

AMITY REGIONAL SCHOOL DISTRICT NO. 5

Bethany Orange Woodbridge
25 Newton Road, Woodbridge, Connecticut 06525

Dr. Jennifer P. Byars
Superintendent of Schools

AMITY REGIONAL BOARD OF EDUCATION REGULAR MEETING AGENDA
Monday, March 10, 2025 6:30 pm
25 Newton Road, Woodbridge, CT
Lecture Hall

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **APPROVAL OF MINUTES**
 - a. Board of Education Special Meeting – February 24, 2025 [page 4](#)
4. **CORRESPONDENCE**
5. **PUBLIC COMMENT**
6. **CHAIRMAN’S REPORT**
 - a. Committee Reports
 1. **ACES**
 2. **CABE**
 3. **Communications**
 4. **District Health and Safety**
 5. **Diversity, Equity, and Inclusion Executive Committee**
 6. **District Technology**
 - a. Monthly Report [page 6](#)
 7. **Facilities**
 - a. Monthly Report [page 7](#)
 8. **Finance**
 - a. Discussion and Possible Action on Contracts over \$35,000 [page 8](#)
 - i. Investment Consultants
 - ii. Auditors
 - iii. Insurance Consultants
 - iv. Fire Suppression System
 - b. Discussion of Monthly Financial Statements [page 11](#)
 - i. Special Education Update
 - c. Director of Finance and Administration Approved Transfers Under \$3,000 [page 40](#)
 - d. Discussion and Possible Action on Budget Transfers over \$3,000 [page 42](#)
 - e. Other
 - i. Food Service Update
9. **Policy**
 - a. Second Reads
 - i. Policy 5144.4 - Physical Exercise and Discipline of Students [page 43](#)
 - ii. Policy 5145.111 - Students/Probation/Police/Courts [page 45](#)
10. **Personnel**

PLEASE POST

PLEASE POST

- a. Personnel Report [page 47](#)
- 7. **DISCUSSION AND POSSIBLE ACTION ON THE BOARD OF EDUCATION 2025-2026 BUDGET** [page 48](#)
- 8. **NEW BUSINESS & ANNOUNCEMENTS**
- 9. **EXECUTIVE SESSION - UPDATE ON HIGH SCHOOL HOMELAND SECURITY AUDIT**
- 10. **ITEMS FOR THE NEXT REGULAR MEETING AGENDA – Due to Chairperson by March 31, 2025**
- 11. **ADJOURNMENT**



Jennifer P. Byars, Ed.D.
Superintendent of Schools

pc: Town Clerks Bethany, Orange, Woodbridge

***Working to "enable every Amity student to become a lifelong learner
and a literate, caring, creative and effective world citizen."***

District Mission Statement

If you require accommodations to participate because of a disability,
please contact the office of the Superintendent of Schools in advance at 203-397-4811.

AMITY REGIONAL SCHOOL DISTRICT NO. 5
BOARD OF EDUCATION
Bethany Orange Woodbridge



NORMS

BE RESPECTFUL

- Model civil discourse and discussion, respecting all viewpoints, welcoming ideas, and disagreeing with courtesy.
- Collaborate as a team.
- Listen actively and refrain from interruptions or side conversations.
- Respect each others' time by brevity of comment.
- Be fully present and mindful of the distractions caused by electronic devices.
- Grow and learn from each other.

HONOR THE POSITION

- Work within the Board's statutory and policy duties.
- Prepare for Board & Committee meetings by reading the packet prior to the meeting.
- Treat each student, parent, and stakeholder respectfully and assist them in following the designated chain of command.
- Be reflective, including conducting an annual Board self-evaluation.

REPRESENT THE BOARD WITH UNITY AND PRIDE

- Make decisions based on what is best for the collective student body of Amity Regional School District No. 5.
- Respect the professional expertise of the staff.
- Be flexible in response to challenges.
- Collaboratively engage in discussions and actions and once voted on, provide undivided support of Board decisions in both public and private.

AMITY REGIONAL BOARD OF EDUCATION SPECIAL MEETING MINUTES

Monday, February 24 2025, 6:30 pm

25 Newton Road, Woodbridge, CT

BOARD MEMBERS PRESENT

Cathy Bradley, Paul Davis, Sean Hartshorn, Andrea Hubbard, Christina Levere-D’Addio, Dana Lombardi, Michael McDonough, Dr. Carol Oladele, Patrick Reed, and Donna Schuster

BOARD MEMBERS ABSENT

Carla Eichler, Dr. Karunakaran, Donna Schlank

STUDENT BOARD MEMBERS PRESENT

Sophia Messina

STAFF MEMBERS PRESENT

Dr. Jennifer Byars, Dr. Shannan Carlson, Theresa Lumas

1. CALL TO ORDER

Chairperson Davis called the meeting to order at 6:33 p.m.

2. PLEDGE OF ALLEGIANCE

Led by Amity Board of Education Chair Paul Davis

3. APPROVAL OF MINUTES

a. Board of Education Regular Meeting – February 10, 2025

MOTION by Sean Hartshorn, SECOND by Dana Lombardi to approve February 10, 2025 minutes, with suggested updates.

VOTES IN FAVOR, 9 (Bradley, Davis, Hartshorn, Hubbard, Lombardi, McDonough, Dr. Oladele, Reed, Schuster)

ABSTAIN, 1 (Levere-D’Addio)

MOTION CARRIES

4. STUDENT REPORT

a. Monthly Report

Presented by Board of Education student representatives Sophia Messina and Janet Fan

5. 3 A’s (Academics, Arts, Athletics) AND POG (Portrait of the Graduate) FOCUS PRESENTATION

a. [Class Act Council](#) – Eric Rothbart

6. UPDATE ON THE SUPERINTENDENT’S PROPOSED 2025-2026 BUDGET

Presented by Amity Region 5 Superintendent of Schools Dr. Jennifer Byars

7. DISCUSSION AND POSSIBLE ACTION ON THE SUPERINTENDENT’S PROPOSED 2025-2026 BUDGET

Discussion held. No action taken.

8. RECESS

Recess was not held

9. SUPERINTENDENT'S REPORT

a. Superintendent Report

Presented by Amity Region 5 Superintendent of Schools Dr. Jennifer Byars

10. PUBLIC COMMENT – Public Comment will be limited to those items noticed in this agenda

No Public Comment

**11. DISCUSSION AND POSSIBLE ACTION ON THE SUPERINTENDENT'S MID-YEAR EVALUATION
(Anticipated Executive Session)**

MOTION BY Sean Hartshorn SECOND BY Michael McDonough to enter executive session and to invite Dr. Byars.

VOTES IN FAVOR, 10 (UNANIMOUS)

MOTION CARRIES

The Board enters Executive Session at 7:28 p.m.

The Board exits Executive Session at 8:35 p.m.

12. ITEMS FOR THE NEXT REGULAR MEETING AGENDA – Due to Chairperson by February 28, 2025

13. ADJOURNMENT

Meeting adjourned, without objection, at 8:36 p.m by Chairperson Davis.

Respectfully submitted,

Lisa Zaleski

Lisa Zaleski

BOE Recording Secretary

March 2025

February Ticket Summary

Tickets addressed
and closed: 301

Tickets open: 16

HS Student Help Desk

Students helped: 326

Amity Regional School
District No. 5

25 Newton Road

Woodbridge, CT 06525

Phone: 203-397-4817

Fax: 203-397-4864

Amity Regional School District No. 5

Technology Department Monthly Report

Completed Projects:

- Installed new sound board at AMSO for stage events

Projects in process:

- Began preparation for migration to a new payment solution and cafeteria point-of-sale solution for the start of the 2025-2026 school year. MySchoolBucks will provide a more seamless experience for families and integrate with PowerSchool.
- Implementing a new anonymous tip line for students and families to report incidents to building and district administration, the new system is called "Anonymous Alerts" and will provide secure and anonymous 2-way communication between the community and administration via a web portal and/or app. Our prior tip line software is no longer functional.
- Implementing a student check-in kiosk in the tech help desks at both middle schools similar to the one used at the HS in order to collect data on the number of students helped.
- Currently meeting with vendors that we made contact with at the annual FETC conference in January. We are in the initial stages of exploring solutions for camps security, AI as a tool for administrators and more robust hall pass systems.
- Two new District wide AI tools are implemented and currently being evaluated and monitored.
 - Magic School
 - PowerBuddy
- Website redesign is ongoing and major updates have been completed.
- Technology Budget
 - Requests are submitted and entered into the new Technology Budget
 - Full audit of current budget is complete in preparation for building the technology budget



CLEAN

SAFE

HEALTHY

SCHOOLS

Amity Regional School District No. 5

25 Newton Road

Woodbridge, CT 06525

Phone: 203-397-4817

Fax: 203-397-4864



Amity Regional School District No. 5

Facilities Department Monthly Report

Completed Projects:

- A VFD for AHU 3 at the high school was replaced by our in house electrician.
- A few lighting repairs District wide were completed by our in house electrician.
- A convection oven in the kitchen at AMSB was repaired by an outside vendor.
- The lighting controls for the stage lights at AMSB were repaired by an outside contractor.
- A snow thrower for ARHS was repaired by our in house building maintainer.
- A few sinks were repaired by our in house maintainer at AMSO.
- Weather striping on an exterior door at AMSO was repaired by our in house maintainer.

Projects in Process:

- Facilities is working with an outside contractor to repair a few areas in the main driveway at ARHS.
- Roof leaks at all three schools are being addressed by our roofing contractor.
- The District is working with the Town of Woodbridge to address concerns with the fuel cell and microgrid. There was a meeting held on January 10th with UI, Fuel cell, the Town of Woodbridge and Amity. There is another meeting scheduled for March 10th.
- The fire pump in Bethany needs to be replaced. The District is working with Van Zelm engineers to draft specifications so the project can go out to bid.
- Facilities is working with Van Zelm and Silver Petrucelli to design the scope of work for the HVAC improvements as part of the Media Center upgrade.
- Titan Energy made a presentation the Board of Ed. on February 10th to install carports with solar panels in the parking lot at ARHS for the summer of 2026. The BOE approved the project and the District is working with Titan Energy on getting the documents needed to submit to the state for approval.
- The Facilities Department is transitioning from Schooldude to FMX for it's work order and facility scheduling needs. We had our first kick-off meeting last week and the new site will be ready to use by July 1st.
- The fire suppression system for the data room at ARHS was bid last month. A recommendation for award will be presented to the Board on March 10th.

Outstanding issues to be addressed:

- The chiller for AMSO will need repairs to be made before spring startup. A quote from Trane was received, an additional quote may be needed if additional parts are needed. The chiller will run, but only one stage.

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



Theresa Lumas
Director of Finance and Administration
terry.lumas@amityregion5.org

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

To: Dr. Jennifer Byars, Superintendent of Schools
From: Theresa Lumas, Director of Finance and Administration
Re: Award of Contracts of \$35,000 or More
Date: February 10, 2025

FINANCE:

1. Auditors:

Mahoney Sabol & Company, LLP was appointed the District's auditor in 2017 based on the bid selection. The cost to the District for fiscal years 2018-2024 have been very stable, \$31,000 to the current price of \$38,420.

We have the option to extend the contract 2 more years. Michael VanDeventer, Partner, explained "*Mahoney Sabol, LLC continues to experience significant increases in our employee costs (both wages and benefits). Wage increases have been driven by the market due to inflation and overall staffing shortages within the profession. We are committed to retaining our employees and to continue to provide the level of client service that our clients have become accustomed to and deserve. Although we continue to absorb a portion of the increases in our employee costs, it is having an impact on our billable hourly rates and some increase is necessary.*" Mahoney Sabol, LLC provides an experienced governmental auditing team in order to serve the auditing needs of the District. As an existing client of the firm, the District receives preferential timing in terms of audit scheduling and will continue to receive our highest priority and attention.

I am recommending we exercise the option of a 2-year extension.

Amity Finance Committee:

Move to recommend the Amity Board of Education...

Amity Board of Education:

Move to ...

award a 2-year contract extension to Mahoney, Sabol & Company, LLC of Glastonbury, for auditing services. The proposed 2-year contract extension price is \$41,000 in year 1, and \$43,000 in year 2.

