

AMITY REGIONAL SCHOOL DISTRICT NO. 5

Bethany Orange Woodbridge

25 Newton Road, Woodbridge Connecticut 06525

(203) 397-4811

Dr. John J. Brady

Superintendent of Schools

PLEASE POST

PLEASE POST

AMITY REGIONAL BOARD OF EDUCATION

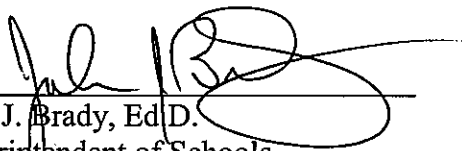
November 12, 2012

A regular meeting of the Amity Regional Board of Education will be held on Monday, November 12, 2012, at 6:30 p.m., in the Library Media Center at Amity Regional High School.

Agenda

1. Call to Order
2. Pledge of Allegiance
3. Recognition of CAPSS Award Recipients
4. Recognition of American Legion Boys State Leadership Participants
5. Demonstration of the NAO Robot
6. Approval of Minutes
 - a. Regular BOE Meeting, October 15, 2011 (Enclosure)
7. Student Report
8. Presentation on Programs and Services to Prevent/Respond to Use of Illicit Substances
9. Discussion and Possible Action on 2013 Board of Education Meeting Calendar (Enclosure)
10. Public Comment
11. Announcements from the Board and Administration
12. Correspondence
13. Superintendent's Report
 - a. Personnel Report (Enclosure)
 - b. 2012-2013 Amity District Calendar - Winner of CAFE Award of Excellence for Educational Communications
 - c. 2012 Amity Region #5 Facilities Report – Honorable Mention, CAFE Award of Excellence for Educational Communications
 - d. Due to Emergency Closings, at This Point, There Will Be No April Vacation!

- 14. Chairman's Report
 - a. Committee Reports
 - 1. ACES
 - 2. CAGE
 - 3. Curriculum
 - 4. Facilities
 - 5. Finance
 - a. Discussion and Possible Action on Natural Gas Procurement
 - b. Discussion of Monthly Financial Statements
 - c. Director of Finance and Administration Approved Transfers Under \$3,000
 - d. Update on Financial Operations
 - 1. Information on Fitch Ratings Reaffirming 'AA+' Rating
 - 2. Information on Third Quarter 2012 Executive Summary Review of Amity Pension Fund, Sick and Severance Account, and OPEB Trust
 - 3. Status Report on Financial Audit
 - 6. Policy
 - 7. Personnel
- 15. Items for the Next Agenda
- 16. Adjournment



John J. Brady, Ed.D.
Superintendent of Schools

JJB/kfw
pc: Town Clerks: Bethany
Orange
Woodbridge

PLEASE POST

PLEASE POST

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

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

AMITY BOARD MEMBER ABSENT: Steven DeMaio

Staff Members Present: John Brady, Charles Britton, Kathleen Fuller Cutler, Richard Dellinger, Yvonne Klansko, Jack Levine, Marianne Lippard, Marie McPadden, Mary Raiola, Jim Saisa

Also Present: Members of the Public

A meeting of the Amity Regional Board of Education was held on Monday, October 15, 2012, at 6:30 p.m. in the Media Center at Amity Middle School in Bethany.

1. **Call to Order:** William Blake called the meeting to order at 6:38 p.m.
2. **Pledge of Allegiance** was recited by those present.
3. **Approval of Minutes**
 - a. Regular BOE Meeting, September 10, 2012
Motion to approve the minutes as presented (Mr. Hurley, 2d Ms. Gedansky).
Vote in favor: Julie Altman, Christopher Browe, Patricia Cardozo, Sue Cohen, Diane Crocco, Rita Gedansky, James Horwitz, Thomas Hurley, Tracey Lane Russo, James Stirling
Vote opposed: none.
Abstain: John A. Grasso, Jr. **Motion passed.**
4. **Recognition of National Merit Scholar Program Semi-Finalists and Commended Students**

Dr. Brady and the Board recognized students for participating in the National Merit Scholarship Program 2011. Semi-Finalists were Alan Peng, Skylar Spear and Douglas Wong. The Commended Students included Seo Choi, Eliza Dillaway, Caitlin Foster, Katherine Glusac, Daniel Grober, Jasper Han, Alexandra Hill, Kenneth Jackson, Tanay Lathia, Margot Leibowitz, Benjamin Levine, Zhangao Liu, Aaron O'Neill, Emma Platoff, Noah Safian, Ang Shi, Madeline Tremblay, Helen Zhao and Shiyu Zhuang.
5. **Report on Adult and Continuing Education**

Curriculum Director Marie McPadden reported that during the past two years, the District saw an increase in net income, despite a slight decrease in student

enrollment. It is believed that the program has been impacted by the economy. For example, Zumba started with robust enrollment, yet the numbers dropped significantly and she is looking into why that occurred.

She noted that the District is working hard to offer interesting courses. In Spring 2011, a couple of courses could not run due to a lack of enrollments, spring enrollments were down by 50 percent in some courses.

Ms. McPadden noted that one goal is to implement on-line registration. The number of courses offered has expanded. On-line courses are being offered. Credit recovery courses are also excellent for homebound students. A 3D graphics program, which is a 36-hour certificate class, is being offered this fall. Strategic partnerships have been formed.

For next summer, she would like to see a Lego camp offered. She is also interested in expanding the Amity on Stage program. Finally, the summer bus transportation has not been completely utilized.

Ms. Cohen questioned enrollment and asked where the income goes, whether into the general fund or into the program. She asked whether prices could be reduced.

Dr. Brady said that the money goes into a separate account called Adult Ed.

Ms. McPadden said that the course offerings will be looked at, along with the prices.

Yvonne Klansko said that Amity's pricing is competitive. In order to get good instructors, we have to have the money to pay them. Instructors aren't paid for preparation, gasoline, etc.

Ms. McPadden said that it is difficult to be competitive in certain areas. At The Edge, for example, unlimited classes are offered and Zumba would be much cheaper than what Amity can offer. The New Haven Manufacturers Association is writing a grant and would like Amity to partner with them.

Ms. Altman questioned the transportation situation.

Ms. Klansko said that parents have been calling because they would like transportation so that they can get their kids to summer school on time, however, parents want a full-day program. Busing is pretty expensive. Parents have said that they have to come home to open the door, etc. Programs that can go all day, such as the Lego program, are preferable. Ms. McPadden said that the Lego program is promising because of what it teaches and it will probably run all day.

6. Public Comment

Andrew Shee and Calliope Wong, students at the High School, asked the Board to keep the dark room. Calliope said that the dark room teaches discipline and leads to a thorough understanding of the techniques used for developing film. It is a very different experience than using a computer.

Andrew said that Amity is one of the last schools in the state to have a dark room. Amity should be a leader, not follow after what others are doing. Amity has been winning awards in photography.

The students' noted that the cost of change is no guarantee of greater benefits. They started a petition and 375 people agree.

7. Student Report

Zach Babbitz, a student at Amity Middle School in Bethany, reported about the latest happenings at the school. He reported that mid-marking period was on October 2nd. The eighth grade fitness test is scheduled to take place this week. At the end of the week, the seventh graders are traveling to Sleeping Giant for a field trip. Team building activities are planned for the Gold Team at Empower in Middletown on October 23rd. Picture retakes are scheduled to take place on October 25th. A Career Day is scheduled for November 2nd. The sports teams are doing well so far.

8. Announcements of the Board and Administration

Reports were given by Dr. Britton, Ms. Fuller Cutler and Dr. Dellinger.

High School - Dr. Britton said that there will be a whole school election on Election Day. For Veterans' Day, a number of veterans will visit the High School. Students can participate during study halls or during their social studies classes. There will be a moment of silence to remember veterans. Dr. Britton said that he looks forward to hosting the group and showing appreciation to the veterans.

Dr. Britton noted that there would be a senior assembly this week about the dangers of texting and driving. Seniors can do simulator activities. The freshmen, sophomores and juniors will have other activities.

Orange Middle School – Ms. Fuller Cutler said that the school will also have a focus on veterans. An Iraqi war veteran will meet with seventh graders. He plans to spend the day with small groups of students. He brings his uniform and shows students the items that he carried with him. For the eighth graders, there will be a presentation to each team. The veterans bring artifacts and a video. The day will help students grasp the meaning of Veterans' Day.

Bethany Middle School – Dr. Dellinger said that he is planning to bring in a new speaker to address the eighth grade in recognition of Veterans' Day. There are

plans in place for each team. A speaker who has visited in the past will be making another trip to the school this year.

9. Correspondence

a. Letter Regarding Results of Fire Marshall Inspection

A letter from the Woodbridge Fire Marshal was contained in the Board packet. An inspection at the High School took place on August 28, 2012. No major violations were found. Minor violations found were a misuse of an extension cord in an office, storage in an exit backstage in the auditorium, and lockset installed in an incorrect direction in the band room. The issues were all addressed and corrections were made. There was no discussion by the Board on this topic.

Dr. Brady noted that an anonymous letter was received about the use of computer applications with the iPad pilot. He noted that there is a need for parents to monitor the use of electronic devices to make sure students are doing what they're supposed to do. The parent was referring to a situation where students didn't have the applications to complete their assignments. Two teachers were mentioned in the letter. The applications mentioned were available on the Internet. The other teacher mentioned four applications, none of which students were required to have. None of the applications mentioned were required to complete homework assignments. The parent described these as special applications. If a class requires the use of the tool, it will be provided to students.

Ms. Russo said that the parent's questions are similar to questions raised by the Board. If a child does not have access to technology that could help them, then she would like to look into ways to see that they can obtain what they need. Having technology at home can really help. Students without access can be shortchanged. We need to be sensitive looking ahead. She acknowledged that at this point she doesn't know how you do that or afford it.

Dr. Brady and Ms. Raiola said that the District has been able to get this technology for the students who can benefit. It's a challenge to provide all students with the same advantages.

Mr. Stirling questioned whether the District is presuming that each student has access to a computer. Sometimes essays need to be submitted in the evening.

Dr. Brady said yes, but not necessarily in the home. There are media centers. Computers can be accessed after school. The percentage of students without these devices at home is unknown.

10. Superintendent's Report

a. Dr. Dellinger – Conference in Portland, Oregon

Dr. Brady noted that Dr. Dellinger will be traveling to a conference in Portland and expects to gather information that will help the District.

