

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

Dr. Charles Dumais
Superintendent of Schools

PLEASE POST

PLEASE POST

AMITY REGIONAL BOARD OF EDUCATION

March 12, 2018

A regular meeting of the Amity Regional Board of Education will be held on
Monday, March 12, 2018, at 6:30 p.m. at 25 Newton Road, Woodbridge, CT.

AGENDA

1. Call to Order
2. Pledge of Allegiance
3. Presentation of CABA Communications Award of Excellence – Robert Guthrie, CABA Board of Directors
4. Recognition of National Merit Scholarship Finalists (Enclosure) *Page 3*
5. Recognition of CAS Creativity and Innovation Certificate Recipients (Enclosure) *Page 4*
6. Recognition of National Hispanic Recognition Program Qualifier – Thomas Livesay
7. Student Report – Ananya Kachru
8. Public Comment
9. Approval of Minutes
 - a. Regular Board of Education Meeting, February 12, 2018 (Enclosure) *Page 5*
10. Adult and Continuing Education (Enclosure) *Page 17*
11. Correspondence
12. Superintendent's Report
 - a. Personnel Report (Enclosure) *Page 22*
 - b. Superintendent Report (Enclosure) *Page 23*

13. Chairman's Report

a. Committee Reports

1. ACES
2. CABE
3. Curriculum
4. Facilities (Enclosure) *Page 28*
5. Finance
 - a. Discussion and Possible Action on Proposed 2018-2019 Budget (Enclosure) *Page 29*
 - b. Consideration of and Possible Action on a Funding the Cost of Issuance of the Pending Bonds Refunding (Enclosure) *Page 34*
 - c. Discussion of Monthly Financial Statements (Enclosure) *Page 36*
 - d. Director of Finance and Administration Approved Transfers Under \$3,000 (Enclosure) *Page 63*
 - e. Discussion and Possible Action on Transfers over \$3,000 (Enclosure) *Page 64*
6. Policy
7. Personnel
8. District Technology
9. District Health and Safety
10. Ad Hoc Shared Services Committee
11. Ad Hoc Security and Wellness Committee

14. Items for the Next Agenda

15. Adjournment



Charles Dumais, Ed.D.
Superintendent of Schools

CD/pjp

pc: Town Clerks: Bethany / Orange / Woodbridge

PLEASE POST

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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.



2018

**NATIONAL MERIT
SCHOLARSHIP
PROGRAM**

****Finalists****

-  **WEIXIN DU**
-  **ULADA DUBOVIK**
-  **ELIZABETH FRIEDEN**
-  **VINCE LI**
-  **JUSTINE LUO**
-  **SALLY THACH**
-  **WEICHU YU**





Connecticut Association of Schools



Teacher Recognition of

CREATIVITY & INNOVATION

Awarded to

AMITY REGIONAL MIDDLE SCHOOL-BETHANY

*Amy Benton
Kye Camera
Greg Murphy
Marissa Nall
Brennan Orié
Michelle Ortiz
Jennifer Schuchat*

AMITY REGIONAL MIDDLE SCHOOL-ORANGE

*Thomas Foley
Elaine Hashemian
Jennifer Marganski
Eric Mills*

AMITY REGIONAL HIGH SCHOOL

*Jackie Cappiello
Linda DeCesare
Sean Malloy
Todd Rainey
Ed Rostowsky
Michelle Shoop
Carl Teravainen*

AMITY REGIONAL SCHOOL DISTRICT NO. 5 BOARD OF EDUCATION
FEBRUARY 12, 2018 REGULAR MEETING MINUTES

Page 1 of 9

A regular meeting of the Amity Regional Board of Education was held on Monday, February 12, 2018 at 6:30 pm in the Large Group Instruction Room at 100 Ohman Avenue, Orange.

BOARD MEMBERS PRESENT

Chairperson Christopher Browe, Mr. John Belfonti, Ms. Robyn Berke, Ms. Patricia Cardozo, Ms. Shannan Carlson, Ms. Paula Cofrancesco, Ms. Carla Eichler, Ms. Amy Esposito, Mr. Thomas Hurley, Dr. Jennifer Turner, and Ms. Diane Urbano

BOARD MEMBERS ABSENT

Mr. DeMaio and Ms. McCreven

STAFF MEMBERS PRESENT

Dr. Charles Dumais, Ms. Theresa Lumas, Ms. Kathy Burke, Mr. Scott Cleary, Dr. Richard Dellinger, Mr. Shaun DeRosa, Mr. Ernest Goodwin, Ms. Anna Mahon, Dr. Marie McPadden, Ms. Mary Raiola, Ms. Karen Steele, and Mr. Matthew Stanley

1. Call to Order

Chairman Browe called the meeting to order at 6:45 p.m.

2. Pledge of Allegiance

Recited by those present

3. Student Report – Ananya Kachru

4. Public Comment

Mr. Thomas Hurley, 1050 Garden Road, Orange suggested removing the football field from the list of projects and treating it as a special project because it is very controversial. Mr. Hurley suggested pulling the football field item from the 5-year plan and listing it as a special project by itself.

James Leahy, 495 Lambert Road, Orange handed out a PowerPoint printout and expressed his perspective on the Amity budget proposal. He discussed the level of funding the State is proposing to give the Town of Orange, the Amity surplus, and the actual to budget comparisons. Mr. Leahy summarized by stating that Orange does not support an increase of more than 1%.

5. Approval of Minutes

a. Regular Board of Education Meeting, January 8, 2018

Motion by Ms. Cardozo, Second by Ms. Cofrancesco to accept the minutes as submitted.

Votes in favor, 10 (unanimous)

MOTION CARRIED

b. Special Board of Education Meeting, January 16, 2018

Motion by Ms. Urbano, Second by Ms. Cofrancesco to accept the minutes as corrected.

Votes in favor, 7 (Mr. Hurley, Ms. Eichler, Ms. Urbano, Ms. Cofrancesco, Dr. Turner, Ms. Cardozo, and Ms. Esposito)

Abstained, 3 (Ms. Berke, Ms. Carlson, and Mr. Belfonti)

MOTION CARRIED

c. Special Board of Education Meeting, February 6, 2018

Motion by Ms. Esposito, Second by Ms. Carlson to accept the minutes as submitted.

Votes in favor, 8 (Ms. Eichler, Ms. Urbano, Ms. Cofrancesco, Dr. Turner, Ms. Cardozo, Ms. Berke, Ms. Carlson, and Ms. Esposito)

Abstained, 2 (Mr. Hurley and Mr. Belfonti)

MOTION CARRIED

6. Presentation of Superintendent's 2018-2019 Recommended Budget

7. Correspondence

- a.** Email dated January 16, 2018 from Kristen Marquis, 375 Hitching Post Drive, Orange to Chairman Browe (attached)
- b.** Letter dated February 6, 2018 from Mr. Cifarelli, Director of Finance, Town of Orange to Dr. Dumais (attached)

8. Discussion and Possible Action on Perkins Supplemental Enhancement Grant

Motion by Ms. Cofrancesco, Second by Ms. Esposito to approve the Career and Technical Education Secondary Supplemental Enhancement Grant 2018

Votes in favor, 10 (unanimous)

MOTION CARRIED

9. Donations

a. Mr. Richard Ciardiello, Mr. Peter Ciardiello, and Mr. Richard Riccitelli, Kramden Enterprises D/B/A Eli's Tavern -- \$4,300

b. Ms. Rose Foote c/o Bella's Café, LLC -- \$3,000

Point of Information by Mr. Hurley asking where undesignated funds go when they are donated. Ms. Lumas explained that they can either be spent or put into special revenue accounts. If they are not spent during the current year, they are rolled forward to the following year.

Motion by Ms. Urbano, Second by Ms. Cofrancesco to modify the agenda to consider and accept \$4,300 donation from Eli's Tavern and \$3,000 donation from Bella's Café to be appropriated to the Athletic Department

Votes in favor, 10 (unanimous)

MOTION CARRIED

Motion by Ms. Cofrancesco, Second by Dr. Turner to accept \$4,300 donation from Eli's Tavern and \$3,000 donation from Bella's Café to be appropriated to the Athletic Department

Votes in favor, 10 (unanimous)

MOTION CARRIED

10. Superintendent's Report

a. Personnel Report

b. Superintendent Report

https://www.amityregion5.org/uploaded/District_information/Superintendent's_Reports/2017-2018_Superintendent's_Reports/SuperintendentReport_February2018.pdf

11. Chairman's Report

a. Committee Reports

1. ACES
2. CABE
3. Curriculum
4. Facilities
5. Finance

a. Discussion and Possible Action on Superintendent's Proposed Budget

Amity Finance Committee did not take action on this item at their meeting; they will vote on this item at a Special Meeting on February 28th. Amity Board of Education will vote on this item at the March 12th Regular Meeting.

b. Consideration of and Possible Action on a Resolution Concerning the Authorizing of Refunding Bonds for Payment of the Outstanding Principal of and Interest on All or a Portion of the District's \$8,695,000 General Obligation Refunding Bonds, Issue of 2010, and \$8,245,000 General Obligation Refunding Bonds, Issue of 2010, Series B, and Costs Related thereto

Motion by Ms. Esposito, Second by Ms. Cofrancesco to consider and act upon a resolution concerning the authorization of refunding bonds for payment of the outstanding principal of and interest on all or a portion of the District's \$8,695,000 General Obligation Refunding Bonds, Issue of 2010, and \$8,245,000 General Obligation Refunding Bonds, Issue of 2010, Series B, and costs related thereto.

Votes in favor, 9 (Ms. Eichler, Ms. Urbano, Ms. Cofrancesco, Dr. Turner, Ms. Cardozo, Ms. Berke, Ms. Carlson, Mr. Belfonti, and Ms. Esposito)

Abstained, 1 (Mr. Hurley)

MOTION CARRIED

RESOLUTION OF BOARD OF EDUCATION OF REGIONAL SCHOOL DISTRICT NUMBER 5

AUTHORIZING THE ISSUANCE OF NOT EXCEEDING \$11,500,000 REFUNDING BONDS FOR PAYMENT IN WHOLE OR IN PART OF THE OUTSTANDING PRINCIPAL OF AND INTEREST ON THE DISTRICT'S \$8,695,000 GENERAL OBLIGATION REFUNDING BONDS, ISSUE OF 2010, AND \$8,245,000 GENERAL OBLIGATION REFUNDING BONDS, ISSUE OF 2010, SERIES B, OF REGIONAL DISTRICT NUMBER 5, AND COSTS RELATED THERETO

(February 12, 2018)

RESOLVED,

(a) That Regional School District Number 5 issue its refunding bonds, in an amount not to exceed ELEVEN MILLION FIVE HUNDRED THOUSAND DOLLARS (\$11,500,000), the proceeds of which are hereby appropriated: (1) to fund

AMITY REGIONAL SCHOOL DISTRICT NO. 5 BOARD OF EDUCATION
FEBRUARY 12, 2018 REGULAR MEETING MINUTES

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one or more escrows, and to apply the balance held in such escrows, together with the investment earnings thereon, to the payment in whole or in part, as to be determined by the Chairman of the Board of Education and the Treasurer of the District, of the outstanding principal of and interest on the District's \$8,695,000 General Obligation Refunding Bonds, Issue of 2010, dated as of April 6, 2010, and \$8,245,000 General Obligation Refunding Bonds, Issue of 2010, Series B, dated as of December 3, 2010, including the payment of interest accrued on said bonds to the date of payment, and (2) to pay costs of issuance of the refunding bonds authorized hereby, including legal fees, consultants' fees, trustee or escrow agent fees, underwriters' fees, net interest and other financing costs and other costs related to the payment of the outstanding bonds described above. The refunding bonds shall be issued pursuant to Section 10-60a of the General Statutes of Connecticut, Revision of 1958, as amended, and any other enabling acts. The bonds shall be general obligations of the District and its member towns, secured by the irrevocable pledge of the full faith and credit of the District and its member towns.

(b) The Chairman of the Board of Education and the Treasurer of the District shall sign the bonds by their manual or facsimile signatures. The law firm of Day Pitney LLP is designated as bond counsel to approve the legality of the bonds. The Chairman and the Treasurer are authorized to determine the bonds to be redeemed and the amount, date, interest rates, maturities, redemption provisions, form and other details of the refunding bonds; to designate one or more banks or trust companies to be certifying bank, registrar, transfer agent and paying agent for the bonds; to provide for the keeping of a record of the bonds; to sell the bonds at public or private sale; to deliver the bonds; and to perform all other acts which are necessary or appropriate to issue the bonds.

(c) That the District hereby declares its official intent under Federal Income Tax Regulation Section 1.150-2 that costs of the refunding may be paid from temporary advances of available funds and that (except to the extent reimbursed from grant moneys) the District reasonably expects to reimburse any such advances from the proceeds of borrowings in an aggregate principal amount not in excess of the amount of borrowing authorized above for the refunding. The Chairman and the Treasurer are authorized to amend such declaration of official intent as they deem necessary or advisable in order to maintain the continued exemption from federal income taxation of interest on the bonds authorized by this resolution, if issued on a tax-exempt basis, including covenants to pay rebates of investment earnings to the United States in future years.

(d) That the Chairman and the Treasurer are authorized to make representations and enter into written agreements for the benefit of holders of the bonds to provide secondary market disclosure information, which agreements may include such terms as they deem advisable or appropriate in order to comply with applicable laws or rules pertaining to the sale or purchase of such bonds.

