

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

June 9, 2014

A regular meeting of the Amity Regional Board of Education will be held on Monday, June 9, 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 Award of Excellence Recipients
4. Approval of Minutes
 - a. Regular BOE Meeting, April 21, 2014 (Enclosure)
 - b. Regular BOE Meeting, May 12, 2014 (Enclosure)
5. Public Comment
6. Student Report
7. Correspondence
8. High School FTE Presentation (Enclosure)
9. Update on Bethany Sixth Grade (Enclosure)
10. Update and Possible Action on All-Hazards School Security and Safety Plans
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. Presentation and Discussion of 2015-2016 Budget Calendar
 - b. Discussion and Possible Action on Healthy Food Certification for July 1, 2014 through June 30, 2015
 - c. Discussion and Possible Action on Contracts of \$35,000 or More
 - 1. Tennis Courts Resurfacing
 - 2. HVAC Upgrades at Amity Middle School – Orange Campus
 - 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. Discussion and Possible Action on New Funding Requests
- 6. MicroGrid
- 7. Policy
- 8. Personnel
 - a. Executive Session to Discuss:
 - Non-Union Salaries
 - Superintendent Evaluation Protocol
 - Superintendent Contract
 - b. Possible Action on:
 - Non-Union Salaries
 - Superintendent Evaluation Protocol
 - Superintendent Contract

13. Items for the Next Agenda

14. 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

Committee Members Present: William Blake (Chair), Tom Hurley, Steven DeMaio, Tracy Lane Russo, John Grasso, Jr., James Stirling, Diane Crocco, Rita Gidansky, Sue Cohen, Patricia Cardozo, Chris Browe, and Julie Altman

Committee Members Absent: James Horwitz

Others present include Charles Dumais, Jack Levine, Trish Fitzgerald, Mary Raiola, Jim Saisa, Sean DeRosa, Paul Michaud, Nancy Spagnolo and others

A meeting of the Amity Regional Board of Education was held on Monday, April 21, 2014, at 6:30_{pm} in the Presentation Room at the Amity District Offices.

1. **Call to Order:** William Blake called the meeting to order at 6:44_{pm}. and the Pledge of Allegiance was said.
2. **Staff Recognition:**
Trish Fitzgerald, the recipient of the Teacher Award from the SCSU Center of Excellence on Autism Spectrum Disorders was recognized by the Board for her outstanding work. Mary Raiola spoke to her program for special education and her work in integrating them into the Amity community.
3. **Presentation of the CAFE Award of Excellence for Educational Communication for the 2013-2014 Amity District Calendar - Presenter John Prins:**
The award is for both the District and the Art Department. This award has been existence for eight years and Amity has won it every time.
4. **Approval of Minutes:**
 - A. **Regular BOE Meeting, March 10, 2014: (Tom Hurley, Patricia Cardozo 2_{nd})**
Tracy Lane Russo made a correction. The prefix before her name and Patricia Cardozo's should be "Ms." and not "Mr."

*Diane Crocco abstained.
The motion to approve the minutes as corrected passed.*

- B. **Public District Hearing, April 7, 2014: (Sue Cohen, Dianne Crocco 2_{nd})**

*James Stirling, Tom Hurley, Patricia Cardozo, and Julie Altman abstained.
The motion passed.*

- C. **Special BOE Meeting, April 7, 2014: (Sue Cohen, Dianne Crocco 2_{nd})**

*Tom Hurley abstained.
The motion to passed.*

5. **Public Comment:**

James Stirling remarked upon his recent involvement with the Drama Club's production of *In the Heights* and encouraged other parents to take a roll helping with their children's extra curricular activities.

6. Student Report:

The student set to give the report was unable to attend the meeting.

7. Information Regarding Out of State, Overnight, Student Trip:

Mary Raiola spoke about the second trip to Disney she and Trish Fitzgerald will be taking 5 students on. There is a curriculum built around the the experience of traveling as well as and this is also possibly the only time these students will take a trip with their peers. The students have been fund raising so their expenses will not be a cost to the district. Mr Dumais described this as a "capstone experience" that encompasses all that these students have learned and we probably couldn't do it any other way.

8. Presentation on the Micro Grid Project;

Jim Saisa and Paul Michaud of the firm Murtha Collina described the portion of the proposed micro grid that concerns Amity Regional High School's campus. They described the layout of the equipment and what it all would do for the school. Advantages include continuous power, cost savings via power purchase agreements, the usage of waste heat to either heat or cool water and avoid using the boilers as much, there is also an educational possibility to explore how these things work.

Ms. Cohen asked if Amity would be housing all of the project's equipment and Mr. Saisa said that they would know for sure after the engineering study. She also asked how the developer recouped their investment and Mr. Michaud described the power purchase agreement process in which the developer owns the equipment, but the school owns the power created by it and pays a predetermined rate to use the equipment to make power. Steven DeMaio asked how long that predetermined rate would be in place and Mr. Michaud responded that they are typically 20 year agreements at which time they can be renegotiated.

Mr. Michaud explained the two different agreements offered regarding the gas used to power the equipment - either as a pass through to the Town of Woodbridge or as part of a power purchasing agreement. They discussed what the grant would cover, various technical aspects of the machinery itself and the possibility that solar could be added to increase savings.

Mr. Stirling pointed out the possibility of Amity becoming a place of shelter in an emergency involving an extended loss of power. Ms. Russo pointed out that the District has insurance to cover losses and the benefits of continuous power to a school that is not occupied for several months is minimal. Mr. Michaud explained that the District would only be billed for what power they used.

Mr. Hurley asked if the system could added power to the grid and get a credit. Mr. Michaud said it was not designed to do that.

Mr. Hurley asked what would happen if the system were to break down and Mr. Michaud sated that it would just revert back to using your regular utility company.

Ms. Russo and others raised their concern about the roll and interests of the District being properly considered when they are not a signer on the grant contract, only Woodbridge is. Each time Mr. Michaud said that the PPA contracts will involve Amity and that is where their leverage is. It was also pointed out that Woodbridge will not act unless Amity says they're onboard. An extension of that is the concern of who would be paying the bill for this project due to rules regarding separate billing. The response was that Amity would be continuing to get their own bill and not have to pay for anything that went to the town of Woodbridge. Mr. Michaud explained that this would be a "smart grid" that adjusts output based on energy costs.

Mr. Stirling raised the issue of the exhaust gases and their presence near the educational space. Mr. Michaud said they should not be cause for concern.

Ms. Altman highlighted again the benefits of uninterrupted power.

Ms. Russo expressed reservation about the project and a desire to put off any decision until there was more information to review.

Mr. Blake said that there was a presentation on this some weeks prior, but given the the importance of the issue, they would take it up again at the next meeting and he asked Mr. Dumais to get something from the town of Woodbridge stating what they need from the Board. He cautioned against getting too far into the weeds on this complex project that is in its very early stages.

Mr. Hurley asked about what the District's liability would be regarding the micro grid and who would be responsible for it if it broke down.

Mr. Grasso asked Mr. Blake if he would be involved in the RFP process and if he was no, how would the Board then make its interests known. Mr. Blake respond that if the Board would not sign any contract that was not to its satisfaction.

Mr. Browe asked if there was a sellback option with any additional power. Mr. Michaud explained that with the net metering system they use it would credit on the bill. A sellback would be at the wholesale rate which is very low.

9. Setting Graduation Date:

Friday, June 20th, 2014. This leaves one snow day available. (Diane Crocco, Rita Gedansky 2nd)

The motion passed unanimously.

10. Correspondence:

None

11. Superintendent's Report:

No new hires for certified staff, some new coaches. Some leaves of absence which are maternity-related. Two coaching resignations and one teacher resignation in Physics.

SBAC Pilot is completed.

Barnes and Nobel has a "My Favorite Teacher" student essay contest. McKenzie Stratton wrote an essay about Tasia Kimball and won. It is going to be submitted for the regional contest.

The continuing discussion about the Bethany 6th grade moving to the high school building has led to a search for documents on the establishment of the region 5 district which has proven difficult. The First Selectman of Orange supplied two - one regarding one of its first board meetings in 1954 and the other was a copy of the original budget.

12. Committee Reports:

A. ACES:

Sue Cohen reported that Dr. Craig Edmonson, the executive director, is retiring. The new executive director is Dr. Thomas Danahey from Winchester who holds a Masters' in business, a law degree, and a Doctorate in education.

There is also a nearly unified school calendar. One large magnet school in Meriden has April vacation week later than everyone else in ACES next year, but they are unified otherwise.

B. CABE:

None

C. Curriculum:

None

D. Facilities:

None

E. Finance:

Mr. Levine explained that he had referred to the Finance Committee on the Professional Auditing Services decision. Mr. Stirling explained how the decision to remain with Mahoney Sabol, LLC had been reached.

- Professional Auditing Services:

Motion: (John Grasso, Jr, Patricia Cardozo 2nd)

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.

**Steven DeMaio and Tom Hurley opposed the motion.
The motion passed.**

- **Site-Based Grounds Maintenance Program, Snow Removal, Ice Control & Sanding Services, Safety Service Program, Trash and Recycling Removal Services, and Substitute Teacher Services (contracts #2-#6):**

The Board chose to vote on these contracts together. The Finance Committee had approved them all unanimously. These are all companies the District is currently using.

Motion:(Tom Hurley, Sue Cohen 2nd)

Move to approve the award of contracts 2 through 6 as peeled out in Mr. Levine's April 6, 2014 memorandum to Mr. Dumais.

It was explained that the substitute teacher service is the last resort for getting a substitute after the bench subs, interns, and the Amity sub list has been exhausted and the contract is for per diem work.

The motion passed unanimously.

- **Workers' Compensation Insurance and Liability, Automobile, and Property Insurance (contract #7):**

Mr. Hurley stated that he would be recusing himself from votes on contracts 7, 9, and 11.

Motion:(Sue Cohen, Diane Crocco 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: Ms. Russo asked if the audit premium listed as 'to be determined' would be that way regardless of the firm chosen. Mr. Levine confirmed that.

***Tom Hurley abstained.
The motion passed.***

- **District Chiller Maintenance Contract (contract #8):**

Motion:(Chris Browe, 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.

The motion passed unanimously.

- Student Accident Insurance (contract #9):

Motion:(Julie Altman, Patricia Cardozo 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.

Discussion: Mr. Levine added that the Board should be sure that this came to the Board in enough time to go out to bid if they felt they needed to bid it.

***Tom Hurley abstained.
The motion passed.***

- Telephone System Replacement (contract #10):

Motion:(Sue Cohen, Tom Hurley 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: Ms. Russo asked what the budget was for this project and whether this fit in that number. Mr. Levine said that they had budgeted exactly this number because it was part of the superintendent's recommendations.

Mr Levine pointed out that, while this was not the low bid, but it was the consensus of those involved that this would provide the most value.

Mr. Blake commented on previous vendor ceasing to support the equipment after seven years and asked if there was any safeguard against that. Mr. Levine said that they had not used that vendor. Mr. DeRosa gave a technical rundown of what the project in tailed and mentioned that there would still be some copper lines as emergency backup.

The motion passed unanimously.

- Investment Consulting Services (contract #11):

Motion:(James Stirling, John Grasso, Jr. 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.

**Tom Hurley abstained.
The motion passed.**

- Extension of Electricity Rates:

Mr. Levine said that the town of Woodbridge is considering extending their electricity rates for about a six months period, but several entities have to approve it including the Woodbridge Board of Selectmen who will see it at their May meeting, so there is no proposal to vote on. It will likely appear on next month's agenda and action will be needed 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 occur some time between meetings.

- Monthly Financials:

No questions or comments.

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

No Comments

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

Special Education:

Motion:(James Stirling, Patricia Cardozo 2nd)

Move to transfer \$15,000 from Tuition Expense Account #04-12-6111-5560 to Tuition Expense Account #04-12-6130-5560

The motion passed unanimously.

Motion:(James Stirling, Tom Hurley 2nd)

Move to transfer \$6,000 from Tuition Expense Account #04-12-6111-5560 to Instructional Supplies Account #04-13-2190-5611 to pay for a new version of the Woodcock Johnson test materials.

The motion passed unanimously

- Discussion and Possible Action on New Funding Requests:

Motion (James Stirling, Tracy Lane Russo 2nd)

Move to transfer \$7,075 from Contingency Account #05-15-0000-5850 to Repairs, Maintenance, and Cleaning Account #03-14-2600-5420 for the purpose of paying for snow removal and sanding.

That will leave \$98,920 in contingency.

The motion passed unanimously.

- **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 there can't be held there this summer. Dr Stella has asked if they could be relocated to the high school campus. There was an evaluation and, with some adjustments to custodial staff and other things, they could be accommodated without interfering with the programs that are already offered here.

The exact cost and how Woodbridge Public Schools would go about paying for these services without having it show as revenue in the budget and effect allocations for next year has not yet been determined. Some things like materials can be purchased by Beecher out right, but not everything require can be dealt with in that way.

Mr. Dumais asked the Board for the authority to work on that agreement to accommodate Beecher Road School's programs. the goal is to keep it revenue neutral.

Motion:(Diane Crocco, Rita Gedansky 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 highlighted the value of sharing within the district and with other towns and mentioned and drew a comparison between this and the Bethany sixth grade issue. Ms. Russo also mentioned that this would make a good, small pilot program for the Bethany sixth grade.

The motion passed unanimously.

- **Policy:**

Did not meet.

- **Personnel:**

Did not meet yet. There are two open positions they are working on.

13. Items for the Next Agenda:

Mr. Hurley requested a discussion on an enrollment report. When asked to clarify he asked to discuss a population study. It is an issue within the towns.

Ms. Russo asked for a follow-up on the data backup and file retention issue she had brought up previously. She wanted to discuss having a uniform plan for who keeps what files and in what format because when a school in Orange had a technical failure there was no plan in place there and Amity has no policy dealing with that either.

- 14. Adjournment:** Diane Crocco, Tom Hurley 2nd
The meeting adjourned at 8:43_{pm}.

MINUTES

AMITY BOARD MEMBERS PRESENT: Julie Altman, William Blake, Christopher Browe, Patricia Cardozo, Sue Cohen, Steven DeMaio, John A. Grasso, Jr., James Horwitz, Thomas Hurley, Tracey Lane Russo, James Stirling

AMITY BOARD MEMBERS ABSENT: Diane Crocco, Rita Gedansky

Staff Members Present: Richard Dellinger, Vi Gibbons, Jack Levine, Marianne Lippard, Marie McPadden, Mary Raiola, Jim Saisa

Also Present: Patrick Dudley, Brian Fournier, Tony Giambo, Pauline Lemieux; other members of the Public

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

1. **Call to Order:** William Blake called the meeting to order at 6:33 p.m.
2. **Pledge of Allegiance** was recited by those present.
3. **Recognition of CABA Student Awardees**
Mr. Dumais congratulated students who received an award from the Connecticut Association of Boards of Education (CABA). Each principal was asked to name students who met certain criteria. Sarah Korb and Deepak Gupta of Amity Regional Middle School in Bethany received the CABA award. At Amity Regional Middle School's Orange campus, Caroline Kaufman and Gunnar Poulimas received awards. Amanda Hudson and Jacob Milner were the recipients at the High School. The Board congratulated the recipients.

The Board took a five minute recess at 7:45 p.m. and resumed the meeting at 7:50 p.m.

4. **Approval of Minutes**
 - a. Annual District Meeting on the Budget, May 5, 2014
Motion to approve the minutes as presented (Mr. Hurley, 2d Ms. Cardozo).
Vote in favor: Julie Altman, Patricia Cardozo, Sue Cohen, Steven DeMaio, John A. Grasso, Jr., Thomas Hurley, Tracey Lane Russo
Vote opposed: none
Abstain: Christopher Browe, James Horwitz, James Stirling
Motion passed.

5. Public Comment

Pauline Lemieux of Orange said that she has been a teacher for over thirty years and came tonight to discuss the Common Core standards. She summarized some of the data that she would like the Board to consider. She said that many people have jumped on the Common Core “bandwagon” without knowing anything about it. One problem mentioned was data mining of children, which teachers are uncomfortable with and this is driving some to leave the profession. Ms. Lemieux provided an article entitled, “Common Core: A Scheme to Rewrite Education,” and a DVD entitled “Common Core Dangers and Threats to American Liberty and Education.” She asked the Board to consider these materials. She would happy to speak more on this topic at a later date. The book *Conform* was also mentioned.

Mr. Tony Giambo said that he came to tonight’s meeting to speak about the MicroGrid. He is curious about the projected cost of natural gas to feed these units. Power will be needed to run these units. He questioned whether it would be cost effective for the town to have the microturbines. He questioned who would pay when these go down, which they frequently do.

Mr. Blake said that we don’t have the answers to these questions yet, but this topic will be discussed later this evening.

Brian Fournier, chairman of the Bethany Board of Education, said that Bethany is still looking for an answer as to whether the sixth graders currently housed in the elementary school can be moved to Amity Middle School in Bethany. In December, Bethany requested that Amity explore this issue. With the change in superintendents, the memo that was sent to Mr. Nast has now been sent to Mr. Dumais. The Board of Education is looking for a response by June 1, 2014 so that Bethany can plan for the future. The central issue is the cost. Answers are needed.

Mr. Blake asked for clarification on Mr. Fournier’s comments.

Mr. Fournier noted that as enrollment declines, the per pupil cost increases.