2. Investment Consultant:

The District went out to bid for investment consultant services for advisement on the pension, OPEB, and sick and severance investment funds in 2022. Two consulting firms submitted proposals. Our current advisor, Fiducient Advisors submitted a 3-year proposal of \$22,500, \$23,175, and \$23,870. Their fee has been relatively flat for 8 years. We have paid \$18,000 - \$19,000 per year since 2014. Fiducient Advisors has a sizeable group of employees, over 80, as well as a large municipal and school client base. The other bidder submitted a proposal on basis points which equates to approximately \$75,050 each year.

We have the option now to extend the contract for another 2 years. Fiducient Advisors has proposed a 3% increase to adjust for inflation for FY26 and FY27. The dollar amounts for FY26 is \$24,586 and \$25,324 for FY27. I am recommending we extend the contract for an additional 2 years.

Amity Finance Committee:

Move to recommend the Amity Board of Education...

Amity Board of Education:

Move to ...

Extent the contract for 2 years, to Fiducient Advisors of Glastonbury for investment consulting services. The extended contract price is \$24,586 in year 1 and \$25,324 in year

3. Insurance Consultant:

The District went out to bid for Health Insurance Consultant in 2022. Five vendors bid the service with prices ranging from \$30,000 to \$55,000 in year 1 and the 3-year prices ranging from \$90,000 to \$171,000. Brown & Brown of Connecticut, Inc was the lowest bidder and selected as the District's health insurance consultants for a 3-year contract with the option of a 2-year extension. Brown and Brown has a team member with extensive bargaining unit contract negotiation experience. Brown and Brown provided a client list of 21 school districts in Connecticut, including 3 regional school districts, and a number of municipalities. Approximately 50% of their public entity clients are self-insured. Brown & Brown has proposed a 2-year extension with no rate increase. I recommend we opt to extend the contract 2 years at \$30,000 each year.

Amity Finance Committee:

Move to recommend the Amity Board of Education...

Amity Board of Education:

Move to ...

Extend the contract with Brown & Brown of Connecticut, Inc, for health insurance consulting services for 2 years. The proposed 2-year extended contract price is \$30,000 in year 1, and \$30,000 in year 2.

FACILITIES:

1. Fire Suppression System:

Facilities went out to bid for the installation of a fire suppression system in the data room at Amity High School. Bids were opened on February 10, 2025, and W&M Fire Protection was the only bidder. W&M Fire Protection is our current vendor for maintaining and inspecting the fire sprinkler system in all three schools. Mr. Martoni is requesting that the Board award the contract for the installation of a fire suppression system in the data room at Amity High School to W&M Fire Protection for \$56,800. This will be paid from ECF grant proceeds.

Amity Finance Committee:

Move to recommend the Amity Board of Education...

Amity Board of Education:

Move to ...

Award the contract with W&M Fire Protection for the installation of a fire suppression system at ARHS for \$56,800.

**AMITY REGIONAL SCHOOL DISTRICT NO. 5
REVENUES AND EXPENDITURES
FOR FY 2024-2025**

		COLUMN 1	COLUMN 2	COLUMN 3	COLUMN 4	COLUMN 5	COLUMN 6	COL 7
		2023-2024	2024-2025	JAN 25	CHANGE	FEB 25	VARIANCE	FAV
LINE	CATEGORY	ACTUAL	BUDGET	FORECAST	INCR./(DECR.)	FORECAST	OVER/(UNDER)	UNF
1	MEMBER TOWN ALLOCATIONS	53,388,441	55,272,025	55,272,025	0	55,272,025	0	FAV
2	OTHER REVENUE	369,550	247,545	284,710	8,735	293,445	45,900	FAV
3	OTHER STATE GRANTS	839,037	922,082	715,616	58,752	774,368	(147,714)	UNF
4	MISCELLANEOUS INCOME	15,385	15,000	19,867	133	20,000	5,000	FAV
5	TOTAL REVENUES	54,612,413	56,456,652	56,292,218	67,620	56,359,838	(96,814)	UNF
6	SALARIES	29,108,667	31,251,456	31,157,127	53,352	31,210,479	(40,977)	FAV
7	BENEFITS	5,796,459	6,828,489	6,813,607	0	6,813,607	(14,882)	FAV
8	PURCHASED SERVICES	9,433,792	10,242,333	9,988,404	68,213	10,056,617	(185,716)	FAV
9	DEBT SERVICE	4,417,942	3,858,211	3,858,211	0	3,858,211	0	FAV
10	SUPPLIES (INCLUDING UTILITIES)	3,161,505	3,459,384	3,608,268	(17,000)	3,591,268	131,884	UNF
11	EQUIPMENT	169,506	200,101	216,261	0	216,261	16,160	UNF
12	IMPROVEMENTS / CONTINGENCY	272,756	392,500	373,215	0	373,215	(19,285)	FAV
13	DUES AND FEES	169,465	224,178	229,178	0	229,178	5,000	UNF
14	TRANSFER ACCOUNT	1,091,054	0	0	0	0	0	FAV
15	TOTAL EXPENDITURES	53,621,146	56,456,652	56,244,271	104,565	56,348,836	(107,816)	FAV
16	SUBTOTAL	991,268	0	47,947	(36,945)	11,002	11,002	FAV
17	PLUS: CANCELLATION OF PRIOR YEAR'S ENCUMBRANCES	59,412	0	0	0	0	0	FAV
18	DESIGNATED FOR SUBSEQUENT YEAR'S BUDGET:	0	0	0	0	0	0	FAV
19	NET BALANCE / (DEFICIT)	1,050,680	0	47,947	(36,945)	11,002	11,002	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 2024-2025**

		COLUMN 1	COLUMN 2	COLUMN 3	COLUMN 4	COLUMN 5	COLUMN 6	COL 7
		2023-2024	2024-2025	JAN 25	CHANGE	FEB 25	VARIANCE	FAV
LINE	CATEGORY	ACTUAL	BUDGET	FORECAST	INCR./(DECR.)	FORECAST	OVER/(UNDER)	UNF
1	BETHANY ALLOCATION	9,075,014	9,012,104	8,828,986	0	8,828,986	(183,118)	UNF
1a	PRIOR YEAR CREDIT BETHANY	242,337		183,118		183,118	183,118	
2	ORANGE ALLOCATION	25,388,491	27,479,040	26,964,444	0	26,964,444	(514,596)	UNF
2a	PRIOR YEAR CREDIT ORANGE	715,253		514,596		514,596	514,596	
3	WOODBIDGE ALLOCATION	17,504,540	18,780,881	18,427,914	0	18,427,914	(352,967)	UNF
3a	PRIOR YEAR CREDIT WOODBRIDGE	462,806		352,967		352,967	352,967	
4	MEMBER TOWN ALLOCATIONS	53,388,441	55,272,025	55,272,025	0	55,272,025	0	FAV
5	ATHLETICS	27,229	28,000	28,000	0	28,000	0	FAV
6	INVESTMENT INCOME	151,963	60,000	100,000	10,000	110,000	50,000	FAV
7	PARKING INCOME	32,019	31,150	31,150	0	31,150	0	FAV
8	RENTAL INCOME	33,887	25,000	15,000	(1,265)	13,735	(11,265)	UNF
9	TUITION REVENUE	124,453	103,395	110,560	0	110,560	7,165	FAV
10	TRANSPORTATION BOWA AGREEMENT	0	0	0	0	0	0	FAV
11	OTHER REVENUE	369,550	247,545	284,710	8,735	293,445	45,900	FAV
12	ADULT EDUCATION	4,521	4,754	4,754	424	5,178	424	FAV
14	SPECIAL EDUCATION GRANTS	812,416	893,928	688,762	58,328	747,090	(146,838)	UNF
15	TRANSPORTATION INCOME-MAGNET	22,100	23,400	22,100	0	22,100	(1,300)	UNF
16	OTHER STATE GRANTS	839,037	922,082	715,616	58,752	774,368	(147,714)	UNF
17	INTERGOVERNMENTAL REVENUE	0	0	0	0	0	0	FAV
18	OTHER REVENUE	15,385	15,000	19,867	133	20,000	5,000	FAV
19	TRANSFER IN	0	0	0	0	0	0	FAV
20	MISCELLANEOUS INCOME	15,385	15,000	19,867	133	20,000	5,000	FAV
21	TOTAL REVENUES	54,612,413	56,456,652	56,292,218	67,620	56,359,838	(96,814)	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 2024-2025**

		COLUMN 1	COLUMN 2	COLUMN 3	COLUMN 4	COLUMN 5	COLUMN 6	COL 7
		2023-2024	2024-2025	JAN 25	CHANGE	FEB 25	VARIANCE	FAV
LINE	CATEGORY	ACTUAL	BUDGET	FORECAST	INCR./(DECR.)	FORECAST	OVER/(UNDER)	UNF
1	5111-CERTIFIED SALARIES	23,917,065	25,596,300	25,676,708	55,993	25,732,701	136,401	UNF
2	5112-CLASSIFIED SALARIES	5,191,602	5,655,156	5,480,419	(2,641)	5,477,778	(177,378)	FAV
3	SALARIES	29,108,667	31,251,456	31,157,127	53,352	31,210,479	(40,977)	FAV
4	5200-MEDICARE - ER	407,317	455,244	455,244	0	455,244	0	FAV
5	5210-FICA - ER	337,860	360,217	360,217	0	360,217	0	FAV
6	5220-WORKERS' COMPENSATION	158,561	165,818	158,586	0	158,586	(7,232)	FAV
7	5255-MEDICAL & DENTAL INSURANCE	3,611,804	4,574,718	4,549,222	0	4,549,222	(25,496)	FAV
8	5860-OPEB TRUST	265,890	291,313	291,313	0	291,313	0	FAV
9	5260-LIFE INSURANCE	48,405	64,396	64,396	0	64,396	0	FAV
10	5275-DISABILITY INSURANCE	12,106	12,062	12,062	0	12,062	0	UNF
11	5280-PENSION PLAN - CLASSIFIED	726,430	670,604	670,604	0	670,604	0	FAV
12	5281-DEFINED CONTRIBUTION RETIREMENT PLAN	189,595	197,327	197,327	0	197,327	0	FAV
13	5282-RETIREMENT SICK LEAVE - CERT	0	0	0	0	0	0	FAV
14	5283-RETIREMENT SICK LEAVE - CLASS	0	0	0	0	0	0	FAV
15	5284-SEVERANCE PAY - CERTIFIED	0	0	0	0	0	0	FAV
16	5290-UNEMPLOYMENT COMPENSATION	36,600	7,590	25,436	0	25,436	17,846	UNF
17	5291-CLOTHING ALLOWANCE	1,891	2,200	2,200	0	2,200	0	FAV
18	5292-TUITION REIMBURSEMENT	0	27,000	27,000	0	27,000	0	FAV
19	BENEFITS	5,796,459	6,828,489	6,813,607	0	6,813,607	(14,882)	FAV
20	5322-INSTRUCTIONAL PROG IMPROVEMENT	61,690	64,200	64,200	0	64,200	0	FAV
21	5327-DATA PROCESSING	132,568	138,302	138,302	0	138,302	0	FAV
22	5330-PROFESSIONAL & TECHNICAL SRVC	2,129,837	2,298,132	2,356,124	0	2,356,124	57,992	UNF
23	5440-RENTALS - LAND, BLDG, EQUIPMENT	109,700	112,566	112,566	0	112,566	0	FAV
24	5510-PUPIL TRANSPORTATION	3,833,125	4,020,506	3,982,598	14,908	3,997,506	(23,000)	FAV
25	5521-GENERAL LIABILITY INSURANCE	282,623	305,004	309,835	0	309,835	4,831	UNF
26	5550-COMMUNICATIONS: TEL, POST, ETC.	103,472	115,076	115,076	0	115,076	0	FAV
27	5560-TUITION EXPENSE	2,712,997	3,093,272	2,814,428	53,305	2,867,733	(225,539)	FAV
28	5590-OTHER PURCHASED SERVICES	67,780	95,275	95,275	0	95,275	0	FAV
29	PURCHASED SERVICES	9,433,792	10,242,333	9,988,404	68,213	10,056,617	(185,716)	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 2024-2025**

