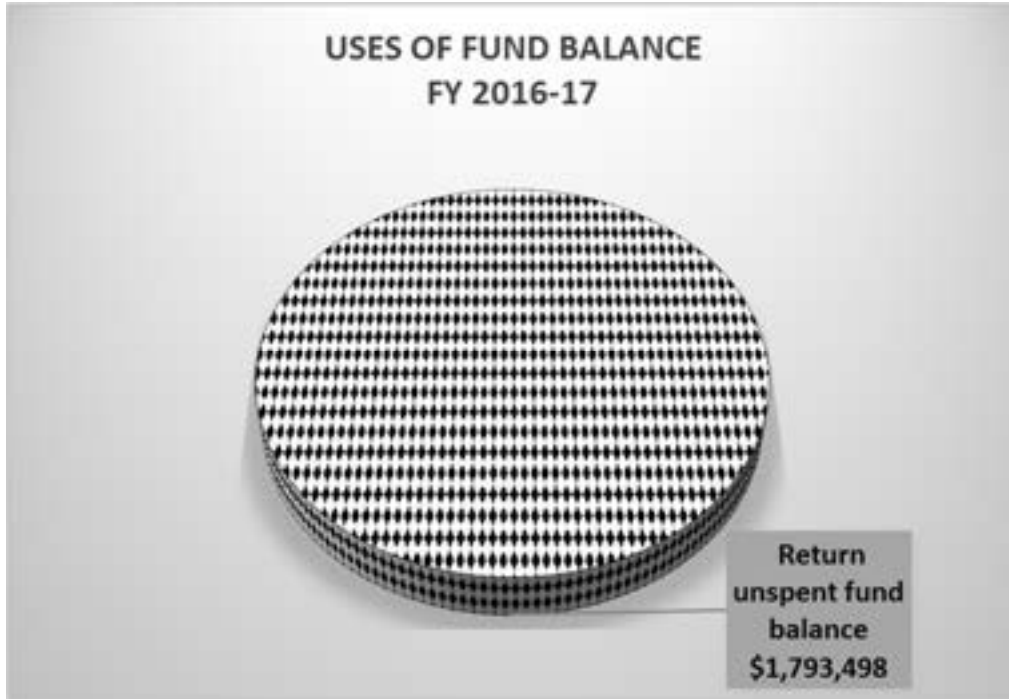
The primary sources of the fund balance are shown graphically below:



The Board of Education approved uses of the fund balance are, as follows:

1. **\$1,793,498** - Return of unspent fund balance per audit.

The uses of the fund balance are shown graphically below:



**Return Unspent Fund Balance:**

The *audited* unspent fund balance will be returned to the Member Towns, as follows:

|              |                    |
|--------------|--------------------|
| Bethany      | \$ 365,676         |
| Orange       | \$ 874,151         |
| Woodbridge   | <u>\$ 553,671</u>  |
| <b>Total</b> | <b>\$1,793,498</b> |

**APPENDIX E**

**RECAP OF 2017-2018**

**Return Unspent Fund Balance:**

*The cancellation of 2016-2017 encumbrances of \$86,227 will be returned to the Member Towns. 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. Once the audit is final for 2017-2018, the funds will be returned.*

|                   |                        |
|-------------------|------------------------|
| <i>Bethany</i>    | <i>\$17,581</i>        |
| <i>Orange</i>     | <i>\$42,027</i>        |
| <i>Woodbridge</i> | <i><u>\$26,619</u></i> |
| <i>Total</i>      | <i><u>\$86,227</u></i> |

The audited fund balance for 2017-2018 is \$3,127,505. These source of the available funds are described below.

**FINANCIAL MANAGEMENT:**

**\$ 78,987**

Our efforts to foster a District culture of finding cost savings and efficiencies has been successful producing savings of \$38,753. Grant money was applied for and awarded to offset the cost of the CEN for savings of \$27,440. This District applied for a grant for displaced students to due hurricanes but received the grant award notice and funds after the fiscal year ended. Restraints of the grant did not allow us to spend it after the fiscal year so it became part of the fund balance.

**SPECIAL EDUCATION (NET)**

**\$ 996,157**

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.

**OTHER:**

**\$ 2,052,361**

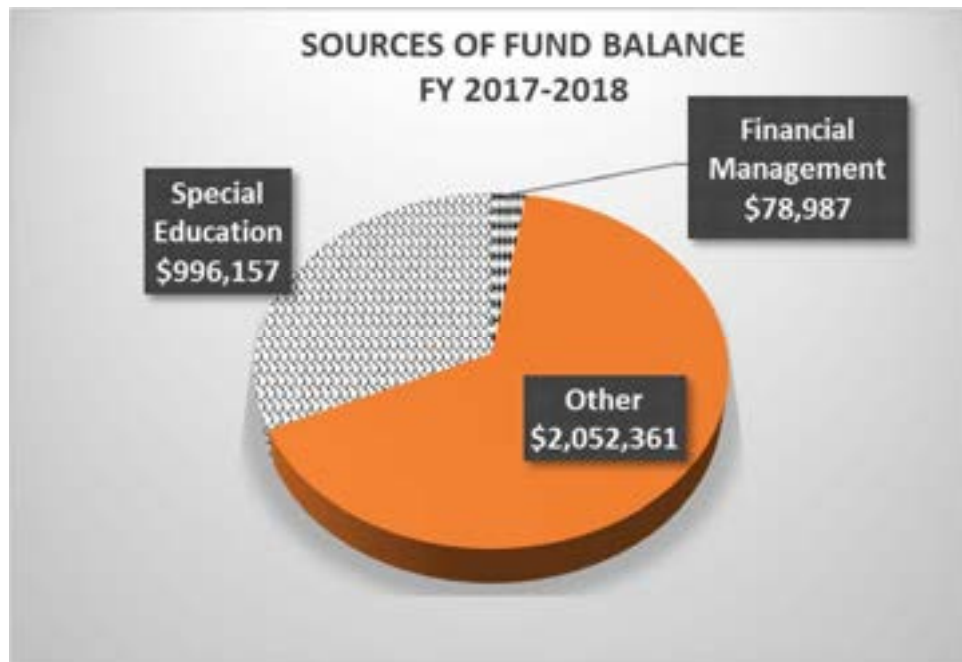
**\$342,994 SALARIES (OTHER):** "Turnover savings" from replacing teachers and other staff who retired or resigned is over budget and savings from unpaid leaves-of-absence. Athletic salaries were down from unfilled coaching positions at the middle school including cheerleading and several assistant coaching positions. Teacher coverages, summer work costs, substitute costs, degree changes and homebound services were less than anticipated.

**\$1,395,839 MEDICAL (OTHER):** The net balance of the medical account was under budget. Claims and fees were much lower than budgeted, only costing 72% of expected claims. The savings was offset by other components of the account including employer contributions to HSA accounts, retiree payments, and employee co-share contributions.

**\$29,913 FACILITIES (OTHER):** The Director of Facilities manages projects and supplies in a very conservative manner. Many projects were completed in-house including tuck-point repair of the field house, concrete sidewalk patches and step repair, and electrical repairs.

**\$29,177 STAFF TRAVEL, CONFERENCES AND DUES & FEES:** Schedule conflicts precluding some staff from attending conferences, other staff were presenters at conferences and registration fees were waived, and a few less requests from students for contest entries. The appropriate funding level for these accounts will be reviewed in the upcoming budget cycle.

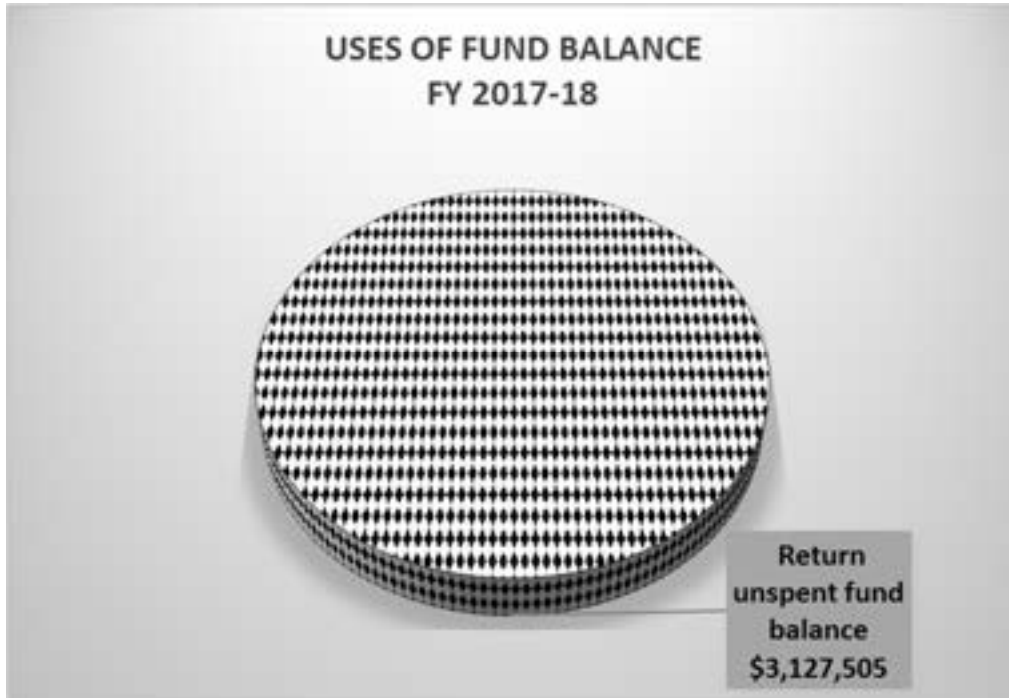
The primary sources of the fund balance are shown graphically below:



The use of the fund balance as voted on in the September 2108 AFC and BOE meetings is as follows:

1. **\$3,127,505** - Return of unspent fund balance per audit.

