

AMITY REGIONAL SCHOOL DISTRICT NO. 5

Bethany Orange Woodbridge
25 Newton Road, Woodbridge Connecticut 06525
(203) 397-4811

Charles Dumais
Superintendent of Schools

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AMITY REGIONAL BOARD OF EDUCATION

May 12, 2014

A regular meeting of the Amity Regional Board of Education will be held on Monday, May 12, 2014, at 6:30 p.m. in the Presentation Room at the District Offices.

Agenda

1. Call to Order
2. Pledge of Allegiance
3. Recognition of CABE Student Awardees
4. Approval of Minutes
 - a. ~~Regular BOE Meeting, April 21, 2014~~ These minutes will be approved at the June 9, 2014 BOE Meeting
 - b. Annual District Meeting on the Budget, May 5, 2014 (Enclosure)
5. Public Comment
6. Student Report
7. Presentation of NESDEC 2013-2014 Enrollment Figures and Discussion of Future Steps
8. Information on All-Hazards School Security and Safety Plan (Enclosure)
9. Information, Discussion and Possible Action on MicroGrid Project
10. Correspondence
11. Superintendent's Report
 - a. Personnel Report (Enclosure)
 - b. Other
12. Chairman's Report
 - a. Committee Reports
 1. ACES
 2. CABE
 3. Curriculum
 4. Facilities

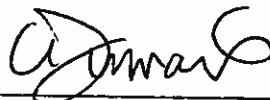
5. Finance

- a. Update on Upgrade of HVAC System and Possible Natural Gas Conversion at Orange Middle School
- b. Information on Possible Uses of Remaining Balance in Contingency Account and Year End Available Funds
- c. Discussion and Possible Action on Contracts of \$35,000 or More
 1. Extension of Electricity Rate
 2. Health and Welfare Benefits Consultant for Medical and Dental Insurance
- d. Discussion of Monthly Financial Statements
- e. Director of Finance and Administration Approved Transfers Under \$3,000
- f. Discussion and Possible Action on Budget Transfers of \$3,000 or More
- g. Other
 1. Update on Superintendent's Agreement with Woodbridge Public Schools Related to the Use of Amity Regional High School for their 2014 Summer Program

6. Policy

7. Personnel

13. Executive Session – Personnel
14. Discussion and Possible Action on Appointment of Director of Athletics
15. Discussion and Possible Action on Appointment of Middle School (Orange) Assistant Principal
16. Items for the Next Agenda
17. Adjournment



Charles Dumais
Superintendent of Schools

CD/kfw

pc: Town Clerks:

Bethany
Orange
Woodbridge

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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 397-4811.

MINUTES

BOARD MEMBERS PRESENT: William Blake, Patricia Cardozo, Sue Cohen, Rita Gedansky, Thomas Hurley, Tracey Lane Russo, James Stirling

Also Present: Thomas Buffa, Charles Dumais, Jack Levine, Marianne Lippard, Terry Lumas, Marie McPadden

The Annual District Meeting for the 2014-2015 Budget was held on Monday, May 5, 2014, at 5:30 p.m. in the Presentation Room at the Amity District Offices. A presentation of the budget was offered, and the meeting adjourned to a machine/ballot vote to be held in the Towns of Bethany, Orange, and Woodbridge on Tuesday, May 6, 2014.

1. Call to Order: William Blake, chairman of the Board of Education, called the Annual District Meeting to order at 5:31 p.m.

2. Presentation of the Budget

The budget development process began in August. The Interim and new Superintendent worked with District staff over a seven-month period. The Amity Finance Committee and Amity Board of Education then worked on the budget during the months of January, February, March and April.

The total budget request of \$46,047,862 is an increase of \$1,569,407, or 3.53 percent more than the current \$44,478,455 budget. The increase is due primarily to an increase of \$615,941 in salaries, \$426,566 in medical and dental insurance, and \$761,854 in special education transportation and tuition expenses. All other accounts are budgeted to be reduced by a total of \$234,954. The Board of Education has developed its budget with consideration of both current economic conditions and the District's "Missions-Goals-Objectives".

Salaries are based on 318.5 full-time equivalent positions (FTE). Contractual salary increases total \$588,136. The budget adds 3.5 full-time equivalent positions, including mandated special education staff and one-half security guard for the high school for \$115,908. The budget eliminates 1.0 FTE certified positions at a savings of \$88,103. Overall, salaries will increase by \$615,941.

Medical, dental and prescription drug expenditures are budgeted to increase by \$426,566. The District has a self-funded insurance program. Medical inflation is the primary reason for the higher costs.

Special education transportation and tuition costs are budgeted to increase by \$761,854. These costs relate to mandated programs which Amity must provide.

The debt service item consists of principal and interest payments on construction projects at the high school and middle schools. Given the financial health of Bethany, Orange and Woodbridge, and Amity's financial management, Moody's Investors Service, Inc. kept the District's bond rating at Aa2. This had a favorable impact on the District's last three bond issues. The savings on the interest costs are reflected in the budget. Accordingly, debt Service will decrease by \$113,516.

Texts and digital resources have been reduced by \$74,653. Decisions on the purchasing of texts and digital resources have been postponed. The District is in the process of implementing the Common Core State Standards and will purchase texts and digital resources when texts are aligned with these new standards.

Discussion:

Mr. Blake noted that the \$46,047,862 budget proposed for 2014-2015 is 3.53 percent more than the current budget. This budget has been presented to the Board of Finance in each of the three towns. A second presentation was held in Orange. Voting will take place from 6:00 a.m. – 8:00 p.m. on Tuesday, May 6, 2014.

Mr. Buffa said that he had read about the reasons for the budget increase this year, but is interested to learn more about what to expect with next year's budget. He had heard that the District had been keeping budget increases low and this year had to deal with some expenditures that couldn't be delayed any longer. He questioned whether next year will be a return to a smaller percentage increase, or whether the District will again be faced with the need to spend on projects that have been put off.

Mr. Blake said that the Board is always looking at ways to operate more efficiently in order to save money. The District also hopes for more revenue from the State. Amity is currently dealing with increases in fixed costs and decreasing enrollment. At this point, it's hard to say exactly what the budget will look like next year, although we are anticipating slightly fewer students. The District will also soon be going into teacher negotiations. Mr. Blake invited Mr. Buffa to come to more meetings because issues involving the budget are debated here.

Motion to waive with the reading of the budget by Mr. Dumais (Mr. Hurley, 2d Ms. Gedansky).

Vote in favor unanimous.

Motion passed.

Motion to adjourn to a machine/ballot vote to be held in the towns of Bethany, Orange and Woodbridge on Tuesday, May 6, 2014 from 6:00 a.m. to 8:00 p.m. (Mr. Hurley, 2d Ms. Cardozo).

Vote in favor unanimous.

Motion passed.

**Amity Regional School District No. 5
Board of Education
Annual District Meeting on the Budget**

May 5, 2014

3. Adjournment

The meeting was adjourned at 5:40 p.m.

Respectfully submitted,
Marianne Lippard, recording clerk

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



Mr. Charles Dumais
Superintendent of Schools

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Phone: (203) 392-2106
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May 12, 2014

To: Members of the Board of Education
From: Charles Dumais, Superintendent of Schools
Re: Personnel Report

New Hire(s):

Amity Reg. District Offices – Woodbridge - NONE

Amity Reg. High School – Woodbridge: NONE

Amity Reg. Middle Schools – Orange - NONE

Amity Reg. Middle School – Bethany - NONE

Coaches:

Amity Reg. High School – Woodbridge: NONE

Amity Reg. Middle Schools – Bethany / Orange: NONE

Leaves of Absence: NONE

Resignation(s):

Christine Young – World Languages – Amity Reg. High School

Retirement(s): NONE

CSD/pfc

**UPGRADE OF HVAC SYSTEM
AND POSSIBLE NATURAL GAS CONVERSION
AT ORANGE MIDDLE SCHOOL**

The first week in September 2013, experienced record-breaking humidity resulting in high humidity conditions in Orange Middle School. The resulting condensation caused mold and mildew to grow on various surfaces. We commissioned vanZelm to do a thorough study of the HVAC system and its current operating sequences. They provided a detailed report of current conditions and made recommendations to improve the thermal comfort and to help alleviate humidity in the building.

We realized the improvements would provide energy savings, because we would be bringing in less outside air to heat, cool, and condition. We have been working with several contractors to identify the best way to incorporate the recommendations and potentially take advantage of incentives available through United Illuminating energy efficiency programs.

We have put this project out to bid and will receive proposals on May 30, 2014. There should be dual savings for electricity and heating oil consumption. However, United Illuminating will only base their incentive programs on electric and natural gas (not heating oil) savings. Until we have a detailed proposal with specific costs, United Illuminating cannot tell us what incentives are available.

We also have been investigating the possibility of putting in natural gas at Orange Middle School to explore additional cost savings. We are waiting for the pricing on this. If we go in this direction, we would realize on-going savings (i.e., natural gas is about half the cost of heating oil). Furthermore, United Illuminating incentives would be much higher. We might also qualify for the Municipal Financing Program (i.e., Four-year, no interest loan of up to \$100,000, which would be paid off with the annual energy savings).

We are planning to present a cost-benefit analysis at the June 2014 meeting. At that time, we will have the bid prices for the upgrade of the HVAC system and oil burner conversion to natural gas at Orange Middle School. Hopefully, we will have the cost for the installation of the gas lines and possible incentives and grants.

Based on information from United Illuminating Senior Engineer, the preliminary estimates are, as follows:

UPGRADE OF HVAC ONLY

| | |
|--------------------------|--------------------|
| Estimated Project Cost | \$160,000 |
| Less: Electric Incentive | <u>(\$ 10,000)</u> |
| Net Cost | \$150,000 |

Projected annual savings is approximately \$18,000 based on calculations provided by United Illuminating Senior Engineer. This would be an 8.3 year payback.

UPGRADE OF HVAC & NATURAL GAS CONVERSION

| | |
|---------------------------|--------------------|
| Estimated Project Cost | \$160,000 |
| Installation of Gas Lines | \$200,000 |
| Mechanical Upgrades | <u>\$ 60,000</u> |
| Subtotal | \$420,000 |
| Less: Electric Incentive | <u>(\$ 10,000)</u> |
| Less: Gas Incentive | <u>(\$ 35,000)</u> |
| Net Cost | \$375,000 |

Projected annual savings after converting to gas is approximately \$50,000 based on calculations provided by United Illuminating Senior Engineer. This would be a 7.5 year payback.

We are continuing to seek other incentives and grants. For example, the State has a grant program called Societal Benefit. Its purpose is to encourage the installation of natural gas lines in neighborhoods or municipal buildings so there is a clean, less expensive energy benefit to society. United Illuminating is submitting our project to them to see if we qualify. If successful, the estimated cost of \$200,000 to run the gas lines to our school building could be greatly reduced or eliminated. Unfortunately, we are told it could take months to approve.

AMITY REGIONAL SCHOOL DISTRICT NO. 5

Bethany Orange Woodbridge
25 Newton Road, Woodbridge Connecticut 06525



Jack B. Levine
Director of Finance and Administration
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Phone (203) 397-4813
Fax (203) 397-4864

To: Charles S. Dumais, Superintendent of Schools

From: Jack B. Levine, Director of Financial and Administration

Re: Possible Uses of Remaining Balance in Contingency
Account and Year End Available Funds

Date: May 6, 2014

The purpose of this memorandum is to provide possible uses of the remaining balance in the Contingency Account (\$98,922) and year end available funds (estimated at \$634,780).

Self-Insurance Reserve Fund: Estimate \$ 350,000

The actual claims paid through June 30, 2014, will be reported at the August meetings. At that time, the Amity Finance Committee and Amity Board of Education can decide whether or not to put funds into the Self-Insurance Reserve Fund, and if so, how much.

Upgrade of HVAC System at Orange Middle School: Estimate \$ 250,000

The HVAC system at Orange Middle School does not effectively dehumidify the building. We hired vanZelm Engineering to do a study of the existing HVAC system and make recommendations to improve the thermal comfort in the building as well as eliminate high humidity conditions inside the building. All of the initiatives have a dual benefit of improving thermal comfort and eliminating high humidity.

Columns Estimate \$ 11,000

We would like to make repairs to three columns (i.e., Entrances to District Offices, Child Development Room, and Athletic Director Office). There is surface damage. The surface application was designed for interior use.

The following items were removed from the proposed 2014-2015 Budget:

| | | |
|---|-----------------|------------------|
| Resurface tennis courts | Estimate | \$ 45,000 |
| This needs to be a priority item due to the condition of the tennis courts. | | |
| Re-sod the crown of the football field | | \$ 16,000 |
| Asphalt sealing and crack repair at Amity High School | Estimate | \$ 25,000 |

Fixed Asset Accounting Module

\$ 26,440

The District purchased a fixed asset accounting program (FAMP) in 2007. FAMP was designed as a 32bit program for 32bit operating system. With the new installations being 64bit, FAMP will no longer work on these systems. We have been trying to run FAMP on 64 bit systems with different setups but it does not work. We had left this out of the proposed 2014-2015 budget in hopes of using FAMP for one more year. However, this appears to be no longer a viable option.

We need to complete a physical inventory. We cannot use the current scanners, because they are no longer supported. FAMP has its limitations and it would be extremely helpful to upgrade to a new system. The purchase price of the MUNIS fixed asset module is \$26,440. The recurring annual fees would be \$1,782.