- b. Personnel Report – There was no discussion.
- c. Update on Long-Range Planning Study – Dr. Brady said that RFPs are being received for the study. There seems to be interest from the towns, particularly Bethany, in being involved in the study. Dr. Brady would like to consider expanding the study and will see if there is a consensus.

11. Chairman's Report

a. Committee Reports

1. ACES – Ms. Cohen reported that Dr. Edmondson, the Executive Director of ACES, has offered to speak to the Board about ACES. This presentation should take about 20 minutes. The Board agreed that a presentation would be welcome at the regular meeting in November.
2. CABE – Mr. Stirling reported that the convention is on Friday and Saturday. The event offers a great networking opportunity and a chance to learn about best practices, setting the budget, etc. Mr. Stirling encouraged all members of the Board to attend.
3. Curriculum – Ms. Altman said that a lengthy meeting took place on October 4th.
 - a. Information on Atlas Curriculum Mapping Project
A detailed presentation was provided on Atlas at the Curriculum Committee meeting earlier this month. Ms. McPadden said that she is excited about the use of Atlas. There is a wealth of information on Atlas and reports can be generated. There are areas for integration and she will continue to update the Board on this topic.
 - b. Discussion and Possible Action on New Course Proposals
 1. Honors Ceramics and Pottery
 2. Advanced Ceramics and Pottery
 3. Reading Self and Society
 4. Marine Biology and Oceanography
 5. Physics for Engineering

Motion to approve Honors Ceramics and Pottery, Advanced Ceramics and Pottery, Reading Self and Society, Marine Biology and Oceanography, and Physics for Engineering (Mr. Browe, 2d Mr. Horwitz).

Discussion:

Referring to the reading course, Ms. Cardozo questioned whether something could begin sooner.

Dr. Britton said that there are supports in place to help students at an earlier age.

Ms. Cohen questioned whether Honors Physics is still available.

Ms. Altman said responded that it is. Physics for Engineering is the first STEM course being offered.

Mr. Hurley questioned what the staffing implications would be.

Ms. Altman said that there are none.

Vote in favor unanimous.

Motion passed.

6. Information on Elimination of Landscaping and Set Design in Favor of Advanced Woodworking

Dr. Brady noted that the Advanced Woodworking course would have students learning to design and build sets and also learning the techniques of high level wood sculpture. The experience would be vocational.

The Board questioned the idea of replacing landscaping. There are a number of landscaping businesses in the area.

Dr. Brady said that landscaping is a one semester course and doesn't seem to offer sufficient experience. Financial considerations are part of the problem.

Ms. Altman said that limited resources did not make for a quality experience.

Ms. Russo said that the woodworking class should include carpentry.

Ms. Cardozo said that set design would seem to be a very small market. There is a lot of landscaping work.

7. Information on Digital Photography

There is a proposal to create a digital photography lab/digital music lab. Dr. Brady noted that this is very preliminary. There are students who enjoy the film photography experience. Kodak doesn't make film anymore. The curriculum wouldn't change. There would be costs involved in recreating the space. Dr. Brady noted that this would be presented to the Board through the budget process.

Mr. Blake said that it is important for people to be heard on this topic.

8. Information on Creativity Study

Dr. Brady said that the District should be promoting creativity. A Yale child study looks at the topic of creativity. The director of the study is from France. He is interested in looking at differences in creativity. In France, there is more opportunity for creativity and this minimizes destructive activity. Students will complete some on-line surveys and participation in the study is optional. The study will give a baseline for how creative Amity students are. The District would like to use this as a baseline for developing lessons and also for developing creativity.

9. Information on AMSB Blue Team Reorganization

Dr. Brady noted that the Blue Team teachers requested that the students be regrouped to provide a better quality experience to students. The State does not want classes with more than 50 percent special education students. Reorganization will create smaller class sizes and mix the students. This will maximize support. Dr. Brady received two e-mails from parents who had concerns about the restructuring. There has been positive feedback on the change. A meeting was held and ten parents came to learn more. Dr. Brady noted that the teachers know how to pace instruction.

Ms. Gedansky said that this appears to go back to when there were no levels.

Dr. Brady said that everyone benefits when class sizes are reduced, because the level of support improves. Class work is organized to suit students of different abilities. The same material is presented.

Ms. Cutler said that with a larger number of students with special needs, her school has to do a lot of split schedules. They struggle with the scheduling aspect.

Ms. Altman said that she is thankful to the Blue Team for putting this idea forward and to the parents who are cooperating in helping the District to advance education.

10. Information on PLAN Test Administration

Dr. Britton said that this test is becoming more popular. It is important to see that students are ready for this test. The two-and-a-half hour test will be administered this week. The cost of the test is \$12 per student, and it will be funded through the student activity accounts. It would be part of the budget request for next year if it goes well.

4. Facilities

Mr. Blake said that the District facilities look great.

5. Finance

a. Discussion and Possible Action on Revised 2013-2014 Budget Calendar

Dr. Brady noted that meetings have been added in April.

Motion to approve the Revised 2013-2014 Budget Calendar (Ms. Cohen, 2d Mr. Stirling).

Vote in favor unanimous.

Motion passed.

b. Information on October 1, 2012 Enrollment Report

It was noted that the share for Orange is 50.1 percent; Woodbridge is seeing a four percent increase. The enrollment for Bethany is down .8 percent.

c. Discussion of Monthly Financial Statements

There were no questions.

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

There were no questions.

e. Discussion and Possible Action on Budget Transfers

In a memo to Dr. Brady dated October 2, 2012, Mr. Levine recommends the Amity Board of Education approve two budget transfers of over \$3,000. One budget transfer is needed to pay for a second intern rather than a bench sub.

Motion to take the following budget transfer of \$13,926 to pay for a second intern at Bethany Middle School (Ms. Cohen, 2d Ms. Crocco):

<u>Account Number</u>	<u>Account Name</u>	<u>From</u>	<u>To</u>
05-15-1026-5111	Certified Salaries	\$13,926	
01-13-2400-5330	Other Professional/Tech.		\$13,926

Discussion:

Ms. Cardozo said that she thought that interns were always volunteers. Dr. Brady said that this pays for the intern's coursework. The District must give the intern a 10-week teaching experience.

Vote in favor unanimous.

Motion passed.

Move to make the following budget transfer of \$27,000 to pay for substitutes/tutors rather than interns at Amity High School (Ms. Cohen, 2d Ms. Altman):

<u>Account Number</u>	<u>Account Name</u>	<u>From</u>	<u>To</u>
03-13-2400-5330	Other Professional/Tech	\$27,000	
05-15-1026-5111	Certified Salaries		\$27,000

Vote in favor unanimous.

Motion passed.

f. Update on Financial Operations

1. Update on Proposed Extend and Blend Electricity Supply Contract
At the September 10, 2012 meetings of the Amity Finance Committee and the Amity Board of Education, the administration had sought and obtained authorization to “extend and blend” the District’s electricity supply contract at a price of about \$0.0831 per kilowatt hour with an extension of the contract to December 31, 2016. Dr. Brady was authorized to decide if the market price was in the best interest of the District.

The market price was \$0.0840 per kilowatt hour, or \$33,000 less savings than had been presented to the Amity Finance Committee and Amity Board of Education. Dr. Brady decided the market price was unacceptable, therefore, the District did not “extend and blend” the electricity supply contract.

Dr. Brady directed Facilities Director Jim Saisa to explore other alternatives. Mr. Saisa met with Mike Stein of United Illuminating and found that the District qualifies for the Last Resort Service Generation Services Charge for Amity High School. The High School is the only school that qualifies for the lower rate, because the minimum demand is 500 kilowatt hours. It uses about 67 percent of the District’s total electricity usage. At the end of the current contract on December 31, 2014, the District could benefit by switching to the lower rate offered by UI. For example, the rate was recently about \$0.059 per kilowatt hour. The rate does change quarterly; however, several years of data demonstrate the rate has never exceeded the standard rate. Dr. Brady would like to hold off on “extend and blend” and possibly implement the Last Resort Service Generation Services Charge at the end of the current contract or the District may decide to bid the supply contract.

It was noted that the audit of the District is going well and Amity is getting a more extensive audit done for no additional cost.

Mr. Hurley questioned whether anything had been heard from the State regarding an overpayment. Dr. Brady and Mr. Levine said that there was no new information to report.

6. Policy – There was no discussion.
7. Personnel – There was no discussion.

12. Items for the Next Agenda

It was noted that the Board self-assessment retreat will take place later this month.

13. Tour of the Building

Any Board member interested in seeing the Bethany Middle School was invited to take a tour after the meeting.

14. Adjournment

*Motion to adjourn the meeting at 8:51 p.m. (Mr. Hurley, 2d Mr. Browe).
Motion passed; meeting adjourned.*

Respectfully submitted,

Marianne Lippard, recording clerk
Rita Gedansky, secretary

References/Attachments

- Minutes: Board of Education Regular Meeting, September 10, 2012
Amity Finance Committee, September 10, 2012
- Reports: Amity Regional School District No. 5 – Budget Transfers 2012-2013
Personnel Report, October 15, 2012
Enrollment Report, 10/4/12
Amity Regional School District No. 5 – Revenues and Expenditures for
FY 2012-2013
- Memos: Jack B. Levine to John J. Brady (10/2/12) re: Budget Transfers of \$3,000
or More
Jack B. Levine to John J. Brady (9/19/12) re: Proposed Revised 2013-
2014 Budget Calendar
John J. Brady to Members of the Amity Finance Committee and Amity
Board of Education (10/11/12) re: Update on Proposal to ‘Extend and
Blend’ Electricity Supply Contract
- Letters: Michael Cavanagh to John Brady (9/28/12) re: Inspection
- Misc.: Proposal for New Course / Unit or Course Modification

AMITY REGIONAL SCHOOL DISTRICT NO. 5

**Bethany Orange Woodbridge
25 Newton Road, Woodbridge, Connecticut 06525**



*Dr. John Brady
Superintendent of Schools*

*john.brady@reg5.k12.ct.us
phone: (203) 397-4811
fax: (203) 397-4864*

**REGULAR BOARD OF EDUCATION MEETINGS
2013**

Regular meetings of the Amity Regional School District #5 Board of Education are held the second Monday of every month, unless otherwise noted. All meetings will be held in the designated room at Amity High School, located at 25 Newton Road, Woodbridge, CT 06525. Meetings will begin at 6:30 p.m.