The uses of the fund balance are shown graphically below:



**Return Unspent Fund Balance:**

The audited unspent fund balance will be returned to the Member Towns, as follows:

|                           |                          |
|---------------------------|--------------------------|
| <i>Town of Bethany</i>    | <i>\$ 615,493</i>        |
| <i>Town of Orange</i>     | <i>\$1,556,778</i>       |
| <i>Town of Woodbridge</i> | <i><u>\$ 955,234</u></i> |
| <i>Total</i>              | <i>\$3,127,505</i>       |

Amity Regional School District No. 5 - Budget Transfers 2018-2019

| <u>MONTH/YR</u> | <u>JNL#</u> | <u>ACCOUNT NUMBER &amp; DESCRIPTION</u> |                                     | <u>AMOUNT</u> | <u>DESCRIPTION</u>             |
|-----------------|-------------|---|-------------------------------------|---------------|--------------------------------|
| September 2018  | 25          | 01111008                                | 5730 EQUIPMENT - NEW                | \$ 2,100.00   | WOODWORKING BENCH FOR TECH     |
| September 2018  | 25          | 01111008                                | 5611 INSTRUCTIONAL SUPPLIES         | \$ -2,100.00  | WOODWORKING BENCH FOR TECH     |
| September 2018  | 60          | 05142700                                | 5513 IN DISTRICT PRIVATE REG ED     | \$ 880.00     | TRANSPORTATION TO EZRA         |
| September 2018  | 60          | 05142700                                | 5512 VO-AG/VO-TECH REG ED           | \$ -880.00    | TRANSPORTATION TO EZRA         |
| September 2018  | 84          | 04122150                                | 5690 OTHER SUPPLIES                 | \$ 5.00       | OVERAGE FOR SHIPPING CHARGE    |
| September 2018  | 84          | 04122150                                | 5611 INSTRUCTIONAL SUPPLIES         | \$ -5.00      | OVERAGE FOR SHIPPING CHARGE    |
| September 2018  | 111         | 01111010                                | 5810 DUES & FEES                    | \$ 134.00     | Fee/membership NAFME/CMEA      |
| September 2018  | 111         | 01111010                                | 5420 REPAIRS,MAINTENANCE & CLEANING | \$ -134.00    | Fee/membership NAFME/CMEA      |
| October 2018    | 27          | 01111016                                | 5810 DUES & FEES                    | \$ -100.00    | Books for Reading Lab          |
| October 2018    | 27          | 01111016                                | 5690 OTHER SUPPLIES                 | \$ 100.00     | Books for Reading Lab          |
| October 2018    | 43          | 02111011                                | 5730 EQUIPMENT - NEW                | \$ 300.00     | PURCHASE FLOORING FOR WEIGHTRM |
| October 2018    | 43          | 02111011                                | 5611 INSTRUCTIONAL SUPPLIES         | \$ -300.00    | PURCHASE FLOORING FOR WEIGHTRM |
| October 2018    | 52          | 04121206                                | 5580 STAFF TRAVEL                   | \$ 1,000.00   | MILEAGE TO ALBERTUS COLLEGE    |
| October 2018    | 52          | 04121206                                | 5440 RENTALS-LAND,BLDG,EQUIPMENT    | \$ -1,000.00  | MILEAGE TO ALBERTUS COLLEGE    |
| October 2018    | 71          | 01111016                                | 5810 DUES & FEES                    | \$ -34.00     | Cover shipping costs           |
| October 2018    | 71          | 01111016                                | 5611 INSTRUCTIONAL SUPPLIES         | \$ 34.00      | Cover Shipping costs           |
| November 2018   | 24          | 01111005                                | 5611 INSTRUCTIONAL SUPPLIES         | \$ -31.00     | on-line vocabulary subscriptio |
| November 2018   | 24          | 01111005                                | 5641 TEXTBOOKS                      | \$ 287.00     | on-line vocabulary subscriptio |
| November 2018   | 24          | 01111005                                | 5690 OTHER SUPPLIES                 | \$ -256.00    | on-line vocabulary subscriptio |
| November 2018   | 174         | 02132130                                | 5810 DUES & FEES                    | \$ 85.00      | FOR NURSE DUES AND FEES        |
| November 2018   | 174         | 02132130                                | 5690 OTHER SUPPLIES                 | \$ -85.00     | FOR NURSE DUES AND FEES        |
| November 2018   | 190         | 02111011                                | 5611 INSTRUCTIONAL SUPPLIES         | \$ -1,030.00  | WEIGHT ROOM FLOOR/MAT          |
| November 2018   | 190         | 02111011                                | 5730 EQUIPMENT - NEW                | \$ 1,030.00   | WEIGHT ROOM FLOOR/MAT          |
| December 2018   | 110         | 03113202                                | 5731 EQUIPMENT - REPLACEMENT        | \$ 9.00       | Dumb bell sets shortfall       |
| December 2018   | 110         | 03113202                                | 5420 REPAIRS,MAINTENANCE & CLEANING | \$ -9.00      | Dumb bell sets shortfall       |
| January 2019    | 12          | 01142600                                | 5613 MAINTENANCE/CUSTODIAL SUPPLIES | \$ -85.00     | propane for kitchen            |
| January 2019    | 12          | 01142600                                | 5410 UTILITIES, EXCLUDING HEAT      | \$ 85.00      | propane for kitchen            |
| January 2019    | 68          | 03132400                                | 5581 TRAVEL - CONFERENCES           | \$ 1,852.00   | REIMBURSEMENT NEASC CONFERENCE |
| January 2019    | 68          | 03132400                                | 5580 STAFF TRAVEL                   | \$ -1,852.00  | REIMBURSEMENT NEASC CONFERENCE |
| February 2019   | 76          | 02132220                                | 5690 OTHER SUPPLIES                 | \$ -300.00    | PURCHASE BOOKS FOR MEDIA CENTE |
| February 2019   | 76          | 02132220                                | 5642 LIBRARY BOOKS & PERIODICALS    | \$ 700.00     | PURCHASE BOOKS FOR MEDIA CENTE |
| February 2019   | 76          | 02132220                                | 5330 OTHER PROFESSIONAL & TECH SRVC | \$ -400.00    | PURCHASE BOOKS FOR MEDIA CENTE |
| February 2019   | 141         | 02111010                                | 5330 OTHER PROFESSIONAL & TECH SRVC | \$ -500.00    | PURCHASE ORCHESTRA/BAND BOOKS  |
| February 2019   | 141         | 02111010                                | 5611 INSTRUCTIONAL SUPPLIES         | \$ 500.00     | PURCHASE ORCHESTRA/BAND BOOKS  |
| February 2019   | 180         | 03111001                                | 5731 EQUIPMENT - REPLACEMENT        | \$ 998.00     | CAMERA PURCH DUE TO ENROLLMENT |
| February 2019   | 180         | 03111001                                | 5730 EQUIPMENT - NEW                | \$ -63.00     | CAMERA PURCH DUE TO ENROLLMENT |
| February 2019   | 180         | 03111001                                | 5731 EQUIPMENT - REPLACEMENT        | \$ 63.00      | CAMERA PURCH DUE TO ENROLLMENT |
| February 2019   | 180         | 03111001                                | 5611 INSTRUCTIONAL SUPPLIES         | \$ -1,000.00  | CAMERA PURCH DUE TO ENROLLMENT |
| February 2019   | 180         | 03111001                                | 5731 EQUIPMENT - REPLACEMENT        | \$ 1,000.00   | CAMERA PURCH DUE TO ENROLLMENT |
| February 2019   | 180         | 03111001                                | 5730 EQUIPMENT - NEW                | \$ -998.00    | CAMERA PURCH DUE TO ENROLLMENT |
| February 2019   | 291         | 05132213                                | 5322 INSTRUCTIONAL PROG IMPROVEMENT | \$ -835.00    | WRMT READING TEST KIT          |
| February 2019   | 291         | 05132213                                | 5611 INSTRUCTIONAL SUPPLIES         | \$ 835.00     | WRMT READING TEST KIT          |
| February 2019   | 303         | 04121206                                | 5730 EQUIPMENT - NEW                | \$ -55.00     | ATA UNIFIED SPORTS T SHIRTS    |
| February 2019   | 303         | 04121206                                | 5690 OTHER SUPPLIES                 | \$ 55.00      | ATA UNIFIED SPORTS T SHIRTS    |
| March 2019      | 41          | 01142600                                | 5613 MAINTENANCE/CUSTODIAL SUPPLIES | \$ -2,990.00  | Roof repairs needed            |
| March 2019      | 41          | 01142600                                | 5420 REPAIRS,MAINTENANCE & CLEANING | \$ 2,990.00   | Roof repairs needed            |
| March 2019      | 134         | 03111011                                | 5330 OTHER PROFESSIONAL & TECH SRVC | \$ -1,000.00  | Badminton supplies             |
| March 2019      | 134         | 03111011                                | 5611 INSTRUCTIONAL SUPPLIES         | \$ 1,000.00   | Badminton supplies             |
| March 2019      | 139         | 03111005                                | 5810 DUES & FEES                    | \$ 200.00     | membshp/Council of English     |