6. Student Report

Patrick Dudley said that there has been a great deal of activity recently at the High School. The Junior Prom was the highlight of last weekend. The annual spring concert will take place tomorrow evening at the Brady Center. On Thursday, May 15th, Chris Herren will speak to students about his struggle with drug addiction. The Spring Strings Concert will take place at 7:00 p.m. on May 15th. The Senior Prom and the Senior Picnic are also coming up. The prom will take place at the Omni Hotel in New Haven and the picnic will be held at Holiday Hill in Cheshire. Senior Awards Night will be on Wednesday, June 11th. The PTSA is planning the Senior Breakfast; donations are needed for the raffle and parent

volunteers are also needed for the event. Juniors and seniors are in the midst of taking AP exams. Patrick said that he recently returned from a school trip to Italy. He will be attending Fordham University next fall.

7. Presentation of NESDEC 2013-2014 Enrollment Figures and Discussion of Future Steps

A summary of the projections was distributed to the Board. Mr. Dumais is preparing a report for the June meeting. The report will examine enrollment and how shifts in enrollment can be addressed. Mr. Dumais explained a chart contained within the report. One factor affecting enrollment is a decline in the birth rate. Declines are evident. Mr. Dumais noted that members of NESDEC receive these reports each year. NESDEC attempts to anticipate changes that would affect enrollment. Kindergarten and 9th grade are the most difficult grades to predict. According to the report, we will lose the equivalent of about 180 students over the next five years.

Mr. Horwitz questioned whether the figure Mr. Dumais mentioned was on the higher end.

Mr. Dumais noted that the number he provided is in the middle range.

Ms. Russo said that she realizes that these numbers fluctuate, but questioned when these numbers were arrived at.

Mr. Dumais said that this data was probably available around October. He will address this topic again next month. The administration will look at scheduling. Data will be examined from before and after the schedule change took place. The administration attempts to look at students who fit into a cohort.

8. Information on All-Hazards School Security and Safety Plan

Mr. Dumais noted that the school security and safety plan requires Board approval. Schools must have a safety plan and a safety committee. This was largely prompted by what happened in Sandy Hook and it must be completed by each of the schools.

The plan needs to be updated every two years. A safety and security assessment needs to be done periodically as well. There is a July 1 deadline on this. The schools are working on their versions. The good news is that a lot of this is already in place. Mr. Dumais noted that he hopes to have something for the Board to review in approximately two weeks. A special meeting might be needed to approve this plan. Every school in the State will be completing something like this.

Mr. Hurley asked whether the Board should be considering a policy on this.

Mr. Dumais said that he doesn't know that a separate policy is required, but he will check with CABA regarding Mr. Hurley's question.

Mr. Blake noted that this must be voted on before the end of the school year.

9. Information, Discussion and Possible Action on MicroGrid Project

Mr. Dumais noted that Mr. Saisa is present this evening to address questions that anyone might have.

Mr. Saisa said that the next step is to begin the RFP/RFQ process.

Mr. Blake questioned who would determine the cost of natural gas fed into the turbines.

Mr. Giambo questioned the maintenance cost.

Mr. Saisa said that these questions would be made part of the RFQ process.

Mr. Dumais said that part of the RFP process is to have options presented.

Ms. Russo noted that she is disappointed with the lack of new information presented. She would like to understand more about the potential cost savings involved. She believes that at some point, a referendum would be required. Her biggest question is about how Amity was selected. She questioned whether there is a MicroGrid in the State that the Board could go look at. She feels that the Board is being pushed to make a decision with very little information. No one has clearly identified what the cost savings is. We've shopped around for energy savings in the past and she fears getting locked into a situation. This is a unique system, which is not necessary in our community. There are basic questions that need to be answered.

Mr. Dumais said that information about this project should have been sent out to the Board. With regard to the RFP process, it does offer the District some protection.

Ms. Russo said that since this project would benefit the town of Woodbridge, it would seem to make sense for the town to reimburse the District. She would like to see a MicroGrid, but hasn't been able to find one in the State. She is concerned that this doesn't exist in Connecticut in close proximity to a high school. It isn't clear how Amity was chosen. This is a regional issue and would disproportionately benefit just one town.

Mr. Blake noted that this grant process started about a year ago. This is one of the first such projects granted by the State through this process. There will be turbines out there.

Ms. Cohen questioned whether we can decline after the RFPs come in. She questioned the deadline.

Mr. Dumais said that it is his understanding that we can choose to decline. Most of those communities that received the grants are larger cities. The State could choose other sites to award the grant to. Mr. Dumais said that he doesn't know about a deadline.

It was noted that the project cannot move forward in Woodbridge without approval from this Board.

Mr. Hurley suggested that someone look at the grant and examine net metering. He doesn't believe the way this project has been presented makes sense. The way the information has been laid out, this project would not benefit the District by generating income.

Mr. Dumais noted that the District would not have ownership of the equipment.

Mr. DeMaio said that he hasn't heard from the Woodbridge first selectman or Woodbridge residents. At this point, he feels that the Board is being pressured to go along with this plan.

Ms. Russo said that she doesn't feel that she has enough information and is unclear as to what the Board is being asked to do.

Ms. Cohen said that we need someone to negotiate.

Mr. Hurley said that the Board needs to be actively involved in this process.

Mr. Blake said that we don't have to make any decision tonight and it appears that several people are opposed to moving forward. He questioned whether anyone is prepared to move forward.

Motion to have the Facilities Committee investigate the MicroGrid project (Mr. Hurley, 2d Mr. Browe).

Ms. Altman said that it is her understanding that the Facilities Committee has already had this discussion.

Ms. Cardozo, chair of the Facilities Committee, provided a brief update. The Facilities Committee preliminarily awarded this money. There was no quorum for that meeting. She understands that there is not enough information to make a decision on this. This issue appears to require further review.

Mr. Hurley suggested an ad hoc committee could be formed to explore the MicroGrid project. The High School could become a disaster recovery site as the location is very attractive for this.

Ms. Altman said that Mr. Dumais and Mr. Saisa seem to be saying that this would be good for the District. Tonight people seem to be feeling that Woodbridge is trying to put one over on Amity. The Board would not sign on for anything that would put students at risk. There is a benefit to the students at the High School. She supports this project. She hasn't heard about people being upset. People seem to be more upset about losing power.

Ms. Russo said that she isn't suggesting that Woodbridge is trying to pull a fast one, but she feels this should be put to a referendum.

It was noted that there is a school in Branford has a MicroGrid.

Christopher Wester of Weston and Sampson said that this grant was awarded 18 months ago. It has been 18 months since the High School hosted the governor and the Commissioner of the Department of Environmental Protection. He made the assumption that there was broad support for this. The town of Woodbridge and the District were selected due to the location. An application was filed, the grant was received and it was his assumption that the \$3 million grant would be accepted. The MicroGrid project also provides an educational tool, so the project appears to be consistent with Amity's progressive education. The grant was awarded to the town of Woodbridge and the District as joint applicants.

Mr. Blake noted that a grant application would not require Board approval. He said that it appears that the Facilities Committee would not be best suited to consider the MicroGrid. A committee should be appointed to find answers. There should be one representative from each town.

Mr. Hurley said that he wouldn't object to an ad hoc committee being part of his motion.

Motion to amend the previous motion to instead have an ad hoc committee investigate the MicroGrid project (Mr. Hurley, 2d Mr. Browe).

Discussion: Ms. Cohen said that we should bring in people who are the most knowledgeable about this topic.

Vote in favor unanimous.

Motion passed.

Mr. DeMaio said that he apologizes for the miscommunication and misunderstanding regarding this project. Members of the Board would just like some clarity.

Mr. Dumais noted that he was unaware that there wasn't more information available previously. It was his understanding that he was just answering questions at this point.

Mr. Blake said that he will assemble a three-member committee to further explore the MicroGrid project.

10. Correspondence

There was no discussion.

11. Superintendent's Report

a. Personnel Report

Mr. Dumais noted that there were no new hires and there was one resignation.

b. Other

Mr. Dumais noted that there was an accident in Milford involving a coach. He also mentioned that Amity in Action is working on increasing the use of MUNIS.

The topic of bringing sixth graders into Amity Middle School in Bethany is being explored. Mr. Dumais noted that Orange First Selectman James Zeoli would like to see documents about the formation of the District. Information has been provided.

Mr. Hurley noted that this information should be added to the District website.

The question of bringing in sixth graders from Bethany would not be decided in time for the 2014-2015 school year. It is being considered for the 2015-2016 year.

Ms. Russo questioned whether the sixth grade teachers would also move to the Bethany middle school.

Mr. Dumais said that the attorney for the District is looking into some of these types of questions. There is room for about three classrooms.

Cost is a consideration and Amity charges \$15,500 for tuition students. Amity would need to make a recommendation that a study be conducted. A referendum would need to be considered.

Mr. Blake said that there is a question as to whether a committee is needed. More information will be provided on this next month.

12. Chairman's Report

a. Committee Reports

1. ACES – There was no report.
2. CABE – It was announced that a negotiating session is coming up.

3. Curriculum – There was no report.
4. Facilities – There was no report.
5. Finance

a. Update on Upgrade of HVAC System and Possible Natural Gas Conversion at Orange Middle School

Mr. Dumais provided information on the study of the HVAC system. Amity Middle School in Orange is fueled by oil. Incentives came to \$10,000. Rebates for using gas are higher. We are considering whether to replace the HVAC system or bring gas to the middle school in Orange. The cost to install gas would be \$260,000. United Illuminating is looking into a State grant.

Mr. Hurley questioned what gas lines we could be tied into.

Mr. Saisa noted that the lines are from West Haven by Route 34.

Mr. Browe questioned how old the air handlers are and why they can't handle the moisture.

Mr. Saisa said that they are seven-and-a-half years old. He noted that the cafeteria is an area where a significant amount of moisture is seen. There are hot and cold spots in rooms. We want to redistribute air in the classrooms. Mr. Saisa noted that he sees considerable savings.

Mr. Hurley said that this was determined to be the most efficient way to go.

Ms. Cardozo raised concerns about waiting, noting that the savings are significant.

Mr. Stirling said that this report is being provided as an update, no vote is needed tonight.

Mr. Dumais said that these have been put out to bid and we expect them back by the end of May.

Mr. Saisa said that only six neighbors were willing to commit to changing to gas due to the initial cost.

Mr. Dumais noted that the goal would be to get this done before the start of school, but the grant isn't retroactive.

Mr. Blake said that if there is a surplus at the end of the year, this can be considered.

b. Information on Possible Uses of Remaining Balance in Contingency Account and Year End Available Funds

In a memo to Mr. Dumais dated May 6, 2014, Mr. Levine describes possible uses of the remaining balance of the Contingency Account and Year End Available Funds. The remaining balance in the Contingency Account is \$98,922 and the estimated year-end available funds are \$634,780.

Possible uses mentioned include \$350,000 for the Self-Insurance Reserve Fund. The actual claims paid through June 30, 2014 will be reported at the August meetings. At that time, the Amity Finance Committee and Board of Education can decide whether or not to put funds into the Self-Insurance Reserve Fund, and if so, how much.

Another possible use is for an upgrade to the HVAC System at the Orange Middle School. The estimate for the upgrade is \$250,000. The current HVAC system doesn't effectively dehumidify the building.

Repairs to three columns are another need mentioned by Mr. Levine. The columns are by the entrances to the District Offices, the Child Development Room and the Athletic Director Office.

Other items mentioned by Mr. Levine include resurfacing of tennis courts, re-sodding at the football field, and repairs of asphalt at the High School. The memo to Mr. Dumais also mentioned the need for a fixed asset accounting module, which would cost \$26,440.

Mr. Dumais noted that he is limiting his discussion to possible uses.

Mr. Levine said that the estimate for the year-end is a moving target. A decision isn't needed until the August meeting. He described damage to the surface of the columns, which he explained will only get worse since the surface was designed for interior use. It can be fixed for about \$11,000. He noted that this repair work is something the administration would really like to do. The area is unsightly and likely to continue to deteriorate. The estimated cost to fix the deteriorating tennis courts is \$45,000. The harsh winter weather really took a toll, causing additional damage. Mr. Levine noted that the original estimates were for about \$25,000.

Mr. Dumais noted that this list isn't prioritized, but these are priorities.

Mr. Saisa noted that damaged concrete in the courtyard will be fixed.

Mr. Levine said that he would like to get a MUNIS module. The cost is \$26,440. This could prevent issues with the audit.

Mr. Blake said that these are possible uses for the money, but no action will be taken tonight.

Mr. DeMaio noted that he would like to have a study conducted of Amity graduates to see how prepared they felt they were for life after high school.

Mr. Dumais and Mr. Blake said that they would support Mr. DeMaio's idea.

Ms. Russo asked whether the accounting system needs to be in place before the summer.

Mr. Levine said that the current system has become less functional over time. If the Board agrees, the reality is that the District won't have this until January.

Mr. Hurley said that money should be included for mapping the old system to the new system.

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

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 their energy consultant. Mr. Horton 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 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.

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 (Mr. Stirling, 2d Mr. Grasso).

Vote in favor unanimous.

Motion passed.

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. Mr. Dumais and Mr. Levine interviewed qualified consultants with the three lowest bids. They recommend the Board grant the bid to Everett James, Inc. of Ridgefield, CT (\$94,000 total for three years). The District would work directly with Steven Rinaldi, Managing Director of Everett James, Inc. The Personnel Committee met on May 5, 2014 and met Mr. Rinaldi. The Personnel Committee voted to support this choice.

Mr. Hurley recused himself.

Motion to 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 two at \$31,000 and year three 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 (Mr. Horwitz, 2d Mr. Browe).

Vote in favor: Julie Altman, Christopher Browe, Patricia Cardozo, Sue Cohen, Steven DeMaio, John A. Grasso, Jr., James Horwitz, Tracey Lane Russo

Vote opposed: none

Abstain: James Stirling

Motion passed.

d. Discussion of Monthly Financial Statements

There were no questions.

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

There were no questions.

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

In a memo from to Mr. Dumais dated May 5, 2014, Mr. Levine recommends that the Amity Finance Committee and the Board of Education approve a standard year-end budget transfer of \$23,000. During June, a number of budget transfers are necessary in the salary and benefit accounts, as well as for 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.

Move to authorize the Director of Finance and Administration to make the necessary budget transfers to salary and benefit accounts 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 (Mr. Hurley, 2d Mr. Stirling).

Special Education:

Budget transfers are needed to pay special education expenditures:

<u>Account Number</u>	<u>Account Name</u>	<u>From</u>	<u>To</u>
04-12-6110-5560	Tuition Expense	\$23,000	
04-12-6130-5560	Tuition Expense		\$23,000

Vote in favor unanimous.

Motion passed.

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

The Woodbridge Elementary School District Superintendent Dr. Stella has agreed to reimburse the District for out-of-pocket costs related to the Woodbridge Summer Program to be held at the High School during the summer. The total estimated cost is \$23,034. The administration agreed to 'cap' the cost at \$25,000.

It was noted that Mr. Dumais was able to get this item to cost neutral. The town of Woodbridge will purchase equipment that will become property of the District. The total cost of \$23,000 will be paid by Woodbridge.

6. Policy – There was no discussion.

7. Personnel – This item will be discussed during Executive Session.

13. Executive Session – Personnel

The Board entered Executive Session at 9:01 p.m. and returned to regular session at 9:41 p.m.

14. Discussion and Possible Action on Appointment of Director of Athletics

Mr. Dumais recommended appointing Ernest Goodwin as Director of Athletics at a starting salary of \$109,950, beginning on July 1, 2014.

Motion to appoint Ernest Goodwin as Director of Athletics (Ms. Cohen, 2d Mr. Hurley).

Vote in favor: Julie Altman, Christopher Browe, Patricia Cardozo, Sue Cohen, John A. Grasso, Jr., James Horwitz, Thomas Hurley, Tracey Lane Russo, James Stirling

Vote opposed: none

Abstain: Steven DeMaio

Motion passed.

15. Discussion and Possible Action on Appointment of Middle School (Orange) Assistant Principal

Mr. Dumais recommended appointing Neil Holt as assistant principal at Amity Middle School in Orange at a salary of \$112,071 and beginning July 1, 2014.

Motion to appoint Mr. Holt as assistant Principal at Amity Middle School in Orange (Mr. Hurley, 2d Ms. Cardozo).

Vote in favor unanimous.

Motion passed.

16. Items for the Next Agenda

Mr. Blake noted that if anyone has items to add to the agenda, please contact him.

17. Adjournment

Motion to adjourn the meeting at 9:44 p.m. (Mr. Horwitz, 2d Ms. Cohen).

Vote in favor unanimous.

Motion passed; meeting adjourned.