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

To: Charles S. Dumais, Superintendent of Schools
From: Jack B. Levine, Director of Finance and Administration
Re: Award of Contracts of \$35,000 or More
Date: May 6, 2014

I recommend the following contracts over \$35,000 be awarded by the Amity Board of Education in accordance with the Board's Policy on purchasing procedures:

1. Extension of Electricity Rate:

Amity Regional School District No. 5, Town of Woodbridge and Woodbridge Elementary School District use Michael Horton of Titan Energy of Rocky Hill, Connecticut, as our energy consultant. He has recommended we consider locking in prices for electricity depending on the bid price and length of contract. The exact price and term will be determined based on market conditions on the particular date picked. The decision to accept the price and term must be made within a very short timeframe as the market continually moves. We would like the Board to give the Superintendent of Schools the authority to decide if a particular price and term is in the best of interest of the District. The Woodbridge Board of Selectmen will be asked to provide the same authority to the First Selectman at their May meeting.

Motion: Move to authorize the Superintendent of Schools to lock-in a set price and term for electricity if he deems it in the best interest of the District. The Director of Finance and Administration will report the set price and term at the next Board meeting.

2. Health and Welfare Benefits Consultant for Medical and Dental Insurance:

Amity received eleven Health and Welfare Benefits Consultant Bids. Total bid amounts (the sum of three years) ranged from \$87,500 to \$225,000. You and I interviewed qualified consultants with the three lowest bids. It is our recommendation that the Board of Education grant the Health and Welfare Consultant bid to Everett James, Inc. of Ridgefield, CT (\$94,000 total for three years).

We would be working directly with Steven Rinaldi, Managing Director of Everett James, Inc.

Everett James, Inc. was founded in 1990 by two Senior Consultants formerly employed by one of the largest actuarial and employee benefit consulting firms in the world. Their public sector clients include public school systems, cities, towns, and a variety of other public institutions. They have operated in the school district marketplace for 25 years. They understand the school budget process; know how to communicate with Boards of Education, Finance, and Selectmen; and, know how to assist in the collective bargaining process.

Steve Rinaldi is a Consultant and Managing Director of Everett James, Inc., and has more than 30 years of employee benefits experience. He specializes in public sector group benefit consulting with an emphasis on collective bargaining, plan design, financing, administration, compliance, and cost management.

The Personnel Committee met on May 5, 2014, and met Mr. Rinaldi. The Personnel Committee voted to support your choice.

Motion: Award the Health and Welfare Benefits Consultant to Everett James, Inc. of Ridgefield, Connecticut at the bid price of \$29,000 for July 1, 2014 to June 30, 2015. The Board shall have the option of extending the contract to year 2 at \$31,000 and year 3 at \$34,000. The Board reserves the right to cancel the contract if Everett James, Inc. fails to perform in a satisfactory manner, as determined by the Superintendent of Schools.

**AMITY REGIONAL SCHOOL DISTRICT NO. 5
REVENUES AND EXPENDITURES
FOR FY 2013-2014**

| LINE | CATEGORY | COLUMN 1 | COLUMN 2 | COLUMN 3 | COLUMN 4 | COLUMN 5 | COLUMN 6 | COLUMN 7 |
|------|---|---------------------|---------------------|---------------------|-------------------------|---------------------|--------------------------|------------|
| | | 2012-2013 ACTUAL | 2013-2014 BUDGET | MAR '14 FORECAST | CHANGE INCR./(DECR.) | APR '14 FORECAST | VARIANCE OVER/(UNDER) | FAV UNF |
| 1 | MEMBER TOWN ALLOCATIONS | 41,627,220 | 43,260,053 | 43,260,053 | 0 | 43,260,053 | 0 | FAV |
| 2 | OTHER REVENUE | 234,264 | 218,032 | 265,562 | 8,439 | 274,001 | 55,969 | FAV |
| 3 | OTHER STATE GRANTS | 765,300 | 876,597 | 1,044,611 | (50,253) | 994,358 | 117,761 | FAV |
| 4 | MISCELLANEOUS INCOME | 406,782 | 56,000 | 30,403 | (500) | 29,903 | (26,097) | UNF |
| 5 | BUILDING RENOVATION GRANTS | 286,347 | 67,773 | 67,773 | 0 | 67,773 | 0 | FAV |
| 6 | TOTAL REVENUES | 43,319,913 | 44,478,455 | 44,668,402 | (42,314) | 44,626,088 | 147,633 | FAV |
| 7 | SALARIES | 22,915,703 | 23,516,038 | 23,313,133 | (4,006) | 23,309,127 | (206,911) | FAV |
| 8 | BENEFITS | 5,114,613 | 5,256,101 | 5,233,093 | (110) | 5,232,983 | (23,118) | FAV |
| 9 | PURCHASED SERVICES | 6,111,199 | 6,974,367 | 6,757,762 | (190,012) | 6,567,750 | (406,617) | FAV |
| 10 | DEBT SERVICE | 5,469,195 | 4,913,679 | 4,916,444 | 0 | 4,916,444 | 2,765 | UNF |
| 11 | SUPPLIES (INCLUDING UTILITIES) | 2,945,495 | 3,096,685 | 3,106,030 | 23,958 | 3,129,988 | 33,303 | UNF |
| 12 | EQUIPMENT | 154,864 | 324,479 | 345,026 | 6,472 | 351,498 | 27,019 | UNF |
| 13 | IMPROVEMENTS / CONTINGENCY | 57,696 | 247,006 | 200,918 | (17,500) | 183,418 | (63,588) | FAV |
| 14 | DUES AND FEES | 113,989 | 150,100 | 150,100 | 0 | 150,100 | 0 | FAV |
| 15 | TRANSFER ACCOUNT | 177,494 | 0 | 0 | 0 | 0 | 0 | FAV |
| 16 | ESTIMATED UNSPENT BUDGETS | 0 | 0 | 0 | (50,000) | (50,000) | (50,000) | FAV |
| 17 | TOTAL EXPENDITURES | 43,060,248 | 44,478,455 | 44,022,506 | (231,198) | 43,791,308 | (687,147) | FAV |
| 18 | SUBTOTAL | 259,665 | 0 | 645,896 | 188,884 | 834,780 | 834,780 | FAV |
| 19 | PLUS: CANCELLATION OF PRIOR YEAR'S ENCUMBRANCES | 37,255 | 0 | 66,000 | 0 | 66,000 | 66,000 | FAV |
| 20 | PLUS: RECORDING OF ERRP FROM PRIOR YEAR | 64,034 | 0 | 0 | 0 | 0 | 0 | FAV |
| 21 | PLUS: RECORDING OF BOND PREMIUM PROCEEDS | 35,000 | 0 | 0 | 0 | 0 | 0 | FAV |
| 22 | PLUS: AUDIT ADJUSTMENT FROM PRIOR YEAR | 2,331 | 0 | 0 | 0 | 0 | 0 | FAV |
| 23 | DESIGNATED FOR SUBSEQUENT YEAR'S BUDGET: | | | | | | | |
| 24 | LESS: ASSIGNED TO NEXT YEAR'S BUDGET | 0 | 0 | (266,000) | 0 | (266,000) | (266,000) | UNF |
| 25 | LESS: COMMITTED TO ERRP | 0 | 0 | 0 | 0 | 0 | 0 | FAV |
| 26 | NET BALANCE / (DEFICIT) | 398,285 | 0 | 445,896 | 188,884 | 634,780 | 634,780 | 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 2013-2014**

| LINE | CATEGORY | COLUMN 1 | COLUMN 2 | COLUMN 3 | COLUMN 4 | COLUMN 5 | COLUMN 6 | COLUMN 7 |
|------|-----------------------------------|---------------------|---------------------|---------------------|-------------------------|---------------------|--------------------------|------------|
| | | 2012-2013 ACTUAL | 2013-2014 BUDGET | MAR '14 FORECAST | CHANGE INCR./(DECR.) | APR '14 FORECAST | VARIANCE OVER/(UNDER) | FAV UNF |
| 1 | BETHANY ALLOCATION | 8,583,949 | 8,670,180 | 8,670,180 | 0 | 8,670,180 | 0 | FAV |
| 2 | ORANGE ALLOCATION | 20,669,164 | 21,602,772 | 21,602,772 | 0 | 21,602,772 | 0 | FAV |
| 3 | WOODBRIE ALLOCATION | 12,374,107 | 12,987,101 | 12,987,101 | 0 | 12,987,101 | 0 | FAV |
| 4 | MEMBER TOWN ALLOCATIONS | 41,627,220 | 43,260,053 | 43,260,053 | 0 | 43,260,053 | 0 | FAV |
| 5 | ADULT EDUCATION | 2,990 | 2,936 | 3,238 | 0 | 3,238 | 302 | FAV |
| 6 | PARKING INCOME | 31,562 | 30,000 | 28,737 | 2,856 | 31,593 | 1,593 | FAV |
| 7 | INVESTMENT INCOME | 358 | 1,500 | 750 | 500 | 1,250 | (250) | UNF |
| 8 | ATHLETICS | 22,372 | 23,500 | 24,635 | 0 | 24,635 | 1,135 | FAV |
| 9 | TUITION REVENUE | 110,859 | 86,382 | 124,814 | 0 | 124,814 | 38,432 | FAV |
| 10 | TRANSPORTATION INCOME | 66,123 | 73,714 | 83,388 | 5,083 | 88,471 | 14,757 | FAV |
| 11 | TRANSPORTATION BOWA AGREEMENT | 0 | 0 | 0 | 0 | 0 | 0 | FAV |
| 12 | OTHER REVENUE | 234,264 | 218,032 | 265,562 | 8,439 | 274,001 | 55,969 | FAV |
| 13 | BESB GRANT | 0 | 0 | 0 | 0 | 0 | 0 | FAV |
| 14 | SPECIAL EDUCATION GRANTS | 765,300 | 876,597 | 1,044,611 | (50,253) | 994,358 | 117,761 | FAV |
| 15 | OTHER STATE GRANTS | 765,300 | 876,597 | 1,044,611 | (50,253) | 994,358 | 117,761 | FAV |
| 16 | RENTAL INCOME | 31,357 | 29,000 | 21,000 | 0 | 21,000 | (8,000) | UNF |
| 17 | CAPITAL RESERVE | 0 | 0 | 0 | 0 | 0 | 0 | FAV |
| 18 | CONSTRUCTION SINKING DEBT FUND | 0 | 0 | 0 | 0 | 0 | 0 | FAV |
| 19 | DESIGNATED FROM PRIOR YEAR | 300,000 | 0 | 0 | 0 | 0 | 0 | FAV |
| 20 | EARLY RETIREE REINSURANCE PROGRAM | 0 | 0 | 0 | 0 | 0 | 0 | FAV |
| 21 | OTHER REVENUE | 75,425 | 27,000 | 9,403 | (500) | 8,903 | (18,097) | UNF |
| 22 | TRANSFER IN | 0 | 0 | 0 | 0 | 0 | 0 | FAV |
| 23 | MISCELLANEOUS INCOME | 406,782 | 56,000 | 30,403 | (500) | 29,903 | (26,097) | UNF |
| 24 | BUILDING RENOVATION GRANTS | 286,347 | 67,773 | 67,773 | 0 | 67,773 | 0 | FAV |
| 25 | TOTAL REVENUES | 43,319,913 | 44,478,455 | 44,668,402 | (42,314) | 44,626,088 | 147,633 | 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 2013-2014**

| LINE | CATEGORY | COLUMN 1 | COLUMN 2 | COLUMN 3 | COLUMN 4 | COLUMN 5 | COLUMN 6 | COLUMN 7 |
|------|--|---------------------|---------------------|---------------------|-------------------------|---------------------|--------------------------|------------|
| | | 2012-2013 ACTUAL | 2013-2014 BUDGET | MAR '14 FORECAST | CHANGE INCR./(DECR.) | APR '14 FORECAST | VARIANCE OVER/(UNDER) | FAV UNF |
| 1 | 5111-CERTIFIED SALARIES | 19,299,776 | 19,712,301 | 19,517,695 | (8,121) | 19,509,574 | (202,727) | FAV |
| 2 | 5112-CLASSIFIED SALARIES | 3,615,927 | 3,803,737 | 3,795,438 | 4,115 | 3,799,553 | (4,184) | FAV |
| 3 | SALARIES | 22,915,703 | 23,516,038 | 23,313,133 | (4,006) | 23,309,127 | (206,911) | FAV |
| 4 | 5200-MEDICARE - ER | 298,493 | 310,765 | 303,670 | (52) | 303,618 | (7,147) | FAV |
| 5 | 5210-FICA - ER | 228,835 | 235,430 | 232,804 | (40) | 232,764 | (2,666) | FAV |
| 6 | 5220-WORKERS' COMPENSATION | 149,887 | 193,000 | 186,323 | 0 | 186,323 | (6,677) | FAV |
| 7 | 5255-MEDICAL & DENTAL INSURANCE | 3,110,613 | 3,039,348 | 3,401,520 | 0 | 3,401,520 | 362,172 | UNF |
| 8 | 5860-OPEB TRUST | 394,346 | 528,939 | 166,767 | 0 | 166,767 | (362,172) | FAV |
| 9 | 5260-LIFE INSURANCE | 46,733 | 50,263 | 45,047 | (18) | 45,029 | (5,234) | FAV |
| 10 | 5275-DISABILITY INSURANCE | 10,426 | 10,615 | 9,221 | 0 | 9,221 | (1,394) | FAV |
| 11 | 5280-PENSION PLAN - CLASSIFIED | 663,791 | 707,554 | 707,554 | 0 | 707,554 | 0 | FAV |
| 12 | 5282-RETIREMENT SICK LEAVE - CERT | 83,794 | 61,142 | 61,142 | 0 | 61,142 | 0 | FAV |
| 13 | 5283-RETIREMENT SICK LEAVE - CLASS | 4,575 | 18,557 | 18,557 | 0 | 18,557 | 0 | FAV |
| 14 | 5284-SEVERANCE PAY - CERTIFIED | 114,570 | 70,488 | 70,488 | 0 | 70,488 | 0 | FAV |
| 15 | 5290-UNEMPLOYMENT COMPENSATION | 8,550 | 30,000 | 30,000 | 0 | 30,000 | 0 | FAV |
| 16 | BENEFITS | 5,114,613 | 5,256,101 | 5,233,093 | (110) | 5,232,983 | (23,118) | FAV |
| 17 | 5322-INSTRUCTIONAL PROG IMPROVEMENT | 17,393 | 11,564 | 19,564 | (4,093) | 15,471 | 3,907 | UNF |
| 18 | 5327-DATA PROCESSING | 63,926 | 67,730 | 67,730 | 0 | 67,730 | 0 | FAV |
| 19 | 5330-OTHER PROFESSIONAL & TECHNICAL SRVC | 990,797 | 1,050,636 | 1,077,886 | (98,100) | 979,786 | (70,850) | FAV |
| 20 | 5440-RENTALS - LAND, BLDG, EQUIPMENT | 75,995 | 94,227 | 94,227 | (15,000) | 79,227 | (15,000) | FAV |
| 21 | 5510-PUPIL TRANSPORTATION | 2,185,438 | 2,493,553 | 2,267,205 | (16,098) | 2,251,107 | (242,446) | FAV |
| 22 | 5521-GENERAL LIABILITY INSURANCE | 166,401 | 183,792 | 176,968 | 0 | 176,968 | (6,824) | FAV |
| 23 | 5560-COMMUNICATIONS: TEL, POST, ETC. | 62,858 | 77,168 | 77,168 | 0 | 77,168 | 0 | FAV |
| 24 | 5560-TUITION EXPENSE | 2,464,993 | 2,896,374 | 2,877,691 | (56,721) | 2,820,970 | (75,404) | FAV |
| 25 | 5590-OTHER PURCHASED SERVICES | 83,398 | 99,323 | 99,323 | 0 | 99,323 | 0 | FAV |
| 26 | PURCHASED SERVICES | 6,111,199 | 6,974,367 | 6,757,762 | (190,012) | 6,567,750 | (406,617) | 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 2013-2014**