		COLUMN 1	COLUMN 2	COLUMN 3	COLUMN 4	COLUMN 5	COLUMN 6	COL 7
		2023-2024	2024-2025	JAN 25	CHANGE	FEB 25	VARIANCE	FAV
LINE	CATEGORY	ACTUAL	BUDGET	FORECAST	INCR./(DECR.)	FORECAST	OVER/(UNDER)	UNF
30	5830-INTEREST	523,986	368,978	368,978	0	368,978	0	FAV
31	5910-REDEMPTION OF PRINCIPAL	3,893,956	3,489,233	3,489,233	0	3,489,233	0	FAV
32	DEBT SERVICE	4,417,942	3,858,211	3,858,211	0	3,858,211	0	FAV
33	5410-UTILITIES, EXCLUDING HEAT	679,399	712,402	840,511	47,000	887,511	175,109	UNF
34	5420-REPAIRS, MAINTENANCE & CLEANING	792,147	802,305	821,590	0	821,590	19,285	UNF
35	5611-INSTRUCTIONAL SUPPLIES	371,596	444,802	439,802	(25,000)	414,802	(30,000)	FAV
36	5613-MAINTENANCE/CUSTODIAL SUPPLIES	172,498	240,780	240,780	0	240,780	0	FAV
37	5620-OIL USED FOR HEATING	63,373	60,930	60,930	0	60,930	0	FAV
38	5621-NATURAL GAS	84,228	104,180	104,180	(30,000)	74,180	(30,000)	FAV
39	5627-TRANSPORTATION SUPPLIES	197,523	180,913	196,503	0	196,503	15,590	UNF
40	5641-TEXTS & DIGITAL RESOURCES	117,975	178,281	178,281	(9,000)	169,281	(9,000)	FAV
41	5642-LIBRARY BOOKS & PERIODICALS	17,715	20,550	20,550	0	20,550	0	FAV
42	5690-OTHER SUPPLIES	230,134	257,296	257,296	0	257,296	0	FAV
43	5695-OTHER SUPPLIES-TECHNOLOGY	434,917	456,945	447,845	0	447,845	(9,100)	FAV
44	SUPPLIES (INCLUDING UTILITIES)	3,161,505	3,459,384	3,608,268	(17,000)	3,591,268	131,884	UNF
45	5730-EQUIPMENT - NEW	36,099	2,000	2,000	0	2,000	0	FAV
46	5731-EQUIPMENT - REPLACEMENT	60,136	52,301	52,301	0	52,301	0	FAV
47	5732-EQUIPMENT - TECH - NEW	317	0	0	0	0	0	FAV
48	5733-EQUIPMENT - TECH - REPLACEMENT	72,954	145,800	161,960	0	161,960	16,160	UNF
49	EQUIPMENT	169,506	200,101	216,261	0	216,261	16,160	UNF
50	5715-IMPROVEMENTS TO BUILDING	175,146	73,500	73,500	0	73,500	0	FAV
51	5715-FACILITIES CONTINGENCY	100,000	100,000	100,000	0	100,000	0	FAV
51a	TRSF. FROM FACILITIES CONTINGENCY	-100,000	0	(19,285)	0	(19,285)	(19,285)	FAV
52	5720-IMPROVEMENTS TO SITES	97,610	69,000	69,000	0	69,000	0	FAV
53	5850-DISTRICT CONTINGENCY	137,162	150,000	150,000	0	150,000	0	FAV
53a	TRSF. FROM CONTINGENCY TO OTHER ACCTS.	-137,162	0	0	0	0	0	FAV
54	IMPROVEMENTS / CONTINGENCY	272,756	392,500	373,215	0	373,215	(19,285)	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 2024-2025**

		COLUMN 1	COLUMN 2	COLUMN 3	COLUMN 4	COLUMN 5	COLUMN 6	COL 7
		2023-2024	2024-2025	JAN 25	CHANGE	FEB 25	VARIANCE	FAV
LINE	CATEGORY	ACTUAL	BUDGET	FORECAST	INCR./(DECR.)	FORECAST	OVER/(UNDER)	UNF
55	5580-STAFF TRAVEL	24,997	25,888	25,888	0	25,888	0	FAV
56	5581-TRAVEL - CONFERENCES	53,964	86,855	91,855	0	91,855	5,000	UNF
57	5810-DUES & FEES	90,504	111,435	111,435	0	111,435	0	FAV
58	DUES AND FEES	169,465	224,178	229,178	0	229,178	5,000	UNF
59	5856-TRANSFER ACCOUNT	1,091,054	0	0	0		0	FAV
60	TOTAL EXPENDITURES	53,621,146	56,456,652	56,244,271	104,565	56,348,836	(107,816)	FAV
61								
Note:	RESTRICTED - RETURN TO TOWNS	1,050,680						

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 2024-2025**



February 2025

2024-2025 FORECAST

OVERVIEW

The projected unspent fund balance for this fiscal year is \$11,002 FAV, previously \$47,947 FAV, which appears on page 1, column 6, and line 19. The unspent funds from fiscal year 2024, \$1,050,680 was deducted from the town allocations in March 2025. This is comprised of \$991,268 of FY24 unspent funds and \$59,412 in FY23 unspent encumbrances. This Board approved 2% of the unspent funds as an end-of-year transfer. The appropriation request to the educational expenditure account is shown on line 59 of the Excel file. The District is legally allowed to transfer with Board approval up to 2% or \$1,091,054 of the current budget if funds become available. The item was approved at the September 2024 meeting.

REVENUES BY CATEGORY

The projected yearend balance of revenues is **\$96,814 UNF**, previously **\$164,434, UNF** which appears on page 2, column 6, line 21.

LINE 5 on Page 2: ATHLETICS:

The forecast is based on the budget developed on historical payments. *The forecast is neutral.*

LINE 6 on Page 2: INVESTMENT INCOME:

The forecast is based on the budget developed. *The forecast is \$50,000 FAV, previously \$40,000 FAV.*

<u>Month</u>	<u>M&T Bank</u>	<u>State Treasurer's Investment Fund</u>
July 2024	.40%	5.43%
August 2024	.40%	5.41%
September 2024	.40%	5.26%
October 2024	.40%	5.00%
November 2024	.40%	4.82%
December	.40%	4.66%
January	.40%	4.46%
February	.40%	4.44%

LINE 7 on Page 2: PARKING INCOME:

The forecast is based on the budget developed on actual payments. *The forecast is neutral.*

LINE 8 on Page 2: RENTAL INCOME:

The forecast is based on the budget developed on estimated payments for the fiscal year. *The forecast is \$11,265 UNF, previously \$10,000 UNF.*

LINE 9 on Page 2: TUITION REVENUE:

The budget is based on seven tuition students, three at a reduced employee rates. **Full tuition rate is \$21,636.** The actual tuition charged is higher (\$578 per year). *Seven tuition students are enrolled, including three at reduced employee rates, and two students not yet moved into the District paying monthly. The forecast is \$7,165 FAV, including \$2,838 from the rate change, previously \$7,165 FAV.*

LINE 12 on Page 2: ADULT EDUCATION:

The forecast is based on historical data of State payments. *The forecast is \$424 FAV, previously neutral.*

LINE 14 on Page 2: SPECIAL EDUCATION GRANTS:

The current projection is based on budgeted costs for placements and transportation. The budget assumes a 68% reimbursement rate. The State passed legislation in June 2023 which increased the reimbursement rate to 85% but still capped at 68% reimbursement. This impacts the budget. *The forecast is \$146,838 UNF, previously \$205,166 UNF due to latest State reimbursement estimates projected based on the latest expenditure data report to the State and the historical low reimbursement rate of 60%. Our first payment this year was at 59.96%. The forecast increased from last month due to the higher expenses reported in September and December.*

LINE 15 on Page 2: TRANSPORTATION INCOME:

The forecast is based on projected State payments and enrollment for magnet school transportation budgeted. *The forecast is \$1,300 UNF, previously \$1,300 UNF.*

LINE 18 on Page 2: OTHER REVENUE:

The forecast is based on the budget developed on historical payments. *The forecast is \$5,000 FAV, previously \$4,867 FAV.*

EXPENDITURES BY CATEGORY

The projected yearend balance of expenditures is *\$107,816 FAV, previously \$212,381 FAV* which appears on page 5, column 6, line 60.

LINE 1 on Page 3: 5111-CERTIFIED SALARIES:

The forecast is based on budget. There are still vacant positions. Turnover savings on positions filled to date is currently more than budgeted, \$3,339 FAV, previously \$89,409 UNF. There were 5 retirements budgeted, and only 3 retirements submitted. The salary for staff filling positions due to retirement and resignations is more than budgeted. The budget assumes new hires at step MA5, however the average of new staff is MA9 step. This does translate to a more experienced teaching staff, but not as much of a monetary savings. There is currently \$72,152 FAV from unpaid leaves. *The account is forecasted to be \$136,401 UNF, previously \$80,408 UNF. The need for substitutes has increased significantly year-over-year partially due to paid FMLA and increased school business days.*

LINE 2 on Page 3: 5112-CLASSIFIED SALARIES:

The forecast is based on budget. The cyber tech position was outsourced, savings of \$58,198 on the salary line. *Turnover on positions filled to date exceeds the turnover estimates by \$48,222 FAV, previously \$4,904 FAV. Forecast for all accounts are \$177,378 FAV, previously \$174,737 FAV. There is a significant turnover in paraeducators, several custodians and secretaries, creating gaps in filling positions. Some substitutes have been contracted through outside agencies.*

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

The forecast is based on budget.

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

The workers' compensation premium is more than budgeted. The renewal policy is \$665 UNF. The District received a members' equity rebate for \$7,897 FAV. The forecast is \$7,232 FAV.

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

The following charts are included to track how the District's actual claims are comparing against the expected claims. How claims are running for the year has always been a common question, so the charts for claims and fees are shown monthly. However, claims are one piece of the medical budget line shown in the Excel file. Fees, employee contributions, grant funding, employer contributions to employee HSA accounts and reserve funding are other factors built into the Medical and Dental Insurance Budget. The claims chart in the Word document will not equal the Excel line since it is only one factor of the data comprising the medical budget. Certainly claims are a significant factor which is why it is given in detail below. *Claims are forecasted to be 98.8% of budget.*

The forecast projects actual claims and fees of current employees and retirees will be neutral with the budget, however claims are more than the month-to-month forecast. The projected monthly budget is based on an average of five years of claims. One position was outsourced, projecting a savings of \$25,496 in claims and fees.

CLAIMS OF CURRENT EMPLOYEES AND RETIREES

MONTH	2024-2025 ACTUAL	2024-2025 BUDGET	VARIANCE	2023-2024 ACTUAL	2022-2023 ACTUAL
<i>JUL*</i>	\$ 347,337	\$ 370,320	\$ (22,983)	\$ 364,829	\$ 34,837
<i>AUG</i>	\$ 488,825	\$ 517,730	\$ (28,905)	\$ 641,037	\$ 798,616
<i>SEP</i>	\$ 404,062	\$ 475,645	\$ (71,583)	\$ 412,377	\$ 551,212
<i>OCT</i>	\$ 549,988	\$ 390,384	\$ 159,604	\$ 508,930	\$ 297,594
<i>NOV</i>	\$ 458,288	\$ 457,220	\$ 1,068	\$ 541,882	\$ 306,068
<i>DEC</i>	\$ 477,519	\$ 607,753	\$ (130,234)	\$ 363,042	\$ 435,108
<i>JAN</i>	\$ 328,754	\$ 391,200	\$ (62,446)	\$ 220,714	\$ 311,328
<i>FEB</i>	\$ 382,582	\$ 283,638	\$ 98,944	\$ 183,906	\$ 190,062
MAR	\$ 368,489	\$ 368,489	\$ -	\$ 261,829	\$ 313,582
APR	\$ 332,509	\$ 332,509	\$ -	\$ 266,018	\$ 222,547
MAY	\$ 348,408	\$ 348,408	\$ -	\$ 456,890	\$ 486,004
JUN	\$ 348,237	\$ 348,237	\$ -	\$ 369,321	\$ 302,891
TOTALS	\$ 4,834,998	\$ 4,891,532	\$ (56,534)	\$ 4,590,775	\$ 4,249,849

ACTUAL/FORECAST CLAIMS AS A PERCENTAGE OF EXPECTED CLAIMS

2020-2021 ACTUAL	2021-2022 ACTUAL	2022-2023 ACTUAL	2023-2024 ACTUAL	2024-2025 FORECAST
75.8%	97.3%	93.6%	99.5%	98.8%

***Incomplete billing cycle in July 2023**

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

MONTH	2024-2025 ACTUAL	2024-2025 BUDGET	VARIANCE	2023-2024 ACTUAL	2022-2023 ACTUAL
<i>JUL</i>	\$ 50,798	\$ 37,888	\$ 12,910	\$ 44,555	\$ 30
<i>AUG</i>	\$ 54,969	\$ 63,533	\$ (8,564)	\$ 54,176	\$ 83,030
<i>SEP</i>	\$ 14,743	\$ 52,368	\$ (37,625)	\$ 53,028	\$ 61,858
<i>OCT</i>	\$ 53,552	\$ 54,324	\$ (772)	\$ 52,666	\$ 47,063
<i>NOV</i>	\$ 53,061	\$ 53,324	\$ (263)	\$ 53,732	\$ 50,445
<i>DEC</i>	\$ 51,875	\$ 56,241	\$ (4,366)	\$ 53,218	\$ 52,888
<i>JAN</i>	\$ (6,882)	\$ 45,676	\$ (52,558)	\$ 48,165	\$ 25,978
<i>FEB</i>	\$ 82,020	\$ 66,557	\$ 15,463	\$ 57,785	\$ 46,388
<i>MAR</i>	\$ 55,147	\$ 55,147	\$ -	\$ (8,744)	\$ 74,389
<i>APR</i>	\$ 50,345	\$ 50,345	\$ -	\$ 46,575	\$ 43,145
<i>MAY</i>	\$ 54,104	\$ 54,104	\$ -	\$ 41,342	\$ 47,499
<i>JUN</i>	\$ 44,360	\$ 44,360	\$ -	\$ (6,272)	\$ 18,816
TOTALS	\$ 558,092	\$ 633,867	\$ (75,775)	\$ 490,226	\$ 551,529

LINE 9 on Page 3: 5260-LIFE INSURANCE:

The forecast is based on budget.