Monday	-	January	14, 2013
Monday	-	February	11, 2013
Monday	-	March	11, 2013
Monday	-	April	8, 2013
Monday	-	May	13, 2013
Monday	-	June	10, 2013
Monday	-	August	12, 2013
Monday	-	September	9, 2013
Monday	-	October	21, 2013 (exception)
Monday	-	November	11, 2013
Monday	-	December	9, 2013
Monday	-	January	13, 2014

Respectfully submitted,

John J. Brady, Ed.D.
Superintendent of Schools

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



John J. Brady, Ed.D.
Superintendent of Schools

john.brady@reg5.k12.ct.us
phone: (203) 392-2106
Fax: (203) 397-4864

November 12, 2012

To: Members of the Board of Education
From: John J. Brady, Superintendent of Schools
Re: Personnel Report

New Hire(s):

Amity Reg. District Offices – Woodbridge – None

Amity Reg. High School – Woodbridge – None

Amity Reg. Middle Schools – Orange – None

Amity Reg. Middle School – Bethany – None

Coaches:

Amity Reg. High School – Woodbridge – None

Amity Reg. Middle Schools – Bethany / Orange – None

Resignation(s):

Kevin Benzing – Freshmen Boys' Lacrosse Coach – Amity Reg. High School
Andrew Rose – Asst. Varsity Boys' Lacrosse Coach – Amity Reg. High School
Jeff Syrop – Asst. Varsity Boys' Swimming – Amity Reg. High School
Ryan Kononchik – Asst. Varsity Ski Racing – Amity Reg. High School

Retirement(s): None

JJB/pfc

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: Dr. John J. Brady, Superintendent of Schools
From: Jack B. Levine, Director of Finance and Administration
Re: Natural Gas Procurement
Date: November 5, 2012

A Request for Qualifications for a Natural Gas Procurement Consultant was sent out. Four firms submitted written proposals. We selected Titan Energy, because it had the best value for our needs. Their fee structure was the lowest of the four bidders and Amity Region 5 and the Town of Woodbridge have had a good working relationship with Titan Energy for several years. Furthermore, Titan Energy has been in business for a longer time than the three other firms.

Titan Energy will formulate bid documents, bid the procurement of natural gas, tabulate the results, and make recommendations to us.

I would like to seek Board approval for you to have the authority to decide whether or not the terms of the proposed contract are acceptable.

PROPOSED MOTIONS:

Amity Finance Committee: *Move to recommend that the Board authorize Titan Energy to seek out and recommend the most favorable contract for a natural gas supplier. Further, the Superintendent of Schools be authorized to enter into a one year or multi-year contract, not to exceed three years, with a natural gas supplier provided the Superintendent of School deems the terms of the contract to be in the best interest of the District.*

Amity Board of Education: *Move that Titan Energy be authorized to seek out and recommend the most favorable contract for a natural gas supplier. Further, the Superintendent of Schools be authorized to enter into a one year or multi-year contract, not to exceed three years, with a natural gas supplier provided the Superintendent of School deems the terms of the contract to be in the best interest of the District.*

**AMITY REGIONAL SCHOOL DISTRICT NO. 5
REVENUES AND EXPENDITURES
FOR FY 2012-2013**

LINE	CATEGORY	COLUMN 1 2011-2012 UNAUDITED	COLUMN 2 2012-2013 BUDGET	COLUMN 3 SEP '12 FORECAST	COLUMN 4 CHANGE INCR./(DECR.)	COLUMN 5 OCT '12 FORECAST	COLUMN 6 VARIANCE OVER/(UNDER)	COL 7 FAV UNF
1	MEMBER TOWN ALLOCATIONS	41,199,830	41,664,551	41,664,551	0	41,664,551	0	FAV
2	OTHER REVENUE	202,397	209,505	219,651	(1,619)	218,032	8,527	FAV
3	OTHER STATE GRANTS	610,679	1,043,577	878,800	0	878,800	(164,777)	UNF
4	MISCELLANEOUS INCOME	1,031,626	409,182	409,104	863	409,967	785	FAV
5	BUILDING RENOVATION GRANTS	478,131	286,347	286,347	0	286,347	0	FAV
6	TOTAL REVENUES	43,522,663	43,613,162	43,458,453	(756)	43,457,697	(155,465)	UNF
7	SALARIES	22,711,361	22,926,055	23,060,780	24,843	23,085,623	159,568	UNF
8	BENEFITS	5,498,457	5,035,918	5,053,334	644	5,053,978	18,060	UNF
9	PURCHASED SERVICES	5,491,355	6,923,720	6,575,672	14,232	6,589,904	(333,816)	FAV
10	DEBT SERVICE	5,562,444	5,364,858	5,342,896	0	5,342,896	(21,962)	FAV
11	SUPPLIES (INCLUDING UTILITIES)	3,000,262	3,040,193	2,980,051	7,816	2,987,867	(52,326)	FAV
12	EQUIPMENT	320,059	56,887	56,887	0	56,887	0	FAV
13	IMPROVEMENTS / CONTINGENCY	51,849	150,000	150,000	0	150,000	0	FAV
14	DUES AND FEES	106,192	115,531	119,789	0	119,789	4,258	UNF
15	TRANSFER ACCOUNT	150,100	0	0	0	0	0	FAV
16	ESTIMATED UNSPENT BUDGETS	0	0	0	0	0	0	FAV
17	TOTAL EXPENDITURES	42,892,079	43,613,162	43,339,409	47,535	43,386,944	(226,218)	FAV
18	SUBTOTAL	630,584	0	119,044	(48,291)	70,753	70,753	FAV
19	PLUS: CANCELLATION OF PRIOR YEAR'S ENCUMBRANCES	76	0	0	0	0	0	FAV
20	<u>DESIGNATED FOR SUBSEQUENT YEAR'S BUDGET:</u>							
21	LESS: ASSIGNED TO NEXT YEAR'S BUDGET	(300,000)		0	0	0	0	FAV
22	LESS: COMMITTED TO ERRP	0	0	0	0	0	0	FAV
23	NET BALANCE / (DEFICIT)	330,660	0	119,044	(48,291)	70,753	70,753	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 2012-2013**

LINE	CATEGORY	COLUMN 1	COLUMN 2	COLUMN 3	COLUMN 4	COLUMN 5	COLUMN 6	COL 7
		2011-2012 UNAUDITED	2012-2013 BUDGET	SEP '12 FORECAST	CHANGE INCR./((DECR.))	OCT '12 FORECAST	VARIANCE OVER/(UNDER)	FAV UNF
1	BETHANY ALLOCATION	8,439,785	8,591,647	8,591,647	0	8,591,647	0	FAV
2	ORANGE ALLOCATION	19,944,426	20,687,700	20,687,700	0	20,687,700	0	FAV
3	WOODBRIIDGE ALLOCATION	12,815,619	12,385,204	12,385,204	0	12,385,204	0	FAV
4	MEMBER TOWN ALLOCATIONS	41,199,830	41,664,551	41,664,551	0	41,664,551	0	FAV
5	ADULT EDUCATION	3,244	3,307	3,099	(163)	2,936	(371)	UNF
6	PARKING INCOME	30,054	30,000	30,000	0	30,000	0	FAV
7	INVESTMENT INCOME	977	2,500	2,500	(1,000)	1,500	(1,000)	UNF
8	ATHLETICS	25,948	22,000	22,000	1,500	23,500	1,500	FAV
9	TUITION REVENUE	69,232	76,028	86,382	0	86,382	10,354	FAV
10	TRANSPORTATION INCOME	72,942	75,670	75,670	(1,956)	73,714	(1,956)	UNF
11	TRANSPORTATION BOWA AGREEMENT	0	0	0	0	0	0	FAV
12	OTHER REVENUE	202,397	209,505	219,651	(1,619)	218,032	8,527	FAV
13	BESB GRANT	0	0	0	0	0	0	FAV
14	SPECIAL EDUCATION GRANTS	610,679	1,043,577	878,800	0	878,800	(164,777)	UNF
15	OTHER STATE GRANTS	610,679	1,043,577	878,800	0	878,800	(164,777)	UNF
16	RENTAL INCOME	29,701	29,000	29,000	0	29,000	0	FAV
17	CAPITAL RESERVE	0	0	0	0	0	0	FAV
18	CONSTRUCTION SINKING DEBT FUND	262,000	0	0	0	0	0	FAV
19	DESIGNATED FROM PRIOR YEAR	675,000	300,000	300,000	0	300,000	0	FAV
20	EARLY RETIREE REINSURANCE PROGRAM	0	64,034	63,956	0	63,956	(78)	UNF
21	OTHER REVENUE	64,925	16,148	16,148	863	17,011	863	FAV
22	TRANSFER IN	0	0	0	0	0	0	FAV
23	MISCELLANEOUS INCOME	1,031,626	409,182	409,104	863	409,967	785	FAV
24	BUILDING RENOVATION GRANTS	478,131	286,347	286,347	0	286,347	0	FAV
25	TOTAL REVENUES	43,522,663	43,613,162	43,458,453	(756)	43,457,697	(155,465)	UNF