(e) That the Chairman, the Treasurer, and other proper officers and officials of the District are authorized to take all other action which is necessary or desirable to enable the District to effectuate the refunding of all or a portion of the District's \$8,695,000 General Obligation Refunding Bonds, Issue of 2010, and \$8,245,000 General Obligation Refunding Bonds, Issue of 2010, Series B, and to issue refunding bonds authorized hereby for such purposes, including, but not limited to, the entrance into agreements on behalf of the District with underwriters, trustees, escrow agents and others to facilitate the issuance of the refunding bonds, the escrow of the proceeds thereof and investment earnings thereon, and the payment of the outstanding bonds in whole or in part.

c. Discussion of Monthly Financial Statements

d. Director of Finance and Administration Approved Transfers Under \$3,000

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

AMITY REGIONAL SCHOOL DISTRICT NO. 5 BOARD OF EDUCATION
FEBRUARY 12, 2018 REGULAR MEETING MINUTES

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Motion by Ms. Cardozo, Second by Ms. Cofrancesco to approve the following budget transfer to cover services for revising the Teacher/Administrator Evaluation Plan:

<u>ACCOUNT NUMBER</u>	<u>ACCOUNT NAME</u>	<u>FROM</u>	<u>TO</u>
05-13-2212-5611	Instructional Supplies	\$5,000	
05-13-2212-5322	Professional Technical Services		\$5,000

Votes in favor, 10 (unanimous)

MOTION CARRIED

Motion by Ms. Cardozo, Second by Ms. Cofrancesco to approve the following budget transfer to cover the installation of the new heating supply line:

<u>ACCOUNT NUMBER</u>	<u>ACCOUNT NAME</u>	<u>FROM</u>	<u>TO</u>
05-14-2600-5715	Improvements to Bldgs/Contingency	42,168	
03-14-2600-5715	Improvements to Bldgs		42,168

Votes in favor, 10 (unanimous)

MOTION CARRIED

Motion by Ms. Cardozo, Second by Ms. Cofrancesco to approve the following budget transfer to cover tuition costs for vocational/technical school enrollments:

<u>ACCOUNT NUMBER</u>	<u>ACCOUNT NAME</u>	<u>FROM</u>	<u>TO</u>
04-12-6130-5560	Tuition – Private	15,085	
04-12-6111-5560	Tuition – Vocational/Technical		15,085

Votes in favor, 10 (unanimous)

MOTION CARRIED

f. Other

- 1. Planned Budget Presentations to Member Town Boards of Finance**
- 2. Potential Savings on Bond 2019-2010**
- 3. International Travel Liability Insurance Policy**

6. Policy

a. Second Reading of the Following:

1. Considered but not Added (not existing policies)

- **1316.1 – Community Relations – Relations Between Public and School – Public Conduct at School Activities**
- **1316.2 – Community Relations – Civility**
- **1360 – Community Relations – Awards and Scholarships**
- **1500 – Community Relations – Relations Between Area, State, Regional & National Associations and the Schools**
- **1600 – Community Relations – Relations Between Non-Public and Other Educational Organizations and the Schools**
- **1610 – Community Relations – Relations with Parochial and Private Schools**
- **1620 – Community Relations – Relations with Private Schools, Colleges, and Universities**

2. Adopt

- **1316 – Community Relations – Relations Between Public and School Personnel (existing policy)**
- **1321 – Community Relations – Public Performances by Students (new policy)**
- **1321.1 – Community Relations – Television and Radio Broadcasts (new policy)**
- **1321.2 – Community Relations – Public Video Recording of Educational Activity (new policy)**
- **1322 – Community Relations – Contests for Students (existing policy)**
- **1323 – Community Relations – Awards to Students (existing policy)**
- **1324 – Community Relations – Soliciting Funds from Students (new policy)**
- **1325 – Community Relations – Advertising and Promotion (existing policy)**
- **1326 – Community Relations – Solicitations by Staff Members (new policy)**
- **1331 – Community Relations – Smoke-Free Environment (existing policy)**
- **1340 – Community Relations – Access to School Procedures and Materials (existing policy)**
- **1350 – Community Relations – Senior Citizens' Benefits (existing policy)**
- **1411 – Community Relations – Law Enforcement Agencies (existing policy)**
- **1412 – Community Relations – Fire Department (existing policy)**
- **1430 – Community Relations – State/Federal Government – State and Federal Aid (existing policy)**
- **1531 – Community Relations – Accreditation Agencies (existing policy)**
- **1700 – Community Relations – Possession of Deadly Weapons or Firearms (existing policy)**

Motion by Mr. Hurley, Second by Ms. Cofrancesco to adopt all policies listed under Second Read Adopt (agenda item number 11.a.6.a.2)

AMITY REGIONAL SCHOOL DISTRICT NO. 5 BOARD OF EDUCATION
FEBRUARY 12, 2018 REGULAR MEETING MINUTES

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Amended Motion by Ms. Urbano, Second by Ms. Carlson to remove Policy 1700 from vote and consider Policy 1700 separately

Votes in favor, 9 (Ms. Eichler, Ms. Urbano, Ms. Cofrancesco, Dr. Turner, Ms. Cardozo, Ms. Berke, Ms. Carlson, Mr. Belfonti, and Ms. Esposito)

Vote opposed, 1 (Mr. Hurley)

MOTION CARRIED

Chairperson Browe called the vote to adopt all policies with the exception of Policy 1700 under Second Read Adopt section (11.a.6.2)

Motion by Mr. Hurley, Second by Ms. Urbano to consider Policy 1700

Amended Motion by Ms. Berke, Second by Ms. Carlson to add the following language to Section IVa of Policy 1700: "and a safety inspection of such item immediately prior to entering the building."

Amended Motion by Dr. Turner, Second by Ms. Urbano to add the following language to Section IVa of Policy 1700: "and a physical safety inspection of such item immediately prior to entering the building."

Votes in favor, 10 (unanimous)

MOTION CARRIED

Amended Motion by Mr. Hurley, Second by Ms. Urbano to consider Policy 1700 as amended

Votes in favor, 10 (unanimous)

MOTION CARRIED

- 7. Personnel** (none)
- 8. District Technology** (none)
- 9. District Health and Safety** (none)
- 10. Ad Hoc Shared Services Committee**

a. Discussion and Possible Action on Ad Hoc Shared Services Committee Charge

Mr. Hurley took himself off the Ad Hoc Shared Services Committee, and Chairperson Browe took his place on the Committee.

12. Items for the Next Agenda

Ms. Urbano requested that Item 11.a.5.b. on this agenda (Resolution Concerning the Authorizing of Refunding Bonds for Payment of the Outstanding Principal of and Interest on All or a Portion of the District's \$8,695,000 General Obligation Refunding Bonds, Issue of 2010, and \$8,245,000 General Obligation Refunding Bonds, Issue of 2010, Series B, and Costs Related thereto) be considered at the next Board of Education Regular Meeting. She requested that any savings next year from Refunding Bonds be used to lower the 2018-2019 budget. She will not be at the March Board of Education Regular Meeting, so she asked that this be considered by the Board of Education at that meeting.

13. Adjournment

Motion by Ms. Cardozo, Second by Ms. Cofrancesco to adjourn at 9:45 p.m.

Votes in favor, 10 (unanimous)

MOTION CARRIED

Respectfully submitted,

*Pamela Pero
Recording Secretary*

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



Theresa Lumas
Director of Finance and Administration
terr.v.lumas@reg5.k12.ct.us

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

January 12, 2018

Mr. Richard Ciardiello, Mr. Peter Ciardiello, and Mr. Richard Riccitelli
Kramden Enterprises D/B/A Eli's Tavern
2402 Whitney Ave.
Hamden, CT 06518

Dear Sirs:

I am in receipt of check for \$4,300.00. Thank you very much for your donation to Amity Regional School District.

Donations are presented to the Amity Board of Education for acceptance. In accordance with Board Policy, *"All gifts shall be accepted for the school system as a whole. The Board of Education may accept on behalf of and for the schools any bequest or gift of money or property for a purpose deemed by the Board of Education to be suitable and to utilize such money or property so designated."* A copy of the Board policy regarding gifts is attached.

This donation will be presented at the next scheduled Board meeting on Monday, February 12, 2018.

Thank you again for your interest in Amity Regional School District and the generous donation to the school district.

Respectfully,



Theresa Lumas
Director of Finance & Administration

c; Dr. Charles Dumais, Superintendent of Schools
Ernest Goodwin, Athletic Director

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



Theresa Lumas
Director of Finance and Administration
terry.lumas@reg5.k12.ct.us

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

February 3, 2018

Ms. Rose Foote
c/o Bella's Cafe, LLC
896 Whalley Avenue
New Haven, CT 06515

Dear Ms. Foote:

I am in receipt of your check for \$3,000.00. Thank you very much for your donation to Amity Regional School District. You have requested these funds go toward the purchase of wrestling mats.

Donations are presented to the Amity Board of Education for acceptance. In accordance with Board Policy, *"All gifts shall be accepted for the school system as a whole. The Board of Education may accept on behalf of and for the schools any bequest or gift of money or property for a purpose deemed by the Board of Education to be suitable and to utilize such money or property so designated."* A copy of the Board policy regarding gifts is attached.

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Respectfully,

Theresa Lumas
Director of Finance & Administration

c; Dr. Charles Dumais, Superintendent of Schools
Ernest Goodwin, Athletic Director

Business/Non-Instructional Operations

Gifts, Grants and Bequests

The Superintendent of Schools shall set up criteria to be met in the acceptance of gifts and the procedure for examining and evaluating offers of gifts to the school system.

Any such gifts, grants, and bequests may contain identification of the donor. All gifts shall be accepted for the school system as a whole. The Board of Education may accept on behalf of and for the schools any bequest or gift of money or property for a purpose deemed by the Board of Education to be suitable and to utilize such money or property so designated.

Legal Reference: Connecticut General Statutes

10-47 Powers of regional board .Meetings

10-9 Bequests for educational purposes

Policy adopted: November 14,2005 AMITY REGIONAL SCHOOL DISTRICT NO.5
Woodbridge, Connecticut

Amity Adult & Continuing Education

Spring 2018 Update

Kirsten Mason, Director of Adult Ed. & Continuing Education

Dr. E. Marie McPadden, Director of Curriculum & Staff
Development

What's New in Amity Adult & Continuing Education? Hired a new Director and Secretary Fall 2017

Meet Kirsten Mason, the new Adult & Continuing Education Director!

Orange resident and parent of three Amity students.

A Marine Biology teacher at Fairchild Wheeler Interdistrict Magnet School

Deb Reynolds is the secretary for Adult & Continuing Education.





Fall and Spring Courses

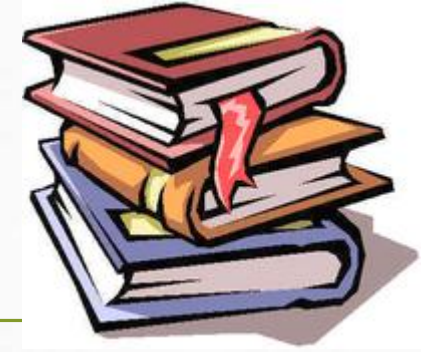


- ✓ New Courses ~ Fitness for All, Oh My Aching Back, Knees, & Shoulders, Harmonica, Hula Hoop, and DIY Wood Sign Workshop!
- ✓ Old Favorites ~ Yoga, Acrylic Painting, Tai Chi, Retirement Courses, Conversational Italian
- ✓ Approximately 50 Courses Offered per Semester
- ✓ Great Instructors





Summer Courses



- ✓ Partnership with Aces for Credit Recovery Courses



- ✓ A variety of enrichment courses are offered during the day



- ✓ Amity Theatre Camp under the direction of Rob and Andrea Kennedy

How are we doing financially?



Fall 2016 - **\$6,000 Loss**

vs.

Fall 2017 - **\$1,200 Loss**

Cost Saving Measures Put into Place Including:

Negotiated with Software Vendor and reduced cost by \$1,200 per year

Slight Increase in Course Fees

Standardized Salaries of Instructors



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



Charles S. Dumais, Ed.D.
Superintendent of Schools

charles.dumais@reg5.k12.ct.us
phone: 203.392.2106
fax: 203.397.4864

March 12, 2018

To: Members of the Board of Education

From: Charles Dumais, Ed.D., Superintendent of Schools

Re: Personnel Report

+ **NEW HIRES-CERTIFIED: NONE**

+ **NEW HIRES-SUBSTITUTES: NONE**

+ **NEW HIRES-CLASSIFIED: NONE**

+ **NEW HIRES-COACHES:**

Craig Bruno –Varsity Football Coach – Amity Regional High School, effective 2/16/2018

Austin Fraser – Assistant Varsity Girls Track & Field Coach – Amity Regional High School, eff. 2/21/2018

+ **TRANSFERS: NONE**

+ **RESIGNATION(S):**

Kevin Mozealous – Assistant Football Coach – Amity Regional High School, effective 2/15/2018

Dan Parisi – Assistant Football Coach – Amity Regional High School, effective 2/15/2018

+ **RETIREMENT(S):**

Edythe Lefebvre – F/T Nurse – Amity Middle School-Orange, effective 3/30/2018

Cathy Austin – F/T Coordinator of Pupil Services – District Offices, effective 6/30/2018

Maggie Barkin – .6 FTE English Teacher – Amity Regional High School, effective 6/30/2018

Marian Carroll – F/T Special Education Teacher – Amity Regional High School, effective 6/30/2018

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Charles S. Dumais, Ed.D.
Superintendent of Schools

charles.dumais@reg5.k12.ct.us
203.392.2106

Superintendent's Report – March 2018

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.

Instruction

Unified Physical Education Class. This new course offering is the first of its kind at Amity, where typical peers are instructed on ways to support students in the adapted physical education class. This is not only the first full curricular unified class at the high school; it is the first elective offering in the physical education department.

Instructional Rounds Evidence Review. As part of the high school faculty meeting in February, the entire faculty participated in workshops to review and process the evidence that has been collected throughout the first semester through [Instructional Rounds](#). Teachers also worked to create [Theory of Action](#) statements regarding instruction and student activities based on their review and discussions.

Skiing. Mary Foley won the Connecticut Interscholastic Ski League (CISL) State Open Championship and is the top seed for Team CT in the next event in New Hampshire.

Amity Transition Program. On February 13, 2018, Superintendent of Schools Dr. Charles Dumais and Director of Pupil Services Mary Raiola met with all of the parents of the students who will be participating in the Amity Transition Program in the fall to share information on the progress of plans for the program. The next meeting will be in March to discuss site specific elements of the program with Albertus Magnus representatives.

Teacher Support and Evaluation. The Amity Teacher/Administrator Evaluation Committee continues to work with CREC consultant Dr. Ellen Retelle in making revisions and updates to the current Amity Teacher and Administrator Evaluation Models. An introduction to the new plan for all staff will take place on the May 21, 2018, minimum professional development day.