LINE 10 on Page 3: 5275-DISABILITY INSURANCE:

The forecast is based on budget.

LINE 16 on Page 3: 5290-UNEMPLOYMENT:

The forecast is based on first quarter billing, \$17,846 UNF, previously \$17,846 UNF.

LINE 22 on Page 3: 5330-PROFESSIONAL TECHNICAL SERVICES:

The forecast is projected to be over budget due to outsourcing one position for cybersecurity, \$83,694 UNF. This is offset by savings on a student device lease agreement of \$25,702 FAV. *Net for the account is currently, \$57,992 UNF, previously \$57,992 UNF.*

LINE 23 on Page 3: 5440-RENTALS:

The forecast is based on budget.

LINE 24 on Page 3: 5510-PUPIL TRANSPORTATION:

Special Education Transportation continues to fluctuate to meet student enrollment and needs. The number of students transported each month as well as the facilities students are transported to each month varies. The change month-to-month reflects students who exited programs early and lower than budgeted expenses for some students. *The forecast including special education transportation is \$23,000 FAV, previously \$37,908 FAV for Vo-Ag and Vo-Tech bussing.* A bus was reduced to Emmett O’Brien tech due to low enrollment, this reduction was captured in the budget and is not an additional savings. The actual Platt Tech bus cost was less than estimated, \$28,168 FAV.

LINE 25 on Page 3: 5521-GENERAL LIABILITY INSURANCE: Various liability policies, including medical professional renewed under budget, while Student Accident insurance renewed over budget. General liability is under \$3,825 FAV and medical professional coverage is under \$306 Student Accident is \$8,962 UNF. *Account is \$4,831 UNF, previously \$4,831 UNF.*

LINE 26 on Page 3: 5550-COMMUNICATION: TEL, POST, ETC:

The forecast is based on budget.

LINE 27 on Page 3: 5560-TUITION EXPENSE:

Special Education tuition is under review as student enrollment and needs are not finalized for the start of the year. *The forecast for these accounts is \$225,539 FAV, previously \$278,844 FAV. The tuition rate for vocational and magnet schools was reduced by the State Legislature in June 2024. Data changes based on actual student placements and services.*

Tuition for the Vo-Ag schools is based on \$106,568 FAV, previously \$106,568 FAV.

	FY20-21 ACTUAL	FY21-22 ACTUAL	FY22-23 ACTUAL	FY23-24 ACTUAL	FY24-25 BUDGET	FY24-25 FORECAST
Sound	5	3	3	3	5	4
Trumbull	3	1	3	4	4	3
Nonnewaug	7	9	7	8	8	4
Common Ground Charter HS	1	1	3	2	1	0
Fairchild Wheeler	0	0	0	0	0	1(0)
NH Coop Arts	0	0	0	0	0	1
Wintergreen Magnet	0	1	0	0	0	0
Marine Science Magnet HS	0	0	1	0	0	0

Engineering Science Magnet	0	0	0	0	0	1
Lyman Hall-Vo-AG School	0	0	0	0	0	1
Totals	16	15	20	17	18	15(14)

ECA is \$53,254 FAV, previously \$53,254 FAV.

	FY20-21 ACTUAL	FY21-22 ACTUAL	FY22-23 ACTUAL	FY23-24 ACTUAL	FY24-25 BUDGET	FY24-25 FORECAST
ECA	16	18	19	19	19	19

Public (ACES) and private out-of-district placements are \$65,717 FAV, previously \$119,022 FAV.

	FY20-21 ACTUAL	FY21-22 ACTUAL	FY22-23 ACTUAL	FY23-24 ACTUAL	FY24-25 BUDGET	FY24-25 FORECAST
Public SPED	6	10	9	8	11	9
Private SPED	27	20	16	19	16	15
Totals	33	30	25	27	27	24(24)

LINE 33 on Page 4: 5410-UTILITIES, EXCLUDING HEAT:

The 2024-2025 budget for electricity assumes the use of 3,377,000 kilowatt hours at an average price of 0.07988 or a cost of \$620,567 with delivery charges. Forecast is \$175,109 UNF due to delivery and public benefit charges, previously \$125,000 UNF. It is difficult to estimate the supplemental charges and current rates project a \$167,000 UNF affect on the account. The forecast is projecting a slight decrease in the monthly invoices during the winter months. The winter months have decreased in the past but it is unclear if that will happen this year.

The budget for propane is \$4,635. *The forecast is neutral.*

The budget for water is \$59,200. *The forecast is \$5,000 UNF, previously neutral.*

Sewer costs are budgeted at \$31,109. *The forecast is \$3,109 UNF, previously 3,109 UNF.*

ELECTRICITY (KILOWATT HOURS)

MONTH	2024-2025 FORECAST	2024-2025 BUDGET	VARIANCE	2023-2024 ACTUAL	2022-2023 ACTUAL
<i>JUL</i>	352,636	307,438	45,198	275,363	325,263
<i>AUG</i>	341,068	339,080	1,988	339,333	350,459
<i>SEP</i>	315,393	304,849	10,544	295,827	294,292
<i>OCT</i>	302,667	278,181	24,486	250,944	252,949
<i>NOV</i>	264,619	261,922	2,697	251,734	252,160
<i>DEC</i>	259,154	259,642	(488)	233,988	245,784
JAN	292,535	275,541	16,994	271,629	262,051
FEB	270,438	270,438	-	255,916	259,362
MAR	255,558	255,558	-	242,795	249,254
APR	264,677	264,677	-	262,074	250,112
MAY	257,500	257,500	-	288,966	264,292
JUN	302,174	302,174	-	320,107	287,285
Totals	3,478,419	3,377,000	101,419	3,288,676	3,293,263

DEGREE DAYS

There are 4,158 degree days to date as opposed to 3,943 last year.

LINE 34 on Page 4: 5420-REPAIRS & MAINTENANCE: *The forecast is projected to be \$39,485 UNF, previously \$19,285 UNF.* A budget transfer was approved in October to cover duct cleaning at AMSO, \$9,800 UNF. A transfer request was approved in November for \$9,485 for 2 variable frequency drives damaged during the microgrid test at ARHS. **The budget for snowplowing, salting and sanding is currently \$20,200 UNF.**

LINE 36 on Page 4: 5613-MAINTENANCE SUPPLIES: *The forecast is projected to be neutral.*

LINE 37 & 38 on Page 4: 5620 & 5621-OIL & NATURAL GAS:

The budget for natural gas is \$104,180 and the budget for oil is \$2.83 per gallon, and \$60,930 annually. *The forecast is projected to be \$30,000 FAV, previously neutral.*

LINE 39 on Page 4: 5627-TRANSPORTATION SUPPLIES: *The forecast is projected to be \$15,590 UNF, previously neutral. The amount of fuel allocated to drivers has increased in the past two years based on actual daily run mileage and two gasoline fueled busses that have different fuel allotments. This account was over budget last year and the current data indicates it will be over budget this fiscal year. The account has been adjusted in the proposed FY26 budget.*

LINE 43 on Page 4: 5695-OTHER SUPPLIES-TECHNOLOGY:

The forecast is projected to be \$9,100 FAV, previously \$9,100 FAV.

LINE 45 on Page 4: 5730-EQUIPMENT -NEW:

The forecast is projected to be neutral.

LINE 46 on Page 4: 5731-EQUIPMENT -REPLACEMENT:

The forecast is projected to be neutral.

LINE 48 on Page 4: 5733-EQUIPMENT –TECHNOLOGY-REPLACEMENT:

The forecast is projected to be \$16,160 UNF, previously \$16,160 UNF. A transfer was approved in October to cover the purchase of an additional 20 teacher devices (40 in total).

LINE 51 on Page 4: 5715-FACILITIES CONTINGENCY:

The budget includes a \$100,000 contingency for unplanned, necessary facility expenditures. The forecast assumes these funds will be entirely used. A transfer request was approved for \$9,800 for duct cleaning at AMSO. A transfer request was approved in November for \$9,485 for 2 variable frequency drives damaged during the microgrid test at ARHS. **The facilities contingency balance is \$80,715.**

LINE 53 on Page 4: 5850-CONTINGENCY:

The budget includes a \$150,000 contingency for unplanned, necessary expenditures. The forecast assumes these funds will be entirely used.

LINE 59 on Page 5: 5856-TRANSFER:

This line is used to identify funds for the Educational Expenditures Reserve transfers. The District is legally allowed to transfer with Board approval up to 2% or \$1,129,132 of the current budget. The item will be presented after the final balance for the FY25 is confirmed at the August/September 2025 meeting.

LINE 61 on Page 5: RESTRICTED: RETURN TO TOWNS:

The line is for the unspent funds from FY24. The audited amount of unspent funds of \$1,050,680 FAV was credited to the member towns' March allocations. This is comprised of \$991,268 of unspent funds in FY24 and unliquidated encumbrances from FY23 of \$59,412. ***The town allocations were reduced in March 2025.***

APPENDIX A

COST SAVINGS AND EFFICIENCIES FOR FISCAL YEAR 2024-2025

TOTAL ANNUAL SAVINGS TO-DATE OF: \$48,627

\$7,055 Cable Advisory Grant: The District will use these funds for cameras.

\$21,138 E-Rate Credits: The District's application for E-Rate credits is submitted. The amount will reflect discounted invoices for the CEN – state provided internet connection.

\$20,433 Pegpetia Grant: The District's application for Pegpetia funds was approved. The District used these funds for new transmission, switching, and streaming systems for both of Amity's Middle Schools. This will provide students with a stable platform from which students may produce live events or live-to-tape events. Students can collaboratively work to produce and stream morning announcements, student video projects, student news segments, guest speakers, school presentations.

There is a detailed history of the District's efforts to save dollars and operate efficiently. This information is posted on the District's website:

- Energy Savings Initiatives for the past decade
<http://www.amityregion5.org/boe/sub-committees/finance-committee>
- District recognized CQIA Innovation Prize for Fostering a District Culture of Maximizing Cost Savings and Efficiencies
<http://www.amityregion5.org/boe/sub-committees/finance-committee2>
- Fiscal Year 2023-2024 - \$965,771
- Fiscal Year 2022-2023 - \$ 42,565
- Fiscal Year 2021-2022 - \$ 78,854
- Fiscal Year 2020-2021 - \$128,708
- Fiscal Year 2019-2020 - \$ 43,497
- Fiscal Year 2018-2019 - \$ 52,451
- Fiscal Year 2017-2018 - \$746,688
- Fiscal Year 2016-2017 - \$595,302
- Fiscal Year 2015-2016 - \$125,911
- Fiscal Year 2014-2015 - \$139,721
- <http://www.amityregion5.org/boe/sub-committees/finance-committee>

APPENDIX B

MONTHLY FORECASTS: PURPOSE, METHODOLOGY, HISTORICAL

PURPOSE & METHODOLOGY:

A forecast is a prediction or estimate of future events and trends. **It is only as good as the data available and the assumptions used.** We use current information and past history.