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 2012-2013

LINE	CATEGORY	COLUMN 1	COLUMN 2	COLUMN 3	COLUMN 4	COLUMN 5	COLUMN 6	COLUMN 7
		2011-2012 UNAUDITED	2012-2013 BUDGET	SEP '12 FORECAST	CHANGE INCR./(DECR.)	OCT '12 FORECAST	VARIANCE OVER/(UNDER)	FAV UNF
1	5111-CERTIFIED SALARIES	19,208,713	19,326,825	19,460,323	(4,675)	19,455,648	128,823	UNF
2	5112-CLASSIFIED SALARIES	3,502,648	3,599,230	3,600,457	29,518	3,629,975	30,745	UNF
3	SALARIES	22,711,361	22,926,055	23,060,780	24,843	23,085,623	159,568	UNF
4	5200-MEDICARE - ER	294,034	298,468	298,558	321	298,879	411	UNF
5	5210-FICA - ER	221,612	229,591	225,022	242	225,264	(4,327)	FAV
6	5220-WORKERS' COMPENSATION	119,070	134,184	154,010	0	154,010	19,826	UNF
7	5231-BLUE CROSS DENTAL	259,310	247,121	247,121	0	247,121	0	FAV
8	5251-MEDICAL INSURANCE	3,272,420	2,799,458	2,799,458	0	2,799,458	0	FAV
9	5860-OPEB TRUST	376,753	394,346	394,346	0	394,346	0	FAV
10	5260-LIFE INSURANCE	45,356	44,438	45,708	81	45,789	1,351	UNF
11	5275-DISABILITY INSURANCE	9,345	9,582	10,381	0	10,381	799	UNF
12	5280-PENSION PLAN - CLASSIFIED	599,032	663,791	663,791	0	663,791	0	FAV
13	5282-RETIREMENT SICK LEAVE - CERT	113,827	87,264	87,264	0	87,264	0	FAV
14	5283-RETIREMENT SICK LEAVE - CLASS	24,093	8,118	8,118	0	8,118	0	FAV
15	5284-SEVERANCE PAY - CERTIFIED	131,225	107,557	107,557	0	107,557	0	FAV
16	5290-UNEMPLOYMENT COMPENSATION	32,380	12,000	12,000	0	12,000	0	FAV
17	BENEFITS	5,498,457	5,035,918	5,053,334	644	5,053,978	18,060	UNF
18	5322-INSTRUCTIONAL PROG IMPROVEMENT	9,076	11,564	11,564	0	11,564	0	FAV
19	5327-DATA PROCESSING	63,014	69,140	69,140	0	69,140	0	FAV
20	5330-OTHER PROFESSIONAL & TECHNICAL SRVC	976,946	930,829	917,755	0	917,755	(13,074)	FAV
21	5440-RENTALS - LAND, BLDG, EQUIPMENT	58,867	71,487	71,487	0	71,487	0	FAV
22	5510-PUPIL TRANSPORTATION	2,108,673	2,524,305	2,423,613	3,153	2,426,766	(97,539)	FAV
23	5521-GENERAL LIABILITY INSURANCE	158,330	166,770	162,761	0	162,761	(4,009)	FAV
24	5550-COMMUNICATIONS: TEL, POST, ETC.	68,605	73,748	73,748	0	73,748	0	FAV
25	5560-TUITION EXPENSE	1,971,800	2,984,225	2,753,952	11,079	2,765,031	(219,194)	FAV
26	5590-OTHER PURCHASED SERVICES	76,044	91,652	91,652	0	91,652	0	FAV
27	PURCHASED SERVICES	5,491,355	6,923,720	6,575,672	14,232	6,589,904	(333,816)	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 2012-2013**

LINE	CATEGORY	COLUMN 1		COLUMN 2	COLUMN 3	COLUMN 4	COLUMN 5	COLUMN 6	COLUMN 7	
		2011-2012	UNAUDITED	2012-2013	BUDGET	SEP '12	FORECAST	OCT '12	FORECAST	VARIANCE
28	5830-INTEREST	1,832,444		1,679,858	1,657,896	0	1,657,896	(21,962)	FAV	
29	5910-REDEMPTION OF PRINCIPAL	3,730,000		3,685,000	3,685,000	0	3,685,000	0	FAV	
30	DEBT SERVICE	5,562,444		5,364,858	5,342,896	0	5,342,896	(21,962)	FAV	
31	5410-UTILITIES, EXCLUDING HEAT	820,286		812,299	782,844	7,816	790,660	(21,639)	FAV	
32	5420-REPAIRS, MAINTENANCE & CLEANING	672,600		672,721	672,721	0	672,721	0	FAV	
33	5611-INSTRUCTIONAL SUPPLIES	321,364		359,292	354,492	0	354,492	(4,800)	FAV	
34	5613-MAINTENANCE/CUSTODIAL SUPPLIES	171,359		179,208	179,208	0	179,208	0	FAV	
35	5620-OIL USED FOR HEATING	331,360		217,839	37,657	0	37,657	(180,182)	FAV	
36	5621-NATURAL GAS	0		0	149,495	0	149,495	149,495	UNF	
37	5627-TRANSPORTATION SUPPLIES	153,298		204,967	204,967	0	204,967	0	FAV	
38	5641-TEXTBOOKS	71,132		106,331	111,131	0	111,131	4,800	UNF	
39	5642-LIBRARY BOOKS & PERIODICALS	22,438		21,607	21,607	0	21,607	0	FAV	
40	5690-OTHER SUPPLIES	436,425		465,929	465,929	0	465,929	0	FAV	
41	SUPPLIES (INCLUDING UTILITIES)	3,000,262		3,040,193	2,980,051	7,816	2,987,867	(52,326)	FAV	
42	5730-EQUIPMENT - NEW	124,486		28,671	28,671	0	28,671	0	FAV	
43	5731-EQUIPMENT - REPLACEMENT	195,573		28,216	28,216	0	28,216	0	FAV	
44	EQUIPMENT	320,059		56,887	56,887	0	56,887	0	FAV	
45	5715-IMPROVEMENTS TO BUILDING	4,785		0	0	0	0	0	FAV	
46	5720-IMPROVEMENTS TO SITES	47,064		0	0	0	0	0	FAV	
47	5850-CONTINGENCY	150,000		150,000	150,000	0	150,000	0	FAV	
48	TRSF. FROM CONTINGENCY TO OTHER ACCTS.	(150,000)		0	0	0	0	0	FAV	
49	5855-CAPITAL RESERVE	0		0	0	0	0	0	FAV	
50	IMPROVEMENTS / CONTINGENCY	51,849		150,000	150,000	0	150,000	0	FAV	
51	5580-STAFF TRAVEL	20,112		19,476	19,476	0	19,476	0	FAV	
52	5581-TRAVEL - CONFERENCES	17,402		15,339	15,339	0	15,339	0	FAV	
53	5810-DUES & FEES	68,678		80,716	84,974	0	84,974	4,258	UNF	
54	DUES AND FEES	106,192		115,531	119,789	0	119,789	4,258	UNF	
55	5856-TRANSFER ACCOUNT	150,100		0	0	0	0	0	FAV	
56	ESTIMATED UNSPENT BUDGETS	0		0	0	0	0	0	FAV	
57	TOTAL EXPENDITURES	42,892,079		43,613,162	43,339,409	47,535	43,386,944	(226,218)	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 2012-2013**

OCTOBER 2012

SUMMARY OF COST SAVINGS AND EFFICIENCIES

Below is a list of the cost savings and efficiencies implemented for the current fiscal year:

- We have implemented the self funded insurance program for medical and dental benefits. The target savings is \$525,000, which is included in the 2012-2013 budget.
- Amity High School heating equipment and cafeteria kitchen, culinary kitchen, garage and field house will use natural gas rather than fuel oil and propane. The target savings is \$120,000, which is included in the 2012-2013 budget.
- The District is working with our insurance provider (CIRMA) to institute a 'budget stabilization program' for Liability-Automobile-Property (LAP) coverages, which includes enhanced risk control services, and a multiple-year coverage period with stabilized rates applicable to annual contributions. Thus, we will be identifying and implementing risk control initiatives. This will cap premium increases to 5 percent over the prior year for the next two fiscal years.
- The Cable Advisory Council Area 2 (CAC) awarded \$18,325 on the government grant application for the October 1, 2011 to September 2012. This grant had been submitted by the high school administration.
- The District has switched its third-party agent for reviewing State unemployment compensation. This should reduce costs.
- We negotiated a 'storage fee' for the unused heating oil from last fiscal year down to 10 cents per gallon per month from the initial proposal of 15 cents per gallon per month, which saved \$10,607.
- The District refinanced 2008 bonds. Moody's Investor Service reviewed and assigned a rating of Aa1 to the District. Due to the District and Member Towns' high bond ratings and timing in the market, we obtained total savings of \$357,271.67. These savings will offset the interest cost of \$201,964.17 on the bonds for the high school roof restoration, air handling unit replacement in the high school boys' and girls' locker rooms including the piping of the new cooling coils, and repaving at Orange Middle School.

SUMMARY OF COST SAVINGS AND EFFICIENCIES

(Continued)

- The Finance Office implemented several efficiencies, including:
 - ✓ Most of the collection of fees (over \$200,000) for Student Activity Accounts and Special Revenue Accounts are being done on-line by using MyPaymentsPlus. This has greatly reduced processing time in the schools and improved audit controls.
 - ✓ Staff reimbursements for mileage and other business expenses are being made by direct deposit. In addition, many of the high used vendors are being switched to direct deposit.
 - ✓ Remote deposit of checks into various bank accounts is saving time in preparing bank bags for each deposit and limiting the number of courier transactions required.

- The Technology Department has instituted a number of cost savings, including:
 - ✓ We are purchasing the iPad 2 in quantities of 10 and saving \$20 per iPad.
 - ✓ The department has used its staff rather than an outside contractor to install smart boards and projectors. To-date, we have saved \$2,400.
 - ✓ Apps are being purchased through the volume purchasing program at half price.
 - ✓ We are now participating in Microsoft's new Open Licensing Program, which is based on current full-time equivalent employees rather than the number of computers and servers. This saved approximately \$11,000, which is included in the 2012-2013 budget.

- Two students who had been placed out of district were returned to the District. Estimated savings are \$94,000. Other savings of about \$34,000 have been realized due to two fewer students in the vo-ag schools.

- Facilities Director negotiated reduced pricing for Bethany and Orange Middle School fire alarm inspections for a savings of \$4,140.

- Facilities implemented chiller optimization at both middle schools. This was accomplished by installing circuit boards and programming the Building Management System to look at humidity, dry bulb, and outside air temperatures and reset the chilled water temperature accordingly. The chilled water temperature was previously set at 44 degrees but now resets up to 52 degrees. This saves large amounts of energy.

- All lights in all schools are on motion sensors and/or light sensors to optimize energy savings. The lights are also programmed through the Building Management System to optimize savings.