District Committees. The Teacher/Administrator Evaluation Committee, Staff Development Committee, SRBI/RTI Committee, Technology Committee, Reading Committee, and the Wellness Committee all met recently.

Curriculum Articulation. Meetings were held for Social Studies and English Language Arts.

District Instructional Rounds. Our next district-wide Instructional Rounds visit will be to Amity Middle School Orange on March 22, 2018. We have invited a representative from the Education Department at Southern Connecticut State University to join us.

Math Counts Chapter Competition. Nine students from Amity Middle School Bethany attended the Math Counts Chapter Competition at Yale University on February 3, 2018, competing along with 110 students from 13 other schools. Two seventh graders qualified for the Math Counts State Competition.

Basketball. Tyler Thomas was named Southern CT Conference (SCC) player of the year for boys basketball.

Woodbridge Board of Selectmen. On February 14, 2018, Superintendent of Schools Dr. Charles Dumais, Director of Finance and Administration Terry Lumas and Director of Pupil Services Mary Raiola attended the Woodbridge Board of Selectmen meeting to provide program details for use of the Old Woodbridge Firehouse for the Amity Transition Program. The Board of Selectmen will consider taking action to fund the renovations of the facility.

Global Issues Evening. Four Amity Middle School Bethany teachers employed their Performance Based Assessment Design training to create an interdisciplinary unit on global issues. The student work was shared with parents and others at a Global Issues Evening on February 27, 2018. Teachers will present this unit at the New England League of Middle Schools Conference in April as an example of how to use learner-centered quality assessment practices and authentic, performance-based assessment tasks designed to produce and measure student learning.

Robotics and Engineering Research Program. Amity Middle School Bethany Robotics and Engineering Research Program students participated in an engineering lab day during which they finalized their research projects in preparation for the upcoming 70th Annual Connecticut Science & Engineering Fair (CSEF) being held at Quinnipiac University.

NGSS. Science teachers from across the district have been participating in focused professional development on implementation of the Next Generation Science Standards.

Swimming. Colin Roy was named Southern CT Conference (SCC) Division I player of the year for boys swimming.

Music. Thirteen Amity Middle School Orange student musicians are participating in the Southern Regional Music Festival in Killingworth CT. Students earned their place on the select ensemble through a rigorous audition process earlier this year. The festival provided students with the opportunity to showcase their musicality alongside students from across 56 towns in southern Connecticut.

State Geography Bee. Amity Middle School Orange eighth grade student Makena Legault has qualified to compete in the state level competition of the National Geographic Bee. Makena will compete at the Connecticut State Bee on Friday, April 6, 2018, in the hopes of moving onto the national competition in Washington D.C. in May.

Teacher Preparation. Dr. McPadden participated on the American Association of Colleges for Teacher Education Committee (AACTE-CT/CAPPS) reviewing upcoming legislation related to the new pre-service teaching assessment requirements.

EdCamp. Amity administrators participated in a professional learning experience based on a modified EdCamp model. EdCamp is a variety of professional learning that focuses on developing experiences through an organic, participant-driven process.

Wrestling. Ryan Roddy was named Southern CT Conference (SCC) Coach of the Year for wrestling.

Resources

Streaming Content. Through the use of live streaming technology, daily announcements and updates are now being streamed to all closed circuit televisions throughout Amity Middle School Orange.

Security Training. District security guards attended training on identification and response strategies for Domestic Human Trafficking.

Jack B. Levine Efficiency Award. The Jack B. Levine Efficiency Award of Excellence was established to encourage students to look for cost savings and efficiencies at Amity Regional School District No. 5. All students in Grades 7 through 12, inclusive, of Amity Regional School District No. 5 may apply for an award. Applications are due in schools April 27, 2018.

BOWA Coordination. BOWA Directors of Curriculum are scheduled to meet in March to continue curriculum alignment discussion specifically related to the end-of-year grade six common math assessment and World Language.

Security Communication. The fifteen new radios that were purchased for Amity Regional High School to replace outdated and non-functional older radios have been programmed, activated, and issued. This includes six additional radios with the panic button that will activate the lockdown sequence.

Elective Selection. Our Technology Department has created an online registration system for seventh grade elective and elective alternatives for next year's schedules, saving both time and physical resources.

Climate

STEAM Day. Please mark your calendars for the Third Annual Amity STEAM Day on May 24, 2018. Amity hosts and presents this event, and we invite our Member Town fifth grade students to join us.

Team Breakfast. After reading *A Long Walk to Water*, Amity Middle School Orange seventh grade students hosted a breakfast fundraiser to raise money for Water for South Sudan. The organization was founded by the book's author, Salva Dutt, whose mission is to provide clean water for the people of South Sudan.

Parent University. In addition to the early sessions on Student Organization Skills, Unified Classroom, Chronic Absenteeism, Student Success Plans, *Courage to Speak*, Internet Safety, and School Safety and Security, we have scheduled sessions to cover various topics (as identified in the District Goals/Objectives) over the course of the year.

Date	Topic
April 3, 2018	Academic Integrity, Media Literacy
May 8, 2018	Experiential Learning

Restorative Practices. Middle school assistant principals Neil Holt and Thayer Doyle attended comprehensive professional development in Restorative Practices featuring JoAnn Freiburg from the Connecticut State Department of Education. Restorative Practices is designed to help establish conditions for developing and nurturing a culture based on quality relationships among all school community members and positive community building.

Principal/Student Lunches. Amity Middle School Bethany principal Dr. Dellinger continued February lunch meetings with small groups of seventh graders to check on how they are doing and to become more familiar with them.

C.R.O.M.E. Club. Danielle Parillo, Amity Middle School Bethany school counselor, started a new club called Community Recognizing Open- Mindedness and Expression (C.R.O.M.E.). The club supports inclusion, self-expression, and acceptance.

Food Drive. The Amity Middle School Bethany Student Council and Leo Club held a February food drive to benefit the Woodbridge Youth Services Food Pantry. More than three hundred food items were donated.

Sock Hop. The Amity Regional High School National Honor Society held its first annual sock hop dance. They collected more than 700 socks, raised more than \$2000 to donate to Columbus House of New Haven, and had more than 150 students attend and dance their socks off.

OBOA Movie Fundraiser. Faculty and students members of the One Book One Amity (OBOA) Committee hosted a fundraiser and community building event at the Seymour Cinemas. Amity Regional High School Community members were invited to come see a private screening of the

newly released feature film *Every Day*, which is a film adaptation of the 2017 OBOA community book of the same title.

Superintendent

Instructional Leadership. I visit each school on (at least) a weekly basis and make classroom observations a regular part of each trip. To date, I have visited more than **150** classrooms (and other activities for non-classroom certified employees) across all of the buildings.

Storify. See this past month's tweets with the #AR5 hashtag here:

<https://storify.com/charlesdumais/amity-feb-mar-2018>

Budget. The Superintendent's 2018-2019 Proposed Budget has been presented to the Amity Finance Committee, a joint meeting of the Woodbridge Board of Selectmen and Board of Finance, the Bethany Board of Finance, and the Orange Board of Finance.

Superintendent Network. As our teachers have engaged in Instructional Rounds, I have participated in Instructional Rounds with superintendents from across the state – most recently visiting the Derby Middle and High Schools.

Negotiations. We have reviewed bargaining agreements and have initiated the formal process of negotiations with the Nurses Bargaining Unit and the Paraeducators Bargaining Unit.

Cooperative/Shared Services. Explorations and negotiations are progressing on short term (information technology, facilities) and long term (special education, curriculum) opportunities for shared services.

Strategic Planning. I participated with superintendents, assistant superintendents, thought leaders, and university leaders in the inaugural session of the Strategic Planning Team at the Connecticut Association of Public School Superintendents (CAPSS), facilitated by the Connecticut Center for School Change.

CAPSS Technology. At our most recent meeting, we worked with Connecticut State Department of Education Chief Performance Officer Ajit Gopalakrishnan regarding the feasibility of a statewide student management system. The committee will be meeting with Ajit regularly to better coordinate work of superintendents and the Department of Education on technology issues.



This report is a synopsis of many of the undertakings, efforts, and achievements toward our District Goals and Objectives. It does not represent a complete and comprehensive account of all that has happened in the past month. I would encourage you to contact me directly if you have questions about items that you read or that you anticipated reading. I would be glad to discuss them.

Amity Regional School District No. 5

CLEAN

SAFE

HEALTHY

SCHOOLS

Facilities Department Monthly Report

Completed Projects:

- One of the transfer switches to the generator panels at Amity Regional High School failed and had to be switched manually. The replacement switch was ordered and was installed and tested by our contractor.
- The light switches in the Amity Regional High School library developed a short. The switches were replaced and tested by in-house personnel.
- The mixing valve for the domestic hot water at Amity Middle School, Orange Campus, failed. Parts were ordered and it was rebuilt by in-house personnel.
- The exhaust fan above the nurse's office at Amity Middle School, Orange Campus, started failing. The exhaust fan was serviced by in-house personnel.
- The freeze stat started tripping on new air handler number 35 at Amity Regional High School. The vendor responded immediately and replaced it under warranty.
- One of the two circulating pumps for the building heating loop at Amity Middle School, Bethany Campus, failed. Our vendor responded to the site and rebuilt and rebalanced the pump.
- There were a couple roof leaks at Amity Regional High School after the heavy rains. Our roofing contractor responded and repaired the leaks under warranty.
- Both large acid neutralization tanks were due for service at Amity Regional High School. During the February break, our vendor vacuumed out the old media and replaced with new limestone.
- All of the biannual code inspections were completed during the February break at all three buildings. This includes kitchen hood inspections, sprinkler inspections, and a visual inspection of the fire alarm systems.

Projects in process:

- The main breaker that serves the older portion of Amity High School either has a problem or needs to be calibrated to current electric loads. vanZelm Engineering completed the engineering study. Southern New England Electrical Testing (SNEET) calibrated the breakers per the engineering supplied by vanZelm Engineering. A recent test of the micro-grid allowed us to test the breaker and it did not trip. We are now waiting for an appropriate time to perform a full PM on the breakers, which will require an extended power outage.

Outstanding issues to be addressed:

- None at this time.

Amity Regional School
District No. 5

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Woodbridge, CT 06525

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



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Phone (203) 397-4813
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To: Dr. Charles S. Dumais, Superintendent of Schools
From: Theresa Lumas, Director of Finance and Administration
Re: Action on 2018-2019 Amity Board of Education Operating Budget
Date: March 1, 2018

The Amity Board of Education will need to take action on the 2018-2019 Amity Board of Education Operating Budget so it can be presented to the voters. The recommended motions are shown below:

Amity Board of Education:

Move to approve the proposed 2018-2019 budget for the fiscal year 2018-2019 in the gross amount of \$49,026,535 and the net amount of \$48,190,256 to be submitted to Referendum on Tuesday, May 8, 2018.

Move to authorize Amity Regional School District No. 5 to prepare an Explanatory Text for the Budget Referendum Question: BE IT RESOLVED, that the Secretary of the Board of Education of Amity Regional School District No. 5 is authorized to prepare, print and distribute a concise explanatory text of the budget referendum question which, by vote of the Board of Education, has been submitted to a referendum vote on the voting machines of each of the member towns, which text shall not advocate either the approval or disapproval of the question and shall otherwise be prepared in accordance with Connecticut General Statutes Section 9-369b.

**AMITY REGIONAL SCHOOL DISTRICT NO. 5
REVENUES AND EXPENDITURES
2018-2019 BUDGET ORIGINAL REQUESTS**

SUPERINTENDENT'S BUDGET

		COLUMN 1	COLUMN 2	COLUMN 3	COLUMN 4	COLUMN 5	COLUMN 6
		2016-2017	2017-2018	2017-2018	2018-2019	VAR. \$ TO	VAR. %
LINE	CATEGORY	ACTUAL	BUDGET	FORECAST	BUDGET	BUDGET	TO BUDGET
1	MEMBER TOWN ALLOCATIONS	46,289,573	48,250,162	47,534,391	48,190,256	(59,906)	-0.12%
2	OTHER REVENUE	179,151	136,510	241,424	186,902	50,392	36.91%
3	OTHER STATE GRANTS	1,012,502	0	715,771	573,805	573,805	100.00%
4	MISCELLANEOUS INCOME	55,402	46,000	54,422	75,572	29,572	64.29%
5	BUILDING RENOVATION GRANTS	6,491	6,491	6,491	0	(6,491)	-100.00%
6	TOTAL REVENUES	47,543,119	48,439,163	48,552,499	49,026,535	587,372	1.21%
7	SALARIES	24,458,195	25,474,101	25,437,383	25,985,048	510,947	2.01%
8	BENEFITS	6,002,563	6,418,372	6,366,316	6,092,697	(325,675)	-5.07%
9	PURCHASED SERVICES	7,498,587	8,394,700	7,688,218	8,495,258	100,558	1.20%
10	DEBT SERVICE	4,709,213	4,406,650	4,406,650	4,595,576	188,926	4.29%
11	SUPPLIES (INCLUDING UTILITIES)	2,701,384	2,897,963	2,889,559	2,978,862	80,899	2.79%
12	EQUIPMENT	180,929	322,392	322,392	380,655	58,263	18.07%
13	IMPROVEMENTS / CONTINGENCY	62,460	367,000	367,000	331,000	(36,000)	-9.81%
14	DUES AND FEES	136,290	157,985	157,985	167,439	9,454	5.98%
15	TRANSFER ACCOUNT	0	0	484,391	0	0	0.00%
16	TOTAL EXPENDITURES	45,749,621	48,439,163	48,119,894	49,026,535	587,372	1.21%
17	SUBTOTAL	1,793,500	0	432,605	0	0	0.00%
18	CANCELLATION OF PRIOR YEAR'S ENCUMBRANCES	25,133	0	0	0	0	0.00%
19	DESIGNATED FOR SUBSEQUENT YEAR'S BUDGET	0	0	0	0	0	0.00%
20	NET BALANCE / (DEFICIT)	1,818,633	0	432,605	0	0	0.00%
21	AVERAGE DAILY MEMBERSHIP	2,320	2,294	2,224	2,216	(8)	-0.35%
22	PER PUPIL EXPENDITURE	16,533	17,918	18,442	18,698	780	4.35%