There are many factors, which can significantly impact expenditures, both positively and negatively (e.g., staff turnover, vacancies and leaves-of absence; medical and dental insurance claims when self-insured; special education expenditures; major facility repairs; snow removal).

Two of the three past fiscal years were significantly impacted by the COVID-19 pandemic. School operations were halted or modified and not at 100% for either year. The District staff took many steps to reserve the general operating budget to meet the demands and brace for the unknown costs. Nearly one million dollars was held from accounts to prepare for operations in fiscal year 2021. Grant funding from State and Federal sources became available during the year. These funds were used to offset unexpected costs and plan for the future costs. Some of the funds do not expire until September 2024. The administration is planning to use funds as required by grant guidelines while limiting the impact to future budgets. The most recent fiscal year, 2022, also reflects an increase from May to June forecast but is offset by an increase to the Capital Nonrecurring Account request from 1% to 2%.

To illustrate, a special education student could move into the District in mid-year and the cost impact could be over \$100,000 and/or we could have a 'bad claims year' and wipe out the Self Insurance Reserve Fund and need other funds to cover claims of current employees and retirees. If we do not have available funds to cover these and other potential shortfalls, the necessity to seek additional funding from the public would be our only option (as only the towns have a fund balance from prior years available to use in the case of an emergency).

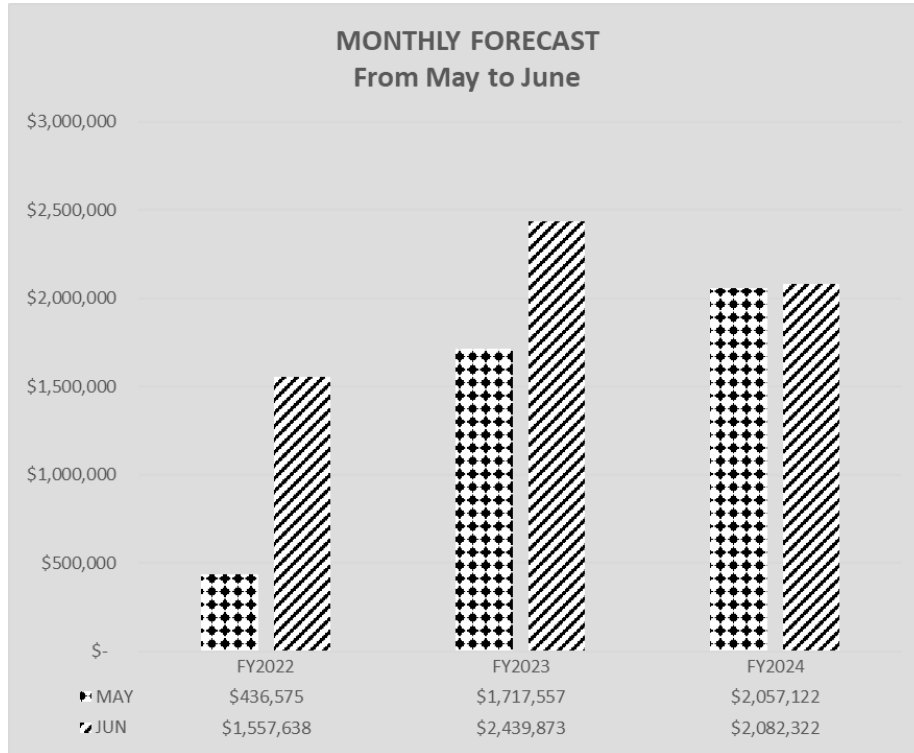
Revenues can be most impacted by decisions made at the State level for Special Education and Transportation grants. We have seen the reimbursement rate change in mid-year.

Prudent financial management is necessary. We need to be sure the total expenditures budget is never overspent (and may need to be underspent if revenues are below budget because total expenditures cannot exceed total revenues). It is imperative we 'hold back' on spending any of the Contingency Account until it is absolutely necessary or we are close to yearend. The Superintendent of Schools and Director of Finance and Administration review and approve or deny all purchase orders. We are careful to make sure funds are only spent when necessary and not just because 'it is in the budget'. We are constantly faced with the 'what-ifs' of over expenditures in certain accounts. We need to be sure there are sufficient funds available. As a result, the fund balance has been larger towards the end of the fiscal year.

Furthermore, the monthly forecasts are based on the information available. We have had large, unexpected or highly unpredictable events at the end of the fiscal year (mostly of a positive nature), which significantly changed the forecast from May to June.

HISTORICAL:

The chart below depicts the yearend balance projected in May and June of each of the past three fiscal years.



The major contributors of the significant change from the May to June forecasts are detailed below.

FY2022:

The audited fund balance is \$628,463. *This surplus from prior year was credited to the member towns March allocation payment for FY23.* The monthly forecast for May 2022 projected a fund balance of \$436,575 which included \$516,982 designated for the capital non-recurring account (CNR). The change is **\$1,121,063 higher than the prior month’s forecast including the increase from 1% to 2% to CNR.** The major reasons for the increase in the yearend fund balance from one month to the next month were, as follows:

- **\$102,543:** Certified and classified salaries were lower than forecasted. It is not until the end of the fiscal year when we know the actual expenditures for coverages, substitutes, leaves of absences, overtime, and pay docks. Many unpaid leaves occur at the end of the school year. We use conservative estimates in the forecasts based on past history. Overtime and substitute needs are greatest in the final months of the school year due to many extracurricular activities. We hired more in-house substitutes to offset outside agency costs and it proved to be effective.

- **\$33,278:** Medical insurance claims and associated costs were \$27,846 lower than expected. Since we are self-insured, actual claims are not known until the end of the fiscal year. Payroll taxes, life insurance and defined contribution payments were less based on vacant positions.
- **\$344,647** Purchased services were lower than forecasted. This included \$57,363 lower transportation and rental costs for athletics. Transportation needs are partially determined by a team's advancement in tournament play during the year and are difficult to gage. Athletics rentals of all weather fields at other location for teams' practice experience was not needed and other facility rentals were lower than anticipated. Special education transportation and tuition were also \$259,748 lower due to unexpected changes in outplacements, fewer unanticipated services than budgeted and unfilled positions in the department.
- **\$83,850:** Electrical and water consumption was lower than anticipated. Instructional supplies were less than anticipated.
- **(\$516,982) Capital and Nonrecurring (CNR) Account:** The positive variances above were offset by increasing the CNR request from 1% to 2% based on new information regarding the carrying over of fund balances. The Board approved \$929,175 or 1.80% in August 2022.

FY2023:

The audited fund balance is \$1,346,323 assuming an allocation of 2% or \$1,066,995 appropriated to Capital and Nonrecurring Account . The monthly forecast for May 2023 projected a fund balance of \$650,562. The change is **\$695,761 higher than the prior month's forecast**. The major reasons for the increase in the yearend fund balance from one month to the next month were, as follows:

- **\$142,314:** Certified and classified salaries were lower due to the staff turnover and vacancies impacting the District all year. Current staff covered additional classes, additional substitutes and consultants were hired to cover vacant positions.
- **\$141,038** Purchased services were over budget but less than anticipated. Outside consultants were contracted to provide some services for the vacant positions but not to the extent expected. Legal services and athletic services were less than anticipated.
- **\$146,772:** There continued to be changes in special education transportation needs and the final number of athletic trips was less than anticipated.
- **\$80,178:** Repairs and maintenance costs were down with the bulk being from snow removal being nearly \$30,000 under budget.

- **\$28,861:** Communication costs were lower due to savings from the E-rate grant and less postage needed due to the digital communications.
- **\$45,780:** Renewals for insurance policies due in June came in under budget including student accident and cyber insurance. Steps the District has taken to improve its digital security has resulted in lower premiums.
- **\$93,482:** Special Education tuition charges were less than budgeted due to changes in students's services and/or attendance in programs.

FY2024:

The audited fund balance is \$991,268 assuming an allocation of 2% or \$1,091,054 appropriated to Educational Expenditure Account . The monthly forecast for May 2024 projected a fund balance of \$1,129,780. The change is **\$1,229,566 higher than the prior month's forecast**. The major reasons for the increase in the yearend fund balance from one month to the next month were, as follows:

- **\$176,442:** Certified and classified salaries were lower due to the staff turnover, leaves of absences and vacancies impacting the District all year. Current staff covered additional classes, additional substitutes and consultants were hired to cover vacant positions.
- **\$535,394** Benefits were lower mostly due to medical fees, stop loss credits and OPEB adjustments.
- **\$36,626** Supplies were lower due to favorable utility consumption, unspent instructional supplies, and less maintenance supplies purchased.
- **\$295,125:** Special Education tuition charges were less than budgeted due to changes in students's services and/or attendance in programs.
- **\$12,838:** The contingency account was not fully expended as expected.

APPENDIX C

RECAP OF 2021-2022

Unspent Encumbrances Balance:

The cancellation of 2020-2021 encumbrances of \$83,471 was subtracted from the Towns' March 2023 allocation payment. We encumber funds for goods and services received by June 30th but not yet billed. In some cases, the estimated amount encumbered varies from the actual invoice (e.g., utility bill; water bill, pending special education settlements) and we do not need to spend the entire encumbrance.

The audited fund balance for 2021-2022 is \$628,463 plus \$929,175 designated for capital non-recurring projects. The source of the available funds are described below.

FINANCIAL MANAGEMENT:

\$ 363,859

Our efforts to foster a District culture of finding cost savings and efficiencies has been successful producing savings of \$25,376. Grant money was applied for and awarded to offset the cost of the CEN for savings of \$17,376. \$8,000 of maintenance work done by in-house staff rather than hiring contractors. The District saved \$132,839 on insurances by bidding contracts, utilizing self-insurance funding rather than fully insured, switching to a 401(a) retirement plan, and fully funding OPEB. The District was not fully staffed the entire year and the many vacancies resulted in a surplus, \$205,644. A portion of these funds were transferred to cover outside consultants to cover services, a portion of the funds were utilized in hiring more bench (internal) subs rather than using an outside agency, and some funds remained unspent.

SPECIAL EDUCATION (NET)

\$ 883,882

These accounts are extremely difficult to forecast. As examples, special need students can be hospitalized; move into the district or leave the district at any time; withdraw from Amity and enroll in Adult Education. Several students who were budgeted to be outplaced were not for a number of reasons. Some transportation needs were coordinated with the elementary districts to reduce the number of singletons on busses for outplacements. Any one of these events can have a significant impact, positive or negative, on the District's special education expenditures. The Director of Pupil Services has been successful in establishing suitable programs for students within the District and a number of students have returned from outplacement. A new program was established in FY22 for the middle school and its counterpart is budget for the high school in the FY23 school year. The Districts revenue derived from these changes in special education services decreased by \$182,187 which is not reflected above.

OTHER:

\$ 309,897

\$138,547 SALARIES (OTHER): "Turnover savings" from replacing teachers and other staff who retired or resigned is over budget and savings from unpaid leaves-of-absence. There were a significant vacancies during the year creating variances from the budget. The administration utilized many methods to address the vacancies including overtime, temporary staff, and outside agencies. Some positions went unfilled for a period of time despite our recruitment efforts. The District was not fully staffed at any point during the

school year. More in-house teaching substitutes were hired which reduced our costs with an outside agency and provided more stability. An outside agency was utilized to cover vacant para positions.