SUMMARY OF COST SAVINGS AND EFFICIENCIES

(Continued)

- The Field House air handler is now monitored and programmed so it is on only during occupied times. It had been on 24/7 with a thermostat at a set temperature.
- Trash and recycling services were bid for a three-year contract, which resulted in a savings of \$2,693.
- A terminal reheat strategy was implemented for the boiler plants at both middle schools. By using the Building Management System, we can monitor the system more efficiently and realize energy savings.
- To support the new wireless infrastructure, the Technology Department added 30 Ethernet drops for the new wireless access points. In the past, we had contractors install the network wiring at a cost of about \$100 per drop.
- The Technology Department consolidated the Student and Staff File Servers in each Middle School so we now only use one server at each Middle School. This eliminated the need to replace 2 servers at a savings of about \$16,000.
- The Technology Department replaced the 40 CRT monitors with flat screen LCD monitors at the Middle Schools. The LCD monitors are more energy efficient. The estimated savings on electricity is about \$20 per year per monitor, or about \$800 per year.
- We have encouraged printing off of the copiers rather than printers, which has saved thousands of dollars in toner and repairs and replacements of printers.
- All bids require both written proposals and CD file. We now can review the paper submission, but retain only the CD file copy. This saves a considerable amount of file space.
- Bethany Middle School stopped ordering 3-part, carbonless, printed field trip permission forms this year. The printed forms cost approximately \$0.15 each. The school uses approximately 2,000 forms a year. The school copies the forms on the copier machine at less than the cost to print the forms.
- Electronic permission slips are used with the MyPaymentsPlus program, which reduces paper costs and staff time.

2012-2013 FORECAST

The projected net balance of revenues and expenditures for this fiscal year is **\$70,753 FAV** (previously \$119,044 FAV), which appears on page 1, column 6, line 18.

REVENUES BY CATEGORY

The projected yearend balance of revenues is **\$155,465 UNF** (previously \$154,709 UNF), 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 7 on Page 2: INVESTMENT INCOME:

The average interest rates by month for the State Treasurer's Investment Fund (STIF) are shown below:

Average Interest Rates by Month

<u>Month</u>	<u>Rate</u>
June	0.09%
July	0.21%
August	0.22%
September	0.18%
<i>October</i>	<i>0.14%</i>

LINE 8 on Page 2: ATHLETICS:

The forecast is based on estimated fees to be collected.

LINE 9 on Page 2: TUITION REVENUE:

The forecast includes one more tuition student than budgeted.

LINE 10 on Page 2: TRANSPORTATION INCOME:

The forecast is based on the most updated information from the State.

LINE 14 on Page 2: SPECIAL EDUCATION GRANTS:

Based on the estimated tuition expenses at this time, the special education grants are projected to be lower than budgeted. The forecast and budget use a reimbursement rate of 75 percent.

LINE 20 on Page 2: EARLY RETIREE REINSURANCE PROGRAM:

The District was notified we must return \$78.32, which has been deemed 'an overpayment' of the Early Retiree Reinsurance Program grant.

LINE 21 on Page 2: OTHER REVENUE:

The forecast is based on revenues received to-date.

EXPENDITURES BY CATEGORY

The projected yearend balance of expenditures is *\$226,218 FAV (previously \$273,753 FAV)*, which appears on page 4, column 6, line 57.

LINE 1 on Page 3: 5111-CLASSIFIED SALARIES:

The estimated savings due to staff turnover (i.e., replacing teachers who retired or resigned at a lower salary) was \$66,580 compared to the budget of \$125,000. Thus, we had an unfavorable variance of **\$58,420 UNF**. Additional sections were added for World Language and Mathematics due to enrollment, and Reading for mandated IEP reading services. This resulted in an unfavorable variance of **\$53,706 UNF**. In addition, the High School will use substitutes/tutors rather than interns. A budget transfer of **\$27,000 UNF** from 5330-Other Professional and Technical Services to 5111-Certified Salaries was made to pay for the substitutes/tutors. Partially offsetting these, Bethany Middle School will use a second intern rather than a bench sub. A budget transfer of **\$13,926 FAV** from 5111-Certified Salaries to 5330-Other Professional and Technical Services was made. *The forecast is based on the current staff.*

LINE 2 on Page 3: 5112-CLASSIFIED SALARIES:

Overtime is projected to exceed budget at this time. The forecast is based on the current staff.

LINE 4 on Page 3: 5200-MEDICARE – ER:

The forecast is based on projected salaries.

LINE 5 on Page 3: 5210-FICA – ER:

The forecast is based on projected salaries.

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

Workers' compensation insurance budget was based on information from our insurance carrier in December 2011. The premium increase was budgeted at 10 percent. Unfortunately, the District's claims experience was significantly higher than expected in the second half of the fiscal year, which resulted in the premiums rising 26.9 percent over last fiscal year's actual premiums. Our insurance carrier (Trident Insurance) and several other carriers refused to provide a bid. Connecticut Interlocal Risk Management Agency (CIRMA) submitted the only bid of \$149,010, or **\$19,826 UNF** over budget. The payroll audit is budgeted at \$5,000 and will be done later in the fiscal year.

LINES 7, 8 and 9 on Page 3: 5231, 5251 and 5860: MEDICAL AND DENTAL SELF-INSURANCE AND OPEB TRUST EXPENDITURES:

The chart below depicts the actual claims, fixed costs, employer's share of High Deductible Health Plan (HDHP); formerly called Health Savings Accounts (HSA), voluntary early retirement plan payments, less employees' premium share, retiree payments, and payments from the OPEB Trust. The annual budget is spread evenly by month.

Medical and Dental

<u>MONTH</u>	<u>ACTUAL</u>	<u>BUDGET</u>	<u>VARIANCE</u>	
July 2012	\$ 194,542.58	\$ 253,882	(\$ 59,339.42)	FAV
August 2012	\$ 274,862.00	\$ 253,882	\$ 20,980.00	UNF
September 2012	\$ 97,660.57	\$ 253,882	(\$ 156,221.43)	FAV
October 2012	\$ 146,751.36	\$ 253,882	(\$ 107,130.64)	FAV
Totals To-Date	\$ 713,816.51	\$1,015,528	(\$ 301,711.49)	FAV

Self-Insurance Fund Reserve Balance

	<u>ACTUAL</u>	<u>BUDGET</u>	<u>VARIANCE</u>	
ERRP	\$ 63,956.00	\$ 63,956	\$ 0	FAV
Actual to Budget Variance	\$ 301,711.49	\$ 390,000	\$ 88,288.51	UNF
Total Reserve Balance	\$ 365,667.49	\$ 453,956	\$ 88,288.51	UNF

Notes:

- (1) *The Reserve Balance is subject to swings, plus or minus, primarily due to the amount of claims paid each month.*
- (2) *The Self-Insurance Fund Reserve Balance Budget of \$453,956 is the projected balance on June 30, 2013. The expectation is the actual reserve balance will steadily increase throughout the fiscal year PROVIDED actual claims remain at or below budget.*

LINE 10 on Page 3: 5260-LIFE INSURANCE:

The forecast is based on the current staffing.

LINE 11 on Page 3: 5275-DISABILITY INSURANCE:

The forecast is based on the current staffing.

LINE 16 on Page 3: 5290-UNEMPLOYMENT COMPENSATION:

The District has switched its third-party agent for reviewing State unemployment compensation. We believe this will enhance the review of claims and payments.

LINE 20 on Page 3: 5330-OTHER PROFESSIONAL & TECHNICAL SRVC.:

Bethany Middle School hired a second intern rather than a bench sub. A budget transfer of \$13,926 UNF from 5111-Certified Salaries to 5330-Other Professional and Technical Services was made to cover this expenditure. Amity High School will use 2 substitutes/tutors rather than interns. A budget transfer of \$27,000 FAV from 5330-Other Professional and Technical Services to 5111-Certified Salaries was made to cover this expenditure.

LINE 22 on Page 3: 5510-PUPIL TRANSPORTATION:

The forecast projects special education transportation to be \$97,539 FAV (previously \$100,692 FAV) under budget.

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

The budget was based on an estimate provided by our insurance carrier for liability-automobile-property (LAP) insurance in December 2011. The LAP insurance was awarded to Connecticut Interlock Risk Management Agency (CIRMA) at the bid price of \$148,997, or \$2,773 FAV under budget. In addition, the Student Accident Insurance premium of \$13,764 is \$1,236 FAV under budget.

LINE 25 on Page 3: 5560-TUITION EXPENSE:

These figures are subject to change on a monthly basis.

Tuition for the vo-ag schools is projected at \$18,708 FAV (previously \$18,708 FAV) under budget.

	<u>FY08-09</u> <u>ACTUAL</u>	<u>FY09-10</u> <u>ACTUAL</u>	<u>FY10-11</u> <u>ACTUAL</u>	<u>FY11-12</u> <u>ACTUAL</u>	<u>FY12-13</u> <u>BUDGET</u>	<u>FY12-13</u> <u>ACTUAL</u>
Sound	9	9	7	6	7	9
Trumbull	1	2	4	3	4	2
Nonnewaug	4	5	5	3	4	3
ACES Wintergreen Magnet	0	0	0	0	0	2
Totals	14	16	16	12	15	16

Public (ACES) and private out-of-district placements are projected at \$202,673 FAV (previously \$213,752 FAV) under budget.

	<u>FY08-09</u> <u>ACTUAL</u>	<u>FY09-10</u> <u>ACTUAL</u>	<u>FY10-11</u> <u>ACTUAL</u>	<u>FY11-12</u> <u>ACTUAL</u>	<u>FY12-13</u> <u>BUDGET</u>	<u>FY12-13</u> <u>ACTUAL</u>
Public SPED	9	7	6	6	9	7
Private SPED	21	20.5	21	24	30	23
Totals	30	27.5	27	30	39	30

Note: 0.5 is a part-time student.

The District has 27 students attending ECA. The total expenditure is \$2,187 UNF over budget.

LINE 28 on Page 4: 5830-INTEREST:

The District refinanced 2008 bonds on July 26, 2012. Total savings are \$357,271.67. The savings for this fiscal year will be \$21,961.67 FAV.

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

If approved by the Amity Finance Committee and Amity Board of Education, the budget of \$17,000 FAV for propane to heat the field house and facilities garage and provide gas to the kitchen facilities will be moved to a new account, 5621-Natural Gas.

The District received the load shed credits for last fiscal year's participation. The total amount was \$12,455.27 FAV. Due to the uncertainty of whether or not we would earn credits, this had not been budgeted.

Sewer expenses are projected to exceed budget by \$7,816 UNF. The primary reason is a change in the billing method. In the past, charges were based on actual usage for the quarter. This has been modified. The billing is now based on the prior year's usage.