Respectfully submitted,

Marianne Lippard, recording clerk
Thomas Hurley, secretary

Attachments/References:

- Memos:** Jack B. Levine to Charles S. Dumais (5/1/14) re: Woodbridge Summer Program
Jack B. Levine to Charles S. Dumais (5/6/14) re: Possible Uses of Remaining Balance in Contingency Account and Year End Available Funds
Jack B. Levine to Charles S. Dumais (5/6/14) re: Award of Contracts of \$35,000 or More
Jack B. Levine to Charles S. Dumais (5/5/14) re: Budget Transfers of \$3,000 or More for Fiscal Year 2013-2014
- Reports:** NESDEC Historical and Projected Enrollment
Microgrid Grant and Loan Pilot Program PFA Review Results, 2/26/13
Upgrade of HVAC System and Possible Natural Gas Conversion at Orange Middle School
Amity Regional School District No. 5 Financial Reports
- Minutes:** Amity Finance Committee, April 21, 2014
Annual District Meeting on the Budget, April 5, 2014
- Misc:** Photographs of repairs needed at Amity Regional High School (columns, tennis courts)

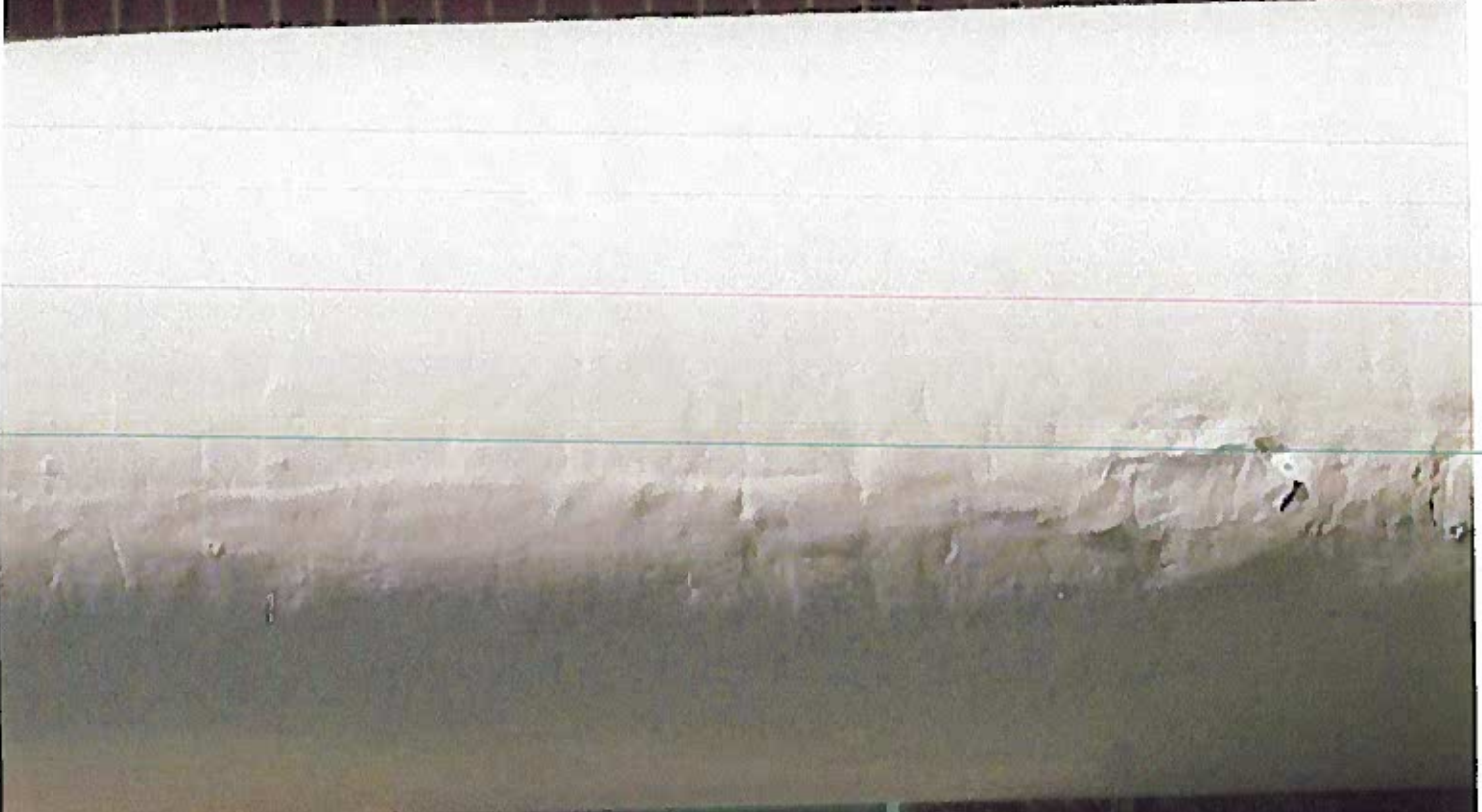
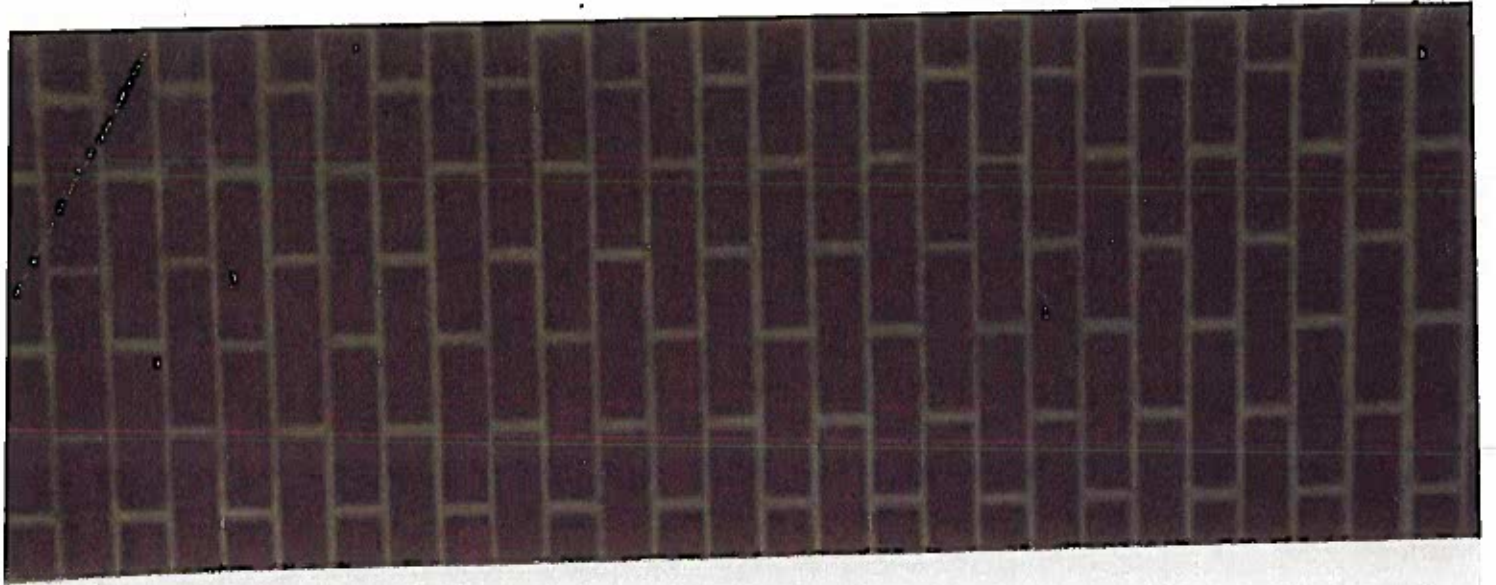


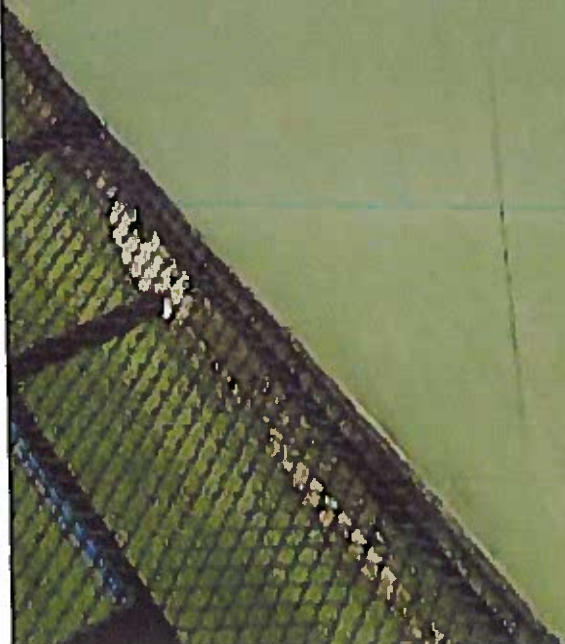
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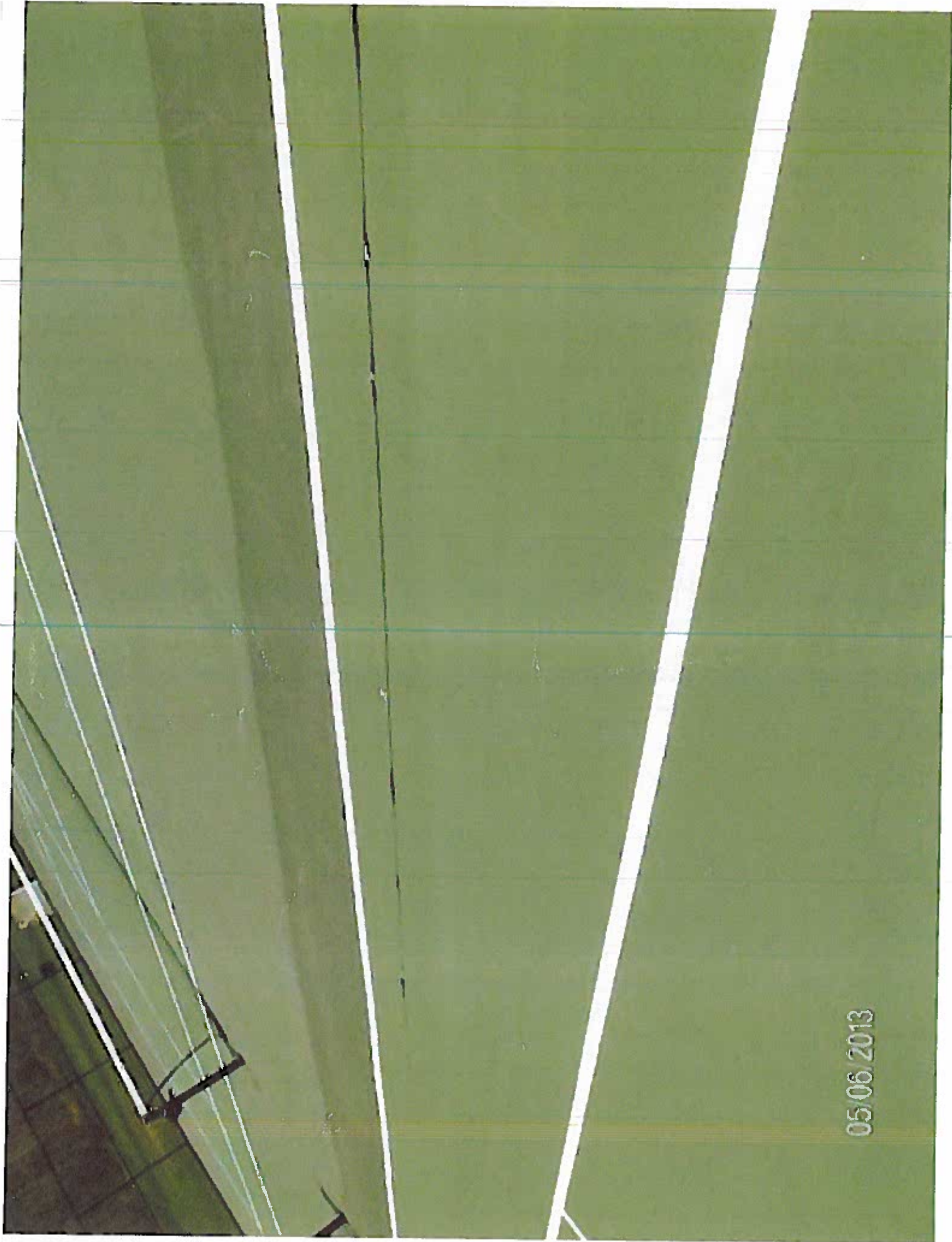


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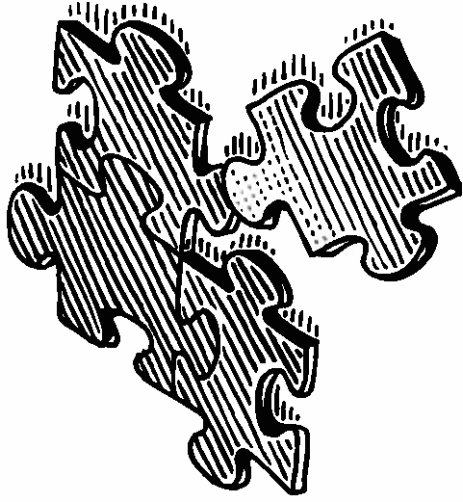


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05/06/2013

FTE Projections



What factors are driving considerations about FTE projections?

- Declining Enrollment
- Increasing Graduation Requirements
 - 20 Credits for Classes of 1959-2014
 - 22 Credits for Class of 2015
 - 23 Credits for Class of 2016
 - 24 Credits for Class of 2017
 - 25 Credits for Class of 2018 and Beyond
- Impact of the 8-Period Schedule (Schedule Implemented in 2011-12)
- Certification Requirements
- Ability to Find Highly Qualified Part-Time Teachers
- Instructionally Appropriate Limits on Class Size
 - Special Education
 - Alternative Education
- Safety Limits on Class Size (Science, CTE and Fine Arts)
 - Science Capped at 24 Students
 - CTE and Some Fine Arts Capped at 16-18 Students
- Teacher Contract
 - 125 Student Cap
 - Honors, L1, L2 - 28 student cap
 - L2/L3 Combined and L3 - 20 student cap
 - 5 Section Max
 - Restrictions on Teaching Time Per Day
- Capstone Projects
- Conversion to the Carnegie Unit
- Standards-Based Grading
- College Admission Credit Standards
- Distance Learning, Online Learning, Partnership Programs, and other Credit Bearing Opportunities

The best consideration of projections
is on a department-by-department
basis

English Department

Academic Year	Number of Students	Credit Requirement	% Students Taking 5th Year of English (Number)	# of Repeats from 2010-11	Total Students Served	Total Certified FTE	Total Sections	Avg Class Size
2011-12	1646	4-year	18.5 (76)	5	1727	19	83	20.8
2012-13	1602	4-year	17.5 (70)	4	1672	18	84	20
2013-14	1563	4-year	Avg 18 (70)	Avg 4	1633	16	80	20.5
2014-15	1504	4-year	Avg 18 (67)	Avg 4	1571	16	78	20.1
2015-16	1474	4-year	Avg 18 (66)	Avg 4	1540	15.4	77	20
2016-17	1451	4-year	Avg 18 (65)	Avg 4	1516	15.2	76	20
2017-18	1466	4-year	Avg 18 (66)	Avg 4	1532	15.4	77	20

English will remain a 4-year requirement. The following considerations might impact staffing considerations in English:

- Contract language determining level-based class size caps and total student load
- New electives (e.g. Writing Center)
- Standards-based grading

Social Studies Department

Academic Year	Number of Students	Graduation Requirement	% of Students Taking 4th Year (Number)	% of Students Taking 5th Year (Number)	Number of Students Repeating 9, 10 or 11	Total Students Served	Total FTE	Number of Section	Avg Class Size
2011-12	1646	3-year	86 (353)	7.6 (31)	3	1621	17	79	20.5
2012-13	1602	3-year	86.3 (345)	8 (29)	2	1577	16	77	20.5
2013-14	1563	3-year	Avg 86 (Avg 335)	Avg 8 (31)	Avg 3	1541	16	77	20
2014-15	1504	3-year	Avg 86 (Avg 323)	Avg 8 (30)	Avg 3	1484	16	77	19.2
2015-16	1474	3-year	Avg 86 (Avg 316)	Avg 8 (29)	Avg 3	1453	14.6	73	20
2016-17	1451	3-year	Avg 86 (Avg 311)	Avg 8 (29)	Avg 3	1428	15	72	20
2017-18	1466	3-year	Avg 86 (Avg 315)	Avg 8 (29)	Avg 3	1443	15	72	20

Social Studies will remain a 3-year requirement.