| <u>MONTH/YR</u> | <u>JNL#</u> | <u>ACCOUNT NUMBER &amp; DESCRIPTION</u> |                                     | <u>AMOUNT</u> | <u>DESCRIPTION</u>                 |
|-----------------|-------------|---|-------------------------------------|---------------|------------------------------------|
| March 2019      | 139         | 03111005                                | 5611 INSTRUCTIONAL SUPPLIES         | \$ -200.00    | membshp/CT council of English      |
| March 2019      | 340         | 03111008                                | 5420 REPAIRS,MAINTENANCE & CLEANING | \$ -824.00    | transfer to supplies from repa     |
| March 2019      | 340         | 03111008                                | 5611 INSTRUCTIONAL SUPPLIES         | \$ 824.00     | transfer from repair to suppli     |
| March 2019      | 189         | 01142600                                | 5420 REPAIRS,MAINTENANCE & CLEANING | \$ 1,200.00   | ROOF REPAIR                        |
| March 2019      | 189         | 02142600                                | 5613 MAINTENANCE/CUSTODIAL SUPPLIES | \$ -1,600.00  | ROOF REPAIR                        |
| March 2019      | 189         | 02142600                                | 5420 REPAIRS,MAINTENANCE & CLEANING | \$ 1,600.00   | ROOF REPAIR                        |
| March 2019      | 189         | 01142600                                | 5613 MAINTENANCE/CUSTODIAL SUPPLIES | \$ -1,200.00  | ROOF REPAIR                        |
| March 2019      | 207         | 05132212                                | 5810 DUES & FEES                    | \$ -240.00    | YEARS SERVICE/RETIREMENT           |
| March 2019      | 207         | 05132213                                | 5810 DUES & FEES                    | \$ -236.00    | YEARS SERVICE/RETIREMENT           |
| March 2019      | 207         | 05132212                                | 5580 STAFF TRAVEL                   | \$ -224.00    | YEARS SERVICE/RETIREMENT           |
| March 2019      | 207         | 05132213                                | 5690 OTHER SUPPLIES                 | \$ 700.00     | YEARS SERVICE/RETIREMENT           |
| March 2019      | 277         | 03111001                                | 5611 INSTRUCTIONAL SUPPLIES         | \$ -1,500.00  | POTTERY WHEEL FAILING              |
| March 2019      | 277         | 03111001                                | 5611 INSTRUCTIONAL SUPPLIES         | \$ -794.00    | PAPER CUTTER                       |
| March 2019      | 277         | 03111001                                | 5611 INSTRUCTIONAL SUPPLIES         | \$ -300.00    | CHAIRS FOR ADD'L STUDENTS          |
| March 2019      | 277         | 03111001                                | 5731 EQUIPMENT - REPLACEMENT        | \$ 2,594.00   | CHAIRS/FAILING EQUIP               |
| March 2019      | 300         | 02111001                                | 5731 EQUIPMENT - REPLACEMENT        | \$ 2,172.00   | Replacing un sturdy art stools     |
| March 2019      | 300         | 02132400                                | 5330 OTHER PROFESSIONAL & TECH SRVC | \$ -2,172.00  | Replacing un sturdy art stools     |
| March 2019      | 319         | 03132220                                | 5810 DUES & FEES                    | \$ -96.00     | Liquidate Dues/Fees account        |
| March 2019      | 319         | 03132220                                | 5731 EQUIPMENT - REPLACEMENT        | \$ 96.00      | Pending equipment purchase         |
| April 2019      | 14          | 02132400                                | 5330 OTHER PROFESSIONAL & TECH SRVC | \$ -57.00     | PRICE INCREASE ART STOOLS          |
| April 2019      | 14          | 02111001                                | 5731 EQUIPMENT - REPLACEMENT        | \$ 57.00      | PRICE INCREASE ART STOOLS          |
| April 2019      | 51          | 01111010                                | 5690 OTHER SUPPLIES                 | \$ -900.00    | Sound Mix Brd-beyond repair        |
| April 2019      | 51          | 01111010                                | 5731 EQUIPMENT - REPLACEMENT        | \$ 1,800.00   | Sound Mix Brd-beyond repair        |
| April 2019      | 51          | 01111010                                | 5611 INSTRUCTIONAL SUPPLIES         | \$ -900.00    | Sound Mix Brd-beyond repair        |
| April 2019      | 54          | 02132400                                | 5330 OTHER PROFESSIONAL & TECH SRVC | \$ -550.00    | CHAIR RENTAL FOR MOVING UP         |
| April 2019      | 54          | 02132400                                | 5440 RENTALS-LAND,BLDG,EQUIPMENT    | \$ 550.00     | CHAIR RENTAL FOR MOVING UP         |
| April 2019      | 81          | 02111008                                | 5731 EQUIPMENT - REPLACEMENT        | \$ 316.00     | TO PURCHASE STOOLS                 |
| April 2019      | 81          | 02111008                                | 5420 REPAIRS,MAINTENANCE & CLEANING | \$ -316.00    | TO PURCHASE STOOLS                 |
| April 2019      | 84          | 01132400                                | 5330 OTHER PROFESSIONAL & TECH SRVC | \$ -1,625.00  | WALKIE TALKIE SECURITY GUARDS      |
| April 2019      | 84          | 01132400                                | 5730 EQUIPMENT - NEW                | \$ 1,625.00   | WALKIE TALKIE SECURITY GUARDS      |
| April 2019      | 85          | 01132400                                | 5330 OTHER PROFESSIONAL & TECH SRVC | \$ -2,000.00  | SPOTLIGHTMUSICDEPTCONCERT/P<br>LAY |
| April 2019      | 85          | 01132400                                | 5730 EQUIPMENT - NEW                | \$ 2,000.00   | SPOTLIGHTMUSICDEPTCONCERT/P<br>LAY |
| April 2019      | 87          | 05142320                                | 5581 TRAVEL - CONFERENCES           | \$ 500.00     | Conferences fees                   |
| April 2019      | 87          | 05142320                                | 5580 STAFF TRAVEL                   | \$ -500.00    | Conference fees                    |
| April 2019      | 98          | 01132400                                | 5580 STAFF TRAVEL                   | \$ 289.00     | ADDT'L MILEAGE                     |
| April 2019      | 98          | 01132400                                | 5690 OTHER SUPPLIES                 | \$ 9.00       | SHIPPING CHGS                      |
| April 2019      | 98          | 01132400                                | 5590 OTHER PURCHASED SERVICES       | \$ -298.00    | ADDT'L MILEAGE & SHIPPING CHGS     |
| April 2019      | 99          | 02132400                                | 5330 OTHER PROFESSIONAL & TECH SRVC | \$ -500.00    | STAFF MILEAGE                      |
| April 2019      | 99          | 02132400                                | 5580 STAFF TRAVEL                   | \$ 500.00     | STAFF MILEAGE                      |
| April 2019      | 100         | 02111011                                | 5730 EQUIPMENT - NEW                | \$ 84.00      | SHIPPING FOR EQUIPMENT             |
| April 2019      | 100         | 02142219                                | 5611 INSTRUCTIONAL SUPPLIES         | \$ -84.00     | SHIPPING FOR EQUIPMENT             |
| April 2019      | 108         | 04121206                                | 5611 INSTRUCTIONAL SUPPLIES         | \$ 1,000.00   | RECOGNITIONS UNIFIED,TRANS         |
| April 2019      | 108         | 04121206                                | 5730 EQUIPMENT - NEW                | \$ -1,000.00  | RECOGNITIONS UNIFIED,TRANS         |
| April 2019      | 111         | 05142700                                | 5514 IN DISTRICT PUBLIC REG ED-MED  | \$ 2,430.00   | MEDICAL TRANSPORTATION             |
| April 2019      | 111         | 04126110                                | 5510 PUPIL TRANSPORTATION           | \$ -2,430.00  | MEDICAL TRANSPORTATION             |
| April 2019      | 114         | 02132400                                | 5330 OTHER PROFESSIONAL & TECH SRVC | \$ -605.00    | REPLACE PODIUM                     |
| April 2019      | 114         | 02132400                                | 5731 EQUIPMENT - REPLACEMENT        | \$ 605.00     | REPLACE PODIUM                     |
| April 2019      | 115         | 01132400                                | 5330 OTHER PROFESSIONAL & TECH SRVC | \$ -1,695.00  | ART BOARDS FOR ART CLASS DISPL     |
| April 2019      | 115         | 01111001                                | 5690 OTHER SUPPLIES                 | \$ 1,695.00   | ART BOARDS FOR ART CLASS DISPL     |
| April 2019      | 118         | 03111010                                | 5730 EQUIPMENT - NEW                | \$ 700.00     | PURCHASE (1) CELLO                 |
| April 2019      | 118         | 03111010                                | 5420 REPAIRS,MAINTENANCE & CLEANING | \$ -700.00    | PURCHASE (1) CELLO                 |
| April 2019      | 122         | 01111011                                | 5810 DUES & FEES                    | \$ -225.00    | Speakers for weight room           |
| April 2019      | 122         | 01111011                                | 5730 EQUIPMENT - NEW                | \$ 225.00     | Speakers for weight room           |
| April 2019      | 125         | 01132400                                | 5330 OTHER PROFESSIONAL & TECH SRVC | \$ -2,000.00  | Commercial bikes                   |
| April 2019      | 125         | 01111011                                | 5730 EQUIPMENT - NEW                | \$ 2,000.00   | Commercial bikes                   |



| <u>MONTH/YR</u> | <u>JNL#</u> | <u>ACCOUNT NUMBER &amp; DESCRIPTION</u> |      | <u>AMOUNT</u>                   | <u>DESCRIPTION</u>                         |
|-----------------|-------------|---|------|---------------------------------|--|
| April 2019      | 126         | 02132400                                | 5330 | OTHER PROFESSIONAL & TECH SRVC  | \$ -1,625.00 ADDITIONAL PORTABLE RADIOS    |
| April 2019      | 126         | 02132400                                | 5730 | EQUIPMENT - NEW                 | \$ 1,625.00 ADDITIONAL PORTABLE RADIOS     |
| April 2019      | 153         | 04121200                                | 5690 | OTHER SUPPLIES                  | \$ 369.00 RECORD KEEPING - FILE FOLDERS    |
| April 2019      | 153         | 04121203                                | 5730 | EQUIPMENT - NEW                 | \$ -369.00 RECORD KEEPING - FILE FOLDERS   |
| April 2019      | 155         | 02113202                                | 5330 | OTHER PROFESSIONAL & TECH SRVC  | \$ -471.00 \$\$ needed in 01 11 3202 5330  |
| April 2019      | 155         | 01113202                                | 5330 | OTHER PROFESSIONAL & TECH SRVC  | \$ 471.00 \$\$ needed to pay officials     |
| April 2019      | 324         | 03132220                                | 5611 | INSTRUCTIONAL SUPPLIES          | \$ 172.00 fro SUPPLY 5611 for whiteboard   |
| April 2019      | 324         | 03132220                                | 5731 | EQUIPMENT - REPLACEMENT         | \$ -172.00 to SUPPLY 5611 for whiteboard   |
| April 2019      | 158         | 01132220                                | 5642 | LIBRARY BOOKS & PERIODICALS     | \$ -150.00 Laminator Repair/Maintenance    |
| April 2019      | 158         | 01132400                                | 5420 | REPAIRS, MAINTENANCE & CLEANING | \$ 150.00 Laminator Repair/Maintenance     |
| April 2019      | 161         | 03111010                                | 5810 | DUES & FEES                     | \$ -371.00 eoy music for final projects    |
| April 2019      | 161         | 03111010                                | 5611 | INSTRUCTIONAL SUPPLIES          | \$ 371.00 eoy music for final projects     |
| April 2019      | 194         | 04122150                                | 5611 | INSTRUCTIONAL SUPPLIES          | \$ 145.00 SLP - ASSESSMENTS                |
| April 2019      | 194         | 04121206                                | 5730 | EQUIPMENT - NEW                 | \$ -145.00 SLP - ASSESSMENTS               |
| April 2019      | 302         | 03111008                                | 5611 | INSTRUCTIONAL SUPPLIES          | \$ -322.00 Additional propane needed       |
| April 2019      | 302         | 03111008                                | 5690 | OTHER SUPPLIES                  | \$ 322.00 Additional propane needed        |
| May 2019        | 47          | 01142600                                | 5613 | MAINTENANCE/CUSTODIAL SUPPLIES  | \$ -1,204.00 funds needed utilites account |
| May 2019        | 47          | 01142600                                | 5410 | UTILITIES, EXCLUDING HEAT       | \$ 1,204.00 funds needed utilites account  |
| May 2019        | 66          | 02132120                                | 5330 | OTHER PROFESSIONAL & TECH SRVC  | \$ -200.00 BUSES FOR CHARACTER ED.         |
| May 2019        | 66          | 02142700                                | 5510 | PUPIL TRANSPORTATION            | \$ 400.00 BUSES FOR CHARACTER ED.          |
| May 2019        | 66          | 02132120                                | 5590 | OTHER PURCHASED SERVICES        | \$ -200.00 BUSES FOR CHARACTER ED.         |
| May 2019        | 80          | 04121206                                | 5581 | TRAVEL - CONFERENCES            | \$ -300.00 SUPPLIES FOR UNIFIED SPORTS     |
| May 2019        | 80          | 04121206                                | 5611 | INSTRUCTIONAL SUPPLIES          | \$ 300.00 SUPPLIES FOR UNIFIED SPORTS      |
| May 2019        | 81          | 04121200                                | 5581 | TRAVEL - CONFERENCES            | \$ -550.00 ESY SUPPLIES                    |
| May 2019        | 81          | 04121200                                | 5690 | OTHER SUPPLIES                  | \$ 550.00 ESY SUPPLIES                     |