**AMITY REGIONAL SCHOOL DISTRICT NO. 5
REVENUES AND EXPENDITURES
2018-2019 BUDGET ORIGINAL REQUESTS**

SUPERINTENDENT'S BUDGET

		COLUMN 1	COLUMN 2	COLUMN 3	COLUMN 4	COLUMN 5	COLUMN 6
		2016-2017	2017-2018	2017-2018	2018-2019	VAR. \$ TO	VAR. %
LINE	CATEGORY	ACTUAL	BUDGET	FORECAST	BUDGET	BUDGET	TO BUDGET
1	BETHANY ALLOCATION	9,437,981	9,495,632	9,354,768	9,295,901	(199,731)	-2.10%
2	ORANGE ALLOCATION	22,561,538	24,017,483	23,661,194	24,181,870	164,387	0.68%
3	WOODBIDGE ALLOCATION	14,290,054	14,737,047	14,518,429	14,712,485	(24,562)	-0.17%
4	MEMBER TOWN ALLOCATIONS	46,289,573	48,250,162	47,534,391	48,190,256	(59,906)	-0.12%
5	ADULT EDUCATION	3,177	3,042	3,042	3,042	0	0.00%
6	PARKING INCOME	30,109	29,000	29,788	29,000	0	0.00%
7	INVESTMENT INCOME	16,565	10,000	35,000	20,000	10,000	100.00%
8	ATHLETICS	23,230	23,000	23,000	23,000	0	0.00%
9	TUITION REVENUE	86,570	49,368	127,194	88,460	39,092	79.18%
10	TRANSPORTATION INCOME	19,500	22,100	23,400	23,400	1,300	5.88%
11	TRANSPORTATION BOWA AGREEMENT	0	0	0	0	0	0.00%
12	OTHER REVENUE	179,151	136,510	241,424	186,902	50,392	36.91%
14	SPECIAL EDUCATION GRANTS	1,012,502	0	715,771	573,805	573,805	100.00%
15	OTHER STATE GRANTS	1,012,502	0	715,771	573,805	573,805	100.00%
16	RENTAL INCOME	19,988	21,000	21,000	21,000	0	0.00%
17	INTERGOVERNMENTAL	0	0	8,422	29,572	29,572	0.00%
18	OTHER REVENUE	35,414	25,000	25,000	25,000	0	0.00%
19	TRANSFER IN	0	0	0	0	0	0.00%
20	MISCELLANEOUS INCOME	55,402	46,000	54,422	75,572	29,572	64.29%
21	BUILDING RENOVATION GRANTS	6,491	6,491	6,491	0	(6,491)	-100.00%
22	TOTAL REVENUES	47,543,119	48,439,163	48,552,499	49,026,535	587,372	1.21%

**AMITY REGIONAL SCHOOL DISTRICT NO. 5
REVENUES AND EXPENDITURES
2018-2019 BUDGET ORIGINAL REQUESTS**

SUPERINTENDENT'S BUDGET

		COLUMN 1	COLUMN 2	COLUMN 3	COLUMN 4	COLUMN 5	COLUMN 6
LINE	CATEGORY	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 FORECAST	2018-2019 BUDGET	VAR. \$ TO BUDGET	VAR. % TO BUDGET
1	5111-CERTIFIED SALARIES	20,160,271	20,975,448	20,923,020	21,397,312	421,864	2.01%
2	5112-CLASSIFIED SALARIES	4,297,924	4,498,653	4,514,363	4,587,736	89,083	1.98%
3	SALARIES	24,458,195	25,474,101	25,437,383	25,985,048	510,947	2.01%
4	5200-MEDICARE - ER	333,749	353,376	356,892	374,913	21,537	6.09%
5	5210-FICA - ER	272,102	277,127	280,361	283,586	6,459	2.33%
6	5220-WORKERS' COMPENSATION	232,488	251,584	234,947	246,900	(4,684)	-1.86%
7	5255-MEDICAL & DENTAL INSURANCE	3,820,370	4,369,049	4,321,810	4,083,941	(285,108)	-6.53%
8	5860-OPEB TRUST	157,272	105,537	105,537	62,910	(42,627)	-40.39%
9	5260-LIFE INSURANCE	42,163	44,211	44,211	45,537	1,326	3.00%
10	5275-DISABILITY INSURANCE	9,276	9,373	9,733	9,924	551	5.88%
11	5280-PENSION PLAN - CLASSIFIED	862,404	886,831	886,831	892,845	6,014	0.68%
12	5281-DEFINED CONTRIBUTION RETIREMENT PLAN	48,776	54,384	59,093	64,867	10,483	100.00%
13	5282-RETIREMENT SICK LEAVE - CERT	77,835	19,936	19,936	1,921	(18,015)	-90.36%
14	5283-RETIREMENT SICK LEAVE - CLASS	1,137	1,587	1,587	1,000	(587)	-36.99%
15	5284-SEVERANCE PAY - CERTIFIED	118,398	25,477	25,477	1,000	(24,477)	-96.07%
16	5290-UNEMPLOYMENT COMPENSATION	25,360	17,900	17,900	21,353	3,453	19.29%
17	5291-CLOTHING ALLOWANCE	1,233	2,000	2,000	2,000	0	100.00%
18	BENEFITS	6,002,563	6,418,372	6,366,316	6,092,697	(325,675)	-5.07%
19	5322-INSTRUCTIONAL PROG IMPROVEMENT	19,287	15,500	20,500	28,500	13,000	83.87%
20	5327-DATA PROCESSING	74,490	94,178	94,178	93,590	(588)	-0.62%
21	5330-OTHER PROFESSIONAL & TECHNICAL SRVC	959,298	1,277,466	1,252,466	1,332,265	54,799	4.29%
22	5440-RENTALS - LAND, BLDG, EQUIPMENT	88,456	97,947	97,947	119,185	21,238	21.68%
23	5510-PUPIL TRANSPORTATION	2,684,145	2,928,073	2,697,881	2,995,119	67,046	2.29%
24	5521-GENERAL LIABILITY INSURANCE	217,543	234,767	234,767	242,601	7,834	3.34%
25	5550-COMMUNICATIONS: TEL, POST, ETC.	134,313	172,374	144,934	163,224	(9,150)	-5.31%
26	5560-TUITION EXPENSE	3,235,655	3,486,509	3,057,659	3,427,580	(58,929)	-1.69%
27	5590-OTHER PURCHASED SERVICES	85,400	87,886	87,886	93,194	5,308	6.04%
28	PURCHASED SERVICES	7,498,587	8,394,700	7,688,218	8,495,258	100,558	1.20%
29	5830-INTEREST	1,249,213	821,650	821,650	745,576	(76,074)	-9.26%
30	5910-REDEMPTION OF PRINCIPAL	3,460,000	3,585,000	3,585,000	3,850,000	265,000	7.39%
30a	INTEREST OWED TO STATE	0	0	0	0	0	100.00%
30b	BONDING OF FACILITIES CAPITAL ITEMS	0	0	0	0	0	100.00%
31	DEBT SERVICE	4,709,213	4,406,650	4,406,650	4,595,576	188,926	4.29%

**AMITY REGIONAL SCHOOL DISTRICT NO. 5
REVENUES AND EXPENDITURES
2018-2019 BUDGET ORIGINAL REQUESTS**

SUPERINTENDENT'S BUDGET

		COLUMN 1	COLUMN 2	COLUMN 3	COLUMN 4	COLUMN 5	COLUMN 6
		2016-2017	2017-2018	2017-2018	2018-2019	VAR. \$ TO	VAR. %
LINE	CATEGORY	ACTUAL	BUDGET	FORECAST	BUDGET	BUDGET	TO BUDGET
32	5410-UTILITIES, EXCLUDING HEAT	669,181	681,950	666,564	703,234	21,284	3.12%
33	5420-REPAIRS, MAINTENANCE & CLEANING	703,831	720,055	720,055	723,928	3,873	0.54%
34	5611-INSTRUCTIONAL SUPPLIES	361,671	385,274	380,274	396,905	11,631	3.02%
35	5613-MAINTENANCE/CUSTODIAL SUPPLIES	201,900	219,965	219,965	219,965	0	0.00%
36	5620-OIL USED FOR HEATING	36,763	37,870	37,870	46,500	8,630	22.79%
37	5621-NATURAL GAS	63,982	53,845	65,827	52,512	(1,333)	-2.48%
38	5627-TRANSPORTATION SUPPLIES	87,411	117,341	117,341	151,900	34,559	29.45%
39	5641-TEXTS & DIGITAL RESOURCES	70,197	111,221	111,221	176,013	64,792	58.26%
40	5642-LIBRARY BOOKS & PERIODICALS	18,970	21,615	21,615	21,615	0	0.00%
41	5690-OTHER SUPPLIES	487,478	548,827	548,827	486,290	(62,537)	-11.39%
42	SUPPLIES (INCLUDING UTILITIES)	2,701,384	2,897,963	2,889,559	2,978,862	80,899	2.79%
43	5730-EQUIPMENT - NEW	47,837	72,200	72,200	215,879	143,679	199.00%
44	5731-EQUIPMENT - REPLACEMENT	133,092	250,192	250,192	164,776	(85,416)	-34.14%
45	EQUIPMENT	180,929	322,392	322,392	380,655	58,263	18.07%
46	5715-IMPROVEMENTS TO BUILDING	32,160	51,000	51,000	50,000	(1,000)	-1.96%
47	5715-FACILITIES CONTINGENCY	0	100,000	100,000	100,000	0	0.00%
48	5720-IMPROVEMENTS TO SITES	30,300	66,000	66,000	31,000	(35,000)	-53.03%
49	5850-CONTINGENCY	0	150,000	150,000	150,000	0	0.00%
50	TRSF. FROM CONTINGENCY TO OTHER ACCTS.	0	0	0		0	0.00%
51	IMPROVEMENTS / CONTINGENCY	62,460	367,000	367,000	331,000	(36,000)	-9.81%
52	5580-STAFF TRAVEL	19,264	22,432	22,432	22,432	0	0.00%
53	5581-TRAVEL - CONFERENCES	28,433	36,520	36,520	35,975	(545)	-1.49%
54	5810-DUES & FEES	88,593	99,033	99,033	109,032	9,999	10.10%
55	DUES AND FEES	136,290	157,985	157,985	167,439	9,454	5.98%
56	5856-TRANSFER ACCOUNT	0	0	484,391	0	0	0.00%
57	TOTAL EXPENDITURES	45,749,621	48,439,163	48,119,894	49,026,535	587,372	1.21%

AMITY REGIONAL SCHOOL DISTRICT NO. 5

Bethany Orange Woodbridge
25 Newton Road, Woodbridge Connecticut 06525



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

To: Dr. Charles S. Dumais, Superintendent of Schools

From: Theresa Lumas, Director of Finance and Administration

Re: 2018 Refinancing of 2010 General Obligation Bonds

Date: February 19, 2018

The Amity Finance Committee and the Amity Board of Education approved refunding bonds for payment of the outstanding principal of and interest on all or a portion of the District's \$8,695,000 General Obligation Refunding Bonds, Issue of 2010, and \$8,245,000 General Obligation Refunding Bonds, Issue of 2010, Series B, and costs related thereto at the February 12, 2018 respective meetings.

The cost of issuance related to this refinancing is estimated at \$85,000. The District has the option of paying these cost directly by utilizing dollars already appropriated to the operating budget. We will avoid rolling this cost into the refinancing package. This will increase the savings over the course of the new bond issue, currently estimated at \$715,000.

The current forecast assumes the entire contingency account will be spent. Year-to-date we have not had to expend any funds. The facilities contingency has approximately \$19,000 left and it will depend on winter's final weeks to know if this is needed. There was \$20,000 remaining in the snow plow budget prior to this weekend's storm.

We are nearly through 75% of the fiscal year which provides a bit more assurance that the entire contingency will not be needed. It has typically been spent on large capital items and unanticipated special education costs. At this point if there are one or more special education students outplaced at high cost facilities, the impact should be manageable. The current special education tuition line is projected to have a favorable balance. The March to June tuition costs (i.e. less than a full year) if any, may be supported by the tuition line. The medical claims are also running lower than anticipated, so again a spike in claims should be supported by the medical line in the operating budget. There are funds in the Capital and Nonrecurring Account that we do intend to recommend use for at the March facilities committee meeting. However, even if these projects are ultimately approved by the Board, the work cannot commence until school is dismissed. There would be time to reconsider the use of these funds should a catastrophic capital need occur.

This timing of this refinancing opportunity creates a greater opportunity to save the taxpayers money. There would be much more speculation on the use of the contingency fund earlier in the fiscal year. If the Board approves a transfer from the contingency account, the remaining balance would be approximately, \$65,000. The request is to approve the payment of the cost of issuance from the contingency account. The exact costs, once known will be requested at the following AFC and BOE meetings for consideration. This decision can be rescinded up to the day of the bond sale, further narrowing timeline of uncertainty.

Amity Finance Committee:

Motion to recommend to the Amity Board of Education that the cost of issuance for the refunding of the bonds for payment of the outstanding principal of and interest on all or a portion of the District's \$8,695,000 General Obligation Refunding Bonds, Issue of 2010, and \$8,245,000 General Obligation Refunding Bonds, Issue of 2010, Series B, will paid from the 2017-2018 operating budget from the contingency account.

Amity Board of Education:

Motion to approve that the cost of issuance for the refunding of the bonds for payment of the outstanding principal of and interest on all or a portion of the District's \$8,695,000 General Obligation Refunding Bonds, Issue of 2010, and \$8,245,000 General Obligation Refunding Bonds, Issue of 2010, Series B, will paid from the 2017-2018 operating budget from the contingency account.