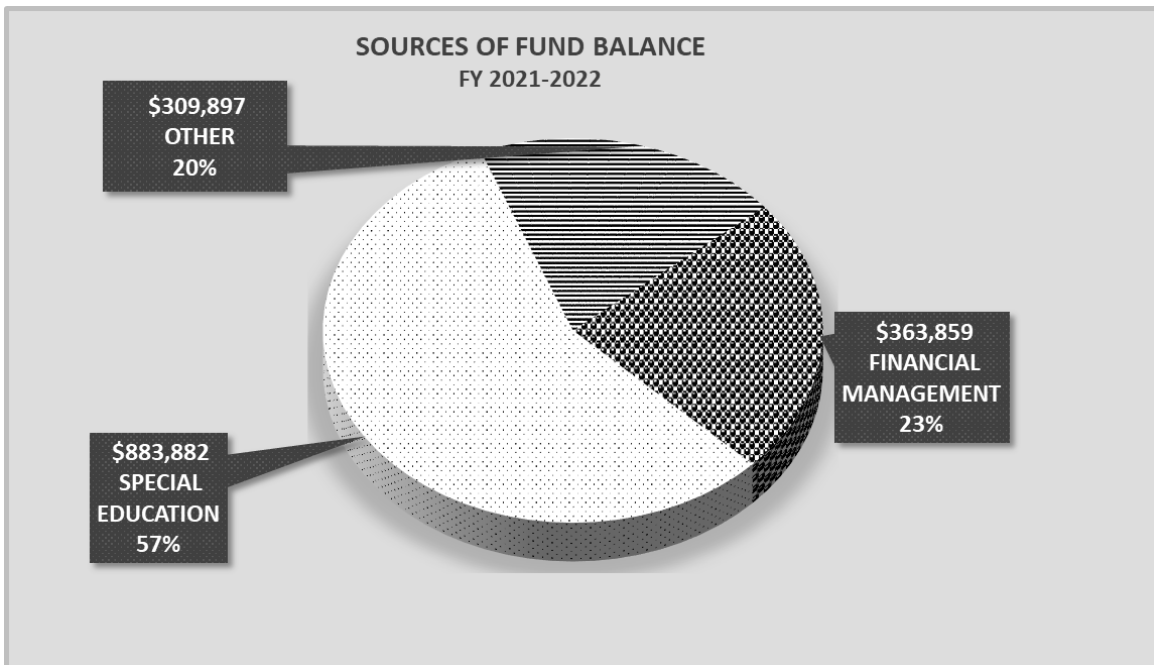
\$18,429 PURCHASED SERVICES (OTHER): Other purchased services accounts were under budget collectively by \$8,666 due to less printed materials and catered events. Data processing was under budget by \$9,763 as the administration consolidated onboarding software options at a reduced cost.

\$57,082 SUPPLIES (OTHER): Instructional supplies and transportation fuel were underbudget. Purchases for consumables was less than budgeted. Repairs and maintenance were overbudget but offset by utilities and maintenance supplies which were underbudget. These areas were reviewed during the 2022-2023 budget process and will be reviewed again during the upcoming budget process.

\$40,537 RENTALS (OTHER): Athletic rentals were down \$12,500 due to lower rentals of other facilities for teams to practice on all weather fields. Special education rental of lease space was \$28,000 lower than anticipated as the University of New Haven provided space gratis and Albertus Magnus did not have a second classroom available.

\$52,080 STAFF TRAVEL, CONFERENCES AND DUES & FEES (OTHER): Many conferences are held virtually as well as some in-district meetings. This results in lower registration fees and travel costs. Several students were award scholarships to attend conferences and contests offsetting the entrance fees..

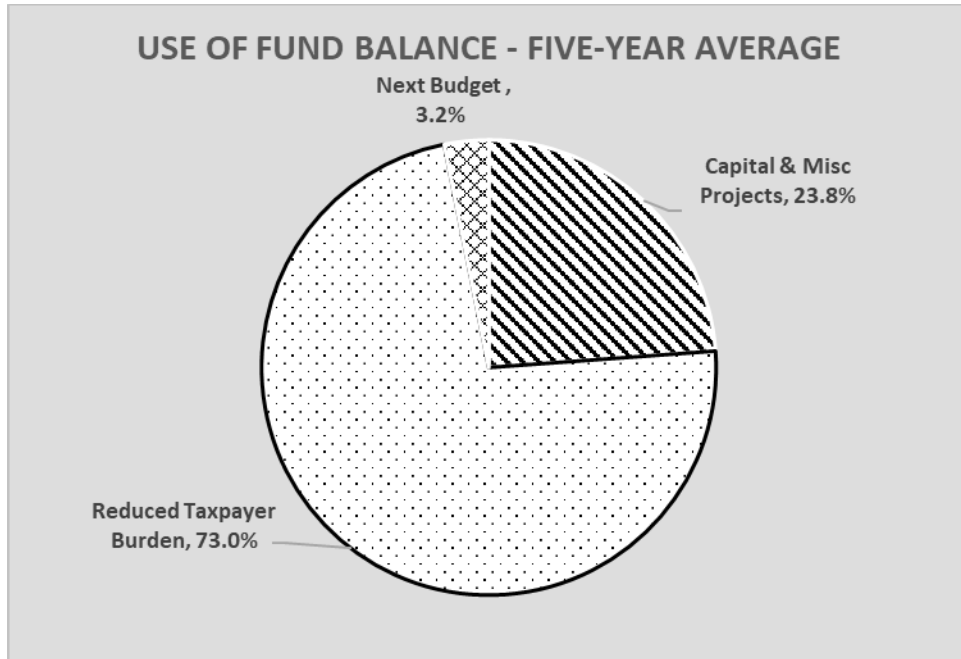
The primary sources of the fund balance are shown graphically below:



The use of the fund balance is proposed as follows:

1. **\$929,175 - 1.80%** designated to Capital Nonrecurring Reserve
2. **\$628,463** – Reduced Towns’ allocation payments in March 2023

The uses of the fund balance are shown graphically below:



Carry Over Funds:

The Board of Education approved 1.80% or \$929,175 of the FY22 surplus transferred to the Capital Nonrecurring Reserve, the audited balance is \$628,463. The FY21 unspent encumbrances and unspent funds from FY22 will subtracted from the Towns’ March 2023 allocation payments.

APPENDIX D

RECAP OF 2022-2023

Unspent Encumbrances Balance:

The cancellation of 2021-2022 encumbrances of \$47,518 will be added to the fund balance credited to the member towns in March of 2024. We encumber funds for goods and services received by June 30th but not yet billed. In some cases, the estimated amount encumbered varies from the actual invoice (e.g., utility bill; water bill, pending special education settlements) and we do not need to spend the entire encumbrance.

The audited fund balance for 2022-2023 is \$1,372,878 plus \$1,066,995 designated for capital non-recurring projects. The source of the available funds are described below.

FINANCIAL MANAGEMENT:

\$ 352,350

Our efforts to foster a District culture of finding cost savings and efficiencies has been successful producing savings of \$42,565. Grant money was applied for and awarded to offset the cost of the CEN and cameras for the lecture hall for savings of \$31,565. At least \$11,000 of maintenance work done by in-house staff rather than hiring contractors. The District saved \$43,242 on insurances by bidding contracts and implementing additional security measures to obtain a more favorable premium for cyber insurance. The long range planning of replacing HVAC units and VFD's and the decreased number of instructional computer labs has had a favorable impact on the electricity usage of \$117,857. Instructional and custodial supplies were underspent by \$82,210 combined as staff only requested what was needed. Repairs and maintenance costs were lower due to excellent preventative maintenance and in-house repairs by \$50,000.

SPECIAL EDUCATION :

\$ 1,764,799

These accounts are extremely difficult to forecast. As examples, special need students can be hospitalized; move into the district or leave the district at any time; withdraw from Amity and enroll in Adult Education. Several students who were budgeted to be outplaced were not for a variety of reasons including moving out of the District or returning to District programs. Some transportation needs were coordinated with the elementary districts to reduce the number of singletons on busses for outplacements. Any one of these events can have a significant impact, positive or negative, on the District's special education expenditures. The Director of Pupil Services has been successful in establishing suitable programs for students within the District and a number of students have returned from outplacement. Programs established in FY22 for the middle school and its counterpart for the high school in the FY23 school year help keep out of district costs down. The Districts receives revenue directly correlated to special education services and that revenue decreased by \$294,610 which is not reflected above.

OTHER:

\$ 287,004

\$430,900 SALARIES (OTHER): "Turnover savings" from replacing teachers and other staff who retired or resigned is over budget and savings from unpaid leaves-of-absence. There were a significant number of vacancies during the year creating variances from the budget. The administration utilized many methods to address the vacancies including overtime, temporary staff, and outside agencies. Some positions went unfilled for a period

of long periods of time despite our recruitment efforts. More in-house teaching substitutes were hired which reduced our costs with an outside agency and provided more stability. An outside agency was utilized to cover vacant para positions. The District was not fully staffed the entire year and the many vacancies resulted in a surplus, \$676,158. A portion of these funds were transferred to cover outside consultants to cover services, a portion of the funds were utilized in hiring more bench (internal) subs rather than using an outside agency, (\$241,695) and some funds remained unspent.

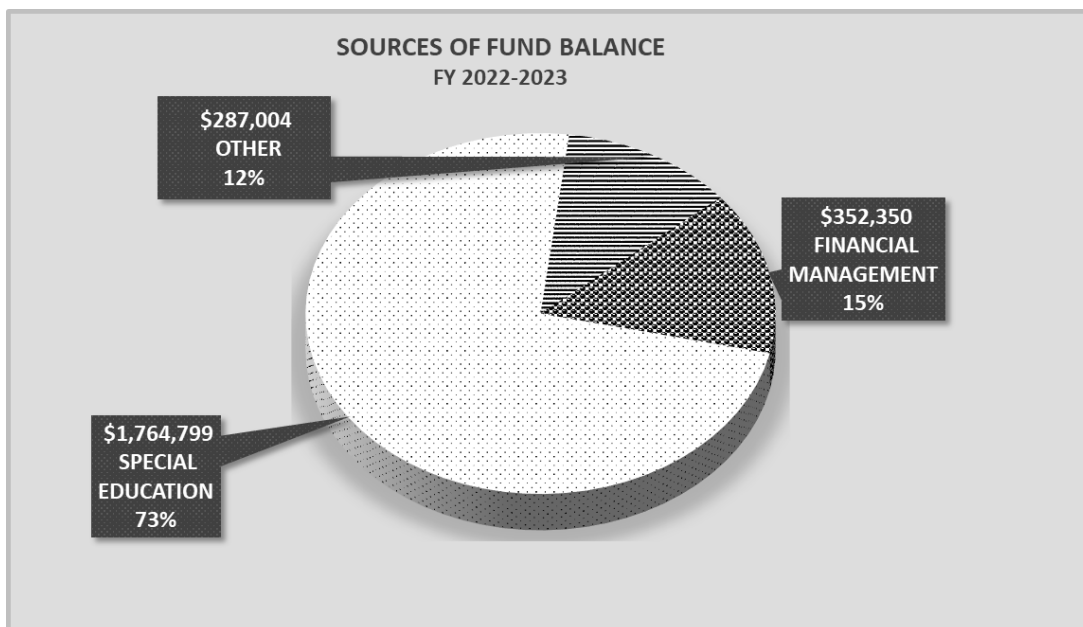
\$103,184 MEDICAL: The medical account was under budget \$103,184 due to the high staff turnover.

\$29,875 REPAIRS AND MAINTENANCE: Snow removal was under budget \$29,875 due to a mild winter.

\$41,328 STAFF TRAVEL, CONFERENCES AND DUES & FEES (OTHER): Many conferences are held virtually as well as some in-district meetings. This results in lower registration fees and travel costs. Several students were award scholarships to attend conferences and contests offsetting the entrance fees.

(\$294,783) UNPLANNED EXPENSES: The savings noted above were offset by unplanned expenses. The OPEB trust was fully funded to restore the original budget request as recommended by the actuaries, \$111,758; Unemployment costs were \$20,825 higher than anticipated and purchases for new security cameras and the required software to utilize the cameras, a new burnisher, scoreboard, replacing obsolete robots for the robotics program, and a new auto lift account for \$162,200 additional purchases.