| LINE | CATEGORY | COLUMN 1 | COLUMN 2 | COLUMN 3 | COLUMN 4 | COLUMN 5 | COLUMN 6 | COLUMN 7 |
|------|--|---------------------|---------------------|---------------------|-------------------------|---------------------|--------------------------|------------|
| | | 2012-2013 ACTUAL | 2013-2014 BUDGET | MAR '14 FORECAST | CHANGE INCR./(DECR.) | APR '14 FORECAST | VARIANCE OVER/(UNDER) | FAV UNF |
| 27 | 5830-INTEREST | 1,655,560 | 1,603,406 | 1,603,406 | 0 | 1,603,406 | 0 | FAV |
| 28 | 5910-REDEMPTION OF PRINCIPAL | 3,813,635 | 3,310,273 | 3,313,038 | 0 | 3,313,038 | 2,765 | UNF |
| 29 | DEBT SERVICE | 5,469,195 | 4,913,679 | 4,916,444 | 0 | 4,916,444 | 2,765 | UNF |
| 30 | 5410-UTILITIES, EXCLUDING HEAT | 713,980 | 811,240 | 824,318 | 23,958 | 848,276 | 37,036 | UNF |
| 31 | 5420-REPAIRS, MAINTENANCE & CLEANING | 734,850 | 678,797 | 714,977 | 0 | 714,977 | 36,180 | UNF |
| 32 | 5611-INSTRUCTIONAL SUPPLIES | 354,115 | 387,620 | 384,763 | 0 | 384,763 | (2,857) | FAV |
| 33 | 5613-MAINTENANCE/CUSTODIAL SUPPLIES | 180,396 | 189,355 | 192,442 | 0 | 192,442 | 3,087 | UNF |
| 34 | 5620-OIL USED FOR HEATING | 38,330 | 135,500 | 135,500 | 0 | 135,500 | 0 | FAV |
| 35 | 5621-NATURAL GAS | 92,465 | 125,000 | 91,000 | 0 | 91,000 | (34,000) | FAV |
| 36 | 5627-TRANSPORTATION SUPPLIES | 188,718 | 183,803 | 183,803 | 0 | 183,803 | 0 | FAV |
| 37 | 5641-TEXTS & DIGITAL RESOURCES | 102,002 | 90,204 | 90,204 | 0 | 90,204 | 0 | FAV |
| 38 | 5642-LIBRARY BOOKS & PERIODICALS | 21,236 | 21,607 | 21,607 | 0 | 21,607 | 0 | FAV |
| 39 | 5690-OTHER SUPPLIES | 519,403 | 473,559 | 467,416 | 0 | 467,416 | (6,143) | FAV |
| 40 | SUPPLIES (INCLUDING UTILITIES) | 2,945,495 | 3,096,685 | 3,106,030 | 23,958 | 3,129,988 | 33,303 | UNF |
| 41 | 5730-EQUIPMENT - NEW | 97,876 | 105,519 | 105,519 | 6,472 | 111,991 | 6,472 | UNF |
| 42 | 5731-EQUIPMENT - REPLACEMENT | 56,988 | 218,960 | 239,507 | 0 | 239,507 | 20,547 | UNF |
| 43 | EQUIPMENT | 154,864 | 324,479 | 345,026 | 6,472 | 351,498 | 27,019 | UNF |
| 44 | 5715-IMPROVEMENTS TO BUILDING | 0 | 48,006 | 48,006 | 0 | 48,006 | 0 | FAV |
| 45 | 5720-IMPROVEMENTS TO SITES | 57,696 | 49,000 | 53,990 | (17,500) | 36,490 | (12,510) | FAV |
| 46 | 5850-CONTINGENCY | 150,000 | 150,000 | 150,000 | 0 | 150,000 | 0 | FAV |
| 47 | TRSF. FROM CONTINGENCY TO OTHER ACCTS. | (150,000) | 0 | (51,078) | 0 | (51,078) | (51,078) | FAV |
| 48 | 5855-CAPITAL RESERVE | 0 | 0 | 0 | 0 | 0 | 0 | FAV |
| 49 | IMPROVEMENTS / CONTINGENCY | 57,696 | 247,006 | 200,918 | (17,500) | 183,418 | (63,588) | FAV |
| 50 | 5580-STAFF TRAVEL | 19,255 | 21,568 | 21,568 | 0 | 21,568 | 0 | FAV |
| 51 | 5581-TRAVEL - CONFERENCES | 12,702 | 23,624 | 23,624 | 0 | 23,624 | 0 | FAV |
| 52 | 5810-DUES & FEES | 82,032 | 104,908 | 104,908 | 0 | 104,908 | 0 | FAV |
| 53 | DUES AND FEES | 113,989 | 150,100 | 150,100 | 0 | 150,100 | 0 | FAV |
| 54 | 5856-TRANSFER ACCOUNT | 177,494 | 0 | 0 | 0 | 0 | 0 | FAV |
| 55 | ESTIMATED UNSPENT BUDGETS | 0 | 0 | 0 | (50,000) | (50,000) | (50,000) | FAV |
| 56 | TOTAL EXPENDITURES | 43,060,248 | 44,478,455 | 44,022,506 | (231,198) | 43,791,308 | (687,147) | 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 2013-2014**

APRIL 2014

2013-2014 FORECAST

The projected net balance of revenues and expenditures for this fiscal year is **\$834,780 FAV**, which appears on page 1, column 6, line 18. The forecast includes **\$66,000 FAV** in unspent prior year's encumbrances on page 1, column 6, line 19. The forecast includes **\$266,000 UNF** of funds assigned to next year's budget on page 1, column 6, line 24. Net balance is **\$634,780 FAV** on page 1, column 6, line 26.

The Amity Finance Committee and Amity Board of Education may decide to use the year end net balance of revenues and expenditures in several ways:

- ✓ Assign to next year's budget to reduce the Member Town Allocations
- ✓ Transfer funds to the Self-Insurance Reserve Fund
- ✓ Transfer funds to the Reserve for Capital Nonrecurring Expenditures
- ✓ Return funds to the Member Towns

The major components of the projected 2013-2014 surplus are, as follows:

- Special education grants revenue of **\$117,761 favorable variance** – This is due to higher special education transportation and tuition expenditures and a higher State reimbursement rate than budgeted (82 percent compared to 75 percent).
- Salaries of **\$206,911 favorable variance** – “Turnover savings” from replacing teachers who retired or resigned with teachers at a lower salary, were greater than expected. We also realized savings from an unpaid leave-of-absence, lower projected coverage costs, and the transition to a permanent Superintendent of Schools. None of these could have been reasonably anticipated at the time the budget was prepared.
- Special education transportation and tuition of **\$317,850 favorable variance** – This is one of the most difficult areas to predict and could change at any time.
- Cancellation of Prior Year's Encumbrances of **\$66,000 favorable variance** - We encumber funds for goods and services received by June 30th but not yet billed. In some cases, the estimated amount encumbered is wrong (e.g., utility bill; water bill) and we do not need to spend the entire encumbrance. The primary reason for the unspent funds was special education expenditures of \$42,860, which were not spent. At the time the books were closed in mid-August 2013, we had not been informed of the exact costs for these services.

REVENUES BY CATEGORY

The projected yearend balance of revenues is *\$147,633 FAV (previously \$189,947 FAV)*, which appears on page 2, column 6, line 25.

LINE 5 on Page 2: ADULT EDUCATION:

The forecast is based on the current State award.

LINE 6 on Page 2: PARKING INCOME:

The forecast is based on an estimate of remaining permits to be issued.

LINE 7 on Page 2: INVESTMENT INCOME:

The budget is based on the expectation interest rates will remain low. To-date, this has been the case. The interest rate at Peoples United bank in *April 2014* was **0.25 percent (same as the prior month)** and State Treasurer's Investment Fund (STIF) was **0.15 percent (prior month was 0.16 percent)**. Most of the District's funds are kept at Peoples United Bank.

LINE 8 on Page 2: ATHLETICS:

The forecast is based on actual gate receipts.

LINE 9 on Page 2: TUITION REVENUE:

The budget assumed six tuition students at full price. We have 11 tuition students, 10 at full tuition price and 1 student at the employee rate. Two of the tuition students became residents in December, and therefore, no longer pay tuition to the District.

LINE 10 on Page 2: TRANSPORTATION INCOME:

The projected income is based on FY 2012 and FY 2013 data and the State caps. The forecast includes an adjustment of \$30,000 from the prior fiscal year. The State makes prior year adjustments against the current year's transportation payment. These changes are made between the March SEDAC-G filing and the actual final special education costs reported on the ED001 report. *The forecast reflects the most current information from the State. We received notification on May 6, 2014.*

LINE 14 on Page 2: SPECIAL EDUCATION GRANTS:

The forecast is based on the SEDAC-G report filed with the State in December 2013. *The forecast reflects the latest report filed with the expected State reimbursement rate. We received notification on May 6, 2014. The reimbursement rate is 79.74 percent (previously 81.99 percent).*

LINE 16 on Page 2: RENTAL INCOME:

NCS Pearson typically rented Bethany Middle School for about \$11,000 per year to offer graduate classes. They are now offering their classes on-line.

LINE 21 on Page 2: OTHER REVENUE:

The teachers' union payment for their union representative's release time is only .10 this fiscal year, not .20 as was budgeted. Miscellaneous vendor rebates and refunds are put in this account. *The forecast is based an updated projection of miscellaneous revenue.*

EXPENDITURES BY CATEGORY

The projected yearend balance of expenditures is \$687,147 FAV (previously \$460,111 FAV), which appears on page 4, column 6, line 57.

LINE 1 on Page 3: 5111-CERTIFIED SALARIES:

‘Turnover savings’ (i.e., replacing teachers who retired or resigned) exceeded budget by \$79,977 FAV. The replacement for the Reading Department Head was decreased from 1.0 to 0.6 full-time equivalent at a savings of \$22,438 FAV. Expenses were increased by \$9,290 UNF due to long-term substitutes hired to cover leaves-of-absence. The forecast includes estimated savings from a teacher on an unpaid leave-of-absence, lower projected coverage costs, and the transition to a permanent Superintendent of Schools (\$95,500 FAV). *The forecast is based on current staffing.*

LINE 2 on Page 3: 5112-CLASSIFIED SALARIES:

A part-time security guard for Amity High School will provide coverage after the end of the school day when many students and others are in the building. The forecast includes estimated savings from vacancies (\$4,000 FAV). *The forecast is based on current staffing.*

LINES 4 and 5 on Page 3: MEDICARE AND FICA:

The forecast is based on the projected salaries.

LINE 6 on Page 3: 5220-WORKERS’ COMPENSATION:

The actual premiums are \$8,638 FAV under budget. The payroll audit premium was \$1,961 UNF over budget.