LINE 33 on Page 4: 5611-INSTRUCTIONAL SUPPLIES:

A budget transfer of \$4,800 FAV was approved to move funds into the Textbooks account to purchase additional Chinese and Spanish textbooks due to higher than expected enrollment.

LINE 35 on Page 4: 5620-OIL USED FOR HEATING:

The budget of \$132,495 FAV for natural gas to heat the high school was moved to a new account, 5621-Natural Gas.

Due to the warm weather, there were 34,886 gallons of unused heating oil from 2011-2012. The 'storage fee' for these gallons of heating oil is \$21,943, or \$10,607 FAV under budget. The 'storage fee' was initially proposed at 15 cents per gallon per month, but we negotiated it down to 10 cents per gallon per month. The budget assumed the purchase of 10,000 gallons of heating oil at \$3.50 per gallon for the middle schools. With the large carryover of unused heating oil, the forecast assumes the purchase of 5,000 gallons at \$3.1429 per gallon, or an estimated savings of \$19,285 FAV.

LINE 36 on Page 4: 5621-NATURAL GAS:

The Finance Office set up a new account for natural gas expenditures.

The budget for natural gas at the high school is \$132,495 (12,045 MBTU at \$11 each MBTU). The number of MBTU (million British thermal units) is calculated by dividing the estimated heating oil usage of 86,000 gallons by 7.14. This is included in the adopted 2012-2013 budget under 5620-Oil Used for Heating. A budget transfer was approved to move \$132,495 into this new account.

The budget for propane to heat the field house and facilities garage and provide gas to the kitchen facilities is \$17,000. This is included in the adopted 2012-2013 budget under 5410-Utilities-Excluding Heat. A budget transfer was approved to move \$17,000 into this new account.

At this time, the forecast projects expenditures for this new account will be \$149,495. Since these expenditures were budgeted in other accounts, the forecast shows an unfavorable variance of **\$149,495 UNF**. This is offset by the favorable variances of \$17,000 in 5410-Utilities, Excluding Heat and \$132,495 in 5620-Oil Used for Heating.

Heating degree days to-date were 237 compared to a normal of 306.

LINE 38 on Page 4: 5641-TEXTBOOKS:

A budget transfer of **\$4,800 UNF** was approved to purchase additional Chinese and Spanish textbooks due to higher than expected enrollment.

LINE 46 and LINE 46A on Page 4: 5850-CONTINGENCY:

The forecast assumes the entire Contingency Account of \$150,000 will be spent by year end. The balance is \$132,450.

September: \$17,550 – Natural gas is now being used at Amity High School. A budget transfer was made to remove the oil tank and pump the oil/sludge from the oil tank.

LINE 53 on Page 4: 5810-DUES AND FEES:

A budget transfer of **\$4,258 UNF** was made to pay for the dues of the Connecticut Association of Schools and the Southern Connecticut Conference. These items were not included in the budget due to an oversight.

Amity Regional School District No. 5 - Budget Transfers 2012-2013

<u>MONTH/YR</u>	<u>JNL#</u>	<u>ACCOUNT NUMBER & DESCRIPTION</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
2012-JUL	12	01-031110105330 - OTHER PROF SVCS	1,400.00	GUEST FIDDLER
2012-JUL	12	01-031110105611 - INSTRUCT SUPP	(1,400.00)	GUEST FIDDLER
2012-JUL	13	01-011322205642 - LIBRARY BOOKS	170.00	MEDIA DATABASE
2012-JUL	13	01-011322205330 - OTHER PROF SVCS	(170.00)	MEDIA DATABASE
2012-JUL	13	01-011110095690 - OTHER SUPPLIES	160.00	PENCIL SHARPENERS
2012-JUL	13	01-011110095611 - INSTRUCTIONAL SUP	(160.00)	PENCIL SHARPENERS
2012-JUL	13	01-011110105810 - DUES&FEES	20.00	CMEA PRICE INCREASE
2012-JUL	13	01-011110105641 - TEXTBOOKS	(20.00)	CMEA PRICE INCREASE
2012-AUG	12	01-051423505731 - EQUIPMENT-REPL	2,916.00	AUDITORIUM PROJECTOR
2012-AUG	12	01-031422195611 - INSTRUCTIONAL SUPP	(2,916.00)	AUDITORIUM PROJECTOR
2012-AUG	23	01-03111015-5810 DUES & FEES	1,100.00	MEMBERSHIPS
2012-AUG	23	01-05142510-5521 GENERAL LIABILITY	(1,100.00)	MEMBERSHIPS
2012-AUG	54	01-03142219-5611 INSTRUCTIONAL SUPP	(4,800.00)	ADDITIONAL ENROLLMENT
2012-AUG	54	01-03111006-5641 TEXTBOOKS	4,800.00	ADDITIONAL ENROLLMENT
2012-AUG	55	01-031426005620 OIL USED FOR HEAT	(132,495.00)	NEW GAS ACCOUNT
2012-AUG	55	01-031426005621 NATURAL GAS	132,495.00	NEW GAS ACCOUNT
2012-AUG	55	01-031426005410 UTILITIES, EXC HEAT	(17,000.00)	NEW GAS ACCOUNT
2012-AUG	55	01-031426005621 NATURAL GAS	17,000.00	NEW GAS ACCOUNT
2012-AUG	143	01-011322205690 OTHER SUPPLIES	1,000.00	RENEW ONLINE SUBSCRIPTION
2012-AUG	143	01-051423505690 OTHER SUPPLIES	(1,000.00)	RENEW ONLINE SUBSCRIPTION
2012-AUG	143	01-021322205690 OTHER SUPPLIES	495.00	RENEW ONLINE SUBSCRIPTION
2012-AUG	143	01-051423505690 OTHER SUPPLIES	(495.00)	RENEW ONLINE SUBSCRIPTION
2012-AUG	143	01-011322205690 OTHER SUPPLIES	275.00	EZ BIB
2012-AUG	143	01-051423505690 OTHER SUPPLIES	(275.00)	EZ BIB
2012-AUG	143	01-011322205690 OTHER SUPPLIES	210.00	RENEW ONLINE SUBSCRIPTION
2012-AUG	143	01-051423505690 OTHER SUPPLIES	(210.00)	RENEW ONLINE SUBSCRIPTION
2012-SEP	16	01-011322205690 OTHER SUPPLIES	(485.00)	BETHANY MEDIA CENTER
2012-SEP	16	01-021322205690 OTHER SUPPLIES	485.00	BETHANY MEDIA CENTER
2012-SEP	20	01-041321405611 INSTRUCTIONAL SUPP	(15.00)	NASP MEMBERSHIP DUES
2012-SEP	20	01-041321405810 DUES&FEES	15.00	NASP MEMBERSHIP DUES
2012-SEP	31	01-011110065641 TEXTBOOKS	(110.00)	COLT CONFERENCE
2012-SEP	31	01-011110065810 DUES&FEES	110.00	COLT CONFERENCE
2012-SEP	49	01-021110105810 DUES&FEES	(340.00)	MEMBERSHIP DUES
2012-SEP	49	01-021324005810 DUES&FEES	340.00	MEMBERSHIP DUES
2012-SEP	59	01-041261305510 PUPIL TRANSPORT	(11,300.00)	SPECIAL ED TRANSPORT
2012-SEP	59	01-041261105510 PUPIL TRANSPORT	11,300.00	SPECIAL ED TRANSPORT
2012-SEP	62	01-031324005810 DUES&FEES	4,258.00	CAS & SCC DUES
2012-SEP	62	01-031422195611 INSTRUCTIONAL SUPP	(4,258.00)	CAS & SCC DUES
2012-SEP	63	01-031426005720 IMPROVE TO SITES	17,550.00	OIL TANK REMOVAL
2012-SEP	63	01-051500005850 CONTINGENCY	(17,550.00)	OIL TANK REMOVAL
2012-SEP	100	01-031132025690 OTHER SUPPLIES	(399.00)	IPAD FOR ATHLETIC TRAINER
2012-SEP	100	01-051423505690 OTHER SUPPLIES	399.00	IPAD FOR ATHLETIC TRAINER
2012-SEP	122	01-031110015611 INSTRUCTIONAL SUPP	(400.00)	FUNDS FOR FIELD TRIP
2012-SEP	122	01-031427005510 PUPIL TRANSPORT	400.00	FUNDS FOR FIELD TRIP
2012-SEP	125	01-031110105810 DUES&FEES	(320.00)	PURCHASE CDS FOR MUSIC CLASS
2012-SEP	125	01-031110105611 INSTRUCTIONAL SUPP	320.00	PURCHASE CDS FOR MUSIC CLASS
2012-SEP	149	01-031110135641 TEXTBOOKS	(1,000.00)	SCIENCE PILOT PROGRAM
2012-SEP	149	01-051423505730 EQUIPMENT - NEW	1,000.00	SCIENCE PILOT PROGRAM
2012-SEP	176	01-041261135560 TUITION EXPENSE	(2,100.00)	SNAP LICENSE FOR NURSES
2012-SEP	176	01-051423505690 OTHER SUPPLIES	1,600.00	SNAP LICENSE FOR NURSES
2012-SEP	176	01-041321905810 DUES&FEES	500.00	FEE UNIFIED THEATER
2012-OCT	32	01-041261135560 TUITION EXPENSE	(185.00)	CONFERENCE FEES
2012-OCT	32	01-041321405581 TRAVEL-CONFERENCE	125.00	CONFERENCE FEES
2012-OCT	32	01-041321905810 DUES&FEES	60.00	CONFERENCE FEES
2012-OCT	131	01-031110095641 TEXTBOOKS	(400.00)	CAMERA DOCUMENT
2012-OCT	131	01-031110095690 OTHER SUPPLIES	400.00	CAMERA DOCUMENT
2012-OCT	142	01-011324005330 OTHER PROFESSIONA	13,926.00	INTERNS/SUBS
2012-OCT	142	01-051510265111 CERTIFIED SALARIES	(13,926.00)	INTERNS/SUBS

2012-OCT	142	01-051510265111 CERTIFIED SALARIES	27,000.00	INTERNS/SUBS
2012-OCT	142	01-031324005330 OTHER PROFESSIONA	(27,000.00)	INTERNS/SUBS

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: Dr. John J. Brady, Superintendent of Schools
From: Jack B. Levine, Director of Finance and Administration
Re: Fitch Ratings
Date: November 6, 2012

Enclosed please find the Fitch Ratings for Amity Regional School District No. 5.