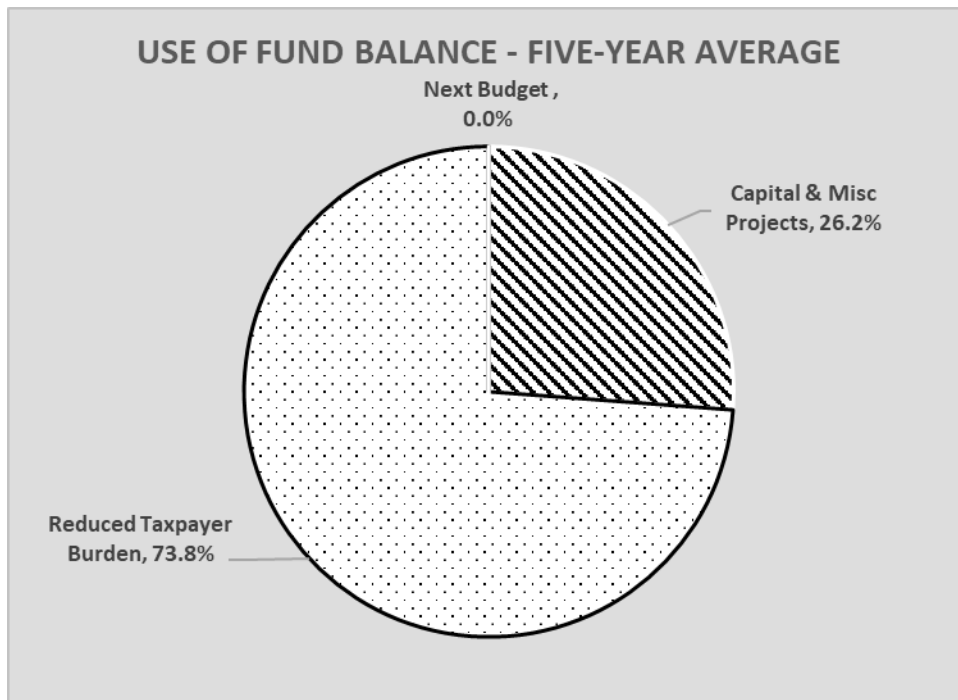
The primary sources of the fund balance are shown graphically below:



The use of the fund balance is proposed as follows:

1. **\$1,066,995 - 2.0%** approved for designation to Capital Nonrecurring Reserve
2. **\$1,372,878** – Credit of unspent fund balance to member towns upon audit completion in March 2024.

The uses of the fund balance are shown graphically below:



Unspent Funds:

The Board of Education approved 2.0% or \$1,066,995 of the FY23 surplus transferred to the Capital Nonrecurring Reserve. The audited balance is \$1,372,878. The FY22 unspent encumbrances and unspent funds from FY23 will be credited to the member towns March allocation in 2024.

APPENDIX E

RECAP OF 2023-2024

Unspent Encumbrances Balance:

The cancellation of 2022-2023 encumbrances of \$59,412 were added to the fund balance credited to the member towns in March of 2025. We encumber funds for goods and services received by June 30th but not yet billed. In some cases, the estimated amount encumbered varies from the actual invoice (e.g., utility bill; water bill, pending special education settlements) and we do not need to spend the entire encumbrance.

The audited fund balance for 2023-2024 is \$991,628 plus \$1,091,054 designated for capital projects. The source of the available funds are described below.

FINANCIAL MANAGEMENT:

\$ 323,979

Our efforts to foster a District culture of finding cost savings and efficiencies has been successful producing savings of \$199,030. Grant money was applied for and awarded to offset the cost of the CEN and equipment for the broadcast journalism curriculum for savings of \$159,714. Used desks were purchased, saving approximately \$11,826. of maintenance work done by in-house staff rather than hiring contractors. The District saved \$46,215 on insurances partially due to implementing additional security measures to obtain a more favorable premium for cyber insurance. Custodial supplies were underspent by \$49,521 as supply closets were reorganized and inventories were used. Data processing programs were evaluated and consolidated saving \$16,375. The contingency account was not fully expended \$12,838.

SPECIAL EDUCATION:

\$ 295,125

These accounts are extremely difficult to forecast. As examples, special need students can be hospitalized; move into the district or leave the district at any time; withdraw from Amity and enroll in Adult Education. Several students who were budgeted to be outplaced were not for a variety of reasons including moving out of the District or returning to District programs. Some transportation needs were coordinated with the elementary districts to reduce the number of singletons on busses for outplacements. Any one of these events can have a significant impact, positive or negative, on the District's special education expenditures. The Director of Pupil Services has been successful in establishing suitable programs for students within the District and a number of students have returned from outplacement. Programs established in District in the past 3 years help keep out of district costs down. The Districts receives revenue directly correlated to special education services and that revenue decreased by \$153,489 which is not reflected above.

OTHER:

\$1,463,218

\$470,174 SALARIES (OTHER): "Turnover savings" from replacing teachers and other staff who retired or resigned is over budget and savings from unpaid leaves-of-absence. There were a significant number of vacancies during the year creating variances from the budget. The administration utilized many methods to address the vacancies including overtime, temporary staff, and outside agencies. Some positions went unfilled for long periods of time despite our recruitment efforts. More in-house teaching substitutes were hired which reduced our costs with an outside agency and provided more stability. An

outside agency was utilized to cover vacant para positions. Turnover savings were exceeded by \$284,218 and leave of absences were \$185,956.

\$28,905 PAYROLL TAXES: Due to lower than budgeted salaries, payroll taxes were underbudget.

\$752,473 MEDICAL: Claims were \$21,672 FAV and the stop-loss credits were \$162,682 FAV. Fees were \$96,937 FAV due to rebates credits applied from Anthem. Internally, the actual costs for employer contributions for H.S.A. accounts and actual employee premium contribution were \$83,585 FAV, OPEB credits for retirees are \$176,512 FAV, \$161,849 FAV of reserve applied, and grant funding are all favorable, \$49,142.

\$66,652 TEXTBOOKS & SUPPLIES: Staff utilized different resources than planned and Mr. Purcaro, Assistant Superintendent, negotiated favorable textbook pricing.

\$30,263 STAFF TRAVEL, CONFERENCES AND DUES & FEES (OTHER): Some staff did not attend conferences as planned due to resignations or scheduling constraints. This results in lower registration fees and travel costs. Several students competitions were still virtual, had capped the number of participants, and have not raised entry fees as anticipated.

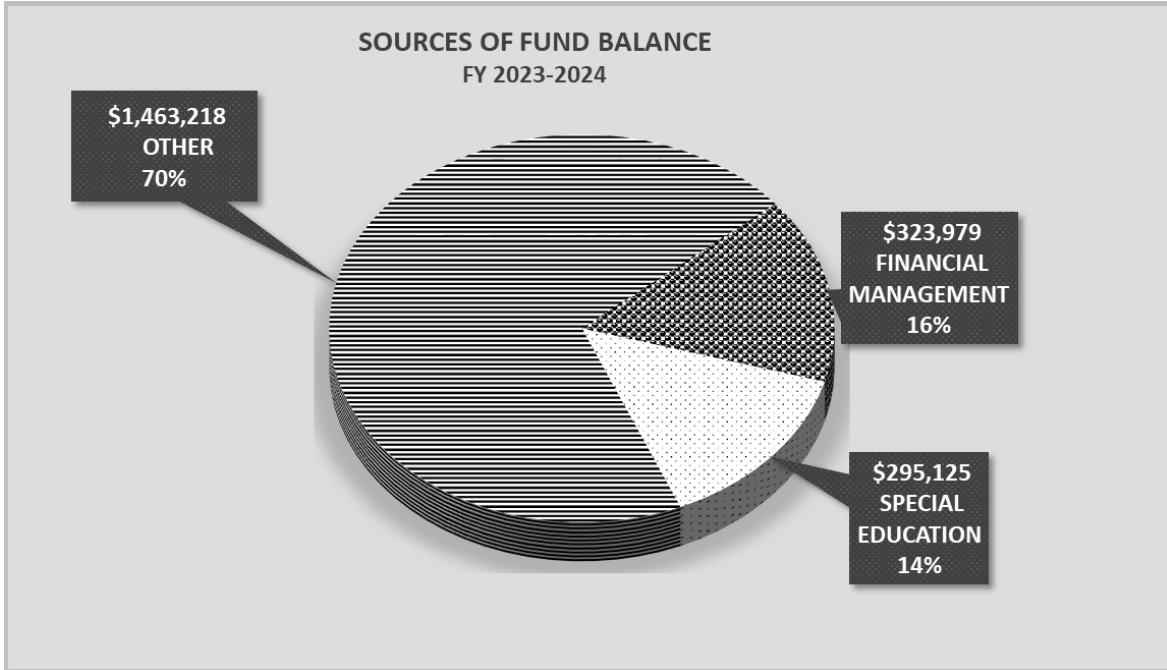
\$63,947 UTILITIES: Electricity, natural gas and oil were all under budget due to a mild winter and cooler spring.

\$19,750 OTHER PURCHASE SERVICES: Costs for printed programs for graduation, college fair, CPR training for athletics, and meeting refreshments were under budget.

\$16,375 DATA PROCESSING: Financial and human resources software were reviewed and utilized in an more efficient manner, allowing the cancellation of a program that bridged data between the two systems.

\$12,838 CONTINGENCY: The District did not need to utilize all of the contingency funds for unplanned purchases.

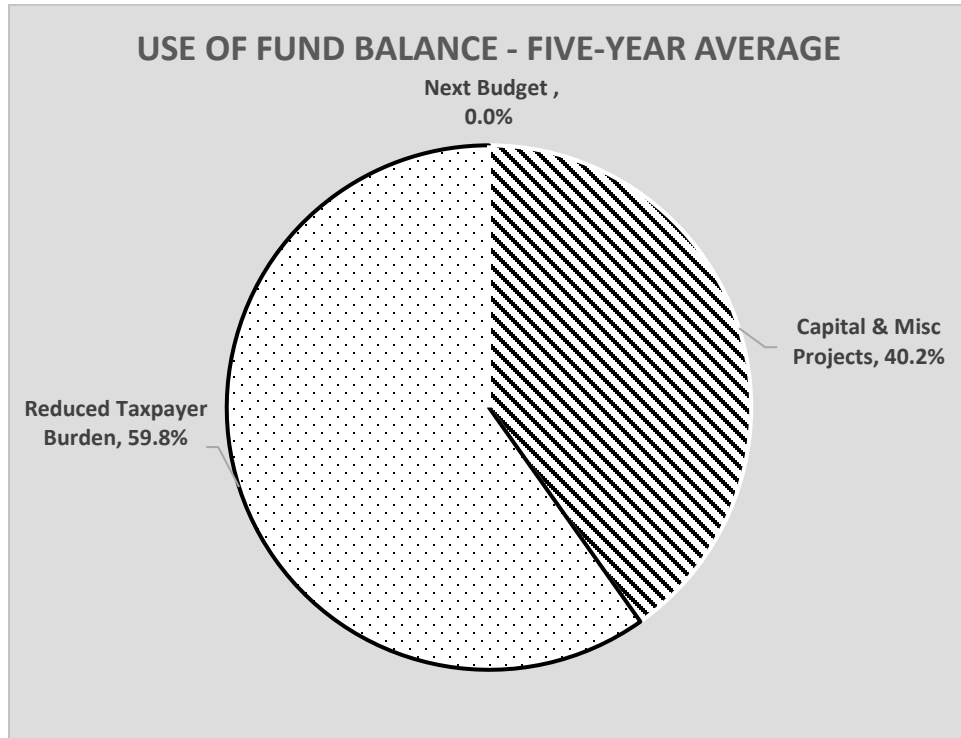
The primary sources of the fund balance are shown graphically below:



The use of the fund balance is proposed as follows:

1. **\$1,091,054 - 2.0%** was approved in September for designation to Educational Expenditure Reserve for the library media renovations.
2. **\$991,268** – Credit of unspent fund balance to member towns upon audit completion in March 2025.

The uses of the fund balance are shown graphically below:



Unspent Funds:

The Board of Education approved 2.0% or \$1,091,054 of the FY24 unspent funds transferred to the Educational Expenditure Reserve. The audited balance is \$991,268. The FY23 unspent encumbrances of \$59,412 and unspent funds from FY24 were credited to the member towns March allocation in 2025.