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

| <u>Month</u> | <u>CLAIMS ONLY</u> | | |
|--------------|------------------------------------|------------------------------------|------------------------------------|
| | <u>2013-2014 Actual Claims</u> | <u>2013-2014 Budget Claims</u> | <u>2012-2013 Actual Claims</u> |
| July | \$ 430,267 | \$ 319,749 | \$ 157,090 |
| August | \$ 381,584 | \$ 319,749 | \$ 277,965 |
| September | \$ 306,378 | \$ 319,749 | \$ 184,534 |
| October | \$ 312,668 | \$ 319,749 | \$ 228,344 |
| November | \$ 327,966 | \$ 319,749 | \$ 282,319 |
| December | \$ 416,061 | \$ 319,749 | \$ 316,551 |
| January | \$ 402,402 | \$ 319,749 | \$ 317,314 |
| February | \$ 238,891 | \$ 319,749 | \$ 241,012 |
| March | \$ 358,207 | \$ 319,749 | \$ 251,862 |
| April | \$ 361,219 | \$ 319,749 | \$ 314,479 |
| May | \$ | \$ 319,749 | \$ 309,373 |
| June | \$ | \$ 319,753 | \$ 425,303 |
| | | <u>\$3,836,992</u> | <u>\$3,306,146</u> |

Projected Self-Insurance Reserve Fund Balance

| | |
|--|--------------------------|
| <i>Reserve Balance, June 30, 2013</i> | \$ 614,535 |
| <i>Plus: Medical and Dental Insurance Budget</i> | \$ 3,039,348 |
| <i>Plus: Estimated Employee & Retire Contributions</i> | \$ 1,289,000 |
| <i>Plus: Transfer "Implicit Rate Subsidy"</i> | \$ 362,172 |
| <i>Less: Estimated Claims</i> | (\$ 4,175,145) |
| <i>Less: Estimated Fees</i> | (\$ 692,252) |
| <i>Less: Other Payments</i> | (\$ 111,000) |
| <i>Projected Reserve Balance, June 30, 2014</i> | <u>\$ 326,658</u> |
| <i>Reserve Balance as Percentage of Claims</i> | 7.8% |

Notes:

1. *Actual claims through April 2014, exceeded budget by \$338,153.*
2. *Forecast assumes claims for May through June 2014, inclusive, will be the same as budget.*
3. *The 'implicit rate subsidy' of \$362,172 was transferred to the Medical and Dental Insurance Account. To-date, we have transferred \$100,000 of these funds into the Self-Insurance Reserve Fund. We expect the remaining funds will be transferred.*

WHAT-IF SCENARIOS

ASSUMPTIONS:

1. **BOARD TRANSFERS \$350,000 INTO SELF-INSURANCE RESERVE FUND**
2. **ACTUAL CLAIMS WILL BE AS BUDGETED IN 2014-2015**

| PROJECTED CLAIMS | RESERVE PCT. JUNE 30, 2014 | RESERVE PCT. JUNE 30, 2015 |
|----------------------|----------------------------|----------------------------|
| \$250K in May & June | 20.2% | 20.9% |
| Budget in May & June | 16.2% | 17.7% |
| \$400K in May & June | 11.9% | 14.0% |
| Maximum Liability | 1.4% | 3.8% |

LINE 8 on Page 3: 5860-OPEB TRUST:

A budget transfer was requested to move the entire OPEB Trust budget into the Self-Insurance Reserve Fund. This is due to the higher than expected claims. The Amity Finance Committee and Amity Board of Education decided to postpone this decision at their February 2014 meeting.

A budget transfer of \$362,172 was approved at the March 2014 meeting. The 'implicit rate subsidy' has historically been budgeted in the OPEB Trust. We learned the 'implicit rate subsidy' should be included in the Medical and Dental Insurance account under a self-insured plan. The 2013-2014 budget was developed under the fully-insured method.

LINE 9 on Page 3: 5260-LIFE INSURANCE:

The forecast is based on current staffing.

LINE 10 on Page 3: 5275-DISABILITY INSURANCE:

The forecast is based on current staffing.

LINE 17 on Page 3: 5322-INSTRUCTIONAL PROGRAM IMPROVEMENT:

A budget transfer of \$8,000 UNF was made to cover the participation fee for ACES Consortium membership from July 1, 2013 through June 30, 2014.

There are unused funds in these accounts. The CREC consultant was scheduled for Professional Development sessions for ten days this year at \$1,000 per day. Due to snow days, the consultant was only able to provide services for eight out of the ten days. The consultant was unable to accommodate make-up days for Amity due to her schedule and our testing windows (SBAC; AP; Gates MacGinite Reading Test). Also, there were unused funds for other professional consultants. We lost the March Professional Development day due to snow. The rescheduling of outside consultants to come at the end of June has been difficult. The forecast includes savings of \$4,093 FAV.

LINE 19 on Page 3: 5330-OTHER PROFESSIONAL & TECHNICAL SRVC.:

During the transition to fill the vacant District Technology Coordinator position, Dr. Brady authorized the hiring of TBNG Consulting of West Haven. The firm provided a comprehensive network support team. A budget transfer of \$7,750 UNF was made to pay TBNG Consulting for services rendered in July.

Last year, the Board authorized the purchase of technology equipment to replace Megabit network switches to Gigabit switches for \$21,850, which is included in this fiscal year's budget. The purpose of this was to free up these funds for a long-range planning study. Instead a portion of these funds will be used to pay for the labor costs related to the upgrade of the District's technology infrastructure. The State has informed us that the infrastructure grant will not pay for labor costs, only equipment. The remaining grant funds will be used to purchase ChromeBooks needed for new on-line testing format.

The budget for the annual audit is \$40,000; however, the Board extended the contract of the current auditor at a reduced price of \$32,500. Thus, the forecast includes a favorable variance of \$7,500 FAV.

The forecast includes \$13,900 UNF to pay the Superintendent search consultant.

A budget transfer of \$12,000 UNF was made to hire an engineering firm to evaluate the HVAC systems at Orange Middle School. The study will look into the causes for the humidity issues experienced at this particular site and propose modifications to the operations of the HVAC systems to mitigate the problem.

The budget for legal expenditures is \$75,000. *Actual legal expenses as of April 23, 2014, are \$57,888.93. The forecast projects a favorable balance of \$10,000 FAV.*

The budget included 8 Bench Subs and 7 Interns. The forecast includes 10 Bench Subs and 1 Intern. Open Choice is paying for 2 Bench Subs. The Bench Subs are charged to the Salary accounts. The Interns are charged to Other Professional & Technical Services accounts. The projected savings in this account is \$72,000 FAV.

Physical and Occupational Services are projected to be under budget by \$15,000 FAV.

LINE 20 on Page 3: 5440-RENTALS – LAND, BUILDING, EQUIPMENT:

The forecast includes \$15,000 FAV savings on ice rental fees. Last year, the Board authorized a payment to West Haven Public Schools as a donation towards a Zamboni for Bennett Rink. In return, Amity's ice rental fee would remain at \$374 per hour for the fiscal year 2013-2014. Also, the \$15,000 donation would be credited towards ice rental time in 2013-2014.

LINE 21 on Page 3: 5510-PUPIL TRANSPORTATION:

Special Education Transportation is projected to be under budget by \$242,446 FAV (previously \$226,348 FAV).

LINE 22 on Page 3: 5521-GENERAL LIABILITY INSURANCE:

Actual premiums for property, liability, crime and international travel coverage were \$178 UNF over budget. Fiduciary insurance is projected to be \$565 UNF over budget.

Finance Manager Terry Lumas found some overpayments in 2011-2012 and endorsement credits that were applied to the District's account but not returned to us. This amounted to \$5,976.99 FAV. The insurance carrier agreed to credit our premiums for this fiscal year.

Student Accident Insurance premium was \$1,590 FAV under budget, including catastrophic accident medical insurance. Claims have been very high. The projected loss ratio for 2012-2013 is 116 percent. Unfortunately, some of the claimants have no family insurance coverage, so the District's policy ends up paying as the primary plan rather than the secondary plan. The favorable variance is due to the insurance carrier's projection for the budget being conservative.

LINE 25 on Page 3: 5560-TUITION EXPENSE:

These figures are subject to change on a monthly basis.

Tuition is forecast to be under budget by *\$75,404 FAV (previously \$18,683 FAV)*.

Tuition for the vo-ag schools has a projected variance of *\$85,012 FAV (previously \$77,822 FAV)*. The number of students is lower than budgeted.

| | FY09-10 ACTUAL | FY10-11 ACTUAL | FY11-12 ACTUAL | FY12-13 ACTUAL | FY13-14 BUDGET | FY13-14 ACTUAL |
|-------------------------------|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|
| Sound | 9 | 7 | 6 | 8 | 9 | 8 |
| Trumbull | 2 | 4 | 3 | 2 | 4 | 2 |
| Nonnewaug | 5 | 5 | 3 | 2 | 4 | 2 |
| ACES Wintergreen Magnet | 0 | 0 | 0 | 2 | 1 | 1 |
| Totals | 16 | 16 | 12 | 14 | 18 | 13 |

Public (ACES) and private out-of-district placements has a projected favorable variance of *\$13,370 UNF (previously \$62,901 UNF)*. At this time, there are fewer students than budgeted.

| | FY09-10 ACTUAL | FY10-11 ACTUAL | FY11-12 ACTUAL | FY12-13 ACTUAL | FY13-14 BUDGET | FY13-14 ACTUAL |
|--------------|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|
| Public SPED | 7 | 6 | 6 | 8 | 8 | 6 |
| Private SPED | 20.5 | 21 | 24 | 21 | 22 | 23 |
| Totals | 27.5 | 27 | 30 | 29 | 30 | 29 |

Note: 0.5 is a part-time student.

The District has 26 students attending ECA. There is a favorable variance of **\$3,762 FAV**.

LINE 28 on Page 4: 5910-REDEMPTION OF PRINCIPAL:

The unspent balances in the Reserve Fund for Capital and Nonrecurring Expenditures for the high school generator, high school roof restoration, high school air handler and natural gas conversion of \$64,727.25 were re-designated for payment of debt service in 2013-2014. Due to a yearend audit adjustment, the amount available is \$61,961.77. Therefore, there is an unfavorable variance of **\$2,765.48 UNF**.

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

Electricity usage is budgeted at 3,805,373 kilowatt hours at an average price of \$0.1634 per kilowatt hour. Last fiscal year, energy savings were less than budgeted for the middle schools and distribution rates were higher than expected. *We are forecasting usage of 3,972,292 (previously 3,927,772) kilowatt hours at an average price of \$0.1676 (previously \$0.1634) per kilowatt hour. The Facilities Director is projecting an unfavorable variance of \$43,958 UNF (previously \$20,000 UNF).* Our supplier of electricity, Constellation Energy, billed the District \$1,656 UNF for the Winter Reliability Charge for December 2013, January 2014 and February 2014. In December 2013, Independent System Operator - New England (ISO-NE) allowed suppliers to add on this seasonal charge. This had not been budgeted.

Load shed credits of \$11,392 FAV were received. We did not budget for these credits.

Sewer billings are based on last year's water usage. The Facilities Director projects an unfavorable variance of \$264 UNF.

The Facilities Director projects propane will have a yearend favorable variance of \$450 FAV. The propane budget assumes 1,750 gallons at \$3.00 per gallon. The forecast assumes 1,655 gallons at \$2.90 per gallon.

The water budget is projected to exceed budget by \$3,000 UNF. This is due to the increase in charges for fire lines.

LINE 31 on Page 4: 5420-REPAIRS, MAINTENANCE & CLEANING:

A budget transfer of \$7,680 UNF was made to cover the costs of the air quality testing done at Orange Middle School. Due to the high humidity, we found some mold in the building. For health and safety reasons, the Interim Superintendent of Schools hired Fuss & O'Neill to perform air quality testing.

Snow removal and sanding expenditures were \$75,500. The budget is \$47,000. The forecast assumes no additional costs for snow removal and sanding. The projected variance is \$28,500 UNF over budget. Budget transfers were made to pay for bills incurred to-date over and above the budget.

LINE 32 on Page 4: 5611-INSTRUCTIONAL SUPPLIES:

A budget transfer of \$8,857 FAV was made to Other Supplies to offset the purchase of Scantron student licensing for software and on-site training.

The forecast includes \$6,000 UNF to pay for new version of Woodcock Johnson test materials for special education evaluations. A budget transfer request was made to fund this expenditure.

LINE 33 on Page 4: 5613-MAINTENANCE/CUSTODIAL SERVICES:

A budget transfer of \$3,087 UNF was made for the purchase of dehumidifiers for Orange Middle School, as part of our effort to eliminate the growth of mold in certain areas.

LINE 35 on Page 4: 5621-NATURAL GAS:

Last fiscal year, total expenditures were \$92,464. Projected usage for this fiscal year is 13,284 MBTU at \$6.85 per MBTU compared to a budget of 11,365 MBTU at \$11.00 per MBTU, or a favorable variance of \$34,000 FAV.

Degree days though March, 2014, total 4,202 compared to last year's total through March, 2013, of 3,450. This represents a 22 percent colder winter than the prior year's winter.

LINE 39 on Page 4: 5690-OTHER SUPPLIES:

Last fiscal year, we negotiated a two-year contract with Xerox to supply toner, maintenance kits and fusers, as well as service, for the District's printers at a substantial savings. For example, the price per copy of black and white printed pages will be lowered from \$0.08 (which we now pay Hewlett-Packard Company) to \$0.02, or a 75 percent reduction in cost. The estimated annual savings is \$15,000 FAV.

A budget transfer of \$8,857 UNF was made to purchase Scantron student licensing for software and on-site training. The system will allow teachers to develop multiple choice, selected-response, and open-ended assessments in a format that, once assessed, will upload data and results for teachers and administrators.

LINE 41 on Page 4: 5730-EQUIPMENT-NEW:

In August 2013, a budget transfer of \$6,472 UNF was approved to purchase five laptop computers. Each administrator at Amity Regional High School needs the laptops for evaluations.