The following considerations might impact staffing considerations in Social Studies:

- **Contract language determining level-based class size caps and total student load**
- **New electives**
- **Standards-based grading**

Mathematics Department

Academic Year	Number of Students	Graduation Requirement	% of Students Taking 4 Years	% Students Taking 5th Year	Number of Students Repeating 9, 10 or 11	Total Students Served	Total FTE	Number of Section	Avg. Class Size
2011-12	1646	3-year	90 (370)	4.2 (17)	10	1631	16	77	21.1
2012-13	1602	3-year	94 (376)	6.7 (26)	12	1615	16	77	20.9
2013-14	1563	3-year	Avg 92 (Avg 359)	Avg 5.5 (Avg 21)	Avg 11	1563	16	78	20
2014-15	1504	3-year	Avg 92 (Avg 345)	Avg 5.5 (Avg 20)	Avg 11	1504	15.2	76	20
2015-16	1474	3-year	Avg 92 (Avg 339)	Avg 5.5 (Avg 20)	Avg 11	1475	14.8	74	20
2016-17	1451	3-year	Avg 92 (Avg 333)	Avg 5.5 (Avg 20)	Avg 11	1452	14.6	73	20
2017-18	1466	4-year	1466	Avg 5.5 (Avg 20)	Avg 11	1497	15	75	20

Math will become a 4-year graduation requirement for the incoming freshmen (Class of 2018). This will impact the number of sections needed when we schedule 3 years from now. Historically, 92% +/- of Amity students have taken a 4th year of math. We will have to plan for the additional 8-10% of students who will now be required to take a 4th year of math. Other considerations:

- Contract language determining level-based class size caps and total student load
- New electives
- Standards-based grading

Science Department

Academic Year	Number of Students	Graduation Requirement	% of Students Taking 3-Year	% of Students Taking 4 Years	Number of Students Repeating 9, 10 or 11	Total Students Served	Total FTE	Number of Section	Avg. Class Size
2011-12	1646	2-year	97.2 (399)	77.6 (319)	5	1546	24	90	17.1
2012-13	1602	2-year	97.7 (391)	80.7 (323)	2	1517	24	90	16.8
2013-14	1563	2-year	97.3 (380)	79 (308)	Avg 4	1473	23	87	16.9
2014-15	1504	3-year	100	Avg 79 (297)	Avg 4	1425	23	86	16.5
2015-16	1474	3-year	100	Avg 79 (291)	Avg 4	1400	22	84	16.5
2016-17	1451	3-year	100	Avg 79 (286)	Avg 4	1378	23	83	16.5
2017-18	1466	3-year	100	Avg 79 (289)	Avg 4	1392	22	84	16.5

Science will be become a 3-year graduation requirement beginning with this year's juniors (Class of 2015). Historically, 97% of students have taken a 3rd year of science even though it was not required. We have already programmed for the additional 3% +/- of students who are now required to take the 3rd year. Additional considerations that may impact the science department:

- Contract language determining level-based class size caps and total student load
- New electives
- Standards-based grading

World Language Department

Academic Year	Number of Students	Graduation Requirement	% No. WI	Total Students Served	Total FTE	Number of Section	Avg Class Size
2011-12	1646	0	8.3	1509	17	74	20.3
2012-13	1602	0	8.9	1459	17	74	19.7
2013-14	1563	0	8.7	1427	17	74	19.2
2014-15	1504	2-year	0	1504	17	77	19.5
2015-16	1474	2-year	0	1474	17	76	19.1
2016-17	1451	2-year	0	1451	17	75	19.3
2017-18	1466	2-year	0	1466	17	75	19.5

World Language will be become a 2-year graduation requirement beginning with this year's juniors (Class of 2015). Historically, 92% of students have completed two-years of World Language. We have already programmed for the additional 8% +/- of students who are now required to take World Language for two years. Additional considerations:

- It is difficult to estimate the number of students who will request a 2nd World Language. This number changes regularly.
- Certification requirements for Spanish, Latin, French and Chinese create, in effect, 4 departments
- Contract language determining level-based class size caps and total student load
- New electives
- Standards-based grading

Physical Education and Health Department

Academic Year	Number of Students	Graduation Credit Requirement	Total Certified Staff FTE (Recommended Certified Staff FTE)
2011 - 2012	1646	3 Years	6.6
2012 - 2013	1602	3 Years	6.6
2013 - 2014	1563	3 Years	6.6
2014 - 2015	1504	3 Years	6.6
2015 - 2016	1474	3 Years	6.6
2016 - 2017	1451	3 Years	6.6
2017 - 2018	1466	3 Years	6.6

Physical Education will remain a 3-year requirement. The following considerations might impact staffing considerations in Physical Education:

- Contract language
- New electives (Senior Year Electives)
- Standards-based grading

Fine Arts and Career and Technical Education

Academic Year	Number of Students	Fine Arts FTE	CTE FTE
2011 - 2012	1646	10.4	10.6
2012 - 2013	1602	10.4	10.6
2013 - 2014	1563	10.2	10.6
2014 - 2015	1504	10.2	10.6
2015 - 2016	1474	10	10.6
2016 - 2017	1451	10	10.6
2017 - 2018	1466	10	10.6

Students are required to take 1-year of Practical or Fine Arts. The balance of other credits come from electives in Fine Arts and CTE. Each year, many students are turned away from high-demand electives. The following considerations might impact staffing considerations in Fine Arts and CTE:

- Contract language
- New electives
- Standards-based grading

Support Staffing

Year	Enrollment	Administrators	Counselors	Student Assistance	Social Worker	School Psychologist	Special Ed.	Reading	Library Media
2011 - 2012	1646	5	9	1	1	3	13	3.2	2
2012 - 2013	1602	4.8	9	1	1	3	13	3.2	2
2013 - 2014	1563	4.8	9	1	1	3	13	2.8	2
2014 - 2015	1504	4.8	9	1	1	3	13	3	2
2015 - 2016	1474	4.8	9	1	1	3	13	3	2
2016 - 2017	1451	4.8	9	1	1	3	13	3	2
2017 - 2018	1466	4.8	9	1	1	3	13	3	2

Support Staffing Considerations

- Requirements from Accrediting Agency (NEASC)
- Guidelines and Best Practices Recommended by Professional Organizations
- School Safety
- School Climate
- Student Needs
- Community Expectations
- Implementation of Teacher Evaluation
- Demands Associated with Standardized Testing
- Support for Creation of 21st Century Learning Environment

Assuming that there is no new programming at ARHS, below is an estimation of future FTE Count

Academic Year	Student Enrollment	FTE Count
2011-2012	1646	153.6
2012-2013	1602	151.5
2013-2014	1563	148
2014-2015	1504	148
2015-2016	1474	147
2016-2017	1451	146
2017-2018	1466	146

There are too many variables to make a projection past the 2017-18 academic year.



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



Charles S. Dumais
Superintendent of Schools

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

June 2, 2014

John Barile
Bethany Public Schools Superintendent
44 Peck Road
Bethany, CT 06524

Dear Mr. Barile,

We consider students of Bethany, regardless of age or grade, to be students of Amity. The configuration of our schools/districts predicates how many of the legal, educational, logistical, and financial obligations of educating them will be met. That said, our goal in the process of determining if sixth graders from Bethany can be educated at Amity Middle School – Bethany (AMSB) is to find a solution that would be equitable and acceptable for all three communities that we serve.

After our meeting with the Commissioner of Education and a review of the Connecticut General Statutes associated with regional school districts, it is clear that (1) the addition of a grade level to the original regional agreement would require referendum support from all three towns and (2) a cooperative agreement under CGS §10-158a would be simpler and perhaps more appropriate. A cooperative agreement in this case would include *all* services for approximately 75 Bethany sixth graders. This is consistent with our belief that students who are part of the Amity family are completely integrated into the fabric of the school.

An initial review of facilities indicates that ASMB could be reconfigured to accommodate three sixth grade classrooms located in close proximity within the school.

An initial review of teacher qualifications revealed that AMSB teachers are predominantly certified in grades 7-12, with only two current teachers certified in *middle grades* (outside of specials like physical education, reading, special education, ...). The addition of 75 Grade 6 students would necessitate the hiring of additional appropriately certified staff members. Contractually, there does not appear to be any significant hurdle (outside of class size limits, which would be based on the structure of the levels of classes for sixth graders) to overcome.

At a recent Amity Board of Education meeting, the chairman of the Bethany Board of Education made a statement that compared the cost of the first student in a district to the cost of adding an additional student. While it is certainly true that basic operational costs do not increase linearly with the number of students (e.g., cost of cleaning the rooms, cost of providing adequate lighting), Amity provides the highest quality education for all students and establishes allocations for each town based on the percentage of the population that they represent in our student body. There is no additional surcharge for a higher percentage of special education students, longer transportation routes, or additional student visits to the nurse. As such, we would

take full responsibility for *all* aspects of educating students under our charge and the increased number of students would be treated equally with an increase in the number of Grade 7-12 students – through a percentage allocation. Hence, in calculating this amount, the current per pupil expenditure would be the best approximation.

While it does not directly apply in this situation, CGS §10-33 may serve as a reference as it addresses the cost of sending students to a high school in a community that does not have a high school of its own. The statute indicates that tuition could be paid by the sending town for students attending the area high school. The tuition cost for Amity is calculated without including debt service or transportation.

Should you find that this is still a viable option for you, I would be glad to recommend to the Amity Board of Education that we further explore the possibility of taking responsibility for educating Bethany sixth graders. Considering the amount of planning necessary, the earliest that we could consider implementation of a cooperative agreement would be the 2015-2016 school year.

Sincerely,

A handwritten signature in black ink that reads "Charles S. Dumais". The signature is written in a cursive style with a large, stylized initial "C".

Charles S. Dumais

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



Mr. Charles Dumais
Superintendent of Schools

charles.dumais@reg5.k12.ct.us
Phone: (203) 392-2106
Fax: (203) 397-4864

June 9, 2014

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

A handwritten signature in black ink, appearing to be "CD", written over the "From:" line of the memo.

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

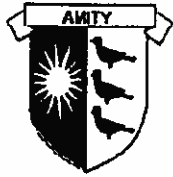
Leaves of Absence: NONE

Resignation(s):

Nancy Walls – Speech & Language Pathologist – Amity Reg. High School
Breandan Hasson – Paraprofessional – Amity Reg. Middle School – Bethany Campus
John Smurthwaite – Latin Teacher – Amity Reg. High School

Retirement(s):

Paul Thees – Science – Amity Reg. Middle School – Bethany Campus
Linda Tishler – Paraprofessional – Amity Reg. High School




AMITY REGIONAL SCHOOL DISTRICT NO. 5

BETHANY * ORANGE * WOODBRIDGE

*Charles S. Dumais
Superintendent of Schools*

*25 Newton Road
Woodbridge, CT 06525
charles.dumais@reg5.k12.ct.us
Phone: (203) 392-2106
Fax: (203) 397-4864*

To: Amity Finance Committee and Amity Board of Education Members

From: Charles S. Dumais, Superintendent of Schools 

Re: Proposed 2015-2016 Budget Calendar

Date: June 2, 2014

Enclosed is the proposed 2015-2016 Budget Calendar.

I have made some modifications from last year's budget preparation process based on the valuable feedback I received in the past few months. The major changes are:

- Development of a Full-Time Equivalent Long-Term Projection Report
- Earlier interaction and feedback from the Member Towns' Boards of Finance
- Presentation and discussion of updated Facilities Five-Year Capital Improvement Plan with the Facilities Committee
- Presentation and discussion of updated Technology Five-Year Capital Improvement Plan, new programs and enhancements, and staffing with the Curriculum Committee

Budgets will be entered at the unit level into the MUNIS Financial Reporting System. The Finance Office will still input salaries and benefits. This change in the budget input process will be transparent to you and the public at-large. However, it is one more way we are working to improve operational efficiencies.

In addition, I will be asking my administrative team to develop ways to find cost savings and efficiencies as part of our on-going efforts to 'do more with less'. We have always sought savings without adversely affecting the high quality of education. Our efforts now will be to formalize a process and inculcate the mindset of the Amity staff to continually seek better ways (cost wise) to do things.

Enclosure

2015-2016 BUDGET CALENDAR

June

- **JUNE 9, 2014:** At the Amity Finance Committee and Amity Board of Education meetings:
 - ✓ Superintendent presents new budget process and calendar for their consideration.
 - ✓ High School Administrators present FTE Long-Term Projection Report.

August

- **AUGUST 11, 2014:** At the Amity Finance Committee and Amity Board of Education meetings:
 - ✓ Director of Finance and Administration reports on the fiscal year-end financial report.
 - ✓ Superintendent proposes uses for the 2013-2014 available funds.
 - ✓ Superintendent presents his budget priorities.

December

- **DECEMBER 8, 2014:** At the Amity Finance Committee and Amity Board of Education meetings, Superintendent presents preliminary budget information, including major budget drivers, Federal and State unfunded and underfunded mandates and related costs, and potential budget balancers.
- **DECEMBER 10, 2014:** The Facilities Committee reviews and discusses the preliminary Facilities Five-Year Capital Improvement Plan.
- **DECEMBER 11, 2014:** The Technology Committee reviews and discusses the preliminary Technology Five-Year Capital Improvement Plan.
- **DECEMBER 11, 2014:** The Curriculum Committee reviews and discusses the preliminary Technology Five-Year Capital Improvement Plan; new programs and enhancements; staffing.
- **DECEMBER 15, 2014:** Orange Board of Finance
DECEMBER 18, 2014: Woodbridge Board of Finance
Superintendent and Director of Finance and Administration meet with the Member Town Boards of Finance to discuss:
 - ✓ 2014-2015 Financial Forecast
 - ✓ Preliminary budget information:
 - Major budget drivers
 - Federal and State Unfunded or Underfunded Mandates and Related Costs
 - Potential budget balancers

Note: Bethany Board of Finance meets on December 2, 2014, which is before the Superintendent makes this presentation to the Amity Finance Committee and Amity Board of Education.

2015-2016 BUDGET CALENDAR

January

- **JANUARY 6, 2015:** Bethany Board of Finance
Superintendent and Director of Finance and Administration meet with the Member Town Boards of Finance to discuss:
 - ✓ 2014-2015 Financial Forecast
 - ✓ Preliminary budget information:
 - Major budget drivers
 - Federal and State Unfunded or Underfunded Mandates and Related Costs
 - Potential budget balancers
- **JANUARY 15, 2015:** Superintendent distributes his proposed 2015-2016 Budget to the Amity Board of Education, Amity Finance Committee, First Selectmen, and Boards of Finance.
- **JANUARY 26, 2015:** Superintendent presents his proposed 2015-2016 Budget to the Amity Finance Committee. The budget is discussed. Additional budget workshops may be held, if needed. The budget document will include:
 - ✓ Executive Summary
 - ✓ Board Goals
 - ✓ PowerPoint Presentation
 - ✓ Revenues and Expenditures Detail
 - ✓ Facilities Five-Year Capital Improvement Plan
 - ✓ Technology Five-Year Capital Improvement Plan
 - ✓ Three-Year Revenues and Expenditures Forecast

February

- **FEBRUARY 2, 2015:** Superintendent presents his proposed 2015-2016 Budget to the Amity Board of Education. The budget is discussed. Additional budget workshops may be held, if needed.
- **FEBRUARY 9, 2015:** At the Amity Finance Committee and Amity Board of Education meetings:
 - ✓ Superintendent presents the New England School Development Council (NESDEC) Enrollment Projections and discusses possible changes to budget.
 - ✓ Superintendent presents his revised 2015-2016 Budget based on the most current information and input from stakeholders.
 - ✓ Amity Finance Committee and Amity Board of Education votes on the 2015-2016 Budget.

2015-2016 BUDGET CALENDAR

- **FEBRUARY 19, 2015:** Woodbridge Board of Finance
- **FEBRUARY 23, 2015:** Orange Board of Finance (February 16, 2014 is President's Day)
Superintendent and Director of Finance and Administration meet with the Member Town Boards of Finance to discuss the 2015-2016 Board of Education Approved Budget and get their feedback. Director of Finance and Administration will discuss the 2014-2015 Financial Forecast.

Note: Bethany Board of Finance meets on February 3, 2015, which is before the Board of Education will have voted on the 2015-2016 Budget. Therefore, the Superintendent and Director of Finance and Administration will attend the March meeting of the Bethany Board of Finance.

March

- **MARCH 3, 2015:** Bethany Board of Finance
Superintendent and Director of Finance and Administration meet with the Member Town Boards of Finance to discuss the 2015-2016 Board of Education Approved Budget and get their feedback. Director of Finance and Administration will discuss the 2014-2015 Financial Forecast.
- **MARCH 9, 2015:** At the Amity Finance Committee and Amity Board of Education meetings:
 - ✓ Superintendent reports the feedback from the Member Town Boards of Finance.
 - ✓ Amity Finance Committee and Amity Board of Education vote on the budget to send to the Public District Budget Hearing.

April

- **APRIL 6, 2015:** Public District Budget Hearing is held.
- **APRIL 6, 2015:** Amity Finance Committee and Amity Board of Education vote on the budget to send to Referendum.

May

- **MAY 5, 2015 (TUESDAY):** Annual Public Budget Meeting is held.
- **MAY 6, 2015 (WEDNESDAY):** Referendum is held.

Note: Annual Public Budget Meeting and Referendum are held on Tuesday and Wednesday, respectively, due to local elections in Bethany and Woodbridge.

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 Dumais, Superintendent of Schools

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

Re: Healthy Food Certification Statement for July 1, 2014 through June 30, 2015

Date: May 27, 2014

Section 10-215f of the Connecticut General Statutes (C.G.S.) requires that each local board of education or governing authority for Connecticut public school districts participating in the National School Lunch Program (NSLP) must **take action annually** to certify whether all food items sold to students **will or will not** meet the Connecticut Nutrition Standards. This includes all regional educational service centers, the Connecticut Technical High School System, charter schools, inter-district magnet schools and endowed academies.

Enclosed is a memorandum from Finance Manager Terry Lumas. She explains the rationale for recommending the District participate in the Healthy Food Program.