**AMITY REGIONAL SCHOOL DISTRICT NO. 5
REVENUES AND EXPENDITURES
FOR FY 2017-2018**

		COLUMN 1	COLUMN 2	COLUMN 3	COLUMN 4	COLUMN 5	COLUMN 6	COL 7
		2016-2017	2017-2018	FEB '18	CHANGE	MAR '18	VARIANCE	FAV
LINE	CATEGORY	ACTUAL	BUDGET	FORECAST	INCR./(DECR.)	FORECAST	OVER/(UNDER)	UNF
1	MEMBER TOWN ALLOCATIONS	46,289,573	48,250,162	47,534,391	0	47,534,391	(715,771)	UNF
2	OTHER REVENUE	179,151	136,510	241,424	2,355	243,779	107,269	FAV
3	OTHER STATE GRANTS	1,012,502	0	715,771	0	715,771	715,771	FAV
4	MISCELLANEOUS INCOME	55,402	46,000	54,422	0	54,422	8,422	FAV
5	BUILDING RENOVATION GRANTS	6,491	6,491	6,491	0	6,491	0	FAV
6	TOTAL REVENUES	47,543,119	48,439,163	48,552,499	2,355	48,554,854	115,691	FAV
7	SALARIES	24,458,195	25,474,101	25,437,383	(23,876)	25,413,507	(60,594)	FAV
8	BENEFITS	6,002,563	6,418,372	6,366,316	(250,000)	6,116,316	(302,056)	FAV
9	PURCHASED SERVICES	7,498,587	8,394,700	7,688,218	(36,367)	7,651,851	(742,849)	FAV
10	DEBT SERVICE	4,709,213	4,406,650	4,406,650	0	4,406,650	0	FAV
11	SUPPLIES (INCLUDING UTILITIES)	2,701,384	2,897,963	2,889,559	3,018	2,892,577	(5,386)	FAV
12	EQUIPMENT	180,929	322,392	322,392	0	322,392	0	FAV
13	IMPROVEMENTS / CONTINGENCY	62,460	367,000	367,000	(19,800)	347,200	(19,800)	FAV
14	DUES AND FEES	136,290	157,985	157,985	0	157,985	0	FAV
15	TRANSFER ACCOUNT	0	0	484,391	0	484,391	484,391	UNF
16	TOTAL EXPENDITURES	45,749,621	48,439,163	48,119,894	(327,025)	47,792,869	(646,294)	FAV
17	SUBTOTAL	1,793,498	0	432,605	329,380	761,985	761,985	FAV
18	PLUS: CANCELLATION OF PRIOR YEAR'S ENCUMBRANCES	0	0	0	0	0	0	FAV
19	DESIGNATED FOR SUBSEQUENT YEAR'S BUDGET:	0	0	0	0	0	0	FAV
20	NET BALANCE / (DEFICIT)	1,793,498	0	432,605	329,380	761,985	761,985	FAV

Column 7: FAV=Favorable Variance
Revenues: At or OVER budget
Expenditures: At or UNDER budget

**AMITY REGIONAL SCHOOL DISTRICT NO. 5
REVENUES AND EXPENDITURES
FOR FY 2017-2018**

		COLUMN 1	COLUMN 2	COLUMN 3	COLUMN 4	COLUMN 5	COLUMN 6	COL 7
		2016-2017	2017-2018	FEB '18	CHANGE	MAR '18	VARIANCE	FAV
LINE	CATEGORY	ACTUAL	BUDGET	FORECAST	INCR./(DECR.)	FORECAST	OVER/(UNDER)	UNF
1	BETHANY ALLOCATION	9,437,981	9,495,632	9,354,768	0	9,354,768	(140,864)	UNF
2	ORANGE ALLOCATION	22,561,538	24,017,483	23,661,194	0	23,661,194	(356,289)	UNF
3	WOODBIDGE ALLOCATION	14,290,054	14,737,047	14,518,429	0	14,518,429	(218,618)	UNF
4	MEMBER TOWN ALLOCATIONS	46,289,573	48,250,162	47,534,391	0	47,534,391	(715,771)	UNF
5	ADULT EDUCATION	3,177	3,042	3,042	0	3,042	0	FAV
6	PARKING INCOME	30,109	29,000	29,788	1,196	30,984	1,984	FAV
7	INVESTMENT INCOME	16,565	10,000	35,000	10,000	45,000	35,000	FAV
8	ATHLETICS	23,230	23,000	23,000	0	23,000	0	FAV
9	TUITION REVENUE	86,570	49,368	127,194	(8,841)	118,353	68,985	FAV
10	TRANSPORTATION INCOME	19,500	22,100	23,400	0	23,400	1,300	FAV
11	TRANSPORTATION BOWA AGREEMENT	0	0	0	0	0	0	FAV
12	OTHER REVENUE	179,151	136,510	241,424	2,355	243,779	107,269	FAV
13	BESB GRANT	0	0	0	0	0	0	FAV
14	SPECIAL EDUCATION GRANTS	1,012,502	0	715,771	0	715,771	715,771	FAV
15	OTHER STATE GRANTS	1,012,502	0	715,771	0	715,771	715,771	FAV
16	RENTAL INCOME	19,988	21,000	21,000	0	21,000	0	FAV
17	INTERGOVERNMENTAL REVENUE	0	0	8,422	0	8,422	8,422	FAV
18	OTHER REVENUE	35,414	25,000	25,000	0	25,000	0	FAV
19	TRANSFER IN	0	0	0	0	0	0	FAV
20	MISCELLANEOUS INCOME	55,402	46,000	54,422	0	54,422	8,422	FAV
21	BUILDING RENOVATION GRANTS	6,491	6,491	6,491	0	6,491	0	FAV
22	TOTAL REVENUES	47,543,119	48,439,163	48,552,499	2,355	48,554,854	115,691	FAV

Column 7: FAV=Favorable Variance
Revenues: At or OVER budget
Expenditures: At or UNDER budget

**AMITY REGIONAL SCHOOL DISTRICT NO. 5
REVENUES AND EXPENDITURES
FOR FY 2017-2018**

		COLUMN 1	COLUMN 2	COLUMN 3	COLUMN 4	COLUMN 5	COLUMN 6	COL 7
		2016-2017	2017-2018	FEB '18	CHANGE	MAR '18	VARIANCE	FAV
LINE	CATEGORY	ACTUAL	BUDGET	FORECAST	INCR./(DECR.)	FORECAST	OVER/(UNDER)	UNF
1	5111-CERTIFIED SALARIES	20,160,271	20,975,448	20,923,020	(23,876)	20,899,144	(76,304)	FAV
2	5112-CLASSIFIED SALARIES	4,297,924	4,498,653	4,514,363	0	4,514,363	15,710	UNF
3	SALARIES	24,458,195	25,474,101	25,437,383	(23,876)	25,413,507	(60,594)	FAV
4	5200-MEDICARE - ER	333,749	353,376	356,892	0	356,892	3,516	UNF
5	5210-FICA - ER	272,102	277,127	280,361	0	280,361	3,234	UNF
6	5220-WORKERS' COMPENSATION	232,488	251,584	234,947	0	234,947	(16,637)	FAV
7	5255-MEDICAL & DENTAL INSURANCE	3,820,370	4,369,049	4,321,810	(250,000)	4,071,810	(297,239)	FAV
8	5860-OPEB TRUST	157,272	105,537	105,537	0	105,537	0	FAV
9	5260-LIFE INSURANCE	42,163	44,211	44,211	0	44,211	0	FAV
10	5275-DISABILITY INSURANCE	9,276	9,373	9,733	0	9,733	360	UNF
11	5280-PENSION PLAN - CLASSIFIED	862,404	886,831	886,831	0	886,831	0	FAV
12	5281- DEFINED CONTRIBUTION RETIREMENT PLAN	48,776	54,384	59,093	0	59,093	4,709	UNF
12	5282-RETIREMENT SICK LEAVE - CERT	77,835	19,936	19,936	0	19,936	0	FAV
13	5283-RETIREMENT SICK LEAVE - CLASS	1,137	1,587	1,587	0	1,587	0	FAV
14	5284-SEVERANCE PAY - CERTIFIED	118,398	25,477	25,477	0	25,477	0	FAV
15	5290-UNEMPLOYMENT COMPENSATION	25,360	17,900	17,900	0	17,900	0	FAV
16	5291-CLOTHING ALLOWANCE	1,233	2,000	2,000	0	2,000	0	FAV
17	BENEFITS	6,002,563	6,418,372	6,366,316	(250,000)	6,116,316	(302,056)	FAV
18	5322-INSTRUCTIONAL PROG IMPROVEMENT	19,287	15,500	20,500	0	20,500	5,000	UNF
19	5327-DATA PROCESSING	74,490	94,178	94,178	0	94,178	0	FAV
20	5330-OTHER PROFESSIONAL & TECHNICAL SRVC	959,298	1,277,466	1,252,466	(8,700)	1,243,766	(33,700)	FAV
21	5440-RENTALS - LAND, BLDG, EQUIPMENT	88,456	97,947	97,947	0	97,947	0	FAV
22	5510-PUPIL TRANSPORTATION	2,684,145	2,928,073	2,697,881	11,640	2,709,521	(218,552)	FAV
23	5521-GENERAL LIABILITY INSURANCE	217,543	234,767	234,767	0	234,767	0	FAV
24	5550-COMMUNICATIONS: TEL, POST, ETC.	134,313	172,374	144,934	0	144,934	(27,440)	FAV
25	5560-TUITION EXPENSE	3,235,655	3,486,509	3,057,659	(39,307)	3,018,352	(468,157)	FAV
26	5590-OTHER PURCHASED SERVICES	85,400	87,886	87,886	0	87,886	0	FAV
27	PURCHASED SERVICES	7,498,587	8,394,700	7,688,218	(36,367)	7,651,851	(742,849)	FAV

Column 7: FAV=Favorable Variance
Revenues: At or OVER budget
Expenditures: At or UNDER budget

**AMITY REGIONAL SCHOOL DISTRICT NO. 5
REVENUES AND EXPENDITURES
FOR FY 2017-2018**

		COLUMN 1	COLUMN 2	COLUMN 3	COLUMN 4	COLUMN 5	COLUMN 6	COL 7
		2016-2017	2017-2018	FEB '18	CHANGE	MAR '18	VARIANCE	FAV
LINE	CATEGORY	ACTUAL	BUDGET	FORECAST	INCR./((DECR.)	FORECAST	OVER/(UNDER)	UNF
28	5830-INTEREST	1,249,213	821,650	821,650	0	821,650	0	FAV
29	5910-REDEMPTION OF PRINCIPAL	3,460,000	3,585,000	3,585,000	0	3,585,000	0	FAV
30	DEBT SERVICE	4,709,213	4,406,650	4,406,650	0	4,406,650	0	FAV
31	5410-UTILITIES, EXCLUDING HEAT	669,181	681,950	666,564	0	666,564	(15,386)	FAV
32	5420-REPAIRS, MAINTENANCE & CLEANING	703,831	720,055	720,055	0	720,055	0	FAV
33	5611-INSTRUCTIONAL SUPPLIES	361,671	385,274	380,274	0	380,274	(5,000)	FAV
34	5613-MAINTENANCE/CUSTODIAL SUPPLIES	201,900	219,965	219,965	0	219,965	0	FAV
35	5620-OIL USED FOR HEATING	36,763	37,870	37,870	0	37,870	0	FAV
36	5621-NATURAL GAS	63,982	53,845	65,827	3,018	68,845	15,000	UNF
37	5627-TRANSPORTATION SUPPLIES	87,411	117,341	117,341	0	117,341	0	FAV
38	5641-TEXTS & DIGITAL RESOURCES	70,197	111,221	111,221	0	111,221	0	FAV
39	5642-LIBRARY BOOKS & PERIODICALS	18,970	21,615	21,615	0	21,615	0	FAV
40	5690-OTHER SUPPLIES	487,478	548,827	548,827	0	548,827	0	FAV
41	SUPPLIES (INCLUDING UTILITIES)	2,701,384	2,897,963	2,889,559	3,018	2,892,577	(5,386)	FAV
42	5730-EQUIPMENT - NEW	47,837	72,200	72,200	0	72,200	0	FAV
43	5731-EQUIPMENT - REPLACEMENT	133,092	250,192	250,192	0	250,192	0	FAV
44	EQUIPMENT	180,929	322,392	322,392	0	322,392	0	FAV
45	5715-IMPROVEMENTS TO BUILDING	32,160	51,000	51,000	0	51,000	0	FAV
45a	5715-FACILITIES CONTINGENCY	9,775	100,000	57,832	(19,800)	38,032	(61,968)	FAV
45b	TRSF. FROM FACILITIES CONTINGENCY	(9,775)	0	42,168	0	42,168	42,168	UNF
46	5720-IMPROVEMENTS TO SITES	30,300	66,000	66,000	0	66,000	0	FAV
47	5850-DISTRICT CONTINGENCY	48,574	150,000	150,000	0	150,000	0	FAV
47a	TRSF. FROM CONTINGENCY TO OTHER ACCTS.	(48,574)	0	0	0	0	0	FAV
48	IMPROVEMENTS / CONTINGENCY	62,460	367,000	367,000	(19,800)	347,200	(19,800)	FAV
49	5580-STAFF TRAVEL	19,264	22,432	22,432	0	22,432	0	FAV
50	5581-TRAVEL - CONFERENCES	28,433	36,520	36,520	0	36,520	0	FAV
51	5810-DUES & FEES	88,593	99,033	99,033	0	99,033	0	FAV
52	DUES AND FEES	136,290	157,985	157,985	0	157,985	0	FAV
53	5856-TRANSFER ACCOUNT	0	0	484,391	0	484,391	484,391	UNF
54	ESTIMATED UNSPENT BUDGETS		0	0	0	0	0	FAV
55	TOTAL EXPENDITURES	45,749,621	48,439,163	48,119,894	(327,025)	47,792,869	(646,294)	FAV

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 2017-2018**



FEBRUARY 2018

2017-2018 FORECAST

Potential Use of Unspent Fund Balance:

The Superintendent of Schools plans to ask the Amity Finance Committee and Amity Board of Education to set a District Meeting to propose a supplemental appropriation, up to 1%, \$484,391, of the operating budget, from the estimated fiscal year 2018 fund balance into the Reserve for Capital Nonrecurring Expenditures. The Amity Finance Committee and Amity Board of Education will be asked to consider this request at their September 2018 meeting.