LINE 42 on Page 4: 5731-EQUIPMENT-REPLACEMENT:

Last year, the Board authorized the purchase of technology equipment to replace Megabit network switches to Gigabit switches for \$21,850, which is included in this fiscal year's budget. The purpose of this was to free up these funds for a long-range planning study. Instead a portion of these funds will be used to pay for the labor costs related to the upgrade of the District's technology infrastructure. The State has informed us that the infrastructure grant will not pay for labor costs, only equipment. The remaining grant funds will be used to purchase ChromeBooks needed for new on-line testing format.

A budget request of \$12,899 UNF has been made to cover the cost of purchasing a stainless steel tank for the Orange Middle School. The hot water boiler that provides all of the domestic hot water to Orange Middle School developed a small leak during the week of October 22, 2013. Leaks always get worst over time. If the tank completely fails, we would not be supplying domestic hot water to the building. This is a sanitation issue for the kitchen and other building occupants as they would not have hot water to wash dishes, pans, or hands. Kitchens are required to provide 180 degree rinse in the dish washer machines and that could not be achieved with the lack of domestic hot water supplied to the booster heater in the kitchen. The water heater has been ordered, as the Interim Superintendent and Board Chair agreed it was a health and safety matter.

Our current server situation is comprised of thirteen servers ranging in age from eight to ten years old, with another three servers approximately three years old. The industry standard for server lifespan is approximately five to six years. The Board approved a server upgrade and consolidation. A budget transfer of \$7,648 UNF was made from the Contingency Account to pay the first payment of a five-year lease/purchase agreement with a \$1 buyout in April 2014.

LINE 45 on Page 4: 5720-IMPROVEMENTS TO SITES:

Due to the successful over seeding, fertilizing, and aerating of Stadium Field and the really wet spring, the field is in great shape and the re-sodding will not be necessary. The budget of \$15,000 for the re-sodding will not be used. These funds have been transferred to pay for air quality testing and dehumidifiers for Orange Middle School and snow removal and sanding.

Two budget transfers had been previously approved but not shown in the forecast:

- 1. A budget transfer of \$10,767 FAV was made to cover the costs of the air quality testing and purchase of humidifiers at Orange Middle School.*
- 2. A budget transfer of \$6,733 FAV was made to pay for snow removal and sanding.*

The forecast includes a budget transfer of \$4,990 UNF to purchase an additional 40 feet of netting for the softball field at Amity High School. This is to protect people and property from foul balls.

LINE 47 and LINE 48 on Page 4: 5850-CONTINGENCY:

The forecast assumes the entire Contingency Account of \$150,000 will be spent by fiscal year end. The remaining balance is \$98,922.

October: **\$12,000** – Hire vanZelm Engineers to provide engineering services to evaluate the HVAC systems at Orange Middle School. The study will look into the causes for the humidity issues experienced at this particular site and propose modifications to the operation of the HVAC systems to mitigate the problem.

December: **\$12,899** - Replace the Orange Middle School hot water heater immediately for health and safety reasons.

February: **\$7,648** – Purchase new servers.

March: **\$11,456** – Snow removal and sanding.

April: **\$7,075** – Snow removal and sanding.

LINE 55 on Page 4: ESTIMATED UNSPENT BUDGETS:

The forecast includes estimated unspent budgets in various accounts of \$50,000 FAV.

Amity Regional School District No. 5 - Budget Transfers 2013-2014

| <u>MONTH/YR</u> | <u>JNL#</u> | <u>ACCOUNT NUMBER & DESCRIPTION</u> | | <u>AMOUNT</u> | <u>DESCRIPTION</u> |
|-----------------|-------------|---|------|--------------------------------|--|
| July 2013 | 53 | 01111009 | 5611 | INSTRUCTIONAL SUPPLIES | \$ -50.00 MATHCOUNTS REGISTRATION |
| July 2013 | 53 | 01111009 | 5810 | DUES & FEES | \$ 50.00 MATHCOUNTS REGISTRATION |
| July 2013 | 54 | 03111001 | 5730 | EQUIPMENT - NEW | \$ 2,645.00 Digital lab tables/chairs |
| July 2013 | 54 | 03132400 | 5550 | COMMUNICATIONS: TEL,POST,ETC. | \$ -2,645.00 Digital lab tables/chairs |
| July 2013 | 55 | 03132120 | 5111 | CERTIFIED SALARIES | \$ 2,994.00 Counselors working summer reg |
| July 2013 | 55 | 03132120 | 5611 | INSTRUCTIONAL SUPPLIES | \$ -2,994.00 Counselors working summer reg |
| July 2013 | 69 | 05142510 | 5690 | OTHER SUPPLIES | \$ -1,320.00 Book Truck |
| July 2013 | 69 | 05142510 | 5690 | OTHER SUPPLIES | \$ -272.00 Book Truck shipping |
| July 2013 | 69 | 01111005 | 5690 | OTHER SUPPLIES | \$ 1,320.00 Book Truck |
| July 2013 | 69 | 01111005 | 5690 | OTHER SUPPLIES | \$ 272.00 Book Truck shipping |
| July 2013 | 126 | 02132220 | 5330 | OTHER PROFESSIONAL & TECH SRVC | \$ -900.00 Purchase additional books |
| July 2013 | 126 | 02132220 | 5642 | LIBRARY BOOKS & PERIODICALS | \$ 900.00 Purchase additional books |
| July 2013 | 134 | 02132220 | 5642 | LIBRARY BOOKS & PERIODICALS | \$ 600.00 Character Education books |
| July 2013 | 134 | 02132120 | 5330 | OTHER PROFESSIONAL & TECH SRVC | \$ -600.00 Character Education books |
| August 2013 | 123 | 01142219 | 5730 | EQUIPMENT - NEW | \$ 2,098.00 FOR 3D PRINTER |
| August 2013 | 123 | 01111008 | 5611 | INSTRUCTIONAL SUPPLIES | \$ -2,098.00 FOR 3D PRINTER |
| September 2013 | 15 | 02111008 | 5611 | INSTRUCTIONAL SUPPLIES | \$ -2,820.00 3D PRINTER |
| September 2013 | 15 | 02111008 | 5730 | EQUIPMENT - NEW | \$ 2,820.00 3D PRINTER |
| September 2013 | 44 | 02132120 | 5330 | OTHER PROFESSIONAL & TECH SRVC | \$ -600.00 TO PURCHASE BOOKS |
| September 2013 | 44 | 02132220 | 5642 | LIBRARY BOOKS & PERIODICALS | \$ 600.00 TO PURCHASE BOOKS |
| September 2013 | 46 | 02132220 | 5642 | LIBRARY BOOKS & PERIODICALS | \$ 900.00 PURCHASE AUTHOR BOOKS |
| September 2013 | 46 | 02132220 | 5330 | OTHER PROFESSIONAL & TECH SRVC | \$ -900.00 PURCHASE AUTHOR BOOKS |
| September 2013 | 57 | 03142219 | 5611 | INSTRUCTIONAL SUPPLIES | \$ -1,144.00 5 laptops BOE SEPT |
| September 2013 | 57 | 03132400 | 5550 | COMMUNICATIONS: TEL,POST,ETC. | \$ -328.00 5 laptops BOE SEPT |
| September 2013 | 57 | 03132120 | 5590 | OTHER PURCHASED SERVICES | \$ -1,000.00 5 laptops BOE SEPT |
| September 2013 | 84 | 05142350 | 5690 | OTHER SUPPLIES | \$ 2,682.00 Adobe site license |
| September 2013 | 84 | 03142600 | 5715 | IMPROVEMENTS TO BUILDINGS | \$ -2,682.00 Adobe site license |
| September 2013 | 110 | 05142350 | 5730 | EQUIPMENT - NEW | \$ 2,152.00 purchase scantron scanner |
| September 2013 | 110 | 03111009 | 5611 | INSTRUCTIONAL SUPPLIES | \$ -2,152.00 purchase scantron scanner |
| September 2013 | 111 | 03111015 | 5611 | INSTRUCTIONAL SUPPLIES | \$ -1,092.00 STEM supplies for Orange |
| September 2013 | 111 | 03111015 | 5611 | INSTRUCTIONAL SUPPLIES | \$ -1,092.00 STEM supplies for Bethany |
| September 2013 | 111 | 03111015 | 5810 | DUES & FEES | \$ -150.00 STEM for Bethany |
| September 2013 | 111 | 03111015 | 5810 | DUES & FEES | \$ -150.00 STEM for Orange |
| September 2013 | 111 | 02111015 | 5611 | INSTRUCTIONAL SUPPLIES | \$ 1,092.00 STEM supplies |
| September 2013 | 111 | 02111015 | 5810 | DUES & FEES | \$ 150.00 STEM supplies |
| September 2013 | 111 | 01111015 | 5611 | INSTRUCTIONAL SUPPLIES | \$ 1,092.00 STEM supplies |
| September 2013 | 111 | 01111015 | 5810 | DUES & FEES | \$ 150.00 STEM supplies |
| September 2013 | 146 | 03132220 | 5611 | INSTRUCTIONAL SUPPLIES | \$ -1,500.00 to purchase database |
| September 2013 | 146 | 03132220 | 5690 | OTHER SUPPLIES | \$ 1,500.00 to purchase database |
| September 2013 | 163 | 02132220 | 5330 | OTHER PROFESSIONAL & TECH SRVC | \$ 900.00 Reverse Dup #46 |
| September 2013 | 163 | 02132220 | 5642 | LIBRARY BOOKS & PERIODICALS | \$ -900.00 Reverse Dup #46 |
| October 2013 | 87 | 02132120 | 5690 | OTHER SUPPLIES | \$ -255.00 TO PURCHASE AWARD CERTIFICATES |
| October 2013 | 87 | 02132120 | 5590 | OTHER PURCHASED SERVICES | \$ 255.00 TO PURCHASE AWARD CERTIFICATES |
| October 2013 | 118 | 03111010 | 5730 | EQUIPMENT - NEW | \$ 500.00 New Drum Set for Strings Progr |
| October 2013 | 118 | 03142219 | 5611 | INSTRUCTIONAL SUPPLIES | \$ -500.00 New Drum Set for Strings Progr |
| October 2013 | 173 | 05132212 | 5611 | INSTRUCTIONAL SUPPLIES | \$ -2,440.00 MOODLE ON LINE ASSESSING |
| October 2013 | 173 | 05142350 | 5690 | OTHER SUPPLIES | \$ 2,440.00 MOODLE ON LINE ASSESSING |
| October 2013 | 174 | 03111006 | 5611 | INSTRUCTIONAL SUPPLIES | \$ -140.00 reimbursement/conference fee |
| October 2013 | 174 | 03111006 | 5810 | DUES & FEES | \$ 140.00 reimbursement/conference fee |
| November 2013 | 44 | 03111001 | 5731 | EQUIPMENT - REPLACEMENT | \$ 1,150.00 tranfer funds - replace print |
| November 2013 | 44 | 03111001 | 5611 | INSTRUCTIONAL SUPPLIES | \$ -1,150.00 tranfer funds - replace print |
| December 2013 | 23 | 03132120 | 5611 | INSTRUCTIONAL SUPPLIES | \$ -70.00 ACT |
| December 2013 | 23 | 03132120 | 5590 | OTHER PURCHASED SERVICES | \$ 70.00 ACT |
| December 2013 | 74 | 05142350 | 5731 | EQUIPMENT - REPLACEMENT | \$ 500.00 MODEM REPLACEMENT |