I am happy to report the District's rating remained at AA+ and the rating outlook is 'stable'. The report states, "The district maintains sound financial operations..." and "The strong financial positions of the three member towns support district financial balance." It also points out, **"The district has been active in controlling spending to achieve budget balance."**

Enclosure

FitchRatings

FITCH AFFIRMS REGIONAL SCHOOL DISTRICT NO. 5, CT'S GOS AT 'AA+'; OUTLOOK STABLE

Fitch Ratings-New York-18 October 2012: Fitch Ratings has taken the following rating action on Regional School District No. 5, CT's (the district) general obligation (GO) bonds:

- Approximately \$3.7 million outstanding GO bonds, series 2008 affirmed at 'AA+';
- Approximately \$8.2 million outstanding GO bonds, series 2010B affirmed at 'AA+'.

The Rating Outlook is Stable.

SECURITY

The bonds are a general obligation of the district and, severally, of the member towns of Bethany, Orange and Woodbridge, CT. The district has no independent taxing power, but the member towns have the ability to levy property taxes without limit to meet this general obligation.

KEY RATING DRIVERS

BALANCED FINANCES RESTRICTED BY RESERVE LIMITS & INABILITY TO TAX: The district's operations are tightly balanced, supported by remittances of property tax payments from member towns. Management has been active in maintaining expenditures at appropriate levels to ensure balanced operations. Financial flexibility is constrained due to the inability of the district to levy taxes and state statutes that limit the extent of the school district's reserves.

DISTRICT BENEFITS FROM SOUND TOWN FINANCES & GOOD COOPERATION: The member towns' sound financial positions support balanced district operations. Recent years have featured good cooperation between the member towns and the district, resulting in overall voter support for the annual district budgets.

STRONG ECONOMIC PROFILE: The member towns' economic indicators are strong. Town wealth levels are high, and unemployment rates are well below state and national levels.

MODERATE DEBT LEVELS: District debt levels are generally moderate with rapid debt amortization and limited future debt needs. Total expenditure levels associated with debt service, pension contributions, and other post-employment benefit (OPEB) payments are manageable.

CREDIT PROFILE

DISTRICT CONSISTS OF THREE HIGH-WEALTH TOWNS

The district, formed in 1953, is located northwest of the city of New Haven and consists of three towns - Bethany, Orange, and Woodbridge. The district serves grades seven through 12 with one senior high school and two middle schools and has an estimated population of 28,463, an increase of about 4% since 2000. School enrollment, however, has been declining (-2.6% for school year 2011-2012), and officials project continued declines. The district is initiating a long range planning study to assess enrollment trends and their impact on district operations.

The district's three member towns are chiefly residential with residents who demonstrate high wealth levels. The area work force is employed largely in professional and executive positions, which is reflected in its high income levels and consistently well below-average unemployment rates.

FINANCES SUPPORTED BY MANAGEMENT & TOWNS' FINANCIAL POSITIONS

The district maintains sound financial operations, deriving about 95% of its general fund revenues from its assessments charged to member towns proportionately, based on the number of enrolled students. The district reported a fiscal 2011 general fund unrestricted balance (the sum of unassigned, assigned, and committed fund balances under GASB 54) of \$1.4 million or 3.1% of expenditures and transfers out.

The increase from an unreserved fund balance of \$800 thousand (1.8%) in fiscal 2010 reflects in part a transfer to the general fund of moneys formerly held in a separate reserve for sick and severance costs and now designated as a committed balance within the general fund. State statutes require surpluses to be either refunded or credited to member towns, or reserved for capital expenses, sick and severance costs, or other post-employment benefits (OPEB), thus limiting the extent of overall district reserve levels.

The district has been active in controlling spending to achieve budget balance. The fiscal year 2012 budget represented an increase of about 1.5% from fiscal 2011 and included debt refunding savings, reduced staffing costs and reduced discretionary account spending. The district estimates a fiscal 2012 budgetary basis surplus of about \$630 thousand, with \$300 thousand set aside for use in fiscal 2013 budget and \$300 thousand to be returned to member towns.

The fiscal 2013 budget provides for an increase of less than 1% in expenditures over 2012, with growth in purchased services, including student transportation and out of district tuition, countering reduced or flat spending in most other areas. Expenditure growth was limited through savings related to a switch to self-funded health insurance, lowered energy costs, and debt refunding savings. The budget includes a \$150,000 contingency set aside, which is typical of the district's budgeting practices.

The strong financial positions of the three member towns support district financial balance. The towns' operations each feature over 10% of unrestricted general fund balances as a percentage of spending in recent years (over 12% in fiscal 2011), strong taxpayer collection rates and diversified tax bases. In addition, good cooperation between the district and member towns, including involvement of a formal finance committee consisting of board of education members and representatives from each of the member towns, is demonstrated by support for the district's budget. District voters have approved the budget on the first try for the past several years.

MODERATE DEBT LEVELS

Overall net debt levels are moderate with debt per capita at \$3,137 and debt to market value at 1.8%. Fitch expects debt ratios to improve in future years, as debt amortizes rapidly (68% within 10 years) and the district has no near-term additional bonding plans. Annual debt service as a percentage of fiscal year 2011 general fund expenditures and transfers out is manageable at 12.7% as are total debt service, pension and OPEB payments (14.6%).

The district makes 100% of its annual required contributions (ARC) to its pension plan, but these payments have increased as its funded ratio has declined to 64% as of July 1, 2011 or 58% using Fitch's more conservative 7% discount rate assumption. District employees also participate in the Connecticut State Teachers Retirement System. The district created an OPEB trust fund in January 2007 which was valued at \$946,280 as of July 1, 2011, or 12% of the total liability. The fiscal 2012 contribution for OPEB was 64% of the ARC.

Contact:

Primary Analyst
Leora Lipton
Analyst
+1-212-908-0507
Fitch, Inc.
1 State Street Plaza
New York, NY 10004

Secondary Analyst
Maria Coritsidis
+1-212-908-0514

Committee Chairperson
Amy Laskey
Managing Director
+1-212-908-0568

Media Relations: Elizabeth Fogerty, New York, Tel: +1 (212) 908 0526, Email: elizabeth.fogerty@fitchratings.com.

Additional information is available at 'www.fitchratings.com'. The ratings above were solicited by, or on behalf of, the issuer, and therefore, Fitch has been compensated for the provision of the ratings.

In addition to the sources of information identified in Fitch's Tax-Supported Rating Criteria, this action was additionally informed by information from Creditscope, University Financial Associates, S&P/Case-Shiller Home Price Index, IHS Global Insight, and National Association of Realtors.

Applicable Criteria and Related Research:

- 'Tax-Supported Rating Criteria' (Aug. 14, 2012);
- 'U.S. Local Government Tax-Supported Rating Criteria' (Aug. 14, 2012).

Applicable Criteria and Related Research:

- Tax-Supported Rating Criteria
http://www.fitchratings.com/creditdesk/reports/report_frame.cfm?rpt_id=686015
- U.S. Local Government Tax-Supported Rating Criteria
http://www.fitchratings.com/creditdesk/reports/report_frame.cfm?rpt_id=685314

ALL FITCH CREDIT RATINGS ARE SUBJECT TO CERTAIN LIMITATIONS AND DISCLAIMERS. PLEASE READ THESE LIMITATIONS AND DISCLAIMERS BY FOLLOWING THIS LINK: [HTTP://FITCHRATINGS.COM/UNDERSTANDINGCREDITRATINGS](http://FITCHRATINGS.COM/UNDERSTANDINGCREDITRATINGS). IN ADDITION, RATING DEFINITIONS AND THE TERMS OF USE OF SUCH RATINGS ARE AVAILABLE ON THE AGENCY'S PUBLIC WEBSITE 'WWW.FITCHRATINGS.COM'. PUBLISHED RATINGS, CRITERIA AND METHODOLOGIES ARE AVAILABLE FROM THIS SITE AT ALL TIMES. FITCH'S CODE OF CONDUCT, CONFIDENTIALITY, CONFLICTS OF INTEREST, AFFILIATE FIREWALL, COMPLIANCE AND OTHER RELEVANT POLICIES AND PROCEDURES ARE ALSO AVAILABLE FROM THE 'CODE OF CONDUCT' SECTION OF THIS SITE.

Levine, Jack

From: Walsh, Jeff [Jeff.Walsh@us.gt.com]
Sent: Monday, November 05, 2012 3:45 PM
To: Levine, Jack
Subject: Audit Status Report
Attachments: image9f4a89.jpg@06fa563c.dfc44eab; Amity Audit Status Report 11-5-12.xls

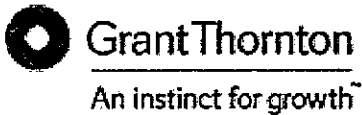
Hi Jack,

Attached is the Audit Status Report as of November 1, 2012.

If you have any questions, please feel free to contact me.

Thanks.

Jeff Walsh | Audit - Exp Manager
Grant Thornton LLP
124 Hebron Avenue | Glastonbury, CT | 06033 | United States
T +1 860 781 6727
E jeff.walsh@us.gt.com | W www.grantthornton.com



Grant Thornton LLP is the U.S. member firm of Grant Thornton International Ltd. Grant Thornton International Ltd and its member firms are not a worldwide partnership, as each member firm is a separate and distinct legal entity. In the U.S., visit Grant Thornton LLP at www.GrantThornton.com.

Please consider the environment before printing this email.

In accordance with applicable professional regulations, please understand that, unless expressly stated otherwise, any written advice contained in, forwarded with, or attached to this e-mail is not intended or written by Grant Thornton LLP to be used, and cannot be used, by any person for the purpose of avoiding any penalties that may be imposed under the Internal Revenue Code.

This e-mail is intended solely for the person or entity to which it is addressed and may contain confidential and/or privileged information. Any review, dissemination, copying, printing or other use of this e-mail by persons or entities other than the addressee is prohibited. If you have received this e-mail in error, please contact the sender immediately and delete the material from any computer.