For Amity Finance Committee:

- 1. Motion to recommend to the Amity Board of Education that Amity Regional School District No. 5 will certify that all food items offered for sale to students in the schools under our jurisdiction, and not exempted from the Connecticut Nutrition Standards published by the Connecticut State Department of Education, will meet said standards during the period of July 1, 2014 through June 30, 2015.**
- 2. Motion to recommend to the Amity Board of Education that the Amity Regional School District No. 5 will exclude from certification food items that do not meet the Connecticut Nutrition Standards, provided that (1) such food is sold in connection with an event occurring after the end of the regular school day or on the weekend, (2) such sale is at the location of the event, and (3) such food is not sold from a vending machine or school store.**

For Amity Board of Education:

- 1. Motion to authorize the Superintendent of Schools to sign Form ED-099 indicating that Amity Regional School District No. 5 will exclude from certification food items that do not meet the Connecticut Nutrition Standards, provided that (1) such food is sold in connection with an event occurring after the end of the regular school day or on the weekend, (2) such sale is at the location of the event, and (3) such food is not sold from a vending machine or school store.**

- 2. Motion to authorize the Superintendent of Schools to sign Form ED-099 indicating that Amity Regional School District No. 5 will certify that all food items offered for sale to students in the schools under our jurisdiction, and not exempted from the Connecticut Nutrition Standards published by the Connecticut State Department of Education, will meet said standards during the period of July 1, 2014 through June 30, 2015.**



AMITY REGIONAL SCHOOL DISTRICT NO. 5

BETHANY * ORANGE * WOODBRIDGE

*25 Newton Road
Woodbridge, CT 06525*

*Terry Lumas
Finance Manager
terry.lumas@reg5.k12.ct.us*

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

To: Charles S. Dumais, Superintendent of Schools
From: Terry Lumas, Finance Manager
Re: Participation in the Connecticut Healthy Foods Certification Program
Date: May 13, 2014

Amity participated in the Healthy Foods Certification (HFC) during the years of 2007-08 and 2008-09. The District decided for 2009-10 and forward not to participate even though we continued to offer healthy food choices. The additional revenue from a la carte items outside of the HFC parameters and the paperwork burden were the primary reasons for not continuing our participation.

The USDA is implementing changes on July 1, 2014 to the a la carte sales for all school districts participating in the National School Lunch Program. We will need to change our current a la carte offerings to meet the USDA regulations. These changes align closely with Connecticut's HFC option.

Jack and I met with our Chartwells' representative to explore the option of the leaving the National School Lunch Program entirely. This option would remove any restrictions on the food we sell during the day, fundraisers, and vending machines. We estimated the District would see a significant financial loss under this option. Our program would lose all State and Federal funding for lunch reimbursements, State matching subsidy, the Healthy Choice funds, and commodities given to the program. The District would also be required to subsidize those students who met the Federal income thresholds for free and reduced lunch. These factors totaled approximately \$133,000 loss of revenue. The program cannot support this option.

Enrolling in the Healthy Foods Certification program will have its challenges. The added paperwork and the conditions for fundraising are some items we considered. The District could no longer allow private vendors (FIREDOG) on the grounds to sell food to students. We also have considered the restrictions of certain popular selling items that we will have by joining. For example, cookies recipes will be reformulated, ice cream cannot be sold until

vendors reformulate, and soup and bagels cannot be sold a la carte. Participation in the National School Lunch Program and the Healthy Food Certification, even with the restrictions, will have less of a negative impact on the program than non-participation.

Chartwells' contract proposal includes participation in both the NSLP and HFC with a guaranteed surplus of \$19,744.

Each year prior to July 1, the Board of Education must vote on participation in the Healthy Food Certification Program. Amity could once again participate in the Connecticut HFC program which would bring us in compliance with the USDA and qualify us for the Connecticut HFC supplement of \$.10 per meal. Participation will generate about \$13,500 for the District each year assuming the State continues to fund the program. The recommendation is to apply the same exclusions from meeting the standards as we did previously. These standards did not apply to sales at events after the school day or weekends providing the sales were at the location of the event and such foods were not sold from vending machines or a school store.

Based on the required changes to the program and State support, I am recommending we join the Connecticut Healthy Food Certification program for the 2014-2015 school year. I have attached the two statements the Board of Education would need to adopt in order to start the certification process.

Enclosure

c: Jack B. Levine, Director of Finance & Administration

Connecticut State Department of Education
Addendum to Agreement for Child Nutrition Programs (ED-099)
Healthy Food Certification Statement

Section 1 – Background

Section 10-215e of the Connecticut General Statutes directs the Connecticut State Department of Education (CSDE) to develop and publish nutrition standards (hereinafter, Connecticut Nutrition Standards) for food items offered for sale to students at school separately from reimbursable meals sold as part of the National School Lunch Program and School Breakfast Program. Section 10-215f requires that participants in the National School Lunch Program, including each local and regional board of education, regional educational service center, the Connecticut Technical High School System and the governing authority for each state charter school, interdistrict magnet school and endowed academy, must certify each year in its annual application to the CSDE whether all food items made available for sale to students will meet the Connecticut Nutrition Standards. Section 10-215b further provides additional funding to National School Lunch Program participants who annually certify compliance with the Connecticut Nutrition Standards.

Section 2 – Certification Statement

► ***Must be completed by all Connecticut public school districts that participate in the National School Lunch Program.***

On behalf of the Amity Regional School District No. 5 and
(Name of the Board of Education or Governing Authority)

pursuant to Section 10-215f of the Connecticut General Statutes, I hereby certify that all food items offered for sale to students in the school(s) under our jurisdiction, and not exempted from the Connecticut Nutrition Standards published by the Connecticut State Department of Education, (select appropriate box)

will (must complete Sections 3 and 4 on page 2)

will not (sign below and return form)

meet said standards during the period of **July 1, 2014 through June 30, 2015**. Such certification shall include all food offered for sale to students separately from reimbursable meals at all times and from all sources, including but not limited to, school stores, vending machines, school cafeterias, and any fundraising activities on school premises, whether or not school sponsored.

**Local or Regional Board of Education or
Governing Authority**

Signature: _____

(Signature of the Authorized Representative)

(Printed Name of the Authorized Representative)

Charles Dumais, Superintendent

Title (Superintendent of Schools, President or Chairperson of the Board)

Date of Authorization

Section 3 – Exemption Statement

► *To be completed only by districts opting for the healthy food certification, i.e., those districts that checked “will” in Section 2.*

Pursuant to Section 10-215f of the Connecticut General Statutes, I hereby acknowledge that the board of education or governing authority, (select appropriate box)

- will
 will not

exclude from certification food items that do not meet the Connecticut Nutrition Standards, provided that (1) such food is sold in connection with an event occurring after the end of the regular school day or on the weekend, (2) such sale is at the location of the event, and (3) such food is not sold from a vending machine or school store.

Section 4 – Amendment to Agreement for Child Nutrition Programs (ED-099)

► *To be completed only by districts opting for the healthy food certification, i.e., those districts that checked “will” in Section 2.*

Pursuant to Section 10-215f of the Connecticut General Statutes, the Agreement for Child Nutrition Programs (ED-099) with

Amity Regional School District No. 5

(Name of the Board of Education or Governing Authority)

is hereby amended to include the above certification statement of compliance with the Connecticut Nutrition Standards and application for funding related to those standards. This addendum covers the period from **July 1, 2014 through June 30, 2015.**

**Local or Regional Board of Education or
Governing Authority**

Signature: _____

(Signature of the Authorized Representative)

(Printed Name of the Authorized Representative)

Charles Dumais, Superintendent

Title (Superintendent of Schools, President or Chairperson of the Board)

Date of Authorization

FOR STATE USE ONLY • DO NOT SIGN BELOW THIS LINE

Connecticut State Department of Education

Signature: _____

(Signature of State Agency Representative)

Kathy Demsey

(Printed Name of State Agency Representative)

Chief Financial Officer

Title

Date

The State of Connecticut Department of Education is committed to a policy of equal opportunity/affirmative action for all qualified persons. The Department of Education does not discriminate in any employment practice, education program, or educational activity on the basis of race, color, religious creed, sex, age, national origin, ancestry, marital status, sexual orientation, gender identity or expression, disability (including, but not limited to, intellectual disability, past or present history of mental disorder, physical disability or learning disability), genetic information, or any other basis prohibited by Connecticut state and/or federal nondiscrimination laws. The Department of Education does not unlawfully discriminate in employment and licensing against qualified persons with a prior criminal conviction. Inquiries regarding the Department of Education's nondiscrimination policies should be directed to: Levy Gillespie, Equal Employment Opportunity Director/Americans with Disabilities Act Coordinator, State of Connecticut Department of Education, 25 Industrial Park Road, Middletown, CT 06457, 860-807-2101, Levy.Gillespie@ct.gov.

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: Award of Contracts of \$35,000 or More
Date: June 3, 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:

Tennis Courts Resurfacing

We published a bid for the refinishing and repainting of the tennis courts at Amity Regional High School to repair large cracks and structural damage caused by frost. One bid was received from Hinding Tennis Courts of West Haven, Connecticut. The bid price is for \$42,400. Hinding Tennis Courts has previously done work on our tennis courts in a satisfactory manner. Facilities Director Jim Saisa recommends that we award the bid to Hinding Tennis Courts of West Haven, Connecticut, for the bid price of \$42,400

Motion: Move to authorize the Director of Finance and Administration to award the contract for tennis courts resurfacing to Hinding Tennis Courts of West Haven, Connecticut, at the bid price of \$42,400.

HVAC Upgrades at Amity Middle School – Orange Campus

The first week in September, 2013, experienced record-breaking humidity and the HVAC system at Amity Middle School – Orange Campus could not effectively dehumidify the building. As a result, high humidity conditions were prevalent in the building and many areas experienced water condensing on floors and desks. The result of the moisture was mold and mildew on various surfaces in different areas of the building. High humidity conditions in the building have been sporadically experienced since the construction project was completed. As a result, vanZelm Engineering was commissioned 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. vanZelm did a thorough study of the building and formulated a detailed report on how to remedy the issues in different parts of the building depending on the type of HVAC system that serves a particular area.

We bid the initiatives as outlined in the vanZelm report. A mandatory pre-bid meeting was held on May 13, 2014. Two vendors attended the meeting. The bids were opened on May 30, 2014. One vendor, Controlled Air Inc. of Branford, Connecticut, submitted a bid. The bid was \$156,261. Facilities Director Jim Saisa has worked with Controlled Air, Inc. extensively in the past with great results, and he recommends the contract be awarded to this firm.

The total final cost will be contingent on any rebates and incentives available through the United Illuminating Company. We have sent the bid proposal to United Illuminating for its review and determination of what are the rebates and incentives, if any.

Motion: Move to authorize the Director of Finance and Administration to award the contact for HVAC upgrades at Amity Middle School – Orange Campus to Controlled Air Inc. of Branford, Connecticut, at the bid price of \$156,261.

**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	APR '14 FORECAST	CHANGE INCR./(DECR.)	MAY '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	274,001	9,057	283,058	65,026	FAV
3	OTHER STATE GRANTS	765,300	876,597	994,358	0	994,358	117,761	FAV
4	MISCELLANEOUS INCOME	406,782	56,000	29,903	2,184	32,087	(23,913)	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	44,626,088	11,241	44,637,329	158,874	FAV
7	SALARIES	22,915,703	23,516,038	23,309,127	(35,096)	23,274,031	(242,007)	FAV
8	BENEFITS	5,114,613	5,256,101	5,232,983	(809)	5,232,174	(23,927)	FAV
9	PURCHASED SERVICES	6,111,199	6,974,367	6,567,750	(4,690)	6,563,060	(411,307)	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	3,129,988	24,530	3,154,518	57,833	UNF
12	EQUIPMENT	154,864	324,479	351,498	0	351,498	27,019	UNF
13	IMPROVEMENTS / CONTINGENCY	57,696	247,006	183,418	(56,522)	126,896	(120,110)	FAV
14	DUES AND FEES	113,989	150,100	150,100	0	150,100	0	FAV
15	TRANSFER ACCOUNT	177,494	0	0	168,761	168,761	168,761	UNF
16	ESTIMATED UNSPENT BUDGETS	0	0	(50,000)	0	(50,000)	(50,000)	FAV
17	TOTAL EXPENDITURES	43,060,248	44,478,455	43,791,308	96,174	43,887,482	(590,973)	FAV
18	SUBTOTAL	259,665	0	834,780	(84,933)	749,847	749,847	FAV
19	PLUS: CANCELLATION OF PRIOR YEAR'S ENCUMBRANCES	37,255	0	66,000	(3,000)	63,000	63,000	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	634,780	(87,933)	546,847	546,847	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	COL 7
		2012-2013 ACTUAL	2013-2014 BUDGET	APR '14 FORECAST	CHANGE INCR./DECR.)	MAY '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	WOODBIDGE 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	48	3,286	350	FAV
6	PARKING INCOME	31,562	30,000	31,593	0	31,593	1,593	FAV
7	INVESTMENT INCOME	358	1,500	1,250	0	1,250	(250)	UNF
8	ATHLETICS	22,372	23,500	24,635	9,009	33,644	10,144	FAV
9	TUITION REVENUE	110,859	86,382	124,814	0	124,814	38,432	FAV
10	TRANSPORTATION INCOME	66,123	73,714	88,471	0	88,471	14,757	FAV
11	TRANSPORTATION BOWA AGREEMENT	0	0	0	0	0	0	FAV
12	OTHER REVENUE	234,264	218,032	274,001	9,057	283,058	65,026	FAV
13	BESB GRANT	0	0	0	0	0	0	FAV
14	SPECIAL EDUCATION GRANTS	765,300	876,597	994,358	0	994,358	117,761	FAV
15	OTHER STATE GRANTS	765,300	876,597	994,358	0	994,358	117,761	FAV
16	RENTAL INCOME	31,357	29,000	21,000	2,184	23,184	(5,816)	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	8,903	0	8,903	(18,097)	UNF
22	TRANSFER IN	0	0	0	0	0	0	FAV
23	MISCELLANEOUS INCOME	406,782	56,000	29,903	2,184	32,087	(23,913)	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	44,626,088	11,241	44,637,329	158,874	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	APR '14 FORECAST	CHANGE INCR./DECR.)	MAY '14 FORECAST	VARIANCE OVER/(UNDER)	FAV UNF
1	5111-CERTIFIED SALARIES	19,299,776	19,712,301	19,509,574	(40,350)	19,469,224	(243,077)	FAV
2	5112-CLASSIFIED SALARIES	3,615,927	3,803,737	3,799,553	5,254	3,804,807	1,070	UNF
3	SALARIES	22,915,703	23,516,038	23,309,127	(35,096)	23,274,031	(242,007)	FAV
4	5200-MEDICARE - ER	298,493	310,765	303,618	(458)	303,160	(7,605)	FAV
5	5210-FICA - ER	228,835	235,430	232,764	(351)	232,413	(3,017)	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	45,029	0	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	5,232,983	(809)	5,232,174	(23,927)	FAV
17	5322-INSTRUCTIONAL PROG IMPROVEMENT	17,393	11,564	15,471	0	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	979,786	25,000	1,004,786	(45,850)	FAV
20	5440-RENTALS - LAND, BLDG, EQUIPMENT	75,995	94,227	79,227	0	79,227	(15,000)	FAV
21	5510-PUPIL TRANSPORTATION	2,185,438	2,493,553	2,251,107	3,200	2,254,307	(239,246)	FAV
22	5521-GENERAL LIABILITY INSURANCE	166,401	183,792	176,968	0	176,968	(6,824)	FAV
23	5550-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	2,820,970	(32,890)	2,788,080	(108,294)	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	6,567,750	(4,690)	6,563,060	(411,307)	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	COL 7
		2012-2013 ACTUAL	2013-2014 BUDGET	APR '14 FORECAST	CHANGE INCR./(DECR.)	MAY '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	848,276	0	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	18,622	154,122	18,622	UNF
35	5621-NATURAL GAS	92,465	125,000	91,000	5,908	96,908	(28,092)	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	3,129,988	24,530	3,154,518	57,833	UNF
41	5730-EQUIPMENT - NEW	97,876	105,519	111,991	0	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	351,498	0	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	36,490	42,400	78,890	29,890	UNF
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)	(98,922)	(150,000)	(150,000)	FAV
48	5855-CAPITAL RESERVE	0	0	0	0	0	0	FAV
49	IMPROVEMENTS / CONTINGENCY	57,696	247,006	183,418	(56,522)	126,896	(120,110)	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	168,761	168,761	168,761	UNF
55	ESTIMATED UNSPENT BUDGETS	0	0	(50,000)	0	(50,000)	(50,000)	FAV
56	TOTAL EXPENDITURES	43,060,248	44,478,455	43,791,308	96,174	43,887,482	(590,973)	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**

MAY 2014

2013-2014 FORECAST

The projected net balance of revenues and expenditures for this fiscal year is **\$749,847 FAV**, which appears on page 1, column 6, line 18. The forecast includes **\$63,000 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 **\$546,847 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 (*79.6 percent* compared to 75 percent).
- Salaries of **\$242,007 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 leaves-of-absence and workers' compensation, 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 **\$347,540 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 **\$63,000 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 \$158,874 FAV (previously \$147,633 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 *May 2014* was **0.25 percent (same as the prior month)** and State Treasurer's Investment Fund (STIF) was **0.16 percent (previous month was 0.15 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.

The Girls' Hockey Team was run as a Cooperative Team. Cheshire and North Haven Public Schools are expected to reimburse Amity Regional School District No. 5 for their share of the expenditures. The forecast includes about \$9,000 FAV in anticipated payments from Cheshire and North Haven.