Amity Regional School District No. 5 - Budget Transfers 2018-2019

| <u>MONTH/YR</u> | <u>JNL#</u> | <u>ACCOUNT NUMBER &amp; DESCRIPTION</u> |                                     | <u>AMOUNT</u> | <u>DESCRIPTION</u>             |
|-----------------|-------------|---|-------------------------------------|---------------|--------------------------------|
| September 2018  | 25          | 01111008                                | 5730 EQUIPMENT - NEW                | \$ 2,100.00   | WOODWORKING BENCH FOR TECH     |
| September 2018  | 25          | 01111008                                | 5611 INSTRUCTIONAL SUPPLIES         | \$ -2,100.00  | WOODWORKING BENCH FOR TECH     |
| September 2018  | 60          | 05142700                                | 5513 IN DISTRICT PRIVATE REG ED     | \$ 880.00     | TRANSPORTATION TO EZRA         |
| September 2018  | 60          | 05142700                                | 5512 VO-AG/VO-TECH REG ED           | \$ -880.00    | TRANSPORTATION TO EZRA         |
| September 2018  | 84          | 04122150                                | 5690 OTHER SUPPLIES                 | \$ 5.00       | OVERAGE FOR SHIPPING CHARGE    |
| September 2018  | 84          | 04122150                                | 5611 INSTRUCTIONAL SUPPLIES         | \$ -5.00      | OVERAGE FOR SHIPPING CHARGE    |
| September 2018  | 111         | 01111010                                | 5810 DUES & FEES                    | \$ 134.00     | Fee/membership NAFME/CMEA      |
| September 2018  | 111         | 01111010                                | 5420 REPAIRS,MAINTENANCE & CLEANING | \$ -134.00    | Fee/membership NAFME/CMEA      |
| October 2018    | 27          | 01111016                                | 5810 DUES & FEES                    | \$ -100.00    | Books for Reading Lab          |
| October 2018    | 27          | 01111016                                | 5690 OTHER SUPPLIES                 | \$ 100.00     | Books for Reading Lab          |
| October 2018    | 43          | 02111011                                | 5730 EQUIPMENT - NEW                | \$ 300.00     | PURCHASE FLOORING FOR WEIGHTRM |
| October 2018    | 43          | 02111011                                | 5611 INSTRUCTIONAL SUPPLIES         | \$ -300.00    | PURCHASE FLOORING FOR WEIGHTRM |
| October 2018    | 52          | 04121206                                | 5580 STAFF TRAVEL                   | \$ 1,000.00   | MILEAGE TO ALBERTUS COLLEGE    |
| October 2018    | 52          | 04121206                                | 5440 RENTALS-LAND,BLDG,EQUIPMENT    | \$ -1,000.00  | MILEAGE TO ALBERTUS COLLEGE    |
| October 2018    | 71          | 01111016                                | 5810 DUES & FEES                    | \$ -34.00     | Cover shipping costs           |
| October 2018    | 71          | 01111016                                | 5611 INSTRUCTIONAL SUPPLIES         | \$ 34.00      | Cover Shipping costs           |
| November 2018   | 24          | 01111005                                | 5611 INSTRUCTIONAL SUPPLIES         | \$ -31.00     | on-line vocabulary subscriptio |
| November 2018   | 24          | 01111005                                | 5641 TEXTBOOKS                      | \$ 287.00     | on-line vocabulary subscriptio |
| November 2018   | 24          | 01111005                                | 5690 OTHER SUPPLIES                 | \$ -256.00    | on-line vocabulary subscriptio |
| November 2018   | 174         | 02132130                                | 5810 DUES & FEES                    | \$ 85.00      | FOR NURSE DUES AND FEES        |
| November 2018   | 174         | 02132130                                | 5690 OTHER SUPPLIES                 | \$ -85.00     | FOR NURSE DUES AND FEES        |
| November 2018   | 190         | 02111011                                | 5611 INSTRUCTIONAL SUPPLIES         | \$ -1,030.00  | WEIGHT ROOM FLOOR/MAT          |
| November 2018   | 190         | 02111011                                | 5730 EQUIPMENT - NEW                | \$ 1,030.00   | WEIGHT ROOM FLOOR/MAT          |
| December 2018   | 110         | 03113202                                | 5731 EQUIPMENT - REPLACEMENT        | \$ 9.00       | Dumb bell sets shortfall       |
| December 2018   | 110         | 03113202                                | 5420 REPAIRS,MAINTENANCE & CLEANING | \$ -9.00      | Dumb bell sets shortfall       |
| January 2019    | 12          | 01142600                                | 5613 MAINTENANCE/CUSTODIAL SUPPLIES | \$ -85.00     | propane for kitchen            |
| January 2019    | 12          | 01142600                                | 5410 UTILITIES, EXCLUDING HEAT      | \$ 85.00      | propane for kitchen            |
| January 2019    | 68          | 03132400                                | 5581 TRAVEL - CONFERENCES           | \$ 1,852.00   | REIMBURSEMENT NEASC CONFERENCE |
| January 2019    | 68          | 03132400                                | 5580 STAFF TRAVEL                   | \$ -1,852.00  | REIMBURSEMENT NEASC CONFERENCE |
| February 2019   | 76          | 02132220                                | 5690 OTHER SUPPLIES                 | \$ -300.00    | PURCHASE BOOKS FOR MEDIA CENTE |
| February 2019   | 76          | 02132220                                | 5642 LIBRARY BOOKS & PERIODICALS    | \$ 700.00     | PURCHASE BOOKS FOR MEDIA CENTE |
| February 2019   | 76          | 02132220                                | 5330 OTHER PROFESSIONAL & TECH SRVC | \$ -400.00    | PURCHASE BOOKS FOR MEDIA CENTE |
| February 2019   | 141         | 02111010                                | 5330 OTHER PROFESSIONAL & TECH SRVC | \$ -500.00    | PURCHASE ORCHESTRA/BAND BOOKS  |
| February 2019   | 141         | 02111010                                | 5611 INSTRUCTIONAL SUPPLIES         | \$ 500.00     | PURCHASE ORCHESTRA/BAND BOOKS  |
| February 2019   | 180         | 03111001                                | 5731 EQUIPMENT - REPLACEMENT        | \$ 998.00     | CAMERA PURCH DUE TO ENROLLMENT |
| February 2019   | 180         | 03111001                                | 5730 EQUIPMENT - NEW                | \$ -63.00     | CAMERA PURCH DUE TO ENROLLMENT |
| February 2019   | 180         | 03111001                                | 5731 EQUIPMENT - REPLACEMENT        | \$ 63.00      | CAMERA PURCH DUE TO ENROLLMENT |
| February 2019   | 180         | 03111001                                | 5611 INSTRUCTIONAL SUPPLIES         | \$ -1,000.00  | CAMERA PURCH DUE TO ENROLLMENT |
| February 2019   | 180         | 03111001                                | 5731 EQUIPMENT - REPLACEMENT        | \$ 1,000.00   | CAMERA PURCH DUE TO ENROLLMENT |
| February 2019   | 180         | 03111001                                | 5730 EQUIPMENT - NEW                | \$ -998.00    | CAMERA PURCH DUE TO ENROLLMENT |
| February 2019   | 291         | 05132213                                | 5322 INSTRUCTIONAL PROG IMPROVEMENT | \$ -835.00    | WRMT READING TEST KIT          |
| February 2019   | 291         | 05132213                                | 5611 INSTRUCTIONAL SUPPLIES         | \$ 835.00     | WRMT READING TEST KIT          |
| February 2019   | 303         | 04121206                                | 5730 EQUIPMENT - NEW                | \$ -55.00     | ATA UNIFIED SPORTS T SHIRTS    |
| February 2019   | 303         | 04121206                                | 5690 OTHER SUPPLIES                 | \$ 55.00      | ATA UNIFIED SPORTS T SHIRTS    |
| March 2019      | 41          | 01142600                                | 5613 MAINTENANCE/CUSTODIAL SUPPLIES | \$ -2,990.00  | Roof repairs needed            |
| March 2019      | 41          | 01142600                                | 5420 REPAIRS,MAINTENANCE & CLEANING | \$ 2,990.00   | Roof repairs needed            |
| March 2019      | 134         | 03111011                                | 5330 OTHER PROFESSIONAL & TECH SRVC | \$ -1,000.00  | Badminton supplies             |
| March 2019      | 134         | 03111011                                | 5611 INSTRUCTIONAL SUPPLIES         | \$ 1,000.00   | Badminton supplies             |
| March 2019      | 139         | 03111005                                | 5810 DUES & FEES                    | \$ 200.00     | membshp/Council of English     |