OVERVIEW

The projected unspent fund balance for this fiscal year is **\$761,985 FAV** (previously **\$432,604 FAV**), which appears on page 1, column 6, line 20.

REVENUES BY CATEGORY

The projected yearend balance of revenues is **\$115,691 FAV** previously **\$113,336 FAV**, which appears on page 2, column 6, line 22.

LINES 1-4 on Page 2: TOWN ALLOCATIONS

The adopted State budget left the Excess Cost grant intact. We are currently expecting to receive \$715,771 FAV for the year based on the December SEDAC-G report. The State will issue a partial payment (about 75%) of the funds at the end of February. The estimated reimbursement rate is 75% of actual costs incurred. Updated cost information is filed with the State in March so the June payments are recalculated. We do not know the actual reimbursement rate until payments are made and the rate fluctuates from February to June reimbursements. The Town allocations have been projected to be reduced by this revenue, **\$715,771 UNF**.

LINE 5 on Page 2: ADULT EDUCATION:

The forecast is based on projected State payments.

LINE 7 on Page 2: INVESTMENT INCOME:

The budget is based on the expectation interest rates will remain steady and revenue will be at budget. *Forecast projects investment income will be \$35,000 FAV more than anticipated, previously \$25,000 FAV.*

<u>Month</u>	<u>Peoples United</u>	<u>State Treasurer's Investment Fund</u>
July 2017	0.395 %	0.930 %
August 2017	0.397%	1.050%
September 2017	0.397%	1.070%
October 2017	0.397%	1.150%
November 2017	0.397%	1.190%
December 2017	0.397%	1.240%
January 2018	0.395%	1.380%
February 2018	0.395%	1.410%

LINE 8 on Page 2: ATHLETICS:

The forecast is based on a historical analysis.

LINE 9 on Page 2: TUITION REVENUE:

The budget is based on three tuition students. The actual tuition charged is higher than budgeted. Three new tuition students enrolled in the District. The projected variance is \$68,985 FAV previously \$77,826 FAV. A student enrolled and requires additional services. *A tuition student left the District in February.*

LINE 10 on Page 2: TRANSPORTATION INCOME:

The forecast is based on projected State payments for magnet school transportation only, *currently \$1,300 FAV.*

LINE 14 on Page 2: SPECIAL EDUCATION GRANTS:

There were no funds budgeted on this line. The State budget proposed eliminating this grant and creating a new special education grant. The new special education grant is proposed as a direct payment to the member towns. The adopted State budget left the Excess Cost grant intact. We are currently expecting to receive \$581,396 FAV for the year based on the December SEDAC-G report. The State will issue a partial payment (about 75%) of the funds at the end of February. The estimated reimbursement rate is 75% of actual costs incurred. Updated cost information is filed with the State in March so the June payments are recalculated. We do not know the actual reimbursement rate until payments are made and the rate fluctuates from February to June reimbursements. The Town allocations have been projected to be reduced by this revenue. The current projection for Excess Costs is \$715,771 FAV. This is based on a 73% reimbursement rate. The District expects 75% of the payment at the end of February and will adjust the towns allocation for March. The final excess cost payment in May/June is expected to vary from current projections.

LINE 16 on Page 2: RENTAL INCOME:

The forecast is based on a historical analysis.

LINE 17 on Page 2: INTERGOVERNMENTAL INCOME:

The forecast is based on a the shared services agreement with the Town of Woodbridge for technology services beginning March 1, 2018, \$8,422 FAV.

LINE 18 on Page 2: OTHER REVENUE:

The forecast assumes the account will be on target.

EXPENDITURES BY CATEGORY

The projected yearend balance of expenditures is **\$646,294 FAV previously \$329,645 FAV**, which appears on page 4, column 6, line 55.

LINE 1 on Page 3: 5111-CERTIFIED SALARIES:

The current forecast projects \$76,304 FAV variance, previously \$52,428 FAV variance. Unpaid leaves of absences account for \$19,877 FAV and approximately \$15,000 FAV in staff changes. Adjustments to tutoring needs and additional consumer science lab time offered account for the October change. Unpaid leaves account for \$6,000 FAV and lower than anticipated summerwork estimates \$11,000 FAV are included in the analysis. Long term substitute costs are anticipated to increase by \$10,377 UNF. *The forecast projects a savings of \$23,876 from a mid-year retirement.*

LINE 2 on Page 3: 5112-CLASSIFIED SALARIES:

The current forecast projects **\$15,710 UNF** variance, previously \$15,710 UNF variance due to staff changes. Overtime adjustments account for the \$8,067 UNF change and \$12,000 increased substitute costs to cover long term leaves, and \$9,437 for increase health insurance buyout payments.

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

The forecast is based on the 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 received for \$19,598 FAV. Workers' compensation payroll audit was \$7,961 which is \$2,961 UNF overbudget.

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 budget except for months with *actual claims (highlighted in bold, italics)*. *The current projection for claims and fees is \$340,926 FAV, currently claims and fees are \$799,888 FAV previously \$581,201 FAV.* \$458,962 UNF is projected to be transferred to insurance fund to offset the 2018-2019 budget and to increase the reserve to 25%. *A balance of \$297,239 FAV is forecasted for the medical account.*

CLAIMS OF CURRENT EMPLOYEES AND RETIREES

MONTH	2017-2018 ACTUAL	2017-2018 BUDGET	VARIANCE	2016-2017 ACTUAL	2015-2016 ACTUAL
<i>JUL</i>	\$ 254,849	\$ 376,127	\$ (121,278)	\$ 309,902	\$ 424,798
<i>AUG</i>	\$ 374,433	\$ 376,127	\$ (1,695)	\$ 466,996	\$ 298,314
<i>SEP</i>	\$ 219,176	\$ 376,127	\$ (156,951)	\$ 250,040	\$ 311,187
<i>OCT</i>	\$ 271,340	\$ 376,127	\$ (104,787)	\$ 250,625	\$ 316,592
<i>NOV</i>	\$ 353,747	\$ 376,127	\$ (22,380)	\$ 307,308	\$ 382,903
<i>DEC</i>	\$ 318,839	\$ 376,127	\$ (57,288)	\$ 482,363	\$ 416,646
<i>JAN</i>	\$ 191,730	\$ 376,127	\$ (184,397)	\$ 178,047	\$ 382,654
<i>FEB</i>	\$ 172,313	\$ 376,127	\$ (203,814)	\$ 308,703	\$ 253,140
MAR	\$ 376,127	\$ 376,127	\$ -	\$ 282,399	\$ 360,554
APR	\$ 376,127	\$ 376,127	\$ -	\$ 219,690	\$ 479,532
MAY	\$ 376,127	\$ 376,127	\$ -	\$ 449,993	\$ 370,820
JUN	\$ 376,127	\$ 376,127	\$ -	\$ 301,248	\$ 320,630
TOTALS	\$ 3,660,934	\$ 4,513,524	\$ (852,590)	\$ 3,807,314	\$ 4,317,770

ACTUAL/FORECAST CLAIMS AS A PERCENTAGE OF EXPECTED CLAIMS

2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 FORECAST
87.3%	99.9%	85.2%	100.0%	<i>81.1%</i>

Note: 2017-2018 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.

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

MONTH	2017-2018 ACTUAL	2017-2018 BUDGET	VARIANCE	2016-2017 ACTUAL	2015- 2016 ACTUAL
<i>JUL</i>	\$ 84,939	\$ 60,539	\$ 24,400	\$ 79,407	\$ 95,297
<i>AUG</i>	\$ 96,820	\$ 60,539	\$ 36,281	\$ 101,465	\$ 87,514
<i>SEP</i>	\$ 73,886	\$ 60,539	\$ 13,347	\$ 75,692	\$ 73,583
<i>OCT</i>	\$ 85,237	\$ 60,539	\$ 24,698	\$ 80,902	\$ 76,154
<i>NOV</i>	\$ 58,958	\$ 60,539	\$ (1,581)	\$ 46,802	\$ 41,351
<i>DEC</i>	\$ 45,657	\$ 60,539	\$ (14,882)	\$ 42,983	\$ 40,224
<i>JAN</i>	\$ 45,850	\$ 60,539	\$ (14,689)	\$ 41,762	\$ 29,552
<i>FEB</i>	\$ 45,666	\$ 60,539	\$ (14,873)	\$ 42,203	\$ 38,454
MAR	\$ 60,539	\$ 60,539	\$ -	\$ 42,080	\$ 39,472
APR	\$ 60,539	\$ 60,539	\$ -	\$ 42,032	\$ 39,177
MAY	\$ 60,539	\$ 60,539	\$ -	\$ 42,101	\$ 28,560
JUN	\$ 60,539	\$ 60,539	\$ -	\$ 41,807	\$ 28,670
TOTALS	\$ 779,170	\$ 726,468	\$ 52,702	\$ 679,235	\$ 618,008

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. The forecast projects \$360 UNF after the policy was updated with current staffing and coverages.

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

The District negotiated into most of the classified contracts the establishment of a defined contribution pension plan. Fiduciary Investment Advisors was contracted to bid the services. International City Management Association (ICMA-RC) was selected to administer the plan. The current forecast projects the District's contribution will be on over budget by \$4,709 UNF.

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

The forecast reflects a requested budget transfer of \$5,000 UNF from instructional supplies to cover costs to revise the Teacher/Administrator Evaluation Plan.

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

Legal costs are projected to be on budget at this point. Administrative legal services are \$6,177 YTD, Board directed legal services are \$1,372 YTD, Negotiation legal services are \$28,020 YTD, Personnel legal services are \$ 126 YTD and Special Education legal services are \$17,965 YTD. District staff has provided much of the vocational skill training for transition students so we have spent less on contracted services, \$25,000 FAV, less interns than projected is \$52,000 FAV, increased services for hearing

impaired, \$13,500 UNF and \$19,800 UNF for electrical engineering study on failing breaker.

LINE 22 on Page 3: 5510-PUPIL TRANSPORTATION:

Special Education Transportation is a projected variance of **\$218,552 FAV (previously \$230,192 FAV)**. The forecast is based on the current transportation needs of the students. The actual runs needed in September were less than anticipated with one less special run, and one shorter run is shared with one of the member towns. The forecast includes combining two runs mid-October as well. There continue to be changes throughout the year.

LINE 24 on Page 3: 5550-COMMUNICATIONS, TEL, POSTAGE:

The State of CT is not billing the District separately for Bethany Middle School as we were told last year. Bethany Middle School and Amity High School are billed as one entity. Our e-rate application for the current budget year was approved and we began receiving discounted invoices. \$27,440 FAV.

LINE 25 on Page 3: 5560-TUITION EXPENSE:

Tuition has a projected variance of **\$468,157 FAV (previously \$428,850)**. 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 **\$17,082 UNF previously \$15,221 UNF**. Vo-Ag Enrollment is up by two students. Magnet/Charter school enrollment is up by 1 student. Additional services are required for a special needs student.

	FY13-14 ACTUAL	FY14-15 ACTUAL	FY15-16 ACTUAL	FY16-17 ACTUAL	FY17-18 BUDGET	FY17-18 FORECAST
Sound	7	5	4	3	5	4
Trumbull	2	2	3	3	4	6
Nonnewaug	2	1	3(5) ^a	3	3	4
Common Ground Charter HS	0	1	1	1	0	0
ACES Wintergreen Magnet	1	0	0	0	0	0
King Robinson Magnet	0	0	1	1	0	0
Engineering Science Magnet	0	0	0	0	1	1
Highville Charter School	0	0	0	0	0	1
Totals	12	9	12(14)	15	13	16 (16)

Note ^a: Two students left on April 15, 2016.

ECA has a projected variance of *\$11,500 FAV previously \$11,500 FAV* due to lower enrollment. One additional student was enrolled from the wait list.

	FY13-14 ACTUAL	FY14-15 ACTUAL	FY15-16 ACTUAL	FY16-17 ACTUAL	FY17-18 BUDGET	FY17-18 FORECAST
ECA	26	26	22	15	21	19(19)

Public (ACES) and private out-of-district placements has a projected variance of *\$473,739 FAV previously \$434,432 FAV*. An outplaced student moved out of the District and another outplaced student returned to the District. Another student returned to the District from outplacement. *Forecast changes reflect changes in services to students.*

	FY13-14 ACTUAL	FY14-15 ACTUAL	FY15-16 ACTUAL	FY16-17 ACTUAL	FY17-18 BUDGET	FY17-18 FORECAST
Public SPED	6	10	6	8	8	<i>10</i>
Private SPED	25	24	26	27	26	<i>21(21)</i>
Totals	31	34	32	35	34	<i>31(31)</i>

LINE 30 on Page 4: 5410-UTILITIES, EXCLUDING HEAT:

The 2017-2018 budget for electricity assumes the use of 3,683,126 kilowatt hours at an average price of \$0.16262 per kilowatt hour, or a cost of \$598,950.

ELECTRICITY (KILOWATT HOURS)

MONTH	2017-2018 FORECAST	2017-2018 BUDGET	VARIANCE	2016-2017 ACTUAL	2015-2016 ACTUAL
<i>JUL</i>	<i>259,046</i>	341,940	<i>(82,894)</i>	308,892	339,296
<i>AUG</i>	<i>286,777</i>	361,857	<i>(75,080)</i>	363,040	374,855
<i>SEP</i>	<i>285,740</i>	356,339	<i>(70,599)</i>	336,638	361,951
<i>OCT</i>	<i>280,876</i>	298,918	<i>(18,042)</i>	280,809	293,904
<i>NOV</i>	<i>259,631</i>	289,527	<i>(29,896)</i>	283,913	276,758
<i>DEC</i>	<i>272,198</i>	290,763	<i>(18,565)</i>	271,495	269,037
<i>JAN</i>	<i>266,633</i>	300,469	<i>(33,836)</i>	271,495	273,192
FEB	306,991	306,991	-	281,139	291,283
MAR	304,483	304,483	-	274,324	297,274
APR	301,956	301,956	-	271,093	276,797
MAY	326,836	326,836	-	290,167	300,487
JUN	333,901	333,901	-	270,748	296,170
Totals	3,485,068	3,813,980	(328,912)	3,503,753	3,651,004

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

The budget assumes there will not be a Load Shed credit. There has been one load shed event so far this summer. Two checks totaling \$5,538 were received for the load shed events. To date we have used 1,996,340 KWH at an average cost of \$0.1629/kwh. The

forecast projects a surplus of \$15,538 FAV previously, \$12,181 FAV. We are requesting a budget transfer to the natural gas account this month.