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 79.6 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. *The forecast is based on the most updated data.*

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 *\$590,973 FAV (previously \$687,147 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 includes an additional \$40,000 FAV in savings from four employees on leave-of-absence and one employee on Workers’ Compensation.*

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*). *Overtime costs are higher than budget by approximately \$5,000 UNF.*

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	\$ 313,480	\$ 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>	<i>\$ 614,535</i>
<i>Plus: Medical and Dental Insurance Budget</i>	<i>\$ 3,039,348</i>
<i>Plus: Estimated Employee & Retire Contributions</i>	<i>\$ 1,289,000</i>
<i>Plus: Transfer "Implicit Rate Subsidy"</i>	<i>\$ 362,172</i>
<i>Less: Estimated Claims</i>	<i>(\$ 4,168,877)</i>
<i>Less: Estimated Fees</i>	<i>(\$ 691,037)</i>
<i>Less: Other Payments</i>	<i>(\$ 111,000)</i>
<i>Projected Reserve Balance, June 30, 2014</i>	<i><u>\$ 334,141</u></i>
<i>Reserve Balance as Percentage of Claims</i>	<i>8.0%</i>

Notes:

- 1. Actual claims through May 2014, exceeded budget by \$331,884.*
- 2. Forecast assumes claims for June 2014 will be the same as budget.*
- 3. The 'implicit rate subsidy' of \$362,172 has been transferred to the Self-Insurance Reserve Fund.*

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 May 30, 2014, are \$79,995.93.* The forecast projects *an unfavorable variance of \$15,000 UNF (previously 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 \$239,246 FAV (previously \$242,446 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 \$108,294 FAV (previously \$75,404 FAV).

Tuition for the vo-ag schools has a projected variance of \$85,012 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 **\$19,520 FAV** (previously **\$13,370 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
<i>Public SPED</i>	7	6	6	8	8	6
<i>Private SPED</i>	20.5	21	24	21	22	25(23)
<i>Totals</i>	27.5	27	30	29	30	31(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 kilowatt hours at an average price of \$0.1676 per kilowatt hour. The Facilities Director is projecting an unfavorable variance of **\$43,958 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 34 on Page 4: 5620-OIL USED FOR HEATING:

The budget is 40,000 gallons at an average price of \$3.3875 per gallon. The forecast for this fiscal year is 47,450 gallons at an average price of \$3.2481 per gallon, or an unfavorable variance of \$18,622 UNF. A budget transfer is requested to cover this additional expenditure.

LINE 35 on Page 4: 5621-NATURAL GAS:

Last fiscal year, total expenditures were \$92,464. Projected usage for this fiscal year is 13,649 (previously 13,284 MBTU) at \$7.10 per MBTU (previously \$6.85 per MBTU) compared to a budget of 11,365 MBTU at \$11.00 per MBTU, or a favorable variance of \$28,092 FAV (previously \$34,000 FAV).

Degree days through April, 2014, total 4,573 compared to last year's total through April, 2013, of 3,758. This represents a 22 percent (same as prior month) 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.

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.

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.

The forecast includes a budget transfer request of \$42,400 UNF for tennis courts resurfacing. This needs to be a priority item due to the condition of the tennis courts. The winter weather has made conditions worse.

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. *If the budget transfer requests are approved, the remaining balance will be \$0.*

- 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
- June: \$42,400 – Tennis courts resurfacing*
- June: \$12,500 – Field repairs*
- June: \$44,022 – HVAC Upgrades at Amity Middle School – Orange Campus*

LINE 54 on Page 4: TRANSFER ACCOUNT:

The forecast includes budget transfers totaling \$168,761 UNF in the Transfer Account for purposes of putting the funds into the Reserve Fund for Capital and Nonrecurring Expenditures for:

- *HVAC upgrades at Amity Middle School – Orange Campus (\$156,261)*
- *Field repairs (\$12,500)*

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	5611 INSTRUCTIONAL SUPPLIES	\$ -2,994.00	Counselors working summer reg
July 2013	55	03132120	5111 CERTIFIED SALARIES	\$ 2,994.00	Counselors working summer reg
July 2013	69	01111005	5690 OTHER SUPPLIES	\$ 272.00	Book Truck shipping
July 2013	69	01111005	5690 OTHER SUPPLIES	\$ 1,320.00	Book Truck
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	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	03132120	5590 OTHER PURCHASED SERVICES	\$ -1,000.00	5 laptops BOE SEPT
September 2013	57	03132400	5550 COMMUNICATIONS: TEL,POST,ETC.	\$ -328.00	5 laptops BOE SEPT
September 2013	84	03142600	5715 IMPROVEMENTS TO BUILDINGS	\$ -2,682.00	Adobe site license
September 2013	84	05142350	5690 OTHER SUPPLIES	\$ 2,682.00	Adobe site license
September 2013	110	03111009	5611 INSTRUCTIONAL SUPPLIES	\$ -2,152.00	purchase scantron scanner
September 2013	110	05142350	5730 EQUIPMENT - NEW	\$ 2,152.00	purchase scantron scanner
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	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	146	03132220	5690 OTHER SUPPLIES	\$ 1,500.00	to purchase database
September 2013	146	03132220	5611 INSTRUCTIONAL 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	5590 OTHER PURCHASED SERVICES	\$ 70.00	ACT
December 2013	23	03132120	5611 INSTRUCTIONAL SUPPLIES	\$ -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	5611 INSTRUCTIONAL SUPPLIES	\$ 280.00	UNIFIED THEATRE MATERIALS
January 2014	14	04132190	5730 EQUIPMENT - NEW	\$ -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	03142219	5611 INSTRUCTIONAL SUPPLIES	\$ -500.00	buses for music recruitment
January 2014	74	03132400	5590 OTHER PURCHASED SERVICES	\$ -500.00	buses for music recruitment
January 2014	93	02132130	5690 OTHER SUPPLIES	\$ 100.00	PURCHASE MEDICA SUPPLIES
January 2014	93	02132130	5810 DUES & FEES	\$ -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	02132400	5581 TRAVEL - CONFERENCES	\$ -550.00	CONFERENCE FOR THAYER
February 2014	21	01132400	5581 TRAVEL - CONFERENCES	\$ 550.00	CONFERENCE FOR THAYER
February 2014	76	01111001	5611 INSTRUCTIONAL SUPPLIES	\$ -45.00	CONFERENCE LATE FEE
February 2014	76	01111001	5810 DUES & FEES	\$ 45.00	CONFERENCE LATE FEE
February 2014	77	01111009	5810 DUES & FEES	\$ 62.00	CONFERENCE FEE
February 2014	77	01111009	5611 INSTRUCTIONAL SUPPLIES	\$ -62.00	CONFERENCE FEE
February 2014	79	01111001	5810 DUES & FEES	\$ 45.00	CONFERENCE FEE
February 2014	79	01111001	5611 INSTRUCTIONAL SUPPLIES	\$ -45.00	CONFERENCE FEE
February 2014	85	02142219	5611 INSTRUCTIONAL SUPPLIES	\$ -10.00	SHIPPING CHARGES
February 2014	85	02111007	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	5690 OTHER SUPPLIES	\$ -29.00	CONFERENCE FEE
February 2014	110	01132130	5810 DUES & FEES	\$ 29.00	CONFERENCE FEE
March 2014	68	01132400	5810 DUES & FEES	\$ -200.00	CAS CONFERENCE
March 2014	68	01132400	5581 TRAVEL - CONFERENCES	\$ 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	5621 NATURAL GAS	\$ -1,656.00	winter reliability Cons ener
March 2014	180	03142600	5410 UTILITIES, EXCLUDING HEAT	\$ 1,656.00	winter reliability Cons ener
March 2014	213	01132400	5550 COMMUNICATIONS: TEL,POST,ETC.	\$ -187.00	
March 2014	213	01132400	5590 OTHER PURCHASED SERVICES	\$ 187.00	
March 2014	216	04132190	5730 EQUIPMENT - NEW	\$ -1,520.00	LASERJET PRINTERS
March 2014	216	05142350	5730 EQUIPMENT - NEW	\$ 1,520.00	LASERJET PRINTERS
March 2014	218	05132212	5550 COMMUNICATIONS: TEL,POST,ETC.	\$ -138.00	
March 2014	218	05132212	5690 OTHER SUPPLIES	\$ 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	05132212	5810	DUES & FEES	\$ -123.00	HARVARD EDUCATION LETTER
March 2014	237	05132212	5690	OTHER SUPPLIES	\$ 150.00	HARVARD EDUCATION LETTER
March 2014	237	05132213	5810	DUES & FEES	\$ -27.00	HARVARD EDUCATION LETTER
March 2014	238	05132212	5690	OTHER SUPPLIES	\$ 665.00	YEARS OF SERVICE AND AWARD EXC
March 2014	238	05132213	5322	INSTRUCTIONAL PROG IMPROVEMENT	\$ -250.00	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	03132400	5590	OTHER PURCHASED SERVICES	\$ -214.00	new textbooks
March 2014	249	03111014	5641	TEXTBOOKS	\$ 214.00	new textbooks
March 2014	250	03132400	5580	STAFF TRAVEL	\$ 2,500.00	powerschool travel expenses
March 2014	250	03132400	5590	OTHER PURCHASED SERVICES	\$ -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	5611	INSTRUCTIONAL SUPPLIES	\$ 200.00	CHARACTER EDUCATION
March 2014	257	02132120	5581	TRAVEL - CONFERENCES	\$ -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	03142600	5420	REPAIRS,MAINTENANCE & CLEANING	\$ -2,500.00	life safety repairs
March 2014	281	01142600	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	03132220	5611	INSTRUCTIONAL SUPPLIES	\$ -1,180.00	Art Supplies need for yearend
April 2014	47	03111001	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	03111010	5730	EQUIPMENT - NEW	\$ -1,540.00	new computers for music class
April 2014	56	05142350	5730	EQUIPMENT - NEW	\$ 2,655.00	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	5641	TEXTBOOKS	\$ -275.00 for cables, reeds,strings
April 2014	77	03111010	5730	EQUIPMENT - NEW	\$ 275.00 for cables, reeds,strings
April 2014	78	03111001	5611	INSTRUCTIONAL SUPPLIES	\$ 150.00 photo supplies
April 2014	78	03111001	5731	EQUIPMENT - REPLACEMENT	\$ -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	01142219	5690	OTHER SUPPLIES	\$ -318.00 CONFERENCE FEES
April 2014	81	01132400	5581	TRAVEL - CONFERENCES	\$ 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	5330	OTHER PROFESSIONAL & TECH SRVC	\$ 7.00 MEDICAL SUPPLIES FOR NURSE
April 2014	100	01132130	5690	OTHER SUPPLIES	\$ 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	211	02111013	5611	INSTRUCTIONAL SUPPLIES	\$ 21.00 TO PURCHASE LAB MATERIALS
April 2014	211	02111013	5690	OTHER SUPPLIES	\$ -21.00 TO PURCHASE LAB MATERIALS
April 2014	239	03132400	5590	OTHER PURCHASED SERVICES	\$ -568.00 Replacement texts Latin & Chin
April 2014	239	03111016	5810	DUES & FEES	\$ -108.00 Replacement texts Latin & Chin
April 2014	239	03111014	5810	DUES & FEES	\$ -11.00 Replacement texts Latin & Chin
April 2014	239	03111016	5611	INSTRUCTIONAL SUPPLIES	\$ -202.00 Replacement texts Latin & Chin
April 2014	239	03111009	5611	INSTRUCTIONAL SUPPLIES	\$ -2,002.00 Replacement texts Latin & Chin
April 2014	239	03111006	5641	TEXTBOOKS	\$ 2,891.00 Replacement texts Latin & Chin
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	5731	EQUIPMENT - REPLACEMENT	\$ 1,050.00 Pottery Wheel replacement
April 2014	240	03111001	5810	DUES & FEES	\$ -172.00 Pottery Wheel replacement
April 2014	240	03111001	5730	EQUIPMENT - NEW	\$ -17.00 Pottery Wheel replacement
April 2014	240	03111017	5330	OTHER PROFESSIONAL & TECH SRVC	\$ -305.00 Pottery Wheel replacement

<u>MONTH/YR</u>	<u>JNL#</u>	<u>ACCOUNT NUMBER & DESCRIPTION</u>		<u>AMOUNT</u>	<u>DESCRIPTION</u>
April 2014	240	03111016	5690 OTHER SUPPLIES	\$ -527.00	Pottery Wheel replacement
April 2014	241	03111014	5690 OTHER SUPPLIES	\$ 3.00	Account overages
April 2014	241	03111014	5611 INSTRUCTIONAL SUPPLIES	\$ -4.00	Account overages
April 2014	241	03132220	5642 LIBRARY BOOKS & PERIODICALS	\$ -2.00	Account overages
April 2014	241	03132220	5690 OTHER SUPPLIES	\$ -2.00	Account overages
April 2014	241	03132220	5611 INSTRUCTIONAL SUPPLIES	\$ 5.00	Account overages
April 2014	242	03132400	5590 OTHER PURCHASED SERVICES	\$ -1,441.00	Elliptical machines replacemen
April 2014	242	03111011	5731 EQUIPMENT - REPLACEMENT	\$ 2,900.00	Elliptical machines replacemen
April 2014	242	03111016	5690 OTHER SUPPLIES	\$ -56.00	Elliptical machines replacemen
April 2014	242	03111009	5641 TEXTBOOKS	\$ -1,403.00	Elliptical machines replacemen
May 2014	17	03111009	5690 OTHER SUPPLIES	\$ -162.00	Supplemental texts
May 2014	17	03111005	5611 INSTRUCTIONAL SUPPLIES	\$ -38.00	Supplemental texts
May 2014	17	03111005	5641 TEXTBOOKS	\$ 400.00	Supplemental texts
May 2014	17	03111005	5730 EQUIPMENT - NEW	\$ -101.00	Supplemental texts
May 2014	17	03111005	5810 DUES & FEES	\$ -25.00	Supplemental texts
May 2014	17	03111014	5641 TEXTBOOKS	\$ 1,260.00	Supplemental texts
May 2014	17	03111013	5641 TEXTBOOKS	\$ -955.00	Supplemental texts
May 2014	17	03111013	5810 DUES & FEES	\$ -104.00	Supplemental texts
May 2014	17	03111013	5611 INSTRUCTIONAL SUPPLIES	\$ -178.00	Supplemental texts
May 2014	17	03132400	5590 OTHER PURCHASED SERVICES	\$ -97.00	Supplemental texts
May 2014	18	03111015	5590 OTHER PURCHASED SERVICES	\$ -300.00	lumber, vinyl, supplies
May 2014	18	03111015	5810 DUES & FEES	\$ -490.00	lumber, vinyl, supplies
May 2014	18	03111006	5611 INSTRUCTIONAL SUPPLIES	\$ -285.00	lumber, vinyl, supplies
May 2014	18	03111008	5611 INSTRUCTIONAL SUPPLIES	\$ 1,267.00	lumber, vinyl, supplies
May 2014	18	03111008	5690 OTHER SUPPLIES	\$ -6.00	lumber, vinyl, supplies
May 2014	18	03111009	5810 DUES & FEES	\$ -16.00	lumber, vinyl, supplies
May 2014	18	03111009	5690 OTHER SUPPLIES	\$ -170.00	lumber, vinyl, supplies
May 2014	19	03111009	5690 OTHER SUPPLIES	\$ -162.00	paper and general supplies
May 2014	19	03111016	5641 TEXTBOOKS	\$ -922.00	paper and general supplies
May 2014	19	03111011	5611 INSTRUCTIONAL SUPPLIES	\$ -145.00	paper and general supplies
May 2014	19	03132400	5690 OTHER SUPPLIES	\$ -47.00	paper and general supplies
May 2014	19	03132400	5330 OTHER PROFESSIONAL & TECH SRVC	\$ -161.00	paper and general supplies
May 2014	19	03132120	5611 INSTRUCTIONAL SUPPLIES	\$ -563.00	paper and general supplies
May 2014	19	03142219	5611 INSTRUCTIONAL SUPPLIES	\$ 2,000.00	paper and general supplies
May 2014	20	03132400	5590 OTHER PURCHASED SERVICES	\$ -2,000.00	Laptop for AHS Admin
May 2014	20	05142350	5731 EQUIPMENT - REPLACEMENT	\$ 2,000.00	Laptop for AHS Admin
May 2014	21	03132400	5590 OTHER PURCHASED SERVICES	\$ -2,336.00	French texts
May 2014	21	03111006	5641 TEXTBOOKS	\$ 2,336.00	French texts
May 2014	38	03132400	5730 EQUIPMENT - NEW	\$ 2,800.00	new desks
May 2014	38	03132400	5330 OTHER PROFESSIONAL & TECH SRVC	\$ -2,800.00	new desks
May 2014	39	03132400	5731 EQUIPMENT - REPLACEMENT	\$ 1,000.00	replacement tables
May 2014	39	03132400	5330 OTHER PROFESSIONAL & TECH SRVC	\$ -1,000.00	replacement tables
May 2014	59	01132400	5330 OTHER PROFESSIONAL & TECH SRVC	\$ -2,229.00	OUTDOOR BASKETBALL BACKBOARD
May 2014	59	01111011	5730 EQUIPMENT - NEW	\$ 2,229.00	OUTDOOR BASKETBALL BACKBOARD
May 2014	60	01132400	5330 OTHER PROFESSIONAL & TECH SRVC	\$ -2,261.00	3D printer
May 2014	60	05142350	5730 EQUIPMENT - NEW	\$ 2,261.00	3D printer
May 2014	61	05142350	5730 EQUIPMENT - NEW	\$ 2,261.00	3D printer
May 2014	61	02132400	5330 OTHER PROFESSIONAL & TECH SRVC	\$ -2,261.00	3D printer
May 2014	91	03132400	5330 OTHER PROFESSIONAL & TECH SRVC	\$ -350.00	audiometer calibration
May 2014	91	03132130	5690 OTHER SUPPLIES	\$ 350.00	audiometer calibration

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 \$9,000 or More for Fiscal Year 2013-2014
Date: June 4, 2014

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

Oil Used for Heating:

Degree days though April, 2014, total 4,573 compared to last year's total through April, 2013, of 3,758. This represents a 22 percent colder winter than the prior year's winter. We need a budget transfer to 'topoff-the-tanks' as we do each year.