**AMITY REGIONAL SCHOOL DISTRICT NO. 5
AUDIT STATUS REPORT
JUNE 30, 2012**

Status Report as of November 5, 2012

	%	
	COMPLETE	STATUS/ISSUES
Planning Procedures	100%	No issues noted.
Documentation and Testing of Internal Control		
Documentation of internal control and system walk throughs	100%	No issues noted. Student activity fund policies and procedures appear comprehensive and adequate to mitigate the risk of misstatement.
Non-Payroll Expenditure Testing	100%	No issues noted
Payroll Expenditure Testing	100%	No issues noted
	%	
	COMPLETE	STATUS/ISSUES
Major Federal Program Compliance Testing		
IDEA	95%	Testing in progress.
	%	
	COMPLETE	STATUS/ISSUES
Major State Program Compliance Testing		
Interdistrict Cooperative Grant	100%	No issues noted.
	%	
	COMPLETE	STATUS/ISSUES
Opinion Unit Substantive Testing		
Government-wide	50%	Testing in progress
General Fund	80%	Testing in progress
Sick and Severance Fund	80%	Testing in progress
Capital Projects Fund	80%	Testing in progress
Aggregate Remaining Fund Information	80%	Testing in progress
Financial Reporting	10%	To be prepared once all substantive audit procedures are completed.

Items Needed for Completion of Audit

- 1 Substantive audit procedures are nearing completion at this time. There may be various items requested for the Finance Staff to obtain as this testing is completed.
- 2 _____
- 3 _____

Potential Audit Hold-ups

- 1 None at this point.
- 2 _____
- 3 _____

Other

- 1 None noted at this time.
- 2 _____
- 3 _____

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

Finance Committee

10/15/12

MINUTES

COMMITTEE MEMBERS PRESENT: Matthew Giglietti, John A. Grasso, Jr., James Horwitz, Joseph Nuzzo, James Stirling

COMMITTEE MEMBERS ABSENT: Janet Brunwin

Also Present: John Brady, Jack Levine, Marianne Lippard, Marie McPadden

A meeting of the Finance Committee of the Amity Regional Board of Education was held on Monday, October 15, 2012 at 5:30 p.m. in the Media Center at Amity Middle School in Bethany.

1. **Call to Order:** James Stirling called the meeting to order at 5:30 p.m.
2. **Pledge of Allegiance** was recited by those present.
3. **Discussion and Possible Action on Minutes**
 - A. Finance Committee Meeting – August 20, 2012
Motion to approve the minutes as presented (Mr. Giglietti, 2d Mr. Nuzzo).
Vote in favor unanimous. *Motion passed.*
 - B. Finance Committee Meeting – September 10, 2012
Motion to approve the minutes as presented (Mr. Giglietti, 2d Mr. Grasso).
Vote in favor: Matthew Giglietti, James Stirling
Vote opposed: none.
Abstain: John A. Grasso, Jr., Joseph Nuzzo
Motion passed.
4. **Public Comment**
No members of the public addressed the Committee.
5. **Discussion and Possible Action on Revised 2013-2014 Budget Calendar**
Mr. Levine noted that the budget calendar has been revised based on discussions. The revised calendar offers time for the Amity Finance Committee and Board of Education to consider the budget. The February 11, 2013 meeting will take place in Orange. Meetings with the Technology Committee, Curriculum Committee and Facilities Committee will take place in December.

Motion to accept the revised 2013-2014 Budget Calendar (Mr. Giglietti, 2d Mr. Grasso).
Vote in favor unanimous. *Motion passed.*
6. **Information on October 1, 2012 Enrollment Report**

Dr. Brady explained that the report represents the count that is used to determine the member town allocations for the 2013-2014 budget. The trend toward an increase share of the budget for the Town of Orange continues based on the counts in the report. Woodbridge also will see an increase in its allocation.

For 2013-2014, Orange will see its percentage of Amity enrollment increase by approximately 0.4 percent to 50.1 percent of the total. Woodbridge's percentage of the Amity enrollment will be 0.4 percent higher, bringing it to 30.1 percent of the total. Bethany will have a decline of 0.8 percent to 19.8 percent of the total. These enrollment percentages foreshadow the general direction of the allocation shift. The total for grades 7-12 is 2,394 students.

Discussion:

Mr. Giglietti asked what open choice is.

Dr. Brady said that students from New Haven can come to Amity. The District only takes students who have already been in the elementary schools. These are students who were accepted into the program through the lottery system.

Mr. Stirling said that people in Bethany are very interested in the enrollment study.

Dr. Brady said that the declining student population will not have a significant impact until 2014-2015 and 2015-2016, however, more relocation seen in the region may increase the numbers.

Mr. Nuzzo said that with the long range study, it sounds as though consolidation might be a topic to consider. Combining the three towns would make sense for the budgets, when each of the towns now pay superintendents.

Dr. Brady said that an RFP was developed and Bethany would like to be in on the study. The chairman of the Bethany Board of Education was supportive. A more broad view can be explored if the towns would be interested in participating. Dr. Brady said that he isn't sure how the Board would feel. The superintendents in each of the three towns were not as interested. Every time that there is a vacancy for a superintendent, the talk of regionalization comes about. On the surface, the idea has some real benefits. He supports expanding the study. The RFP was for grades 7 through 12.

Mr. Giglietti noted that it has been said that at least the sixth grade should go to the middle schools. He questioned if there is any indication that the skill sets are different from town to town.

Dr. Brady said that Woodbridge has a strong world language program. Regardless of where they begin, the students are in good shape in this area by the time that they leave Amity. He said that he would love to have the sixth grade moved to Amity.

Mr. Stirling said that for each town, the economics of scale is there. One concern in Bethany would be the idea of losing control to Orange. It's hard to argue against a study.

Mr. Nuzzo said that the study makes economic sense.

Dr. Brady pointed out that the cost of educational support and services at Amity is the lowest of the four districts. Amity gets the job done efficiently. Amity also has facilities and technical departments.

7. Discussion of Monthly Financial Statements

Mr. Levine mentioned that the Summary of Cost Savings will be included in all reports. The process for looking at ways to do business more efficiently is ongoing. He noted that the forecast for salaries has an unfavorable balance, but the District achieves savings when people go on leave. In special education, based on the estimated tuition expenses at this time, the special education grants are projected to be lower than budgeted. The forecast and budget use a reimbursement rate of 75 percent. Mr. Levine noted that page 6 of the report shows medical and dental self-insurance, as well as OPEB Trust Expenditures. Mr. Levine noted that when looking at the figures, the Committee should keep in mind that summer is when more medical bills are expected, as teachers schedule doctor visits during that time. The Finance office will be looking at these numbers. He also noted that page 7 of the report shows tuition expenses and there are fewer students in a couple of categories. He noted that his report is preliminary and changes will be evident every month.

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

There was no discussion.

9. Discussion and Possible Action on Budget Transfers

In a memo to Dr. Brady dated October 2, 2012, Mr. Levine recommends the Amity Finance Committee approve two budget transfers of over \$3,000. One budget transfer is needed to pay for a second intern rather than a bench sub.

Mr. Giglietti asked what the difference is between an intern and a bench sub.

Dr. Brady explained that an intern would get no pay, but the District assumes some of the costs for an intern's training. Interns also must student teach, which reduces their ability to serve as substitutes. The substitute pool is a group of substitutes that Amity has trained. When these resources are exhausted, the

District uses Kelly Services, which at almost \$100 per day, is the most expensive choice.

Motion to take the following budget transfer of \$13,926 to pay for a second intern at Bethany Middle School (Mr. Giglietti, 2d Mr. Grasso):

<u>Account Number</u>	<u>Account Name</u>	<u>From</u>	<u>To</u>
05-15-1026-5111	Certified Salaries	\$13,926	
01-13-2400-5330	Other Professional & Tech.		\$13,926

Vote in favor unanimous.

Motion passed.

A reverse motion is needed. Dr. Brady said that the District needed to staff the Math and Science Resource Center. Staff cannot be pulled to do student teaching.

Move to make the following budget transfer of \$27,000 to pay for substitutes/tutors rather than interns at Amity High School (Mr. Nuzzo, 2d Mr. Grasso):

<u>Account Number</u>	<u>Account Name</u>	<u>From</u>	<u>To</u>
03-13-2400-5330	Other Professional & Tech	\$27,000	
05-15-1026-5111	Certified Salaries		\$27,000

Discussion:

Mr. Stirling questioned whether these are employees. Dr. Brady said that they are employees, but they have no benefits.

Vote in favor unanimous.

Motion passed.

10. Update on Financial Operations

A. Update on Proposed Extend and Blend Electricity Supply Contract

At the September 10, 2012 meetings of the Amity Finance Committee and the Amity Board of Education, the administration had sought and obtained authorization to “extend and blend” the District’s electricity supply contract at a price of about \$0.0831 per kilowatt hour with an extension of the contract to December 31, 2016. Dr. Brady was authorized to decide if the market price was in the best interest of the District.

The market price was \$0.0840 per kilowatt hour, or \$33,000 less savings than had been presented to the Amity Finance Committee and Amity Board of Education. Dr. Brady decided the market price was unacceptable, therefore, the District did not “extend and blend” the electricity supply contract.

Dr. Brady directed Facilities Director Jim Saisa to explore other alternatives. Mr. Saisa met with Mike Stein of United Illuminating and found that the District qualifies for the Last Resort Service Generation Services Charge for Amity High School. The High School is the only school that qualifies for the lower rate, because the minimum demand is 500 kilowatt hours. It uses about 67 percent of the District's total electricity usage. At the end of the current contract on December 31, 2014, the District could benefit by switching to the lower rate offered by UI. For example, the rate was recently about \$0.059 per kilowatt hour. The rate does change quarterly; however, several years of data demonstrate the rate has never exceeded the standard rate. Dr. Brady would like to hold off on "extend and blend" and possibly implement the Last Resort Service Generation Services Charge at the end of the current contract or the District may decide to bid the supply contract.

Discussion:

Mr. Stirling asked what the downside of the Last Resort program would be.

Dr. Brady said that, quarterly, the price can fluctuate.

B. Status Report on Financial Audit

Mr. Levine noted that the audit is more extensive this year than last year. He has heard of nothing going into the management letter.

11. Adjourn

Motion to adjourn the meeting at 6:12 p.m. (Mr. Giglietti, 2d Mr. Nuzzo).

Motion passed; meeting adjourned.

Respectfully submitted,
Marianne Lippard, recording clerk