The budget for propane is \$3,000. The forecast is \$ 500 or \$2,500 FAV under budget.

Sewer costs are budgeted at \$36,000, our estimated total payments will be **\$37,052 or \$1,052 UNF.**

DEGREE DAYS

There are 2,945 degree days through February 2018 as opposed to 2,837 last year.

LINE 31 on Page 4: 5420-REPAIRS:

Budget for the year is \$67,500. Snow removal and sanding through February total \$56,865.

LINE 36 on Page 4: 5621-NATURAL GAS:

Budget for the year is \$53,845. Due to the extended down time of the heat exchanger at Amity High School, our boilers and hot water boiler ran on our gas usage through the end of December. In addition, it has been a colder winter. The forecast projects being over budget by \$11,982. UNF. *A budget transfer is requested this month from electricity for \$15,000 to cover the shortfall.*

LINE 45 on Page 4: 5715-IMPROVEMENTS TO BUILDING:

The facilities contingency has a budget of \$100,000. The projection is that these funds will be entirely used or appropriated to the Capital Reserve Account. The current balance is \$100,000. Current balance is projected is **\$38,032.**

The Board approved a transfer of \$19,800 at its December 2017 meeting for a Short Circuit and Coordination (SC&C) Study and Arc Flash Hazard Analysis for Amity High School. One of our main electrical panels tripped during the Micro Grid testing. This study will provide the data necessary to test and calibrate the breaker.

A budget transfer was approved for the installation of an above ground heating supply line at Amity High School. A leak was detected in an underground water line in November. Further testing revealed it was the supply line. The area is congested with many mechanicals and an above ground solution was determined to be appropriate. F+F Mechanical completed the work in November at a total cost of \$42,167.03.

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. The current balance is \$150,000.

LINE 53 on Page 4: 5856-TRANSFER:

The forecast includes a supplemental appropriation to the Capital and Nonrecurring Fund of 1% of the current operating budget, or \$484,391 UNF. The administration will request a District Meeting be held in September 2018 for approval of the supplemental appropriation.

APPENDIX A

COST SAVINGS AND EFFICIENCIES FOR FISCAL YEAR 2017-2018

TOTAL ANNUAL SAVINGS TO-DATE OF: \$27,803

\$13,930 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.

\$7,483 Library Media Center – Amity Regional High School: The Library Media Specialist, Robert Musco has develop several procedures to keep the library media center current while maximizing the budget dollars and generating additional funds to support the library media center. Unused assets, such as card catalog cabinets, microfiche machines, and music CDs are offered for sale (\$450). Inexpensive electronic devices that fail within in a 3-year period are credited back to our account by Amazon. Periodicals that are not utilized or available online are not purchased, reducing subscriptions from over 40 down to 21 and saving over \$1,000. The staff monitors and develops procedures to control losses which increased the recovery rate of library media materials (\$5,833). Purchased used books whenever possible.

\$700 Online training: Three staff members, Katie McGonigal, Kristin Yeakel, and Lisa Lassen decided to use the free online training and their own collaboration to complete the training needed to prepare for the Google Educator Level 2 exam. They also choose a day where coverage was not needed for Katie and minimal coverage was needed for Kristin, an additional savings. All three passed the Google Educator Level 2 exam, a grueling three hour exam. Their Google Certification specifically states, we have “demonstrated the advanced knowledge, skills, and competencies needed to implement and integrate Google for Education tools.”

Cost savings: \$150 per person workshop fee + mileage + 1.5 subs

\$5,000 Technology equipment: *The technology department recently installed wireless cameras and microphones in the District Presentation Room. The microphones were repurposed from child development room at the high school, saving \$2,000. The computer and software to monitor the cameras and project the meetings is shared with the high school productions class, avoiding new costs of \$3,000.*

\$150 Record board: *Mr. DeFeo, one of the Technology Ed teachers worked with Mr. Goodwin, the Athletic Director, to update the record board at the Orange Pool. The update was integrated into the curriculum and saved the District \$150. The update was done in a much shorter timeframe, and can be done on an as needed basis.*

\$540 Communications: Cell phone usage was reviewed and based on actual usage, the Director of Facilities recommends decreasing our monthly minute allowance. This is projected to be an annual savings of \$540.

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 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).

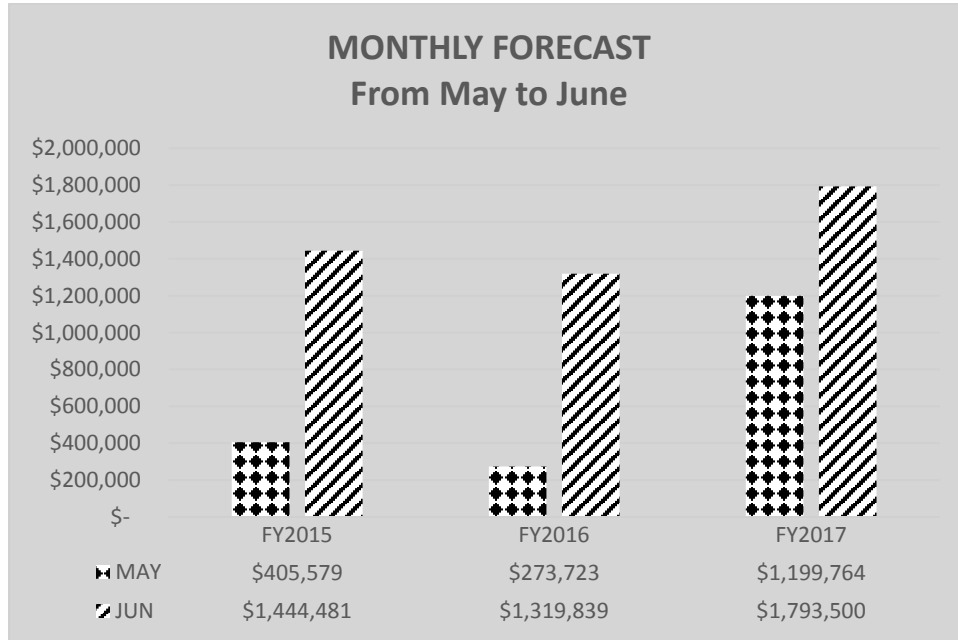
Revenues can be most impacted by decisions made at the State level for Special Education and Transportation grants. We have seen the reimbursement rate change in mid-year.

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 30th 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 2014-2015

The fund balance of **\$1,448,929 FAV** is derived from cost savings initiatives, special education, and uncontrollable and/or unforeseen circumstances. The primary sources of the fund balance are, as follows:

FINANCIAL MANAGEMENT: **\$ 139,721**

Our efforts to foster a District culture of finding cost savings and efficiencies has been successful.

SPECIAL EDUCATION (NET): **\$ 312,263**

The primary reasons for the favorable variance were changes in the expected placements of some students; two previously outplaced students returned to the District; two fewer students than budgeted were in the Step Forward Program at Gateway; the average tuition costs increased 3 percent rather than the budgeted increase of 5 percent; and transportation costs were shared with an Elementary School District.

OTHER: **\$ 996,945**

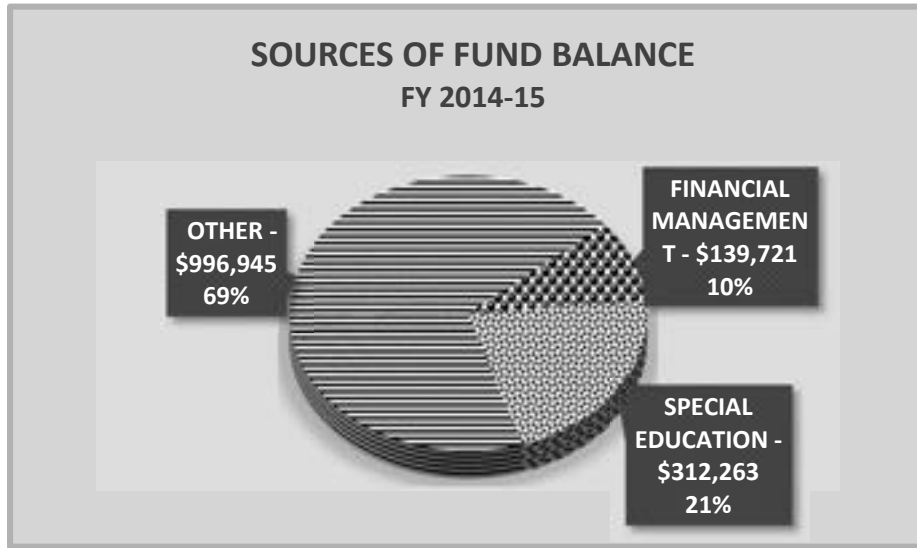
Turnover savings from replacing teachers who retired or resigned exceeded budget by **\$99,002**. We found out about 14 retirements and resignations after the budget was adopted. The budget assumed 5 retirements and resignations. In addition, the replacement of the Director of Counseling who resigned on August 28, 2014 and was replaced on November 11, 2014, resulted in a savings of **\$29,270**.

Other personnel savings came from unpaid leaves-of-absences for savings of approximately **\$135,000**; Bench Subs, long-term and short-term subs and Kelly Services substitutes were **\$60,911** below budget; Homebound expenses were under budget by **\$27,311**; and staff changes, vacancies and lower overtime accounted for most of the remaining favorable variance of **\$125,563** in the salary accounts.

Medical and dental insurance budget did not need to be fully used. This resulted in a favorable variance of **\$328,754** with the budget transfer of \$175,000 into the OPEB Trust.

Other professional services for special education students were not needed for a savings of **\$71,507**.

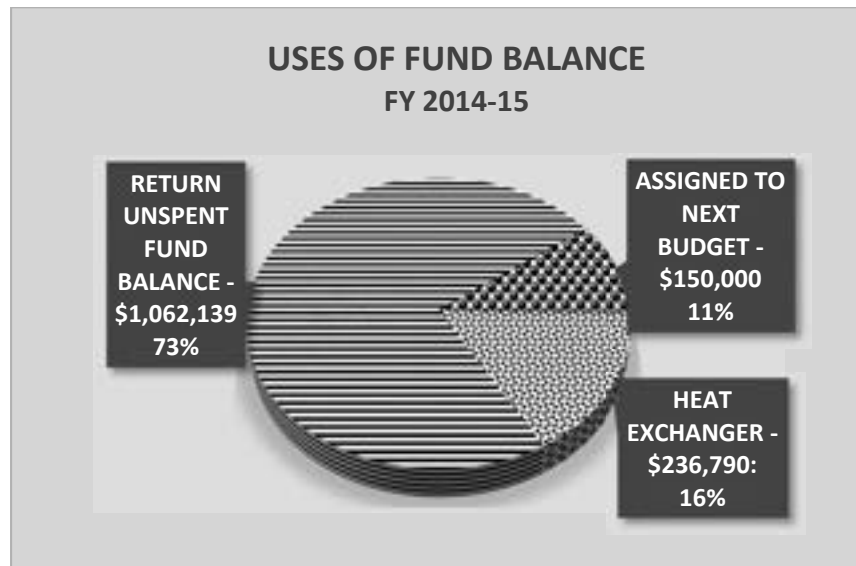
The primary sources of the fund balance are shown graphically below:



The recommended uses of the fund balance are, as follows:

1. **\$1,062,139** – Return unspent fund balance
2. **\$150,000** - Designated for the 2015-2016 budget
3. **\$236,790** - Put into the Reserve Fund for Capital and Nonrecurring Expenses for the purpose of purchasing and installing a heat exchanger at Amity Regional High School

The uses of the fund balance are shown graphically below:



Return Unspent Fund Balance:

The unspent fund balance has been returned to the Member Towns, as follows:

Bethany	\$ 221,148
Orange	\$ 522,754
Woodbridge	<u>\$ 318,237</u>
Total	\$1,062,139

APPENDIX D

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 30th 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>\$1,035</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.

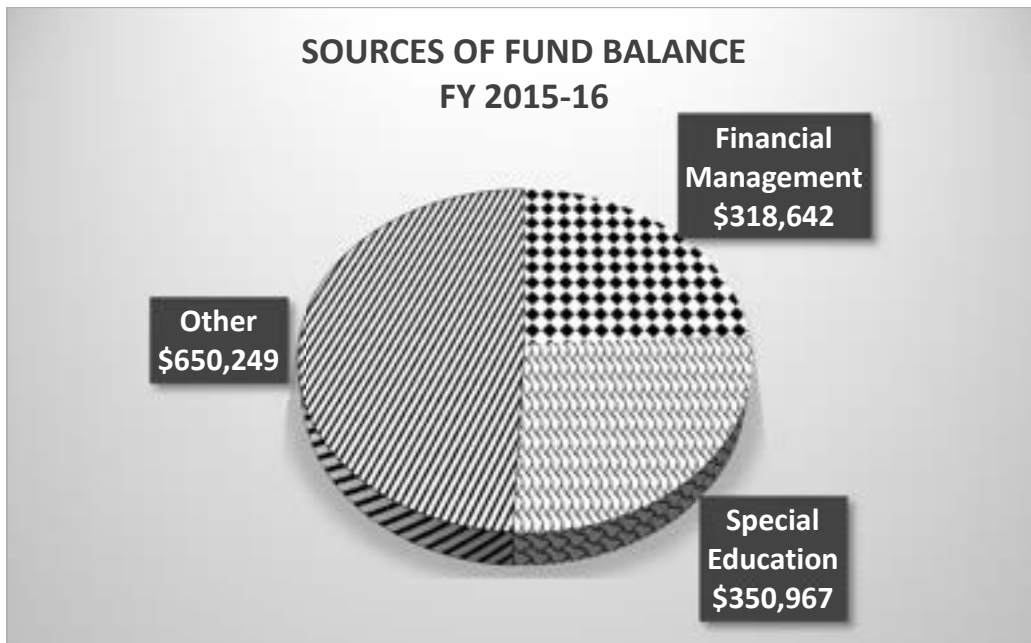
\$30,315: The bid price for workers' compensation insurance premium was under budget. The payroll audit premium was below budget.