#1- Move to make the following budget transfer to pay for heating oil:

ACCOUNT NUMBER	ACCOUNT NAME	FROM	TO
03-14-2600-5621	Natural Gas	\$18,622	
01-14-2600-5620	Oil Used for Heating		\$9,311
02-14-2600-5620	Oil Used for Heating		\$9,311

HVAC Upgrades at Amity Middle School – Orange Campus

High humidity conditions in the building have been sporadically experienced since the construction project was completed. VanZelm Engineering was commissioned 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. We bid the initiatives as outlined in the vanZelm report. One vendor, Controlled Air Inc of Branford, Connecticut, submitted a bid. The bid was \$156,261. Facilities Director Jim Saisa has worked with Controlled Air, Inc. extensively in the past with great results, and he recommends the contract be awarded to this firm.

Budget Transfers of \$3,000 or More for Fiscal Year 2013-2014

June 4, 2014

Page 2

#2 – Move to make the following budget transfer of \$112,239 to the Transfer Account for purposes of putting the funds into the Reserve Fund for Capital and Nonrecurring Expenditures for HVAC upgrades at Amity Middle School – Orange Campus:

ACCOUNT NUMBER	ACCOUNT NAME	FROM	TO
04-12-6130-5510	Pupil Transportation	\$112,239	
05-15-0000-5856	Transfer Account		\$112,239

Note: A budget request is being made to pay the remaining balance of \$44,022 from the Contingency Account.

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: New Funding Requests for Fiscal Year
Date: June 4, 2014

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

Tennis Courts Resurfacing

This needs to be a priority item due to the condition of the tennis courts. The winter weather has made conditions worse. We published a bid for the refinishing and repainting of the tennis courts at Amity Regional High School to repair large cracks and structural damage caused by frost. One bid was received from Hinding Tennis Courts of West Haven, Connecticut. The bid price is for \$42,400.

#1 – Move to make the following budget transfer of \$42,400 for tennis courts resurfacing:

ACCOUNT NUMBER	ACCOUNT NAME	FROM	TO
05-15-0000-5850	Contingency Account	\$42,400	
03-14-2600-5720	Improvements to Sites		\$42,400

Field Repairs

The budget request of \$16,000 to resod the football field was removed from the 2014-2015 Budget. We planned to request funding from this fiscal year if we needed to do work on the football field. This spring we made an effort to overseed and aerate the football field. The growing conditions were favorable and the Stadium Field will not need resodding. However, the practice football field, field hockey field, and parts of the practice baseball field are deteriorated. We need to resod approximately 20,000 square feet to ensure these fields are ready for fall sports practices in August 2014. The quote from our grounds vendor, Sports Turf of Connecticut, to resod 20,000 square feet of athletic fields is \$12,500. This needs to be done as soon as spring sports are completed to ensure a safe playing environment for fall sports.

#2 – Move to make the following budget transfer of \$12,500 to the Transfer Account for purposes of putting the funds into the Reserve Fund for Capital and Nonrecurring Expenditures for field repairs at Amity Regional High School:

ACCOUNT NUMBER	ACCOUNT NAME	FROM	TO
05-15-0000-5850	Contingency Account	\$12,500	
05-15-0000-5856	Transfer Account		\$12,500

HVAC Upgrades at Amity Middle School – Orange Campus

High humidity conditions in the building have been sporadically experienced since the construction project was completed. VanZelm Engineering was commissioned 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. We bid the initiatives as outlined in the vanZelm report. One vendor, Controlled Air Inc of Branford, Connecticut, submitted a bid. The bid was \$156,261. Facilities Director Jim Saisa has worked with Controlled Air, Inc. extensively in the past with great results, and he recommends the contract be awarded to this firm.

#3 – Move to make the following budget transfer of \$44,022 to the Transfer Account for purposes of putting the funds into the Reserve Fund for Capital and Nonrecurring Expenditures for HVAC upgrades at Amity Middle School – Orange Campus:

ACCOUNT NUMBER	ACCOUNT NAME	FROM	TO
05-15-0000-5850	Contingency Account	\$44,022	
05-15-0000-5856	Transfer Account		\$44,022

Note: The remaining balance of \$112,239, or less if there are any rebates and/or credits from United Illuminating Company, will require an additional budget transfer.

CONTINGENCY ACCOUNT RECAP

Budget		\$150,000
October:	Orange Middle School HVAC Evaluation	\$ 12,000
December:	Orange Middle School Hot Water Heater	\$ 12,899
February:	New Servers	\$ 7,648
March:	Snow Removal and Sanding	\$ 11,456
April:	Snow Removal and Sanding	<u>\$ 7,075</u>
Subtotal		\$ 98,922
June:	<i>Tennis Courts Resurfacing</i>	\$ 42,400
June:	<i>Field Repairs</i>	\$ 12,500
June:	<i>HVAC Upgrades at Amity Middle School – Orange Campus</i>	<u>\$ 44,022</u>
Balance		\$ 0

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

Finance Committee 5/12/14

MicroGrid Committee 5/19/14

MicroGrid Committee 5/22/14

MINUTES

COMMITTEE MEMBERS PRESENT: John Grabowski, John Grasso, Jr., James Horwitz (5:44 p.m.), Joseph Nuzzo, James Stirling

COMMITTEE MEMBERS ABSENT: Matthew Giglietti

Also Present: Charles Dumais, Mike Goss, Thomas Hurley, Jack Levine, Marianne Lippard, Marie McPadden, Jim Saisa; other members of the Public

A meeting of the Finance Committee of the Amity Regional Board of Education was held on Monday, May 12, 2014 at 5:30 p.m. in the Presentation Room at the District Offices.

1. **Call to Order:** James Stirling called the meeting to order at 5:31 p.m.

2. **Discussion and Possible Action on Minutes**

Finance Committee Meeting – April 21, 2014

Motion to approve the minutes (Mr. Grabowski, 2d Mr. Nuzzo).

Discussion: A correction was noted on page 1.

Vote in favor: John Nuzzo, Joseph Nuzzo, James Stirling

Vote opposed: none

Abstain: John Grabowski

Motion passed.

3. **Public Comment**

Thomas Hurley, a member of the Amity Board of Education, said that if any money is available from the Contingency Account or if there are year-end funds available, he would like to make funding the OPEB Trust a priority. This would make more sense than returning money to the towns. The budget should have covered this obligation.

4. **Presentation and Discussion of First Quarter 2014 Executive Summary Review of Amity Pension Fund, Sick and Severance Account, and OPEB Trust**

Mike Goss from Fiduciary Investment Advisors of Windsor gave a brief report on the First Quarter 2014 Executive Summary Review. He noted that the Amity Pension Fund has been up and the equity markets helped the performance, while bonds hindered the performance. The Amity Pension Fund has more invested in equities. He noted that the Sick and Severance Account is a shorter term, focused account. The OPEB Trust showed very strong performance driven by equities. He said that the Committee should expect volatility through the rest of the year.

Mr. Stirling questioned what other municipalities are doing with respect to OPEB trusts. Mr. Goss noted that there is a wide range of differences in how municipalities approach these types of investments.

5. Update on Upgrade of HVAC System and Possible Natural Gas Conversion at Orange Middle School

Mr. Dumais noted that engineers have completed a study and come up with a plan to address the HVAC system. The fuel source in Orange is oil and few incentives are offered by United Illuminating. Preliminary estimates show a net cost of \$150,000 to upgrade the HVAC only. Projected annual savings is approximately \$18,000 based on calculations provided by United Illuminating Senior Engineer. This would be an 8.3 year payback. If we upgrade the HVAC and convert to natural gas, the net cost is \$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.

The administration is seeking other incentives and grants. 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 clean, less expensive energy to benefit 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, this could take months to approve.

It was noted that neighbors did not seem to want to convert to gas. Mr. Saisa said that his opinion is that we wait and see if the costs are covered by the grant. The downside is having to operate as we have for the last seven years.

Mr. Levine said that we can move money into the reserve fund for this purpose. The superintendent will come back with a recommendation at a later time. We expect to have more information for the next meeting.

6. Information on Possible Uses of Remaining Balance in Contingency Account and Year End Available Funds

In a memo to Mr. Dumais dated May 6, 2014, Mr. Levine describes possible uses of the remaining balance of the Contingency Account and Year End Available Funds. The remaining balance in the Contingency Account is \$98,922 and the estimated year-end available funds are \$634,780.

Possible uses mentioned include \$350,000 for the Self-Insurance Reserve Fund. The actual claims paid through June 30, 2014 will be reported at the August meetings. At that time, the Amity Finance Committee and Board of Education can decide whether or not to put funds into the Self-Insurance Reserve Fund, and if so, how much.

Another possible use is for an upgrade to the HVAC System at the Orange Middle School. The estimate for the upgrade is \$250,000. The current HVAC system doesn't effectively dehumidify the building.

Repairs to three columns are another need mentioned by Mr. Levine. The columns are by the entrances to the District Offices, the Child Development Room and the Athletic Director Office.

Other items mentioned by Mr. Levine include resurfacing of tennis courts, re-sodding at the football field, and repairs of asphalt at the High School. The memo to Mr. Dumais also mentioned the need for a fixed asset accounting module, which would cost \$26,440.

Mr. Levine said that the forecast assumes fully funding the OPEB Trust. We hope it can be fully funded. We will have the final numbers at the August meeting. We are waiting for the insurance claims to come in to see where we are at.

The tennis court resurfacing is considered a high priority. The estimated cost to resurface the courts is \$45,000.

Mr. Levine noted that the current accounting system isn't working and the work is having to be done manually.

Mr. Dumais noted that this information is being provided in case there is a year-end surplus.

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

In a memo to Mr. Dumais dated May 6, 2014, Mr. Levine recommends a number of contracts over \$35,000 be awarded.

A. 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 their energy consultant. Mr. Horton 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 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.

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 (Mr. Grabowski, 2d Mr. Horwitz).

Vote in favor unanimous.

Motion passed.

- B. Health and Welfare Benefits Consultant for Medical and Dental Insurance
Amity received 11 Health and Welfare Benefits Consultant bids. Total bid amounts (the sum of three years) ranged from \$87,500 to \$225,000. Mr. Dumais and Mr. Levine interviewed qualified consultants with the three lowest bids. They recommended the Board grant the bid to Everett James, Inc. of Ridgefield, CT (\$94,000 total for three years). The District would work directly with Steven Rinaldi, Managing Director of Everett James, Inc. The Personnel Committee met on May 5, 2014 and met Mr. Rinaldi. The Personnel Committee voted to support this choice.

It was noted that this was brought before the Personnel Committee and the decision was made to award this contract.

Motion to 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 two at \$31,000 and year three 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 (Mr. Nuzzo, 2d Mr. Grabowski).

Vote in favor: John Grabowski, John Grasso, Jr., James Horwitz, Joseph Nuzzo

Vote opposed: none

Abstain: James Stirling

8. Discussion of Monthly Financial Statements

There were no questions.

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

There were no questions.

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

In a memo from to Mr. Dumais dated May 5, 2014, Mr. Levine recommends that the Amity Finance Committee and the Board of Education approve a standard year-end budget transfer of \$23,000. During June, a number of budget transfers are necessary in the salary and benefit accounts, as well as for 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.

Mr. Levine noted that the State isn't providing as much special education support. It was noted that the District is \$40,000 over budget in the self-insurance reserve fund. When we see the actual numbers at a later date, a decision can be made.

Move to recommend authorizing the Director of Finance and Administration to make the necessary budget transfers to salary and benefit accounts 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 (Mr. Nuzzo, 2d Mr. Grabowski).

Special Education:

Budget transfers are needed to pay special education expenditures:

<u>Account Number</u>	<u>Account Name</u>	<u>From</u>	<u>To</u>
04-12-6110-5560	Tuition Expense	\$23,000	
04-12-6130-5560	Tuition Expense		\$23,000

Vote in favor unanimous.

Motion passed.

11. Other

A. Update on Superintendent's Agreement with Woodbridge Public Schools Related to the Use of Amity Regional High School for their 2014 Summer Program

The Woodbridge Elementary School District Superintendent Dr. Stella has agreed to reimburse the District for out-of-pocket costs related to the Woodbridge Summer Program to be held at the High School during the summer. The total estimated cost is \$23,034. The administration agreed to 'cap' the cost at \$25,000.

Mr. Stirling said that the Board of Education wanted this to be revenue neutral and it appear that this is.

12. Adjournment

Motion to adjourn the meeting at 6:06 p.m. (Mr. Nuzzo, 2d Mr. Grabowski).

Vote in favor unanimous.

Motion passed; meeting adjourned.

Respectfully submitted,
Marianne Lippard, recording clerk

MINUTES

COMMITTEE MEMBERS PRESENT: James Horwitz, Tracey Lane Russo, James Stirling

Also Present: William Blake, Steven DeMaio, Charles Dumais, Tony Giamba, Marianne Lippard

A meeting of the MicroGrid Committee of the Amity Regional Board of Education was held on Monday, May 19, 2014 at 5:30 p.m. in the Presentation Room at the District Offices.

1. **Call to Order:** The meeting was called to order at 5:35 p.m.

2. **Discussion of MicroGrid Project**

James Stirling was chosen to serve as chair. Tracey Lane Russo was chosen to serve as secretary.

Mr. Horwitz said that it is his understanding that discussions regarding the MicroGrid have been going on for some time, but not everyone was aware of the communications. In 2011, the State experienced bad storms and Woodbridge lost power. With the passing of the first selectman in Woodbridge and the retirement of Superintendent John Brady, we are left without much information about the status of these discussions. People are trying to continue the conversations, but we have limited knowledge of MicroGrids. Mr. Horwitz noted that he has some reservations about the MicroGrid at this point.

In 2012, the State expressed interest in MicroGrids. The pre-application process would be followed by an application process. Weston and Sampson of Rocky Hill helped with the pre-application process at no charge. Facilities Director Jim Saisa was involved in the pre-application process. Mr. Saisa possesses a great deal of technical knowledge about MicroGrids. The town of Woodbridge submitted a full grant application. This involved a \$30,000-\$40,000 expenditure. Mr. Horwitz noted that in June or early summer 2013, the grant was awarded. In Fall 2013, a meeting took place with Weston and Sampson and several other people in Woodbridge.

Ms. Russo questioned the purpose of the fall meeting. Mr. Blake said that there were two meetings prior to a meeting with the Facilities Committee. These meetings basically talked about what a MicroGrid is. Chris Wester met with the Facilities Committee to present the project in more detail. It was noted that the grant is for \$3 million.

Mr. Dumais said that the approximate cost for installing the power units is \$9 million. The grant provides 30 percent of the cost up front. The additional 70 percent would come in afterwards and be built into the contract with the developer.

Mr. Blake and Mr. Horwitz noted that they thought the total cost was \$9 million.

Mr. Horwitz noted that Mr. Levine has been focused on the financial aspects. We haven't been able to get answers on everything. Mr. Horwitz noted that some of the equipment would be located at the High School campus. The Woodbridge first selectman has expressed interest in this technology for energy reliability, greener energy and the cost.

Ms. Russo said that she has put together a timeline of these discussions and Dr. Brady left in June 2013. She was concerned to learn that Mr. Dumais called Dr. Brady and he had no recollection of this. We were told that this was a joint application and this has been moved along without the school chiefs knowing what is happening.

Mr. Horwitz said that as he remembers it, when natural gas was coming into Woodbridge, there were discussions between the town and the District. The discussions may have involved Jim Saisa and the late Woodbridge First Selectman Edward Sheehy.

Ms. Russo asked Mr. Dumais to speak to Mr. Saisa to gain a better understanding of the progression of this project. She would also like to know if the micro turbine can be located somewhere else and we can tie into it.

Tony Giamba said that he has never heard of a micro turbine integrating with a fuel cell and he is very experienced with this technology. He noted that fuel cells shut down frequently. We should try to talk to Branford High School about their experience.

Mr. Dumais said that a tentative time has been arranged for 1:00 p.m. on Tuesday, May 27th in Branford.

Mr. Horwitz said that pilot projects like this are going on throughout Connecticut. He recently read an article about this topic in the both the New Haven Register and the Wall Street Journal.

Mr. Giamba said that he worked at Capstone Micro turbines.

Ms. Russo said that her understanding is that money could be made by selling excess energy back to the grid, but the District can't be involved in that. Locking in a price could be good for us.

Mr. Horwitz said that the next step in this process would be to send out RFPs. It is his understanding, however, that once you enter into the RFP process, you are committed to going forward. He believes that power losses after recent storms are pushing us forward on something that we wouldn't have considered 10 years ago. Despite its innocuous name, a MicroGrid is a power generating station that would live in our parking lot. We're not in the business of being a power station. To try to grasp this concept and all the details of this type of proposal is not our strength. Most of us really don't know much about this topic. One thing is clear, if a company is coming in here for this purpose, they want to make money. It doesn't seem to make sense to do this and lock in while trying to understand a power generating station. We can't go along with this just to please the town of Woodbridge.

Mr. DeMaio said that he is concerned that if we choose not to go forward with this, it will cause a division, which we don't want to see happen.