| <u>MONTH/YR</u> | <u>JNL#</u> | <u>ACCOUNT NUMBER & DESCRIPTION</u> | | | <u>AMOUNT</u> | <u>DESCRIPTION</u> |
|-----------------|-------------|---|------|--------------------------------|---------------|--------------------------------|
| December 2013 | 74 | 03142600 | 5613 | MAINTENANCE/CUSTODIAL SUPPLIES | \$ -500.00 | MODEM REPLACEMENT |
| December 2013 | 118 | 03132400 | 5330 | OTHER PROFESSIONAL & TECH SRVC | \$ -350.00 | Auditorium sound system |
| December 2013 | 118 | 05142350 | 5730 | EQUIPMENT - NEW | \$ 350.00 | Auditorium sound system |
| January 2014 | 14 | 04132190 | 5730 | EQUIPMENT - NEW | \$ -280.00 | UNIFIED THEATRE MATERIALS |
| January 2014 | 14 | 04132190 | 5611 | INSTRUCTIONAL SUPPLIES | \$ 280.00 | UNIFIED THEATRE MATERIALS |
| January 2014 | 74 | 03142700 | 5510 | PUPIL TRANSPORTATION | \$ 500.00 | buses for music recruitment |
| January 2014 | 74 | 03142700 | 5510 | PUPIL TRANSPORTATION | \$ 500.00 | buses for music recruitment |
| January 2014 | 74 | 03132400 | 5590 | OTHER PURCHASED SERVICES | \$ -500.00 | buses for music recruitment |
| January 2014 | 74 | 03142219 | 5611 | INSTRUCTIONAL SUPPLIES | \$ -500.00 | buses for music recruitment |
| January 2014 | 93 | 02132130 | 5810 | DUES & FEES | \$ -100.00 | PURCHASE MEDICA SUPPLIES |
| January 2014 | 93 | 02132130 | 5690 | OTHER SUPPLIES | \$ 100.00 | PURCHASE MEDICA SUPPLIES |
| January 2014 | 107 | 05142350 | 5580 | STAFF TRAVEL | \$ -2,000.00 | transfer powerschool conferenc |
| January 2014 | 107 | 05142350 | 5581 | TRAVEL - CONFERENCES | \$ 2,000.00 | transfer powerschool conferenc |
| January 2014 | 112 | 01132220 | 5611 | INSTRUCTIONAL SUPPLIES | \$ 835.00 | Book Carts & supplies needed |
| January 2014 | 112 | 01132220 | 5642 | LIBRARY BOOKS & PERIODICALS | \$ -835.00 | Book Carts & supplies needed |
| January 2014 | 129 | 03132220 | 5690 | OTHER SUPPLIES | \$ 2,500.00 | Video switch for broadcasting |
| January 2014 | 129 | 03132220 | 5731 | EQUIPMENT - REPLACEMENT | \$ -2,500.00 | Video switch for broadcasting |
| January 2014 | 160 | 03132400 | 5590 | OTHER PURCHASED SERVICES | \$ -399.00 | iPad 2 Ali Grasson |
| January 2014 | 160 | 05142350 | 5730 | EQUIPMENT - NEW | \$ 399.00 | iPad 2 Ali Grasson |
| January 2014 | 161 | 03142219 | 5611 | INSTRUCTIONAL SUPPLIES | \$ -466.00 | Powerschool University |
| January 2014 | 161 | 01132400 | 5581 | TRAVEL - CONFERENCES | \$ 466.00 | Powerschool University |
| February 2014 | 3 | 01132400 | 5581 | TRAVEL - CONFERENCES | \$ 233.00 | CONFERENCE - THAYER |
| February 2014 | 3 | 02132400 | 5581 | TRAVEL - CONFERENCES | \$ -233.00 | CONFERENCE - THAYER |
| February 2014 | 4 | 02142219 | 5611 | INSTRUCTIONAL SUPPLIES | \$ -260.00 | MEDICAL SUPPLIES |
| February 2014 | 4 | 02132130 | 5690 | OTHER SUPPLIES | \$ 260.00 | MEDICAL SUPPLIES |
| February 2014 | 21 | 01132400 | 5581 | TRAVEL - CONFERENCES | \$ 550.00 | CONFERENCE FOR THAYER |
| February 2014 | 21 | 02132400 | 5581 | TRAVEL - CONFERENCES | \$ -550.00 | CONFERENCE FOR THAYER |
| February 2014 | 76 | 01111001 | 5810 | DUES & FEES | \$ 45.00 | CONFERENCE LATE FEE |
| February 2014 | 76 | 01111001 | 5611 | INSTRUCTIONAL SUPPLIES | \$ -45.00 | CONFERENCE LATE FEE |
| February 2014 | 77 | 01111009 | 5611 | INSTRUCTIONAL SUPPLIES | \$ -62.00 | CONFERENCE FEE |
| February 2014 | 77 | 01111009 | 5810 | DUES & FEES | \$ 62.00 | CONFERENCE FEE |
| February 2014 | 79 | 01111001 | 5611 | INSTRUCTIONAL SUPPLIES | \$ -45.00 | CONFERENCE FEE |
| February 2014 | 79 | 01111001 | 5810 | DUES & FEES | \$ 45.00 | CONFERENCE FEE |
| February 2014 | 85 | 02111007 | 5611 | INSTRUCTIONAL SUPPLIES | \$ 10.00 | SHIPPING CHARGES |
| February 2014 | 85 | 02142219 | 5611 | INSTRUCTIONAL SUPPLIES | \$ -10.00 | SHIPPING CHARGES |
| February 2014 | 86 | 02142219 | 5611 | INSTRUCTIONAL SUPPLIES | \$ -45.00 | CONFERENCE REG. FEE |
| February 2014 | 86 | 02111001 | 5810 | DUES & FEES | \$ 45.00 | CONFERENCE REG. FEE |
| February 2014 | 110 | 01132130 | 5810 | DUES & FEES | \$ 29.00 | CONFERENCE FEE |
| February 2014 | 110 | 01132130 | 5690 | OTHER SUPPLIES | \$ -29.00 | CONFERENCE FEE |
| March 2014 | 68 | 01132400 | 5581 | TRAVEL - CONFERENCES | \$ 200.00 | CAS CONFERENCE |
| March 2014 | 68 | 01132400 | 5810 | DUES & FEES | \$ -200.00 | CAS CONFERENCE |
| March 2014 | 87 | 03111005 | 5641 | TEXTBOOKS | \$ 500.00 | for replacement texts |
| March 2014 | 87 | 03111005 | 5730 | EQUIPMENT - NEW | \$ -500.00 | for replacement texts |
| March 2014 | 121 | 02142700 | 5510 | PUPIL TRANSPORTATION | \$ 50.00 | FIELD TRIP - (CHARAC.ED) |
| March 2014 | 121 | 02132120 | 5330 | OTHER PROFESSIONAL & TECH SRVC | \$ -50.00 | FIELD TRIP - (CHARAC.ED) |
| March 2014 | 122 | 02142700 | 5510 | PUPIL TRANSPORTATION | \$ 600.00 | BUSSES FOR FIELD TRIP |
| March 2014 | 122 | 02132220 | 5642 | LIBRARY BOOKS & PERIODICALS | \$ -600.00 | BUSSES FOR FIELD TRIP |
| March 2014 | 180 | 03142600 | 5410 | UTILITIES, EXCLUDING HEAT | \$ 1,656.00 | winter reliability Cons ener |
| March 2014 | 180 | 03142600 | 5621 | NATURAL GAS | \$ -1,656.00 | winter reliability Cons ener |
| March 2014 | 213 | 01132400 | 5590 | OTHER PURCHASED SERVICES | \$ 187.00 | |
| March 2014 | 213 | 01132400 | 5550 | COMMUNICATIONS: TEL,POST,ETC. | \$ -187.00 | |
| March 2014 | 216 | 05142350 | 5730 | EQUIPMENT - NEW | \$ 1,520.00 | LASERJET PRINTERS |
| March 2014 | 216 | 04132190 | 5730 | EQUIPMENT - NEW | \$ -1,520.00 | LASERJET PRINTERS |
| March 2014 | 218 | 05132212 | 5690 | OTHER SUPPLIES | \$ 138.00 | |
| March 2014 | 218 | 05132212 | 5550 | COMMUNICATIONS: TEL,POST,ETC. | \$ -138.00 | |
| March 2014 | 233 | 05142320 | 5550 | COMMUNICATIONS: TEL,POST,ETC. | \$ 2,858.00 | POSTAGE - AMITY IN ACTION |

| <u>MONTH/YR</u> | <u>JNL#</u> | <u>ACCOUNT NUMBER & DESCRIPTION</u> | | | <u>AMOUNT</u> | <u>DESCRIPTION</u> |
|-----------------|-------------|---|------|--------------------------------|---------------|--------------------------------|
| March 2014 | 233 | 05132212 | 5581 | TRAVEL - CONFERENCES | \$ -2,858.00 | POSTAGE - AMITY IN ACTION |
| March 2014 | 237 | 05132213 | 5810 | DUES & FEES | \$ -27.00 | HARVARD EDUCATION LETTER |
| March 2014 | 237 | 05132212 | 5690 | OTHER SUPPLIES | \$ 150.00 | HARVARD EDUCATION LETTER |
| March 2014 | 237 | 05132212 | 5810 | DUES & FEES | \$ -123.00 | HARVARD EDUCATION LETTER |
| March 2014 | 238 | 05132213 | 5322 | INSTRUCTIONAL PROG IMPROVEMENT | \$ -250.00 | YEARS OF SERVICE AND AWARD EXC |
| March 2014 | 238 | 05132212 | 5690 | OTHER SUPPLIES | \$ 665.00 | YEARS OF SERVICE AND AWARD EXC |
| March 2014 | 238 | 05132212 | 5611 | INSTRUCTIONAL SUPPLIES | \$ -415.00 | YEARS OF SERVICE AND AWARD EXC |
| March 2014 | 240 | 01111016 | 5611 | INSTRUCTIONAL SUPPLIES | \$ -55.00 | UNDERSTANDING COMMON CORE |
| March 2014 | 240 | 01111016 | 5641 | TEXTBOOKS | \$ 55.00 | UNDERSTANDING COMMON CORE |
| March 2014 | 240 | 01111016 | 5641 | TEXTBOOKS | \$ 25.00 | UNDERSTANDING COMMON CORE |
| March 2014 | 240 | 01111016 | 5690 | OTHER SUPPLIES | \$ -25.00 | UNDERSTANDING COMMON CORE |
| March 2014 | 249 | 03111014 | 5641 | TEXTBOOKS | \$ 214.00 | new textbooks |
| March 2014 | 249 | 03132400 | 5590 | OTHER PURCHASED SERVICES | \$ -214.00 | new textbooks |
| March 2014 | 250 | 03132400 | 5590 | OTHER PURCHASED SERVICES | \$ -2,500.00 | powerschool travel expenses |
| March 2014 | 250 | 03132400 | 5580 | STAFF TRAVEL | \$ 2,500.00 | powerschool travel expenses |
| March 2014 | 255 | 01111010 | 5611 | INSTRUCTIONAL SUPPLIES | \$ 400.00 | CHORUS FOLDERS |
| March 2014 | 255 | 01111010 | 5690 | OTHER SUPPLIES | \$ -400.00 | CHORUS FOLDERS |
| March 2014 | 257 | 02132120 | 5581 | TRAVEL - CONFERENCES | \$ -200.00 | CHARACTER EDUCATION |
| March 2014 | 257 | 02132120 | 5611 | INSTRUCTIONAL SUPPLIES | \$ 200.00 | CHARACTER EDUCATION |
| March 2014 | 259 | 02142600 | 5420 | REPAIRS,MAINTENANCE & CLEANING | \$ 2,500.00 | life safety repairs /inspectio |
| March 2014 | 259 | 03142600 | 5420 | REPAIRS,MAINTENANCE & CLEANING | \$ -2,500.00 | life safety repairs /inspectio |
| March 2014 | 273 | 05132212 | 5580 | STAFF TRAVEL | \$ 210.00 | |
| March 2014 | 273 | 05132212 | 5581 | TRAVEL - CONFERENCES | \$ -210.00 | |
| March 2014 | 274 | 01142700 | 5510 | PUPIL TRANSPORTATION | \$ 215.00 | PAYMENT FOR STRINGS BUS TRIP |
| March 2014 | 274 | 01111010 | 5611 | INSTRUCTIONAL SUPPLIES | \$ -215.00 | PAYMENT FOR STRINGS BUS TRIP |
| March 2014 | 275 | 04121200 | 5690 | OTHER SUPPLIES | \$ -37.00 | A SCHOOL SUPPLIES |
| March 2014 | 275 | 04121201 | 5611 | INSTRUCTIONAL SUPPLIES | \$ 37.00 | A SCHOOL SUPPLIES |
| March 2014 | 276 | 04132190 | 5642 | LIBRARY BOOKS & PERIODICALS | \$ -48.00 | CAS ADMINISTRATIVE ASST CONF |
| March 2014 | 276 | 04132190 | 5581 | TRAVEL - CONFERENCES | \$ 80.00 | CAS ADMINISTRATIVE ASST CONF |
| March 2014 | 276 | 04132190 | 5590 | OTHER PURCHASED SERVICES | \$ -32.00 | CAS ADMINISTRATIVE ASST CONF |
| March 2014 | 277 | 04132140 | 5611 | INSTRUCTIONAL SUPPLIES | \$ -5.16 | CORRECT ACCOUNT BALANCE |
| March 2014 | 277 | 04132140 | 5690 | OTHER SUPPLIES | \$ 5.16 | CORRECT ACCOUNT BALANCE |
| March 2014 | 278 | 03111011 | 5810 | DUES & FEES | \$ -150.00 | DRUG PRESENTATION SUPPLIES |
| March 2014 | 278 | 03111011 | 5611 | INSTRUCTIONAL SUPPLIES | \$ 150.00 | DRUG PRESENTATION SUPPLIES |
| March 2014 | 281 | 01142600 | 5420 | REPAIRS,MAINTENANCE & CLEANING | \$ 2,500.00 | life safety repairs |
| March 2014 | 281 | 03142600 | 5420 | REPAIRS,MAINTENANCE & CLEANING | \$ -2,500.00 | life safety repairs |
| April 2014 | 20 | 03111008 | 5420 | REPAIRS,MAINTENANCE & CLEANING | \$ -1,100.00 | Auto shop supplies |
| April 2014 | 20 | 03111008 | 5611 | INSTRUCTIONAL SUPPLIES | \$ 1,100.00 | Auto shop supplies |
| April 2014 | 21 | 02132220 | 5690 | OTHER SUPPLIES | \$ 220.00 | PURCHASE CARTS |
| April 2014 | 21 | 02132220 | 5810 | DUES & FEES | \$ -220.00 | PURCHASE CARTS |
| April 2014 | 23 | 03111010 | 5330 | OTHER PROFESSIONAL & TECH SRVC | \$ -2,230.00 | Synthesizer for music classes |
| April 2014 | 23 | 03111010 | 5730 | EQUIPMENT - NEW | \$ 2,230.00 | Synthesizer for music classes |
| April 2014 | 47 | 03111001 | 5611 | INSTRUCTIONAL SUPPLIES | \$ 1,180.00 | Art Supplies need for yearend |
| April 2014 | 47 | 03132220 | 5611 | INSTRUCTIONAL SUPPLIES | \$ -1,180.00 | Art Supplies need for yearend |
| April 2014 | 56 | 03132220 | 5642 | LIBRARY BOOKS & PERIODICALS | \$ -1,115.00 | new computers for music class |
| April 2014 | 56 | 05142350 | 5730 | EQUIPMENT - NEW | \$ 2,655.00 | new computers for music class |
| April 2014 | 56 | 03111010 | 5730 | EQUIPMENT - NEW | \$ -1,540.00 | new computers for music class |
| April 2014 | 57 | 01111011 | 5611 | INSTRUCTIONAL SUPPLIES | \$ 50.00 | Lacross balls needed for PE |
| April 2014 | 57 | 01111001 | 5611 | INSTRUCTIONAL SUPPLIES | \$ -50.00 | Lacross balls needed for PE |
| April 2014 | 71 | 03111001 | 5731 | EQUIPMENT - REPLACEMENT | \$ 1,119.00 | replace pottery wheel ceramics |
| April 2014 | 71 | 03132220 | 5611 | INSTRUCTIONAL SUPPLIES | \$ -1,119.00 | replace pottery wheel ceramics |
| April 2014 | 73 | 01111014 | 5611 | INSTRUCTIONAL SUPPLIES | \$ -16.00 | S.S. BOOKS |
| April 2014 | 73 | 01111014 | 5641 | TEXTBOOKS | \$ 16.00 | S.S. BOOKS |
| April 2014 | 74 | 01111009 | 5810 | DUES & FEES | \$ 26.00 | Math Text Books |
| April 2014 | 74 | 01132400 | 5590 | OTHER PURCHASED SERVICES | \$ -26.00 | Math Text Books |