\$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.

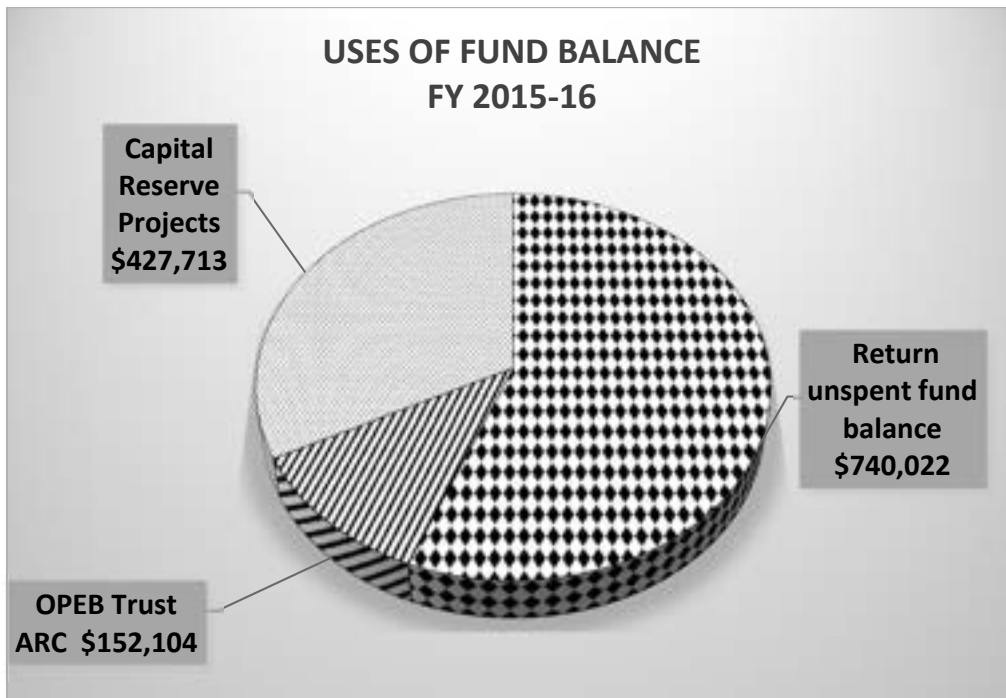
\$42,438: Transportation costs were less for athletics and less diesel fuel was used for all bus services than anticipated.

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>
Total	\$ 740,022

APPENDIX E

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 30th 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><u>\$ 7,486</u></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%.

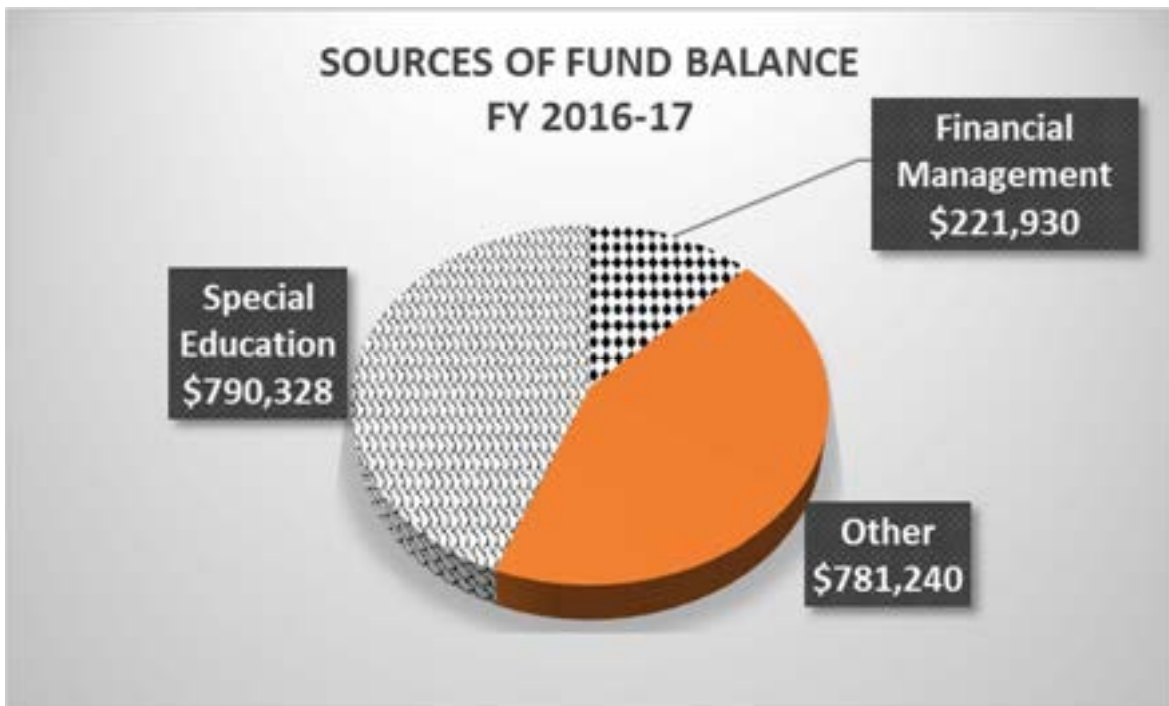
SALARIES, MEDICAL, PURCHASED SERVICES (OTHER): **\$ 756,654**

\$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.

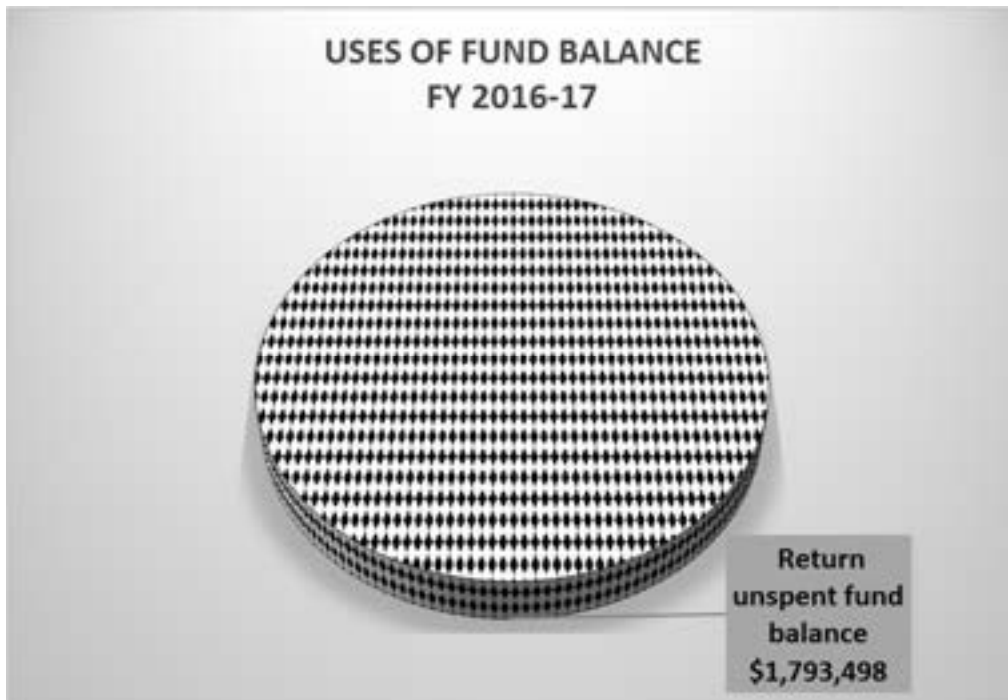
The primary sources of the fund balance are shown graphically below:



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>
Total	\$1,793,498

Amity Regional School District No. 5 - Budget Transfers 2017-2018

<u>MONTH/YR</u>	<u>JNL#</u>	<u>ACCOUNT NUMBER & DESCRIPTION</u>		<u>AMOUNT</u>	<u>DESCRIPTION</u>
August 2017	137	03111001	5611 INSTRUCTIONAL SUPPLIES	\$ -2,483.74	REVISED AP ART NEEDS NEW TXTBK
August 2017	137	03111001	5641 TEXTBOOKS	\$ 2,483.74	REVISED AP ART NEEDS NEW TXTBK
September 2017	3	03113202	5420 REPAIRS,MAINTENANCE & CLEANING	\$ -2,100.00	Steel Volleyball Upright
September 2017	3	03113202	5731 EQUIPMENT - REPLACEMENT	\$ 2,100.00	Steel Volleyball Upright
September 2017	94	05142700	5512 VO-AG/VO-TECH REG ED	\$ -77.00	TRANSPORTATION ECA
September 2017	94	05142700	5515 OUT DISTRICT - PUBLIC REG ED	\$ 77.00	TRANSPORTATION ECA
September 2017	109	05142350	5690 OTHER SUPPLIES	\$ 1,020.00	COMPUTER COST INCREASE-CDW
September 2017	109	03111009	5641 TEXTBOOKS	\$ -1,020.00	COMPUTER COST INCREASE-CDW
September 2017	121	04132190	5590 OTHER PURCHASED SERVICES	\$ -275.00	TESTING MATERIALS
September 2017	121	04132140	5690 OTHER SUPPLIES	\$ 275.00	TESTING MATERIALS
September 2017	304	03113202	5690 OTHER SUPPLIES	\$ -296.00	wires for field speakers
September 2017	304	03142600	5613 MAINTENANCE/CUSTODIAL SUPPLIES	\$ 296.00	wires for field speakers
October 2017	41	05142600	5690 OTHER SUPPLIES	\$ 354.00	SCHOOLDUDE
October 2017	41	03142600	5420 REPAIRS,MAINTENANCE & CLEANING	\$ -354.00	SCHOOLDUDE
October 2017	228	04121200	5690 OTHER SUPPLIES	\$ 138.00	CHROME APPS
October 2017	228	04121200	5611 INSTRUCTIONAL SUPPLIES	\$ -138.00	CHROME APPS
November 2017	271	03111003	5810 DUES & FEES	\$ 195.00	FBLA Dues Required by perkins
November 2017	271	03111003	5581 TRAVEL - CONFERENCES	\$ -195.00	FBLA dues Required by perkins
November 2017	51	03132220	5690 OTHER SUPPLIES	\$ 251.00	Replacement Chairs
November 2017	51	03132220	5810 DUES & FEES	\$ -251.00	Replacement Chairs
November 2017	52	04121200	5611 INSTRUCTIONAL SUPPLIES	\$ -6.00	Shipping Costs
November 2017	52	04122150	5611 INSTRUCTIONAL SUPPLIES	\$ 6.00	Shipping Costs
November 2017	96	03111001	5731 EQUIPMENT - REPLACEMENT	\$ 1,200.00	REPLACE POTTERY WHEEL
November 2017	96	03111001	5611 INSTRUCTIONAL SUPPLIES	\$ -1,200.00	REPLACE POTTERY WHEEL
December 2017	100	02132400	5330 OTHER PROFESSIONAL & TECH SRVC	\$ -30.00	ITNERNET SAFETY PRESENTATION
December 2017	100	02132400	5590 OTHER PURCHASED SERVICES	\$ 30.00	ITNERNET SAFETY PRESENTATION
December 2017	173	03111001	5641 TEXTBOOKS	\$ 0.26	Transfer Whole Dollars
December 2017	173	03111001	5611 INSTRUCTIONAL SUPPLIES	\$ -0.26	Transfer Whole Dollars
January 2018	19	02132400	5330 OTHER PROFESSIONAL & TECH SRVC	\$ -500.00	PURCHASE SPEAKERS FOR MUSIC
January 2018	19	02111010	5611 INSTRUCTIONAL SUPPLIES	\$ 500.00	PURCHASE SPEAKERS FOR MUSIC
January 2018	33	01142219	5690 OTHER SUPPLIES	\$ -135.00	LOCKER SHELVES TO REPAIR OLD
January 2018	33	01132400	5420 REPAIRS,MAINTENANCE & CLEANING	\$ 135.00	LOCKER SHELVES TO REPAIR OLD
January 2018	180	04132140	5690 OTHER SUPPLIES	\$ 86.00	BRIEF TEACHER - TEST FORMS
January 2018	180	04126130	5560 TUITION EXPENSE	\$ -86.00	BRIEF TEACHER - TEST FORMS
February 2018	24	01111016	5690 OTHER SUPPLIES	\$ -36.00	to cover overdraft
February 2018	24	01111016	5611 INSTRUCTIONAL SUPPLIES	\$ 36.00	to cover overdraft
February 2018	123	02111014	5641 TEXTBOOKS	\$ -102.00	SHIPPING CHARGES
February 2018	123	02111014	5611 INSTRUCTIONAL SUPPLIES	\$ 102.00	SHIPPING CHARGES

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



Theresa Lumas
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To: Dr. Charles S. Dumais, Superintendent of Schools
From: Theresa Lumas, Director of Finance and Administration
Re: Budget Transfers over \$3,000 - **Fiscal Year 2017-2018**
Date: February 28, 2018

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

Facilities:

Mr. Saisa has requested a budget transfer to cover the increased use of natural gas. Due to the heat exchanger being down until late December at Amity High School (due to failure last summer), our boilers and how water boiler ran on our natural gas. In addition, the winter has been much colder than normal during those months. We will be over budget on the Amity High School natural gas account.

I am requesting the funds be transferred from the high school electricity account to the high school natural gas account.

For the Amity Finance Committee:

Recommend the Amity Board of Education approve the following budget transfer to cover higher than anticipated natural gas costs.

For the Amity Board of Education:

Move to approve the following budget transfer to cover higher than anticipated natural gas costs.

ACCOUNT NUMBER	ACCOUNT NAME	FROM	TO
03-14-2600-5621	Natural Gas	\$15,000	
03-14-2600-5410	Utilities, excluding heat		\$15,000