Mr. Blake said that he shares Mr. DeMaio's concern. Our subcommittee needs to come up with a principled analysis as to what the data shows. We're not energy speculators, but we need to keep an open mind, in case this is a beneficial arrangement for Amity that will move us forward and reduce our carbon footprint. We are not blaming Woodbridge for this predicament, with the change of leadership at Amity, there might have been an oversight. Mr. Nast came on board and had the task of creating a budget. He doesn't believe that we have to act quickly on this.

Mr. Horwitz said that he is skeptical about this plan. From what he has read to this point, he isn't convinced that this energy system is more environmentally sound. For Amity, this system would be an environmental negative.

Ms. Russo said that it isn't clear that this was a joint application.

Mr. Dumais said that it has been said that our students can learn from this operation.

The question was raised about what lessons the students can gain from the MicroGrid.

Mr. Dumais noted that it is his understanding that there will be a weather station.

Ms. Russo said that she doesn't feel that this type of information needs to be learned on campus.

Mr. Stirling said that he would like some clarification as to this Committee's charge. He questioned whether the Committee is supposed to come up with a list of pros and cons and the intangibles, such as physical risk, potential dangers from the plant, etc. He also questioned the timeframe for drawing conclusions from the

information gathering process. It is his understanding that the town received a tentative grant for \$3 million.

Mr. Dumais said that he isn't aware of a specific deadline. The State wants to award this grant money.

Ms. Russo said that it is her understanding that part of the \$3 million is used to prepare the RFP. Once you sign, you are promising you are going to go out to bid. There is a second round of applications due in August of this year. She is concerned about the timeline.

Mr. Stirling said that a definitive process is needed.

Mr. Dumais said that it isn't clear what happens if we spend the money to prepare the RFP and elect not to move forward. There is a question of having to repay the money.

Ms. Russo said that after reading through the information, she believes that once we agree to move forward with the RFP, we will lose control of this process. After 20 years, we can have the equipment taken away.

It was noted that economic answers won't come in until after the RFP.

Mr. Stirling noted that even if this presents a good financial deal, it's hard to justify going so far outside our educational mission.

Mr. Horwitz questioned the infrastructure needed to capture the heat that the plant would produce.

Mr. Dumais said that he doesn't know the answer to Mr. Horwitz' question.

Mr. Stirling said that the chief advantage appears to be the value of a tri-town emergency shelter at the High School and in the Woodbridge center.

Ms. Russo said that the tri-town emergency shelter doesn't seem like the most persuasive argument. During an outage, many people wouldn't be able to get to the High School. It might make sense to have a very efficient generator here.

Mr. DeMaio said that the cost of the generator that we would like to have is approximately \$400,000. This has been in the capital plan for some time. He questioned whether we are closer to technology advancements that would make solar power panels smaller.

Mr. Horwitz said that having emergency power at the High School is very attractive to a lot of people who live nearby. Those living too far away to benefit

would likely have a different perspective. Residents of Woodbridge have experienced a number of power outages.

Mr. DeMaio questioned whether having a MicroGrid here would expedite work to restore power here.

Ms. Russo said that if Woodbridge truly needs this, then we need to consider it.

Mr. Horwitz noted that the High School was able to be open to the public for use of the locker room showers after a storm. Power was restored at the High School within 24 hours, while homes in the area were without power for days.

The Committee members agreed that more information is needed at this time. The Committee would like to meet with Facilities Director Jim Saisa, the Woodbridge town attorney and representatives for Weston and Sampson. Ms. Russo said that she would like to speak with someone at Yale to get an objective opinion as to the direction that power is going.

Mr. Stirling noted that the next regular Board of Education meeting is on June 9th. There is no deadline to approve this before then. We have until then to create a report.

Mr. DeMaio said that the Board will want to see some type of progress on this.

Ms. Russo said that she will begin a draft report and start collecting documents.

A meeting will take place next week. The meeting is tentatively scheduled for 2:00 p.m. on Tuesday, May 27th in Branford. A few people have been invited, including representatives from Weston and Sampson and Attorney Paul Michaud. If any member of the Board would like to come, they are welcome. Ms. Russo said that she would like to speak to someone from Branford High School who has experience with this.

Mr. Dumais noted that Attorney Michaud can answer questions about the power purchase agreement. Mr. Dumais said that we might be able to get written answers to our questions.

Mr. Horwitz noted that he would like to know why this would be good for Amity. A meeting was tentatively scheduled for Thursday, May 22nd at 5:30 p.m. A meeting was tentatively scheduled for Wednesday, June 4th.

3. Adjourn

The meeting adjourned at 7:00 p.m.

Respectfully submitted,
Marianne Lippard, recording clerk

MINUTES

COMMITTEE MEMBERS PRESENT: James Horwitz, Tracey Lane Russo, James Stirling

Also Present: Chris Browe, Charles Dumais, Marianne Lippard, Paul Michaud (attorney), Jim Saisa, Michael Skroski (engineer, Weston and Sampson)

A meeting of the MicroGrid Committee of the Amity Regional Board of Education was held on Thursday, May 22, 2014 at 5:30 p.m. in the Superintendent's Conference Room at the District Offices.

1. **Call to Order:** James Stirling called the meeting to order at 5:37 p.m.
2. **Discussion with Legal and/or Engineer Regarding MicroGrid**
It was noted that this meeting will address the proposed MicroGrid. The next regular meeting of the Amity Board of Education will take place on Monday, June 9, 2014. One member from each town has been asked to participate in this Committee in order to investigate this proposal and report back to the Board.

This meeting was set up specifically to provide details about where the MicroGrid will be located, how much money it would cost, and the timeframe for making a decision on whether to proceed.

Discussion:

Facilities Director Jim Saisa said that the proposed MicroGrid would be located in the old ice storage area near the auto shop.

Mr. Dumais noted that some concerns have been raised about emissions from the campus as well as the sound of the machinery. A similar MicroGrid is in Branford and plans are in place to visit the site on Tuesday, May 27th to observe the operation.

It was noted that tonight's meeting will address the MicroGrid from an engineering perspective as well as from a legal perspective to determine the District's financial liability if we were to decide not to proceed. We would also like to determine the relationship between the District and the town of Woodbridge in making a determination as to whether to proceed.

Ms. Russo said that she would like to have a better understanding of this project from a legal perspective. She would like to know more about the agreement. She questioned why we are considering fuel cells and why the District should get involved with the MicroGrid to begin with.

Mr. Dumais questioned how to shift the risk to the developer. There could be new, better and cheaper technology coming out in the next five years.

Mr. Skroski said that he can only address technical questions. With the proposed MicroGrid, the emissions around the school will be more than what is there now. This system will generate electricity, when recovering heat it is about 80 percent efficient. The emissions are from natural gas. There would be no stack. You can't see that it is operating unless the rain flapper is up. This is the cleanest burning fuel that is available today other than hydrogen, which isn't available. This will generate all the electricity needed at the High School. The proposal calls for an engine at the High School and a fuel cell in the town.

Ms. Russo asked for an explanation of Capstone.

Mr. Skroski said that Capstone makes micro turbines. This is like a smaller version of a Pratt and Whitney jet engine. A fuel cell is an electrochemical reaction. The technology of power generation isn't changing that quickly.

Ms. Russo said that it is her understanding that fuel cells are no longer used.

Mr. Skroski said that at the time this was proposed, we they were in a competition to win \$15 million. It was important to propose something that people would embrace. The fuel cell does not represent a technology problem, but a financial problem. He believes the fuel cell is off the table with this proposal. The fuel cell has a high cost per unit of energy.

Mr. Michaud said that if this project moves forward, it would involve a competitive RFP. We can determine what kind of technology wins out through the RFP process.

Ms. Russo said that she isn't sure what this Committee should be looking at. If we are open to all technology, that makes the committee's job even more difficult. It isn't clear what we should be evaluating.

Mr. Dumais said that the RFP process would answer some questions for us.

Ms. Russo said that one the main questions the Committee is trying to answer is whether or not we would want this on our property. We have a large number of questions, but not knowing what type of technology will be used will make it difficult to get answers.

Mr. Skroski said that the technology that would have the least impact would be a fuel cell. The challenge is the economics of it, a fuel cell is expensive to operate and buy.

Mr. Horwitz questioned the possibility of solar power.

Mr. Skroski said that the intent of this effort is to have power that is reliable during an outage and solar wouldn't offer this.

Mr. Michaud said that the town of Woodbridge is in favor of solar if it can fit into the mix. The RFP would answer these types of questions.

Mr. Horwitz said that as he understands it, 70 percent of the power usage is at the High School. One would think that we would be the driving force behind this. One of the challenges that we face is that we would be signing off on the 30 percent user on what works and doesn't work, yet we are a separate political body from the town of Woodbridge.

Ms. Russo said that she would like a legal agreement between Amity and the town of Woodbridge. We have no authority in the current agreement.

Mr. Michaud noted that the agreement we have now is a grant agreement.

Ms. Russo said that Amity has no control and veto power and the RFP hasn't been designed yet.

Mr. Michaud said that an amendment to the agreement can be proposed. He believes this can be solved fairly easily. A memorandum between the two parties can be drafted to establish a partnership. The risk is on his firm, which won't be paid if the system isn't built.

Ms. Russo questioned who Mr. Michaud's client is.

He explained that the town of Woodbridge is his client.

Ms. Russo questioned how it would work if the District wants independent counsel. She questioned how Mr. Michaud's firm would be paid.

Mr. Skroski said that the DEEP has conceded that there are development costs that need to be paid.

Mr. Horwitz said that there are two different legal relationships.

Mr. Michaud noted that his firm isn't getting paid out of this RFP.

Mr. Michaud said that the firm is paid by the developer if the project goes through.

Mr. Skroski noted that there are line items in the grant for legal fees.

Mr. Horwitz noted that Mr. Michaud has an inherent conflict, as he isn't really the lawyer for the town and has an interest in the outcome.

Mr. Michaud said that this is ethical.

Ms. Russo said that this makes the conversation less objective than she anticipated it would be.

Mr. Stirling questioned who would make the selection.

Mr. Michaud said that a committee is set up and a technical consultant would be involved. There is a subcommittee of whatever government entity is doing the reviewing.

Mr. Horwitz said that taking out the town of Woodbridge altogether, this Committee needs to know why this is good for Amity.

Mr. Skroski said that if a developer can't install this cost effectively, it will be an uphill battle. Reliability is particularly important.

Mr. Horwitz questioned how many school days have been lost because the school was without power.

Ms. Russo said that during a seven year period, six days were lost.

Mr. Skroski said that this is a high priority area for power restoration.

Mr. Stirling questioned whether the area would lose its high priority status.

Mr. Skroski said he doesn't know if this area would lose its priority designation.

Ms. Russo questioned how the system would be fixed if it were down.

Mr. Skroski said that the fuel cell would have maintenance. There should be service and maintenance contracts.

Ms. Russo questioned how many companies producing fuel cells have gone out of business in the last 10 years.

Mr. Michaud said fewer companies maintain fuel cells.

Mr. Stirling said that he is concerned about the financial risk of not going forward after issuing an RFP. There could be costs involved even if we don't go forward.

Mr. Browe questioned what happens if neighbors don't want this.

Mr. Skroski noted that there is a generator at the school now.

Mr. Browe questioned why this system is more efficient and whether it has to do with transmission loss or heat capture.

Mr. Skroski said it is because of transmission loss, heat capture and for other reasons. This is considered a Class 3 renewable because it's so efficient. You need heat recovery to make it worthwhile.

Mr. Browe questioned whether neighbors and zoning boards have problems with these types of projects.

Mr. Skroski said that hearings are held and feedback is gathered.

Mr. Michaud said that he is not aware of the need for reimbursement once a project is approved.

Ms. Russo questioned what types of reasons are acceptable to use for not moving forward after the RFP process.

Mr. Skroski said that these are excellent points. The town met with DEEP and raised similar concerns.

Ms. Russo said that this is a very uncomfortable road to go down if a valid reason is in question. It is her understanding if there isn't a valid reason not to proceed, there is no way to get out of the deal. It was noted that this point must be further explored.

Mr. Michaud said he doesn't believe costs would be incurred until an RFP is approved.

Mr. Skroski said that he would not oppose this type of project if he were an abutting property owner.

Mr. Stirling said that if Amity uses 70 percent of the power, if the District built this and decided to forgo the grid, he would like to know how much money could be saved.

Mr. Skroski said that this is a good project. If it is determined that this isn't good for the town, the school might be approached about this type of project. If the school is designated as a shelter, this would be a community resource and the more energy that could be sold, the cheaper the price.

Ms. Russo questioned what the profit would be. Mr. Skroski said that he could share the spreadsheet with the subcommittee. It isn't a windfall, but it's a good investment.

Mr. Stirling questioned that if this is good to do financially, why it isn't approached differently.

Mr. Skroski said that it is not as lucrative for tax credits.

Ms. Russo questioned the generation and whether it would be at maximum capacity. She noted that this is a 20-year investment.

Mr. Skroski said that air conditioning isn't a critical load. He described how the energy system works.

Ms. Russo questioned whether the existing equipment would need to be retrofitted to use this power source.

Mr. Skroski said that, in fact, this is a higher quality of power.

Mr. Horwitz questioned whether the cost to run the system would be equal to or less than what we're paying.

Mr. Skroski said that would be the goal.

Mr. Horwitz questioned why there isn't more certainty. We don't want to be stuck with anything if in 10 years there is new and better technology available. Twenty years ago, nobody was talking about natural gas.

Mr. Skroski said that he doesn't see any surprises with this project. The location is ideal for this type of application. It's hard to predict the future of technology.

Ms. Russo questioned the District's responsibility for this technology.

Mr. Michaud noted that a PPA is helpful.

Mr. Horwitz said that if there is a problem, we revert to the grid. He questioned how to assess the reliability of this compared to the system that we have had.

Mr. Stirling said that concerns about air quality have been expressed. Having information about air quality would be helpful for comparison purposes.

Mr. Horwitz said that we have heard about how the MicroGrid will be quiet, non-polluting, lower cost, safe, reliable, satisfy all electrical needs, etc. It seems like there must be more to the story or these would be springing up all over the place.

Mr. Skroski said that MicroGrids are being used more and more.

Ms. Russo said that a 20 year commitment to this energy source seems like a big leap of faith. This is a stretch for a district that routinely shaves money from the budget with efficiencies.

Mr. Skroski said that Hartford has CHP systems. Most universities have them. Public safety in Hartford had issues with their fuel cells, but they are working through the issues there. DEEP has a list of all CHP projects in the State.

Mr. Stirling questioned what size would be needed for our heating needs.

Mr. Skroski said that he would need to get that number.

Ms. Russo questioned whether the system with Woodbridge would qualify for net metering.

Mr. Skroski noted that this would be CHP. It is pretty sophisticated.

Mr. Michaud questioned when a decision might be made as to whether to join Woodbridge. The town may go forward with a smaller microgrid without the school.

Mr. Stirling noted that the next Board of Education meeting is on Monday, June 9th. A decision isn't likely before then.

Mr. Skroski noted that DEEP has a goal to install the MicroGrid by March of next year.

Mr. Horwitz said that it is too early for a decision on a joint operating agreement.

Ms. Russo said that she would like a legal opinion letter advising us as to our rights and responsibilities under the current contract.

Mr. Stirling said that there are valid reasons for saying no at this point.

Mr. Michaud said that Woodbridge can go forward and submit jointly or alone.

Mr. Dumais questioned whether the town would qualify if the infrastructure doesn't include the school.

Ms. Russo said that a decision needs to be made by the full Board.

Mr. Skroski said that the project needs to be built by May 31, 2015. DEEP likes this project. This is a small town and it is ideal for this type of project.

Mr. Skroski said that the questions raised include issues that he hadn't thought about. Technically there's not much risk involved in this project. Neighbors

should not have a problem with this, but you never know who you have for a neighbor. He doesn't recommend anything in his professional life that I wouldn't tolerate in his personal life and sees no issues with the MicroGrid.

Mr. Horwitz questioned the usefulness of a trip to Branford to see the MicroGrid there.

Mr. Skroski said that the trip should provide the subcommittee with some valuable information. Mr. Saisa agreed that the group would probably find a visit to Branford to see a MicroGrid to be very interesting.

Mr. Horwitz questioned whether electromagnetic fields are associated with this and whether we know what would be coming from this project.

Mr. Skroski said that at times electromagnetic fields can be found in homes at greater levels than from power lines. He said that he doesn't have data on electromagnetic fields related to this project.

Mr. Horwitz said that the field is probably not zero. We aren't sure of the health effects of electromagnetic fields. Just because we don't know what the health effects are, that doesn't mean that there aren't any.

Mr. Skroski said that he wouldn't want to live under a transmission line, but would have no problem with riding a bike under one. He will get the EMF information if it is available.

Mr. Horwitz said that he wants to make sure that he asks every question possible to protect the kids. He questions whether to move ahead with a project like this if cost and reliability are the same.

Ms. Russo said that during the last power outage, there were people using the High Plains Community Center for 11 days. If this facility is used for emergency power during an outage, we won't know who is here using the school.

Mr. Skroski said that UI should have the historical data that we are looking for concerning power outages in the area.

Mr. Skroski said that Chris Wester understands this well and is more accessible for future meetings.

3. Adjourn

The meeting adjourned at 7:55 p.m.

Respectfully submitted,
Marianne Lippard, recording clerk