| <u>MONTH/YR</u> | <u>JNL#</u> | <u>ACCOUNT NUMBER & DESCRIPTION</u> | | <u>AMOUNT</u> | <u>DESCRIPTION</u> |
|-----------------|-------------|---|------|--------------------------------|---|
| April 2014 | 75 | 03132220 | 5731 | EQUIPMENT - REPLACEMENT | \$ -260.00 reimburse Dr. Britton for conf |
| April 2014 | 75 | 03132400 | 5580 | STAFF TRAVEL | \$ 260.00 reimburse Dr. Britton for conf |
| April 2014 | 76 | 03132220 | 5810 | DUES & FEES | \$ -572.00 amps for elec music class |
| April 2014 | 76 | 03111010 | 5730 | EQUIPMENT - NEW | \$ 572.00 amps for elec music class |
| April 2014 | 77 | 03111010 | 5730 | EQUIPMENT - NEW | \$ 275.00 for cables, reeds,strings |
| April 2014 | 77 | 03111010 | 5641 | TEXTBOOKS | \$ -275.00 for cables, reeds,strings |
| April 2014 | 78 | 03111001 | 5731 | EQUIPMENT - REPLACEMENT | \$ -150.00 photo supplies |
| April 2014 | 78 | 03111001 | 5611 | INSTRUCTIONAL SUPPLIES | \$ 150.00 photo supplies |
| April 2014 | 79 | 05142350 | 5730 | EQUIPMENT - NEW | \$ -2,500.00 replace internet filter |
| April 2014 | 79 | 05142350 | 5731 | EQUIPMENT - REPLACEMENT | \$ 2,500.00 replace internet filter |
| April 2014 | 81 | 01132400 | 5581 | TRAVEL - CONFERENCES | \$ 318.00 CONFERENCE FEES |
| April 2014 | 81 | 01142219 | 5690 | OTHER SUPPLIES | \$ -318.00 CONFERENCE FEES |
| April 2014 | 83 | 01111009 | 5810 | DUES & FEES | \$ 65.00 Teacher's Edition Workbooks |
| April 2014 | 83 | 01111009 | 5611 | INSTRUCTIONAL SUPPLIES | \$ -65.00 Teacher's Edition Workbooks |
| April 2014 | 84 | 01111009 | 5810 | DUES & FEES | \$ 25.00 Teacher's Edition Textbooks |
| April 2014 | 84 | 01132400 | 5590 | OTHER PURCHASED SERVICES | \$ -25.00 Teacher's Edition Textbooks |
| April 2014 | 96 | 03111016 | 5690 | OTHER SUPPLIES | \$ 750.00 WB MASON SUPPLIES NEEDED |
| April 2014 | 96 | 03111016 | 5810 | DUES & FEES | \$ -750.00 WB MASON SUPPLIES NEEDED |
| April 2014 | 100 | 01132400 | 5690 | OTHER SUPPLIES | \$ -7.00 MEDICAL SUPPLIES FOR NURSE |
| April 2014 | 100 | 01132400 | 5690 | OTHER SUPPLIES | \$ -7.00 MEDICAL SUPPLIES FOR NURSE |
| April 2014 | 100 | 01132130 | 5690 | OTHER SUPPLIES | \$ 7.00 MEDICAL SUPPLIES FOR NURSE |
| April 2014 | 100 | 01132130 | 5330 | OTHER PROFESSIONAL & TECH SRVC | \$ 7.00 MEDICAL SUPPLIES FOR NURSE |
| April 2014 | 112 | 01111006 | 5611 | INSTRUCTIONAL SUPPLIES | \$ -163.00 FOR LANG TXTBK DUE TO ENROLLMN |
| April 2014 | 112 | 01111006 | 5641 | TEXTBOOKS | \$ 871.00 FOR LANG TXTBK DUE TO ENROLLMN |
| April 2014 | 112 | 01111006 | 5690 | OTHER SUPPLIES | \$ -287.00 FOR LANG TXTBK DUE TO ENROLLMN |
| April 2014 | 112 | 01111006 | 5810 | DUES & FEES | \$ -421.00 FOR LANG TXTBK DUE TO ENROLLMN |
| April 2014 | 144 | 03111013 | 5420 | REPAIRS,MAINTENANCE & CLEANING | \$ 500.00 Repairing Microscopes |
| April 2014 | 144 | 03111013 | 5641 | TEXTBOOKS | \$ -500.00 Repairing Microscopes |
| April 2014 | 146 | 03111010 | 5330 | OTHER PROFESSIONAL & TECH SRVC | \$ -1,560.00 computer for music technology |
| April 2014 | 146 | 05142350 | 5730 | EQUIPMENT - NEW | \$ 1,560.00 computer for music technology |
| April 2014 | 164 | 01111009 | 5810 | DUES & FEES | \$ 33.00 Teacher's Edition Textbooks |
| April 2014 | 164 | 01132400 | 5590 | OTHER PURCHASED SERVICES | \$ -33.00 Teacher's Edition Textbooks |
| April 2014 | 168 | 03132120 | 5330 | OTHER PROFESSIONAL & TECH SRVC | \$ -612.46 |
| April 2014 | 168 | 03132120 | 5611 | INSTRUCTIONAL SUPPLIES | \$ 612.46 |
| April 2014 | 200 | 03142600 | 5420 | REPAIRS,MAINTENANCE & CLEANING | \$ -1,000.00 ESC and open service calls |
| April 2014 | 200 | 02142600 | 5420 | REPAIRS,MAINTENANCE & CLEANING | \$ 1,000.00 ESC and open service calls |
| April 2014 | 206 | 02142600 | 5420 | REPAIRS,MAINTENANCE & CLEANING | \$ 1,100.00 HVAC REPAIRS REQ52742 |
| April 2014 | 206 | 03142600 | 5420 | REPAIRS,MAINTENANCE & CLEANING | \$ -1,100.00 HVAC REPAIRS REQ52742 |
| April 2014 | 208 | 03142600 | 5410 | UTILITIES, EXCLUDING HEAT | \$ -219.00 PROPANE FOR BETHANY |
| April 2014 | 208 | 01142600 | 5410 | UTILITIES, EXCLUDING HEAT | \$ 219.00 PROPANE FOR BETHANY |
| April 2014 | 239 | 03132400 | 5590 | OTHER PURCHASED SERVICES | \$ -568.00 Replacement texts Latin & Chin |
| April 2014 | 239 | 03111006 | 5641 | TEXTBOOKS | \$ 2,891.00 Replacement texts Latin & Chin |
| April 2014 | 239 | 03111009 | 5611 | INSTRUCTIONAL SUPPLIES | \$ -2,002.00 Replacement texts Latin & Chin |
| April 2014 | 239 | 03111014 | 5810 | DUES & FEES | \$ -11.00 Replacement texts Latin & Chin |
| April 2014 | 239 | 03111016 | 5810 | DUES & FEES | \$ -108.00 Replacement texts Latin & Chin |
| April 2014 | 239 | 03111016 | 5611 | INSTRUCTIONAL SUPPLIES | \$ -202.00 Replacement texts Latin & Chin |
| April 2014 | 240 | 03111016 | 5690 | OTHER SUPPLIES | \$ -527.00 Pottery Wheel replacement |
| April 2014 | 240 | 03111017 | 5330 | OTHER PROFESSIONAL & TECH SRVC | \$ -305.00 Pottery Wheel replacement |
| April 2014 | 240 | 03111010 | 5641 | TEXTBOOKS | \$ -4.00 Pottery Wheel replacement |
| April 2014 | 240 | 03111010 | 5730 | EQUIPMENT - NEW | \$ -25.00 Pottery Wheel replacement |
| April 2014 | 240 | 03111001 | 5810 | DUES & FEES | \$ -172.00 Pottery Wheel replacement |
| April 2014 | 240 | 03111001 | 5731 | EQUIPMENT - REPLACEMENT | \$ 1,050.00 Pottery Wheel replacement |
| April 2014 | 240 | 03111001 | 5730 | EQUIPMENT - NEW | \$ -17.00 Pottery Wheel replacement |
| April 2014 | 241 | 03111014 | 5690 | OTHER SUPPLIES | \$ 3.00 Account overages |

| <u>MONTH/YR</u> | <u>JNL#</u> | <u>ACCOUNT NUMBER & DESCRIPTION</u> | | <u>AMOUNT</u> | <u>DESCRIPTION</u> |
|-----------------|-------------|---|------|-----------------------------|---|
| April 2014 | 241 | 03111014 | 5611 | INSTRUCTIONAL SUPPLIES | \$ -4.00 Account overages |
| April 2014 | 241 | 03132220 | 5611 | INSTRUCTIONAL SUPPLIES | \$ 5.00 Account overages |
| April 2014 | 241 | 03132220 | 5690 | OTHER SUPPLIES | \$ -2.00 Account overages |
| April 2014 | 241 | 03132220 | 5642 | LIBRARY BOOKS & PERIODICALS | \$ -2.00 Account overages |
| April 2014 | 242 | 03132400 | 5590 | OTHER PURCHASED SERVICES | \$ -1,441.00 Ellipitcal machines replacemen |
| April 2014 | 242 | 03111016 | 5690 | OTHER SUPPLIES | \$ -56.00 Ellipitcal machines replacemen |
| April 2014 | 242 | 03111011 | 5731 | EQUIPMENT - REPLACEMENT | \$ 2,900.00 Ellipitcal machines replacemen |
| April 2014 | 242 | 03111009 | 5641 | TEXTBOOKS | \$ -1,403.00 Ellipitcal machines replacemen |

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



Jack B. Levine
Director of Finance and Administration
jack.levine@reg5.k12.ct.us

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

To: Charles S. Dumais, Superintendent of Schools
From: Jack B. Levine, Director of Finance and Administration
Re: Budget Transfers of \$3,000 or More for Fiscal Year 2013-2014
Date: May 5, 2014

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

Standard year end budget transfers:

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

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

Special Education:

Budget transfers are needed to pay special education expenditures.

#2 – Move to make the following budget transfer to pay special education expenses:

| ACCOUNT NUMBER | ACCOUNT NAME | FROM | TO |
|-----------------------|---------------------|-------------|-----------|
| 04-12-6110-5560 | Tuition Expense | \$23,000 | |
| 04-12-6130-5560 | Tuition Expense | | \$23,000 |

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

To: Charles S. Dumais, Superintendent of Schools
From: Jack B. Levine, Director of Finance and Administration
Re: Woodbridge Summer Program
Date: May 1, 2014

Woodbridge Elementary School District Superintendent Dr. Stella has agreed to reimburse Amity Regional School District No. 5 for our 'out-of-pocket' costs related to the Woodbridge Summer Program to be held at Amity Regional High School during this summer.

1. **Equipment** (auto scrubber; floor machine with pad driver; Clark Max II with dry vacuum) have been purchased by Woodbridge Elementary School District and will become the property of Amity Regional School District No. 5. **Cost of \$3,125.**
2. **Paper and plastic goods** will be purchased by Woodbridge Elementary School District. **Estimated cost of \$920.**
3. **Extra trash pick-ups** will be paid directly to the trash removal company by Woodbridge Elementary School District. **Estimated cost of \$864.**
4. **Overtime** directly related to the extra work associated with the Woodbridge Summer Program will be tracked in the MUNIS Payroll Module and a report will be provided to Woodbridge Elementary School District in September. Woodbridge Elementary School District will purchase items (to be determined) for Amity Regional School District No. 5 at an amount approximating the overtime costs. We plan to choose items in the 2014-2015 Budget. In this way, we can use the unspent 2014-2015 budget for these items and transfer the budget dollars into the Classified Salaries accounts to offset the extra overtime costs. We verified with the District's Auditor that this is acceptable. **Estimated cost of \$18,125.**

The total estimated cost is \$23,034. We agreed to 'cap' the cost at \$25,000.

Attached are the minutes from the following Board of Education
Sub-Committee meetings:

Finance Committee 4/21/14

Minutes

Committee Members Present: James Stirling (Chair), Matthew Giglietti, John Grasso, Jr., and Joe Nuzzo

Committee Members Absent: John Grabowski and James Horwitz

Others present include Charles Dumais, Matthew Levine, Jim Saisa, Sean DeRosa, Thomas Hurley, and Nancy Spagnolo

A meeting of the Finance Committee of the Amity Regional Board of Education was held on Monday, April 21, 2014, at 5:00_{pm} in the Presentation Room at the Amity District Offices.