| <u>MONTH/YR</u> | <u>JNL#</u> | <u>ACCOUNT NUMBER &amp; DESCRIPTION</u> |                                     | <u>AMOUNT</u> | <u>DESCRIPTION</u>                 |
|-----------------|-------------|---|-------------------------------------|---------------|------------------------------------|
| March 2019      | 139         | 03111005                                | 5611 INSTRUCTIONAL SUPPLIES         | \$ -200.00    | membshp/CT council of English      |
| March 2019      | 340         | 03111008                                | 5420 REPAIRS,MAINTENANCE & CLEANING | \$ -824.00    | transfer to supplies from repa     |
| March 2019      | 340         | 03111008                                | 5611 INSTRUCTIONAL SUPPLIES         | \$ 824.00     | transfer from repair to suppli     |
| March 2019      | 189         | 01142600                                | 5420 REPAIRS,MAINTENANCE & CLEANING | \$ 1,200.00   | ROOF REPAIR                        |
| March 2019      | 189         | 02142600                                | 5613 MAINTENANCE/CUSTODIAL SUPPLIES | \$ -1,600.00  | ROOF REPAIR                        |
| March 2019      | 189         | 02142600                                | 5420 REPAIRS,MAINTENANCE & CLEANING | \$ 1,600.00   | ROOF REPAIR                        |
| March 2019      | 189         | 01142600                                | 5613 MAINTENANCE/CUSTODIAL SUPPLIES | \$ -1,200.00  | ROOF REPAIR                        |
| March 2019      | 207         | 05132212                                | 5810 DUES & FEES                    | \$ -240.00    | YEARS SERVICE/RETIREMENT           |
| March 2019      | 207         | 05132213                                | 5810 DUES & FEES                    | \$ -236.00    | YEARS SERVICE/RETIREMENT           |
| March 2019      | 207         | 05132212                                | 5580 STAFF TRAVEL                   | \$ -224.00    | YEARS SERVICE/RETIREMENT           |
| March 2019      | 207         | 05132213                                | 5690 OTHER SUPPLIES                 | \$ 700.00     | YEARS SERVICE/RETIREMENT           |
| March 2019      | 277         | 03111001                                | 5611 INSTRUCTIONAL SUPPLIES         | \$ -1,500.00  | POTTERY WHEEL FAILING              |
| March 2019      | 277         | 03111001                                | 5611 INSTRUCTIONAL SUPPLIES         | \$ -794.00    | PAPER CUTTER                       |
| March 2019      | 277         | 03111001                                | 5611 INSTRUCTIONAL SUPPLIES         | \$ -300.00    | CHAIRS FOR ADD'L STUDENTS          |
| March 2019      | 277         | 03111001                                | 5731 EQUIPMENT - REPLACEMENT        | \$ 2,594.00   | CHAIRS/FAILING EQUIP               |
| March 2019      | 300         | 02111001                                | 5731 EQUIPMENT - REPLACEMENT        | \$ 2,172.00   | Replacing un sturdy art stools     |
| March 2019      | 300         | 02132400                                | 5330 OTHER PROFESSIONAL & TECH SRVC | \$ -2,172.00  | Replacing un sturdy art stools     |
| March 2019      | 319         | 03132220                                | 5810 DUES & FEES                    | \$ -96.00     | Liquidate Dues/Fees account        |
| March 2019      | 319         | 03132220                                | 5731 EQUIPMENT - REPLACEMENT        | \$ 96.00      | Pending equipment purchase         |
| April 2019      | 14          | 02132400                                | 5330 OTHER PROFESSIONAL & TECH SRVC | \$ -57.00     | PRICE INCREASE ART STOOLS          |
| April 2019      | 14          | 02111001                                | 5731 EQUIPMENT - REPLACEMENT        | \$ 57.00      | PRICE INCREASE ART STOOLS          |
| April 2019      | 51          | 01111010                                | 5690 OTHER SUPPLIES                 | \$ -900.00    | Sound Mix Brd-beyond repair        |
| April 2019      | 51          | 01111010                                | 5731 EQUIPMENT - REPLACEMENT        | \$ 1,800.00   | Sound Mix Brd-beyond repair        |
| April 2019      | 51          | 01111010                                | 5611 INSTRUCTIONAL SUPPLIES         | \$ -900.00    | Sound Mix Brd-beyond repair        |
| April 2019      | 54          | 02132400                                | 5330 OTHER PROFESSIONAL & TECH SRVC | \$ -550.00    | CHAIR RENTAL FOR MOVING UP         |
| April 2019      | 54          | 02132400                                | 5440 RENTALS-LAND,BLDG,EQUIPMENT    | \$ 550.00     | CHAIR RENTAL FOR MOVING UP         |
| April 2019      | 81          | 02111008                                | 5731 EQUIPMENT - REPLACEMENT        | \$ 316.00     | TO PURCHASE STOOLS                 |
| April 2019      | 81          | 02111008                                | 5420 REPAIRS,MAINTENANCE & CLEANING | \$ -316.00    | TO PURCHASE STOOLS                 |
| April 2019      | 84          | 01132400                                | 5330 OTHER PROFESSIONAL & TECH SRVC | \$ -1,625.00  | WALKIE TALKIE SECURITY GUARDS      |
| April 2019      | 84          | 01132400                                | 5730 EQUIPMENT - NEW                | \$ 1,625.00   | WALKIE TALKIE SECURITY GUARDS      |
| April 2019      | 85          | 01132400                                | 5330 OTHER PROFESSIONAL & TECH SRVC | \$ -2,000.00  | SPOTLIGHTMUSICDEPTCONCERT/P<br>LAY |
| April 2019      | 85          | 01132400                                | 5730 EQUIPMENT - NEW                | \$ 2,000.00   | SPOTLIGHTMUSICDEPTCONCERT/P<br>LAY |
| April 2019      | 87          | 05142320                                | 5581 TRAVEL - CONFERENCES           | \$ 500.00     | Conferences fees                   |
| April 2019      | 87          | 05142320                                | 5580 STAFF TRAVEL                   | \$ -500.00    | Conference fees                    |
| April 2019      | 98          | 01132400                                | 5580 STAFF TRAVEL                   | \$ 289.00     | ADDT'L MILEAGE                     |
| April 2019      | 98          | 01132400                                | 5690 OTHER SUPPLIES                 | \$ 9.00       | SHIPPING CHGS                      |
| April 2019      | 98          | 01132400                                | 5590 OTHER PURCHASED SERVICES       | \$ -298.00    | ADDT'L MILEAGE & SHIPPING CHGS     |
| April 2019      | 99          | 02132400                                | 5330 OTHER PROFESSIONAL & TECH SRVC | \$ -500.00    | STAFF MILEAGE                      |
| April 2019      | 99          | 02132400                                | 5580 STAFF TRAVEL                   | \$ 500.00     | STAFF MILEAGE                      |
| April 2019      | 100         | 02111011                                | 5730 EQUIPMENT - NEW                | \$ 84.00      | SHIPPING FOR EQUIPMENT             |
| April 2019      | 100         | 02142219                                | 5611 INSTRUCTIONAL SUPPLIES         | \$ -84.00     | SHIPPING FOR EQUIPMENT             |
| April 2019      | 108         | 04121206                                | 5611 INSTRUCTIONAL SUPPLIES         | \$ 1,000.00   | RECOGNITIONS UNIFIED,TRANS         |
| April 2019      | 108         | 04121206                                | 5730 EQUIPMENT - NEW                | \$ -1,000.00  | RECOGNITIONS UNIFIED,TRANS         |
| April 2019      | 111         | 05142700                                | 5514 IN DISTRICT PUBLIC REG ED-MED  | \$ 2,430.00   | MEDICAL TRANSPORTATION             |
| April 2019      | 111         | 04126110                                | 5510 PUPIL TRANSPORTATION           | \$ -2,430.00  | MEDICAL TRANSPORTATION             |
| April 2019      | 114         | 02132400                                | 5330 OTHER PROFESSIONAL & TECH SRVC | \$ -605.00    | REPLACE PODIUM                     |
| April 2019      | 114         | 02132400                                | 5731 EQUIPMENT - REPLACEMENT        | \$ 605.00     | REPLACE PODIUM                     |
| April 2019      | 115         | 01132400                                | 5330 OTHER PROFESSIONAL & TECH SRVC | \$ -1,695.00  | ART BOARDS FOR ART CLASS DISPL     |
| April 2019      | 115         | 01111001                                | 5690 OTHER SUPPLIES                 | \$ 1,695.00   | ART BOARDS FOR ART CLASS DISPL     |
| April 2019      | 118         | 03111010                                | 5730 EQUIPMENT - NEW                | \$ 700.00     | PURCHASE (1) CELLO                 |
| April 2019      | 118         | 03111010                                | 5420 REPAIRS,MAINTENANCE & CLEANING | \$ -700.00    | PURCHASE (1) CELLO                 |
| April 2019      | 122         | 01111011                                | 5810 DUES & FEES                    | \$ -225.00    | Speakers for weight room           |
| April 2019      | 122         | 01111011                                | 5730 EQUIPMENT - NEW                | \$ 225.00     | Speakers for weight room           |
| April 2019      | 125         | 01132400                                | 5330 OTHER PROFESSIONAL & TECH SRVC | \$ -2,000.00  | Commercial bikes                   |
| April 2019      | 125         | 01111011                                | 5730 EQUIPMENT - NEW                | \$ 2,000.00   | Commercial bikes                   |