1. **Call to Order:** James Stirling called the meeting to order at 5:32_{pm}.
2. **Approval of Minutes from the March 10, 2014, and April 7, 2014, Finance Committee Meetings:** (Matthew Giglietti, Joe Nuzzo 2_{nd})

Charles Dumais made one correction to the minutes of the April 7th meeting.

The motion to approve the minutes as corrected passed unanimously.

3. **Public Comment:** There was no public comment.
4. **Discussion and Possible Action on Contracts of \$35,000 or More:**

A. Professional Auditing Services:

Jack Levine made no recommendations for this particular contract but supplied the company names and bid amounts in a chart for the committee to review. The District received ten sealed bids.

Motion: (Matthew Giglietti, Joe Nuzzo 2_{nd})

Move to award the professional auditing services to Mahoney Sabol & Co. LLP for the fiscal year ending June 30, 2014 at the bid price of \$32,500. The Board reserves the right to extend to the contract for two additional years at the bid prices.

Discussion: Mr. Giglietti spoke in favor of the company and did not feel a need to change companies at this time. When asked his opinion, Mr. Levine said they were very professional and mentioned that there aren't fees incurred ever time a question is asked. Mr. Stirling and Mr Grasso also spoke in favor of Mahoney Sabol & Co. LLP.

The motion passed unanimously

B. Site-Based Grounds Maintenance Program:

Motion:(Joe Nuzzo, John Grasso Jr 2nd)

Move to award the site-based grounds maintenance program for July 1, 2014 to June 30 2015 to Sports Turf of Connecticut of Orange, Connecticut, at the bid price of \$215,000 for the second year of a three-year contract. The Board reserves the right to cancel the contract if fSports Turf of Connecticut, of Orange, Connecticut fails to perform in a satisfactory manner.

Discussion: Mr. Giglietti asked if this company was the only bidder and Mr. Levine confirmed that was the case. The artificial turf proposal was mentioned briefly, but there are no plans to bring it back and the \$16,000 budgeted for it has been pulled.

The motion passed unanimously.

C. Snow Removal, Ice Control & Sanding Services:

Motion:(Matthew Giglietti, John Grasso Jr 2nd)

Move to award the snow removal, ice control and sanding services to Denny Landscaping Ltd of Orange, Connecticut, for July 1, 2014 to June 30, 2015, for the second year of a three-year contract at the bid prices based on the amount of snow. The Board reserves the right to cancel the contract if Denny Landscaping, Ltd of Orange, Connecticut fails to perform in a satisfactory manner.

Discussion: None

The motion passed unanimously.

D. Safety Service Program:

Prior to a motion being made, Mr. Levine mentioned a few of the services they provide with regard to air quality as well as the company's reliability and track record at the school.

Motion:(Joe Nuzzo, Matthew Giglietti 2nd)

Move to award the safety service program to Fuss & O'Neill, Inc. of Manchester, Connecticut, for July 1, 2014 to June 30, 2015 for the state bid price of \$11,833. The second year will cost \$12,011 and the third year will cost \$12188. The total of the three-year contract is 36,032. The Board reserves the right to cancel the contract if Fuss& O'Neill, Inc of Manchester Connecticut fails to perform in a satisfactory manner.

Discussion: Mr. Stirling asked Mr. Levine to explain what it means to use the state bid price and Mr. Levine gave an overview of the process. In the contract a business signed to do work with the state of Connecticut there is also and agreement that that company will offer the same price or rate to any municipality, school district, or regional school district. There is a website listing the contracts and, if something fits a particular need a town or school district is trying to address, they and sign on to be part of that contract.

Mr. Nuzzo asked for a description of more of the company's services. Jim Saisa, Director of Facilities, explained that the company provides asbestos inspections,

annual safety training, they maintain the MSDS sheets, provide the chemical hygiene program, and things associated with those programs. Mr. Levine also mentioned the indoor air quality testing that they do.

The motion passed unanimously.

E. Trash and Recycling Removal Services:

Motion:(John Grasso Jr, Matthew Giglietti 2nd)

Move to award the trash and recycling remove; service to All American Waste of New Haven, Connecticut, for July 1, 2014 to June 30, 2015, for the third year of a three-year contract at the bid price of \$36,993, not including extra charges for additional pickups. The Board reserves the right to cancel the contract if All American Waste of New Haven, Connecticut, fails to perform in a satisfactory manner.

The motion passed unanimously.

Before continuing, Mr. Levine explained the way the multi-year contracts are handled. If there were dissatisfaction with the agreement, the contract could be put out to bid without having to wait years. Voting on contracts a few months before they move into another year would also allow the Board to request that the contract be put out to bid if they were not happy with the vendor for some reason and leave enough time to receive and review offers.

Mr. Stirling asked if the agreement could be terminated any time and Mr. Levine responded that while the contract could be broken, there would need to be reasonable cause to do so and there would most likely be a fee incurred.

Thomas Hurley asked about the extra pickups and Mr. Saisa explained that extra pickups are for things like end of the year locker clean out and after plays and so on. Mr. Hurley suggested that those events be figured into the base contract number and Mr. Levine said that he would consider that.

F. Substitute Teacher Services:

Motion:(Matthew Giglietti, Joe Nuzzo 2nd)

Move to award the substitute teacher service to Kelly Educational Services for July 1, 2014 to June 30, 2015. The price will be negotiated by the Director of Finance and Administration. The Board reserves the right to cancel the contract if Kelly Educational Services fails to perform in a satisfactory manner.

Discussion: Mr. Levine explained that these are the last substitute teachers to be called after interns and those on Amity's substitute teacher list. Since this is the case and the amount will fluctuate based on the school's need in that given year, they are charged on a per diem basis.

The motion passed unanimously.

G. Workers' Compensation Insurance and Liability, Automobile, and Property Insurance:

Before a motion was made, Mr. Levine remarked upon the rate, said that he had tried to get a lower one, but that he had not been successful.

Motion:(Joe Nuzzo, Matthew Giglietti 2nd)

Award the workers' compensation insurance for July 1, 2014 to June 30, 2015, to Connecticut Interlock Risk Management Agency (CERMA) of New Haven, Connecticut, at the premium of \$191,925 plus the audit premium to be determined. Award liability, automobile, and property insurance to Connecticut Interlock Risk Management Agency (CERMA) of New Haven, Connecticut, for the base premium of \$141,673 for July 1, 2014 to June 30, 2015. This is the third year of a three-year contract for workers' compensation and liability, automobile, and property insurance.

Discussion: Mr. Stirling asked about the type of claims being filed and whether there were systemic issues to address. Mr. Levine said there were no problems.

Mr. Levine said that he would like to bid this contract out again, but because of the claims currently out, they are not in a good place to negotiate at this time. They discussed rates and the possibility of switching carriers.

The motion passed unanimously.

H. District Chiller Maintenance Contract:

Motion:(Matthew Giglietti, John Grasso Jr 2nd)

Award the district chiller maintenance contract to Trane Building Services (local Trane office in Rocky Hill, Connecticut) for the first year of a Three-year contract commencing June 2014, through May 2015, for \$12,122. The Board reserves the right at its sole discretion to award year two at \$12,606, and year three at \$13,110, for a total of \$37,838. This is a sole source vendor for the District's Trane equipment, and thereby, the sealed bid requirements are not required.

Discussion: Mr. Stirling confirmed that this contract is for all the chillers in the district.

The motion passes unanimously.

I. Student Accident Insurance:

Motion:(Joe Nuzzo, John Grasso Jr 2nd)

Move to award the student accident insurance for the 2014-2015 school year to Abbate Insurance Associates of New Haven, Connecticut, for the bid price of \$24,650, which includes catastrophic accident insurance. Further, there shall be two option years at the sole discretion of the Board. The Director of Finance and Administration shall negotiate with Abbate Insurance Associates, and if the prices are favorable to the District, shall present the terms and conditions to the Board for their consideration. If the terms and conditions are unacceptable, the Director of Finance and Administration shall bid student accident insurance. The Board reserves the right to cancel the contract if Abbate Insurance Associates fails to perform in a satisfactory manner.

Mr. Stirling asked if there was an option for parents to purchase additional insurance through this company. Mr. Levine said they could, thought few do, but that the rates are quite good.

The motion passed unanimously.

J. Telephone System Replacement:

There were a lot of bidders for this contract and the company chosen was not the lowest bidder, but Jim Saisa, Sean DeRosa, and Kevin Keller felt that after hearing all of the technical information and reviewing the services provided by each company that this one would provide the most value per dollar.

Mr. Stirling asked if the annual cost included maintenance. Mr. Saisa said it did. Mr. Stirling also asked whether the school had the bandwidth to support this upgrade. Mr. Saisa and Mr. DeRosa said that they could.

Motion:(Matthew Giglietti, John Grasso Jr 2nd)
Move to award the telephone system replacement to Pilothouse Communications, LLC of Cheshire, Connecticut, per the bid specifications. The system will be paid through a lease/purchase agreement with a \$1.00 buyout with an annual payment of \$37,182.94 due in July 2014 through 2018, inclusive. The total cost is \$185,915.70 (including \$1.00 buyout).

Discussion: Mr. Grasso asked whether the security system required a copper line to fail out on. Mr. Saisa said that they were planning to keep a few as backup in case of emergencies.

The motion passed unanimously.

K. Investment Consulting Services:

The low bidder is the company currently used, Fiduciary Investment Advisors. Hooker and Holcombe came in just a little bit higher. Mr. Levine recommended that both firms be interviewed.

Mr. Giglietti said that he did not think it was necessary to bring in the two companies for an interview when there are no concerns about FIA's performance. Mr. Nuzzo agreed.

Mr. Stirling thought an interview might be helpful in maintaining a competitive atmosphere around the contract. There were eight bids this time around.

Mr. Stirling asked about the timeframe needed to make this decision. Mr. Levine said June would be the latest. The discussion was made to forgo the interview process this year.

Motion:(John Grasso, Jr., Matthew Giglietti 2nd)
Move to retain Fiduciary Invest Advisors for a contract at a rate of \$18,000 for 2014-2015 with the option to continue with them at the bid prices - \$18,540 for 2015-2016, and \$19,096 for 2016-2017 - at the Board's discretion.

The motion passed unanimously.

L. Extension of Electricity Rates:

Mr. Levine said that, after talking with Woodbridge's Financial Director and others, it might be good timing to extend electricity rates for about six months, but several entities have to approve it including the Woodbridge Board of Selectmen who will see it at their May meeting. It will likely appear on next month's agenda so that the superintendent will have the authority to act on the bid if it is taken and if it's in the best interest of the school district because it will happen some time between meetings.

5. Monthly Financials:

On page one of the Excel spreadsheet, in line 19 "Cancellation of Prior Year's Encumbrances" the \$66,000 is an estimate and the \$266,000 "Assignment to Next Year's Budget" on line 24 is what is in the budget approved by the Board of Ed.

Also moved OPEB money to the Medical and Dental Insurance line.

There were minor changes to the Special Ed. Budget.

Page one of the written explanation explains the causes for the surplus. Mr. Giglietti asked about whether plans to use some of the surplus to fund projects would be able to be funded. Mr. Levine said yes and that the superintendent will be given more solid numbers in August and then will make recommendations on those projects based on that information.

OPEB funds also won't move until August even though it has been approved.

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

No Comments

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

Special Education:

Motion:(Matthew Giglietti, Joe Nuzzo 2nd)

Move to transfer \$15,000 within the Tuition Expense line items.

The motion passed unanimously.

Motion:(Matthew Giglietti, Joe Nuzzo 2nd)

Move to transfer \$6,000 from Tuition Expense to Instructional Supplies to pay for a new version of the Woodcock Johnson test materials.

The motion passed unanimously.

8. Discussion and Possible Action on New Funding Requests:

This pays off all remaining snow removal and sanding costs.

Motion (Matthew Giglietti, John Grasso, Jr. 2nd)
Move to transfer \$7,075 from Contingency to Repairs, Maintenance, and Cleaning for the purpose of paying for snow removal and sanding.

Discussion: Mr Stirling asked what the balance would be in Contingency after this transfer. Mr. Levine reported that it would be \$98,920.

The motion passed unanimously.

9. Other:

- Information, Discussion, and Possible Action Related to the Use of Amity Regional High School by the Woodbridge Public Schools for their 2014 Summer Program:

Mr Dumais explained that, due to the construction happening at Beecher Road School, many summer programs offered would not have a venue and Amity had been contacted by them to request to use the campus for these activities. The requests of the summer programs have been modified to work within the scope of what the high school facilities can offer in terms of rooms and time of use. The Fire Marshall has inspected the school because the rules for high schools and elementary schools are slightly different.

There are some expenses associated with this plan and we are trying to figure out how to take care of these expenses and have them recouped without having it show as revenue in the budget. Zero-based is the goal but there may be a small cost incurred through thing like overtime for custodial staff. There is not a problem getting Woodbridge to pay for whatever needs to be done. It's just a matter of how to do it without effecting the budget.

Mr. Stirling asked about insurance liability. Mr. Dumais that was taken care of. He also pointed out that if a small cost was the result of this space sharing, that it might be worth it as far as community relations. Mr Stirling stressed the issue of making this revenue neutral.

Motion:(Joe Nuzzo, John Grasso Jr. 2nd)
Move to recommend to the Amity Board of Education to permit the Superintendent of Schools to enter into a proper agreement with Woodbridge Public Schools for the limited and temporary use of facilities for the summer of 2014.

Discussion: Mr. Stirling reiterated his concern that Amity would not be fully reimbursed and expressed his hope that the project would be debt neutral.

The motion passed unanimously.

10. Adjournment: Matthew Giglietti, Joe Nuzzo 2nd
The meeting adjourned at 6:33^{pm}.