| <u>MONTH/YR</u> | <u>JNL#</u> | <u>ACCOUNT NUMBER &amp; DESCRIPTION</u> |      | <u>AMOUNT</u>                   | <u>DESCRIPTION</u>                         |
|-----------------|-------------|---|------|---------------------------------|--|
| April 2019      | 126         | 02132400                                | 5330 | OTHER PROFESSIONAL & TECH SRVC  | \$ -1,625.00 ADDITIONAL PORTABLE RADIOS    |
| April 2019      | 126         | 02132400                                | 5730 | EQUIPMENT - NEW                 | \$ 1,625.00 ADDITIONAL PORTABLE RADIOS     |
| April 2019      | 153         | 04121200                                | 5690 | OTHER SUPPLIES                  | \$ 369.00 RECORD KEEPING - FILE FOLDERS    |
| April 2019      | 153         | 04121203                                | 5730 | EQUIPMENT - NEW                 | \$ -369.00 RECORD KEEPING - FILE FOLDERS   |
| April 2019      | 155         | 02113202                                | 5330 | OTHER PROFESSIONAL & TECH SRVC  | \$ -471.00 \$\$ needed in 01 11 3202 5330  |
| April 2019      | 155         | 01113202                                | 5330 | OTHER PROFESSIONAL & TECH SRVC  | \$ 471.00 \$\$ needed to pay officials     |
| April 2019      | 324         | 03132220                                | 5611 | INSTRUCTIONAL SUPPLIES          | \$ 172.00 fro SUPPLY 5611 for whiteboard   |
| April 2019      | 324         | 03132220                                | 5731 | EQUIPMENT - REPLACEMENT         | \$ -172.00 to SUPPLY 5611 for whiteboard   |
| April 2019      | 158         | 01132220                                | 5642 | LIBRARY BOOKS & PERIODICALS     | \$ -150.00 Laminator Repair/Maintenance    |
| April 2019      | 158         | 01132400                                | 5420 | REPAIRS, MAINTENANCE & CLEANING | \$ 150.00 Laminator Repair/Maintenance     |
| April 2019      | 161         | 03111010                                | 5810 | DUES & FEES                     | \$ -371.00 eoy music for final projects    |
| April 2019      | 161         | 03111010                                | 5611 | INSTRUCTIONAL SUPPLIES          | \$ 371.00 eoy music for final projects     |
| April 2019      | 194         | 04122150                                | 5611 | INSTRUCTIONAL SUPPLIES          | \$ 145.00 SLP - ASSESSMENTS                |
| April 2019      | 194         | 04121206                                | 5730 | EQUIPMENT - NEW                 | \$ -145.00 SLP - ASSESSMENTS               |
| April 2019      | 302         | 03111008                                | 5611 | INSTRUCTIONAL SUPPLIES          | \$ -322.00 Additional propane needed       |
| April 2019      | 302         | 03111008                                | 5690 | OTHER SUPPLIES                  | \$ 322.00 Additional propane needed        |
| May 2019        | 47          | 01142600                                | 5613 | MAINTENANCE/CUSTODIAL SUPPLIES  | \$ -1,204.00 funds needed utilites account |
| May 2019        | 47          | 01142600                                | 5410 | UTILITIES, EXCLUDING HEAT       | \$ 1,204.00 funds needed utilites account  |
| May 2019        | 66          | 02132120                                | 5330 | OTHER PROFESSIONAL & TECH SRVC  | \$ -200.00 BUSES FOR CHARACTER ED.         |
| May 2019        | 66          | 02142700                                | 5510 | PUPIL TRANSPORTATION            | \$ 400.00 BUSES FOR CHARACTER ED.          |
| May 2019        | 66          | 02132120                                | 5590 | OTHER PURCHASED SERVICES        | \$ -200.00 BUSES FOR CHARACTER ED.         |
| May 2019        | 80          | 04121206                                | 5581 | TRAVEL - CONFERENCES            | \$ -300.00 SUPPLIES FOR UNIFIED SPORTS     |
| May 2019        | 80          | 04121206                                | 5611 | INSTRUCTIONAL SUPPLIES          | \$ 300.00 SUPPLIES FOR UNIFIED SPORTS      |
| May 2019        | 81          | 04121200                                | 5581 | TRAVEL - CONFERENCES            | \$ -550.00 ESY SUPPLIES                    |
| May 2019        | 81          | 04121200                                | 5690 | OTHER SUPPLIES                  | \$ 550.00 ESY SUPPLIES                     |

**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: Budget Transfers over \$3,000 - **Fiscal Year 2018-2019**  
Date: May 27, 2019

I recommend the Amity Finance Committee and Amity Board of Education approve the following budget transfer request(s):

**Security:**

**I. Intercom Systems:**

The intercom systems are a vital part of school security. The system at Amity Middle School – Orange Campus (AMSO) experienced disruptions in service this year, after the 2019-2020 budget was approved. The systems are over 12 years old and under a propriety vendor. This spring the lead-time for repairs increased significantly, leaving the school without intercom communications or unreliable connections. The Director of Facilities, Jim Saisa, has researched systems that are not under a propriety vendor. Environmental Systems Corporations (ESC) was awarded the Pennsylvania Education Purchasing Program for Microcomputers – (PEPPM) contract under consortium bidding. The system at Amity Middle School-Bethany Campus is the same age and is a propriety vendor. The price to install, program and test new equipment at AMSO is \$16,838.27 and at AMSB is \$17,285.27, for a total cost of \$34,124.54.

**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 for the purchase and installation of intercom systems for each of the middle schools.***

| ACCOUNT NUMBER  | ACCOUNT NAME            | FROM     | TO       |
|-----------------|-------------------------|----------|----------|
| 05-14-2350-5730 | Equipment - New         | \$34,125 |          |
| 01-14-2600-5731 | Equipment – Replacement |          | \$17,286 |
| 02-14-2600-5731 | Equipment - Replacement |          | \$16,839 |

**2. iPhone: Video Intercom/Access Control:**

A video intercom system allows for more secure access control by allowing multiple users control via a desktop or mobile device. For example, a security guard could be monitoring entrances while making rounds of the building. Currently the security guard needs to be at the security desk to open the door. This system provides video of visitor, ability to communicate with the visitor and possibly grant access. All access controls are currently hard wired in a fixed location; this option provides much better coverage of door access. Calvert Safe & Lock has the State contract that meets the bid requirements.

**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 for the purchase and installation of the iPhone Video Intercom/Access Control system.*

| ACCOUNT NUMBER  | ACCOUNT NAME                    | FROM     | TO       |
|-----------------|---------------------------------|----------|----------|
| 05-14-2350-5730 | Equipment - New                 | \$23,823 |          |
| 05-14-2660-5330 | Professional Technical Services |          | \$23,823 |

**3. Window Film:**

The Director of Facilities has researched protective film for the school buildings. Currently, Millard Enterprise of Cromwell, CT is the authorized, certified 3M Prestige window film dealer for the State of Connecticut. We plan to enhance every entrance to each school with the protective layer of film to maximize the number of areas of improved security. The total cost for this phase of the project to enhance the security in the three schools is \$38,192.00. The breakdown by school is Amity Regional High School: \$26,111.00; Amity Middle School – Bethany: \$6,868.00; and Amity Middle School-Orange: \$5,243.00. A budget transfer is requested for \$38,192.00 to fund this project.

**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 for the purchase and installation of protective window film on all the entrances to each of the three schools.

| ACCOUNT NUMBER  | ACCOUNT NAME              | FROM     | TO       |
|-----------------|---------------------------|----------|----------|
| 05-14-2350-5730 | Equipment - New           | \$38,192 |          |
| 05-14-2660-5715 | Improvements to Buildings |          | \$38,192 |

**4. Media Center Circulation Desk:**

The new security vestibule at AMSB will utilize part of the existing library space and narrowing the passage by the current circulation desk. The circulation desk at AMSB was not replaced during the 2006 renovate as new project and does not meet the current needs of the library.

**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 for the purchase and installation the circulation desk in the library media center at Amity Middle School- Bethany Campus.

| ACCOUNT NUMBER  | ACCOUNT NAME             | FROM    | TO      |
|-----------------|--------------------------|---------|---------|
| 01-11-1006-5611 | Instructional Supplies   | \$5,640 |         |
| 01-14-2600-5715 | Improvements to Building |         | \$5,640 |

**Facilities:**

**5. Oil:** The District typically tops off the oil tank each spring after heat is turned off. The estimate for Bethany is \$10,920 UNF for 5,600 gallons at \$1.95 per gallon.

**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 for the purchase of oil to top off the tank at Amity Middle School – Bethany Campus.

| ACCOUNT NUMBER  | ACCOUNT NAME               | FROM     | TO       |
|-----------------|----------------------------|----------|----------|
| 03-14-2600-5410 | Utilities – Excluding Heat | \$10,920 |          |
| 01-14-2600-5620 | Oil                        |          | \$10,920 |

**6. Electrical Switch Gear:** The District inspected and did short-circuit studies of the panels at the high school and middle schools over the past two years. This project is the final phase of the work. The switch gear is prior to the 1990’s renovation and there has been no testing to determine if the switch gear would function properly if we were to lose power at the high school and any point would trip. Southern New England Electrical Testing has done all the work on the project to date.

**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 testing of the switch gear at Amity Regional High School.*

| ACCOUNT NUMBER  | ACCOUNT NAME               | FROM     | TO       |
|-----------------|----------------------------|----------|----------|
| 03-14-2600-5410 | Utilities – Excluding Heat | \$17,000 |          |
| 01-14-2600-5420 | Repair and Maintenance     |          | \$17,000 |

**Technology:**

**7. Teacher devices:**

The District went out to bid for devices for the teaching staff at both middle schools. Eight proposals were received. The bids ranged from \$43,012.00 to \$163,012.20. The lowest qualified bidder is Whalley Computer Associates of Southwick, MA at a purchase price of \$52,160.00. The Open Choice Grant funds can support the majority of this purchase and the general fund can supplement the purchase with \$13,546.00. The technology equipment accounts has a balance of \$5,219 after the proposed transfers this month. A budget transfer is requested for the balance of \$8,327.00.

**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 balance of the purchase of teacher devices.*

| ACCOUNT NUMBER  | ACCOUNT NAME            | FROM    | TO |
|-----------------|-------------------------|---------|----|
| 05-14-2350-5731 | Equipment – Replacement | \$9,077 |    |



05-14-2350-5420 Equipment - New \$9,077

**8. Protective Covers:**

The District went out to bid for protective covers for all middle school devices, students and staff. Thirteen proposals were received. The bids ranged from \$4,240 to \$39,280 including soft sleeve versions and hard protective cases. SHI International Corporation of Somerset, NJ was the lowest qualified bidder for hard shell protective covers at a purchase price of \$15,640.00.

**Amity Finance Committee:**

*Move to recommend the Amity Board of Education approve –*

**Amity Board of Education:**

*Move to approve*

*... the following budget transfer for the purchase of protective covers for all student and staff devices at the middle schools.*

| ACCOUNT NUMBER  | ACCOUNT NAME    | FROM      | TO       |
|-----------------|-----------------|-----------|----------|
| 05-14-2350-5730 | Equipment - New | \$ 15,640 |          |
| 05-14-2350-5690 | Other Supplies  |           | \$15,640 |

**General Items:**

**9. Library chairs:**

The high school library has budgeted for replacing chairs and tables in phases. This request for 20 chairs was cut from the 2019-2020 budget process and designated as an end of year purchases, provided funds were available.

**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 for the purchase of library chairs for Amity Regional High School.*

| ACCOUNT NUMBER  | ACCOUNT NAME            | FROM     | TO      |
|-----------------|-------------------------|----------|---------|
| 03-14-2219-5611 | Instructional Supplies  | \$ 4,215 |         |
| 03-13-2220-5731 | Equipment - Replacement |          | \$4,215 |

**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: Budget Transfers over \$3,000 - **Fiscal Year 2019-2020**  
 Date: June 3, 2019

I recommend the Amity Finance Committee and Amity Board of Education approve the following budget transfer request(s):

**Library Media:**

**1. Library databases:**

The account for library databases was zeroed out during the budget process due to miscommunication regarding the account. It appeared it was one databased being replaced and the item was marked for an end of year purchase. As the final orders and transfer requests were being prepared for the end of the year, it was discovered that this account supported about 10 different databases that needed renewal. The items renew on an annual cycle and are not due until July 1<sup>st</sup> or later in the fiscal year. Therefore, this would not be an appropriate end of year expenditure and the budget transfer for the 2019-2020 budget is requested below.

The e-rate funding has been approved for our internet connection providing a discount of \$15,480. I am proposing using these funds and the remainder for the high school account for professional services to support this budget request.

| <b>ACCOUNT NUMBER</b> | <b>ACCOUNT NAME</b>             | <b>FROM</b> | <b>TO</b> |
|-----------------------|---------------------------------|-------------|-----------|
| 05-14-2350-5550       | Communications                  | \$15,480    |           |
| 03-14-2400-5330       | Professional Technical Services | \$ 2,680    |           |
| 03-13-2220-5690       | Other Supplies                  |             | \$18,160  |

**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: Summary of End of Year Purchases - **Fiscal Year 2018-2019**  
Date: June 4, 2019

The 2019-2020 budget request was reduced by \$805,128 during the review process. \$338,105 of requests cut were identified as proposed end-of-year purchases. Below is a summary of items requested during May and June and those items which will not be requested.

| Purchases Requested in May/June from Year-End Balance |  |              |                  |                                   |                        |   |
|---|--|--------------|------------------|-----------------------------------|------------------------|---|
| CATEGORY  | ITEMS  | AMOUNT       | BID              | CONTRACT OVER \$35,000            | BUDGET TRANSFER NEEDED | NOTES   |
| SECURITY  | Security Vestibules                                    | \$259,114.00 | n/a              | n/a                               | Yes                    | Planned EOY purchase, \$200,580 removed from 19-20 budget |
| SECURITY  | Concrete Planters                                      | \$ 3,294.00  | n/a              | n/a                               | Yes                    | Planned EOY purchase, \$5,000 removed from 19-20 budget   |
| SECURITY  | Window Film  | \$ 38,192.00 | certified dealer | Millard Enterprise                | Yes                    | Planned EOY purchase, \$15,000 removed from 19-20 budget  |
| SECURITY  | Intercom Systems at middle schools                     | \$ 34,125.00 | Consortium       | Environmental Systems Corporation | Yes                    | Need identified during school year                        |
| SECURITY  | Circulation Desk reconfigure due to security vestibule | \$ 5,640.00  | n/a              | WB Mason                          | Yes                    | Planned EOY purchase, \$8,788 removed from 19-20 budget   |
| SECURITY  | AiPhone  | \$ 23,823.00 |                  | Calverts                          | Yes                    | Need identified during school year                        |
| TECHNOLOGY  | Protective Covers for mobile devices                   | \$ 15,640.00 | Yes              | No                                | Yes                    | Need identified during school year                        |
| TECHNOLOGY  | Teacher mobile devices                                 | \$ 14,296.00 | Yes              | Whalley                           | Yes, partial \$9,077   | Open Choice funds \$37,804/\$14,296 General fund          |
| FACILITIES  | Oil  | \$ 10,920.00 | n/a              | No                                | Yes                    | market price  |
| GENERAL   | Media Chairs - high school                             | \$ 4,215.00  | n/a              | No                                | Yes                    | Planned EOY purchase, \$4,420 removed from 19-20 budget   |
|   |  | \$409,259.00 |                  |                                   |                        |   |

| Items not Requested at EOY as planned |                                    |              |     |                        |                        |   |
|---------------------------------------|------------------------------------|--------------|-----|------------------------|------------------------|---|
| CATEGORY                              | ITEMS                              | AMOUNT       | BID | CONTRACT OVER \$35,000 | BUDGET TRANSFER NEEDED | NOTES   |
| GENERAL                               | Desks for writing lab- high school | \$ 4,937.00  | n/a | No                     | No                     | Planned EOY purchase, removed from 19-20 budget, repurposed existing desks, so no purchase necessary              |
| GENERAL                               | Calculators                        | \$ 4,200.00  |     | No                     | No                     | Planned EOY purchase, removed from 19-20 budget, department chair purchased refurbished, so no transfer necessary |
| GENERAL                               | Library Software                   | \$ 18,190.00 | n/a | No                     | Yes in 2019-2020       |   |
|                                       |                                    | \$ 27,327.00 |     |                        |                        |   |

The contingency accounts supported unexpected operational needs that arose. These included major repair of the high school elevator, replacing glycol and repair loop as needed at Amity Middle School – Orange Campus, and enhancing cybersecurity as recommended by audit and in response to problems identified during the year.

## Students

### **Policy Regarding Students and Section 504 of the Rehabilitation Act of 1973 and Title II of the Americans with Disabilities Act of 1990**

Section 504 of the Rehabilitation Act of 1973 ("Section 504") prohibits discrimination against individuals with a disability in any program receiving Federal financial assistance. Similarly, Title II of the Americans with Disabilities Act of 1990 ("Title II" or "ADA") prohibits discrimination against individuals with a disability by state and local governments. To be protected under Section 504 and the ADA ("collectively, "Section 504/ADA"), an individual must (1) have a physical or mental impairment that substantially limits one or more major life activities; (2) have a record of such an impairment; or (3) be regarded as having such an impairment.

In order to fulfill its obligation under Section 504/ADA, Amity Regional School District No. 5 prohibits discrimination based on disability in access to, or treatment or employment in any of the services, programs or activities of the school system.

The school district has specific responsibilities under Section 504 to identify, evaluate and provide an educational placement for students who have a physical or mental impairment that substantially limits a major life activity. The school district's obligation includes providing access to a free appropriate public education ("FAPE") for students determined to be eligible under Section 504/ADA. Under Section 504, FAPE is defined as the provision of regular or special education and related services that are designed to meet the individual educational needs of a student with a disability as adequately as the needs of students without disabilities are met, and that are provided without cost (except for fees imposed on nondisabled students/parents).

If the parent/guardian of a student disagrees with the decisions made by the professional staff of the school district with respect to the identification, evaluation or educational placement of his/her child, the parent/guardian has a right to request an impartial due process hearing.

In addition, a student or parent/guardian of a student may also file an internal grievance/complaint on these issues or any other type of discrimination on the basis of disability by or within the District by utilizing the grievance/complaint procedures outlined in the Board's Administrative Regulations Regarding Students and Section 504 of Rehabilitation Act of 1973 and Title II of Americans with Disabilities Act, and/or may file a complaint with the Office for Civil Rights, U.S. Department of Education ("OCR"):

Office for Civil Rights, Boston Office  
U.S. Department of Education  
8th Floor  
5 Post Office Square  
Boston, MA 02109-3921  
(617) 289-0111

Anyone who wishes to file a grievance/complaint with the District, or who has questions or concerns about this policy, should contact the Director of Pupil Personnel Services, the Section 504/ADA Coordinator for Amity Regional School District No. 5, at phone number 203-397-4821.

Policy Adopted:

AMITY REGIONAL SCHOOL DISTRICT NO. 5  
Woodbridge, CT

Legal References:

29 U.S.C. §§ 705, 794

34 C.F.R. Part 104

42 U.S.C. § 12101 et seq.

28 C.F.R. Part 35

Protecting Students with Disabilities, Frequently Asked Questions About Section 504 and the Education of Children with Disabilities, Office for Civil Rights (March 17, 2011), available at <http://www.ed.gov/about/offices/list/ocr/504faq.html>

Dear Colleague Letter, United States Department of Education, Office for Civil Rights (January 19, 2012)

**ADOPTED:**

Amity Regional School District No. 5

## Business/Non-Instructional Operations

### Energy Conservation

The Board of Education believes that measures should be taken to conserve energy resources and to reduce expenditures of funds for energy, while providing a safe and comfortable learning environment for all staff and students. Therefore, the Board hereby directs the administration, supported by the school staff, to continually assess the consumption of energy and implement reasonable operating procedures to reduce energy consumption in the District.

The Superintendent or his/her designee shall establish an energy efficiency program which shall include specific strategies designed to help the District use energy more efficiently and to help ensure that funds intended for student learning are not diverted to cover energy costs.

The Superintendent or his/her designee shall regularly inspect District facilities and operations and make recommendations for maintenance and capital expenditures which may help the District reach its energy conservation goals. Further, every effort shall be made to identify funding opportunities and cost-reducing incentive programs to help the District achieve its conservation goals.

The Superintendent or his/her designee shall periodically report to the Board on the District's progress in meeting its energy conservation goals.

(cf. 7230.1 - New Construction)

~~P351S~~ P3515

~~Existing policy~~ Existing policy, number 3515 adopted 9/11/07, appropriate as written ~~except for~~ except for addition of legal reference.

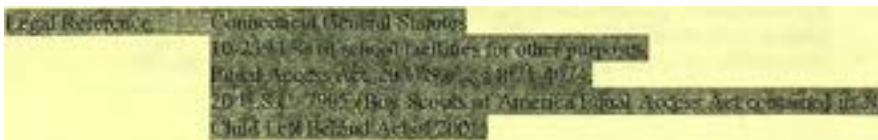
## Business/Non-Instructional Operations

### Transfer of Funds Between Categories; Amendments

#### Buildings and Grounds Usage

- I.        It shall be the policy of the Amity Board of Education to encourage the community use of school buildings when such use is in the public interest, does not unreasonably conflict with school activities, does not incur additional unreasonable net expense and/or liability to the taxpayer, and is not detrimental to the purposes of the schools.
2. The Amity Board of Education believes that access to school facilities should be based upon a system of prioritization wherein **school-related** groups receive top priority.
3. The use of school buildings, grounds, equipment and facilities will be authorized by the ~~Superintendent of Schools~~ Superintendent or his/her designee in conformity with the regulations to be developed by the Superintendent.
  - a. School facilities, when not in regular use, will be available for community use at such rates and under such conditions as may be established by the Amity Board of Education annually.
  - b. The use of school facilities shall be limited to those organizations which are located within the geographic boundaries of Bethany, Woodbridge and Orange or to those organizations which can demonstrate that the use of the facilities is a primary benefit to the residents of the regional district's member towns.
  - c. All school sponsored activities including but not limited to adult education, summer school, athletic events and practices, dramatic events, musical events, class events, graduation ceremony and other ~~school-sponsored~~ school-sponsored activities shall have preference over activities sponsored by non-school organizations.
  - d. The use of school buildings, grounds, equipment and facilities will be denied to any person or organization sponsoring causes generally held to be subversive to the public interest and welfare. The ~~Superintendent of Schools~~ Superintendent shall make this determination.

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Policy adopted:

AMITY REGIONAL SCHOOL DISTRICT NO. 5  
Woodbridge, Connecticut



*An optional policy to consider.*

## **Instruction**

### **Live Animals in the Classroom**

#### **Service Animals (including Guide or Assistance Dogs)**

The Board of Education does not permit discrimination against individuals with disabilities, including those who require the assistance of a service animal. The District will comply with Connecticut law concerning the rights of persons with guide or assistance dogs and with federal law and will permit such animals on school premises and on school transportation.

The term guide or assistance dog is defined as a dog that has been or is being specially trained by a person who is qualified as a trainer of assistance dogs such as provided by the Fidelco Guide Dog Foundation, to aid ~~a disabled student~~ an individual with disabilities and includes guide dogs for the visually impaired, hearing dogs for the hearing impaired and service dogs for the physically disabled. An individual trainer should be affiliated with a national organization and should have passed their training criteria. Animals whose sole function is to provide emotional support, well-being, comfort, companionship, or therapeutic benefits, or to act as a crime deterrent, are not service animals for the purpose of this policy.

Service animals perform some of the functions and tasks that individuals with disabilities cannot perform themselves. Service animals are not pets. There are several kinds of service animals that assist individuals with disabilities. Examples include but are not limited to, animals that:

- assist individuals who are blind or have severe sight impairments as “seeing eye dogs” or “guide dogs;”
- alert individuals with hearing impairments to sounds;
- pull wheelchairs or carry and pick-up items for individuals with mobility impairments; and
- assist individuals with mobility impairments with balance.

The District shall not assume or take custody or control of, or responsibility for, any assistance dog or the care or feeding thereof. The owner or person having custody and control of the dog shall be liable for any damage to persons, premises, property, or facilities caused by the service animal, including, but not limited to, clean up, stain removal, etc.

If, in the opinion of the School Principal or authorized designee, any assistance dog or other service animal is out of control in the school setting or during District transportation and the animal’s handler does not take effective action to control it, the permission granted pursuant to this policy may be immediately revoked. The parent or guardian of the student having custody and control of the dog or other service animal will be required to remove the dog or other used animal from District premises immediately.

The Principal or his/her designee may also exclude a service animal from school property if the

animal poses a direct threat to the health or safety of others that cannot be eliminated by reasonable modifications; the animal is not housebroken; or the presence or behavior of the animal fundamentally alters the service, program, or activity of the school system.

If the Principal or his/her designee excludes a service animal from school property, the Principal or designee must document the reasons for such exclusion and notify the Superintendent. The Superintendent or his/her designee will make a determination on whether a service animal will be allowed to return to school and, if reasonably possible, notify the individual with the disability in writing of the decision within ten work days of the initial exclusion.

If any student or staff member assigned to the classroom in which an assistance dog or other service animal is permitted suffers an allergic reaction to the dog or other service animal, the person having custody and control of the dog/service animal will be required to remove the dog/service animal to a different location designated by the Building Principal or designee and an alternative plan will be developed with appropriate District staff. Such plan could include the reassignment of the person having custody and control of the dog/service animal to a different classroom assignment. This will also apply if an individual on school transportation suffers an allergic reaction. In this case, an alternate plan will be developed in coordination with appropriate school, District, and transportation staff including the involvement of the parents/guardian of the students.

When a student or staff member will be accompanied by an assistance dog/service animal at school or in other District facilities on a regular basis, such staff member or such student's parent or guardian, as well as the dog's/service animal's owner and any other person who will have custody and control of the dog/service animal will be required to sign a document stating that they have read and understood the foregoing.

### **Miniature Horses**

All additional requirements outlined in this policy, which apply to service animals, shall apply to miniature horses.

### **Admission of Service Animals to Schools**

A student or an employee with a disability may submit a request to bring a service animal to school for educational or employment purposes. However, there is no automatic right to be accompanied by a service animal in the school setting.

The Building Principal shall receive and forward to the Director of Pupil Personnel [Services](#) each completed request by an individual with a disability to be accompanied by a service animal.

The Director of Pupil Personnel [Services](#) shall respond to the request.

District administrators may exclude a service animal from District buildings, property and vehicles under the following circumstances:

1. Presence of the animal poses a direct threat to the health and safety of others.
2. Owner or handler is unable to control the animal.

3. Presence of the animal significantly disrupts or interferes with the educational process.
4. Presence of the animal would require a fundamental alteration to the program.
5. The animal is not housebroken.

Animals whose sole function is to provide emotional support, well-being, comfort, companionship, or therapeutic benefits, or to act as a crime deterrent, are not service animals for the purpose of this policy.

The District shall not require an owner or handler of a service animal to pay an extra charge for the animal to attend events for which a fee is charged.

### **Liability**

The Board of Education may hold the owner or handler of a service animal liable for any property damage caused by the animal to the same extent required by other Board policy or administrative regulations that impose liability for property damage. In addition, either the owner or handler, or both, may be liable for personal injury caused by the animal or related to the presence of the animal on school property.

The Superintendent of Schools or his/her designee shall be responsible for developing procedures to accommodate a student's use of an assistance dog or other service animal in District facilities and on school transportation vehicles.

### **Use of a Service Animal on School Property by School Visitors**

A school visitor who is an individual with a disability may be accompanied by a service animal in accordance with all applicable state and federal laws and regulations and with policy #1250, Visits to Schools. A service animal that is accompanying a school visitor may be properly excluded from school property for the following reasons:

1. The animal poses a direct threat to the health or safety of others that cannot be eliminated by reasonable modifications.
2. The animal is out of control and the animal's handler does not take effective action to control it.
3. The animal is not housebroken.
4. The presence or behavior of the animal fundamentally alters the service, program, or activity of the school system.

(cf. 1250 – Visits to the Schools)

(cf. 6163.3 – Live Animals in the Classroom)

Legal References: Connecticut General Statutes

10-221 Boards of education to prescribe rules, policies and procedures.

46a-42 Mobility impaired person.

46a-44 through 46a-64 Public accommodations and transportation, admittance to. (Access of guide and assistance dogs to modes of public transportation and in places of public accommodation.)

Section 504 and the Federal Vocational Rehabilitation Act of 1973, 20 U.S.C. 706(7)(b), 29 U.S.C. 705 (20), 794, 34 C.F.R. pt. 104; G.S. 130A-185, 168 article 1, 168A-3 through -7.

American Disability Act 28 C.F.R. pt. 35 (as amended 2010)

Individuals with Disabilities Act, 20 U.S.C. 1400 et seq.

28 C.F.R. Parts 35 & 36, “Nondiscrimination on the Basis of Disabilities in State and Local Government Services; Final Rules”

Policy adopted:

cps 11/07

rev. 4/11

rev. 4/18

## Students

### Awards for Achievement

The Board of Education encourages the professional staff to maintain a set of criteria and procedures for presenting letters or other suitable awards to students for scholarship and distinguished service in any school activity. In all cases, the relationship between the award and the relevant goal or goals of the schools should be pointed out.

The Superintendent or his/her designee is authorized to review and approve, or reject, proposed trophies, prizes, scholarships or other awards from non-school donors. Acceptance will require using criteria including, but not limited to, the following questions:

1. Can the proposed award be considered free from motives of personal or corporate gain and publicity?
2. Are the criteria for making the award under the control of the professional staff, or acceptable to the staff?
3. Are the purposes either implied or explicit, of the proposed award consistent with our schools' goals?

## **Students**

### **Awards for Achievement – Middle Schools**

#### **Academic Honors**

Academic Honors are earned and recognized on a marking period basis.

#### **Criteria for First Honors**

To obtain first honors, a student may achieve a B or better in one subject and must achieve an A- or better in all remaining subjects.

#### **Criteria for Second Honors**

To obtain second honors, a student must achieve a B or better in all subjects.

### **Awards of Achievement – High School**

#### **Academic Honors**

#### **First Honors**

To obtain first honors a student must achieve an unweighted GPA of 3.6 to 4.3 with no grade lower than a B-.

#### **Second Honors**

To obtain second honors a student must achieve an unweighted GPA of 3.0 – 3.59 with no grade lower than a B-.

The unweighted GPA is calculated on a 4.3 scale. All courses are included in determining an unweighted GPA except Pass/Fail courses.

### **Awards of Achievement – All Schools**

#### **Academic Awards**

The middle schools and high school may select to recognize and celebrate student academic achievement with Academic Awards. Criteria for these awards may be determined at the school level by the principal and his/her designee.