Amity Regional School District No. 5 - Budget Transfers 2024-2025

MONTH/YR	JNL#	ACCOUNT NUMBER & DESCRIPTION	AMOUNT	DESCRIPTION
JUL				
no entries				
AUG				
AUG '2024	7 1	-01-11-1014-5611 INSTRUCTIONAL SUPPLIES	\$ (10.00)	Hist. Membership To Ncss
AUG '2024	7 1	-01-11-1014-5810 DUES & FEES	\$ 10.00	Hist. Membership To Ncss
AUG '2024	51 1	-02-11-1009-5611 INSTRUCTIONAL SUPPLIES	\$ (1.00)	Textbook Purchase
AUG '2024	51 1	-02-11-1009-5641 TEXTBOOKS	\$ 1.00	Textbook Purchase
SEPT				
SEPT '2024	2 1	-02-13-2220-5611 INSTRUCTIONAL SUPPLIES	\$ (550.00)	Replace Broken Laminator
SEPT '2024	2 1	-02-13-2220-5731 EQUIPMENT - REPLACEMENT	\$ 550.00	Replace Broken Laminator
SEPT '2024	26 1	-01-11-1009-5611 INSTRUCTIONAL SUPPLIES	\$ (100.00)	Mathcounts Registration Increa
SEPT '2024	26 1	-01-11-1009-5810 DUES & FEES	\$ 100.00	Mathcounts Registration Increa
SEPT '2024	30 1	-02-14-2219-5611 INSTRUCTIONAL SUPPLIES	\$ (995.00)	To Purchase License For Class
SEPT '2024	30 1	-02-14-2350-5695 TECHNOLOGY SUPPLIES	\$ 995.00	To Purchase License For Class
SEPT '2024	175 1	-01-14-2350-5695 TECHNOLOGY SUPPLIES	\$ 685.00	Soundtrap-Added Enrollment
SEPT '2024	175 1	-01-11-1010-5330 OTHER PROFESSIONAL & TECH SRVC	\$ (685.00)	Soundtrap-Added Enrollment
SEPT '2024	182 1	-04-13-2190-5810 DUES & FEES	\$ (75.00)	Registration For Nyasp Conncas
SEPT '2024	182 1	-04-13-2190-5581 TRAVEL - CONFERENCES	\$ 75.00	Registration For Nyasp Conncas
OCT				
OCT '2024	15 1	-02-14-2350-5695 TECHNOLOGY SUPPLIES	\$ 119.00	Add. Subscrib.Flango-WI
OCT '2024	15 1	-02-11-1006-5611 INSTRUCTIONAL SUPPLIES	\$ (119.00)	Add. Subscrib.Flango-WI
OCT '2024	20 1	-04-12-1200-5611 INSTRUCTIONAL SUPPLIES	\$ (88.00)	Resource Supplies
OCT '2024	20 1	-04-12-1200-5690 OTHER SUPPLIES	\$ 88.00	Resource Supplies
OCT '2024	155 1	-01-13-2400-5810 DUES & FEES	\$ (50.00)	Regis. To Sci. & Eng. Fair
OCT '2024	155 1	-01-11-1013-5810 DUES & FEES	\$ 50.00	Regis. To Sci. & Eng. Fair
NOV				
NOV '2024	26 1	-02-11-1006-5611 INSTRUCTIONAL SUPPLIES	\$ (150.00)	For Virtual Author Visit
NOV '2024	26 1	-02-11-1006-5330 PROFESSIONAL & TECH SRVC	\$ 150.00	For Virtual Author Visit
NOV '2024	53 1	-01-13-2400-5330 PROFESSIONAL & TECH SRVC	\$ (523.00)	Desk For Principal
NOV '2024	53 1	-01-13-2400-5730 EQUIPMENT - NEW	\$ 523.00	Desk For Principal
NOV '2024	86 1	-05-14-2350-5695 TECHNOLOGY SUPPLIES	\$ 2,844.00	Raptor Safeschool Module
NOV '2024	86 1	-04-12-2151-5330 PROFESSIONAL & TECH SRVC	\$ (2,844.00)	Raptor Safeschool Module
NOV '2024	89 1	-05-14-2350-5695 TECHNOLOGY SUPPLIES	\$ (700.00)	Addition Subscript Piano Marvel
NOV '2024	89 1	-02-14-2350-5695 TECHNOLOGY SUPPLIES	\$ 700.00	Addition Subscript Piano Marvel
NOV '2024	124 1	-03-11-1010-5611 INSTRUCTIONAL SUPPLIES	\$ (1,070.00)	Transfer For Soundboard Replac
NOV '2024	124 1	-03-11-1010-5731 EQUIPMENT - REPLACEMENT	\$ 1,070.00	Old Soundboard Beyond Repair
DEC				
DEC '2024	14 1	-03-11-1018-5611 INSTRUCTIONAL SUPPLIES	\$ (600.00)	EI Teacher Laptop
DEC '2024	14 1	-03-11-1018-5732 EQUIPMENT-TECHNOLOGY-NEW	\$ 600.00	EI Teacher Laptop
DEC '2024	17 1	-03-11-1001-5733 EQUIPMENT-TECHNOLOGY-REPLACE	\$ (1,497.00)	Sweetwater Software
DEC '2024	17 1	-03-11-1010-5695 TECHNOLOGY SUPPLIES	\$ 1,497.00	Sweetwater Software
DEC '2024	27 1	-03-11-1009-5690 OTHER SUPPLIES	\$ 60.00	Math Team Supplies
DEC '2024	27 1	-03-11-1009-5641 TEXTBOOKS	\$ (60.00)	Math Team Supplies
DEC '2024	52 1	-02-13-2220-5330 PROFESSIONAL & TECH SRVC	\$ (125.00)	American Library Association
DEC '2024	52 1	-02-13-2220-5810 DUES & FEES	\$ 125.00	American Library Association
DEC '2024	163 1	-01-14-2600-5420 REPAIRS,MAINTENANCE & CLEANING	\$ (300.00)	Transfer For Fmx Software
DEC '2024	163 1	-05-14-2660-5695 TECHNOLOGY SUPPLIES	\$ 300.00	Transfer For Fmx Software
JAN' 2025				
JAN '2025	23 1	-05-13-2213-5322 INSTRUCTIONAL PROG IMPROVEMENT	\$ (2,475.00)	Building Thinking Classrooms
JAN '2025	23 1	-05-13-2212-5581 TRAVEL - CONFERENCES	\$ 2,475.00	Building Thinking Classrooms
JAN '2025	56 1	-05-13-2212-5322 INSTRUCTIONAL PROG IMPROVEMENT	\$ (500.00)	Bard Institute - Ela
JAN '2025	56 1	-05-13-2212-5581 TRAVEL - CONFERENCES	\$ 500.00	Bard Institute - Ela
JAN '2025	68 1	-01-13-2220-5611 INSTRUCTIONAL SUPPLIES	\$ (600.00)	Media Center Supplies
JAN '2025	68 1	-01-13-2220-5690 OTHER SUPPLIES	\$ 600.00	Media Center Supplies
JAN '2025	190 1	-04-12-6130-5560 TUITION EXPENSE	\$ (850.00)	Prnt Reimb Priv Plced Student
JAN '2025	190 1	-04-12-1200-5581 TRAVEL - CONFERENCES	\$ 850.00	Prnt Reimb Priv Plced Student
JAN '2025	191 1	-04-12-1200-5330 PROFESSIONAL & TECH SRVC	\$ 599.00	Educere Phys Ed Class-3 Studen
JAN '2025	191 1	-03-13-2120-5590 OTHER PURCHASED SERVICES	\$ (599.00)	Educere Phys Ed Class-3 Studen
JAN '2025	227 1	-05-13-2213-5322 INSTRUCTIONAL PROG IMPROVEMENT	\$ (1,489.00)	Syst.Instr.Impr.Prg Membership
JAN '2025	227 1	-05-13-2213-5810 DUES & FEES	\$ 1,489.00	Syst.Instr.Impr.Prg Membership
FEB' 2025				
FEB' 2025	43 1	-01-13-2400-5330 PROFESSIONAL & TECH SRVC	\$ (1,235.00)	Phys Ed. Speaker System
FEB' 2025	43 1	-01-13-2400-5730 EQUIPMENT - NEW	\$ 1,235.00	Phys Ed. Speaker System
FEB' 2025	49 1	-01-14-2350-5695 TECHNOLOGY SUPPLIES	\$ 855.00	Infobase Database For Amsb Ss

Amity Regional School District No. 5 - Budget Transfers 2024-2025

<u>MONTH/YR</u>	<u>JNL#</u>	<u>ACCOUNT NUMBER & DESCRIPTION</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
FEB' 2025	49 1	-01-13-2220-5642 LIBRARY BOOKS & PERIODICALS	\$ (855.00)	Infobase Database For Amsb Ss
FEB' 2025	64 1	-05-13-2212-5590 OTHER PURCHASED SERVICES	\$ (148.00)	Gold Pen Award Ceremony
FEB' 2025	64 1	-05-13-2213-5590 OTHER PURCHASED SERVICES	\$ 148.00	Gold Pen Award Ceremony
FEB' 2025	87 1	-02-13-2220-5330 PROFESSIONAL & TECH SRVC	\$ (125.00)	American Library Assoc. Dues
FEB' 2025	87 1	-02-13-2220-5810 DUES & FEES	\$ 125.00	American Library Assoc. Dues
FEB' 2025	91 1	-05-11-1005-5611 INSTRUCTIONAL SUPPLIES	\$ (2,600.00)	Books Amsb Amso Reading
FEB' 2025	91 1	-05-11-1005-5641 TEXTBOOKS	\$ 2,600.00	Books Amsb Amso Reading
FEB' 2025	94 1	-03-14-2600-5613 MAINTENANCE/CUSTODIAL SUPPLIES	\$ (440.00)	Transfer For Office Chair
FEB' 2025	94 1	-03-14-2600-5731 EQUIPMENT - REPLACEMENT	\$ 440.00	Transfer For Office Chair
FEB' 2025	189 1	-02-13-2220-5642 LIBRARY BOOKS & PERIODICALS	\$ (253.00)	Advisory Group Book Party
FEB' 2025	189 1	-02-13-2220-5690 OTHER SUPPLIES	\$ 253.00	Advisory Group Book Party
FEB' 2025	192 1	-01-13-2400-5330 PROFESSIONAL & TECH SRVC	\$ (111.00)	Phys Ed Equipment/Microphones
FEB' 2025	192 1	-01-13-2400-5730 EQUIPMENT - NEW	\$ 111.00	Phys Ed Equipment/Microphones

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



Theresa Lumas
Director of Finance and Administration
terry.lumas@amityregion5.org

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

To: Jennifer Byars, Ed. D., Superintendent of Schools
From: Theresa Lumas, Director of Finance and Administration
Re: Budget Transfers over \$3,000 for **FY 2024-2025**
Date: March 4, 2025

Special Education:

Mr. Brant is requesting a transfer to cover the equipment required to meet the needs of students in the area of occupational and physical therapy/mobility along with toileting and assistive communication needs. This equipment is being bought from a local district to maximize cost savings. All equipment is new or in like new condition, represents substantial savings over the "brand new" price and comes with an existing manufacturer warranty.

For the Amity Finance Committee:

Recommend the Amity Board of Education approve...

For the Amity Board of Education:

Move to approve this transfer for storage for specialized equipment.

ACCOUNT NUMBER	ACCOUNT NAME	FROM	TO
04-12-6111-5560	Tuition – Vo-Ag/Vo-Tech	\$11,000	
04-13-2190-5690	Other Supplies		\$11,000

Students

Physical Exercise and Discipline of Students

The Amity Regional Board of Education (Board) recognizes that a positive approach toward exercise and physical activity is important to the health and well-being of students. All aspects of the school experience should encourage students to have a healthy attitude toward exercise and promote the life-long enjoyment of physical activity. Therefore, when school employees impose disciplinary consequences for student misconduct during the regular day, the following restrictions shall apply:

1. Physical Activity as Punishment

School employees may NOT require students enrolled in grades K-12, inclusive, to engage in physical activity as a form of discipline during the school day.

2. Wellness Instruction

School employees shall not prevent students from participating in physical exercise during wellness instruction as a form of discipline.

This restriction does not apply to brief periods of respite/time-outs, referrals to the building administrator, or for safety reasons.

At no time shall an entire class be prevented from participating in wellness instruction or physical exercise activity as a disciplinary consequence.

The Superintendent of Schools is authorized to develop guidelines to implement this policy.

Nothing in this policy shall prevent a school employee from acting in accordance with an Individualized Education Plan (IEP) developed by the student's Planning and Placement Team (PPT).

For the purpose of this policy, "school employee" means a teacher, substitute teacher, school administrator, school superintendent, guidance counselor, psychologist, social worker, nurse, physician, school paraprofessional or coach employed by the Board or working in a public elementary, middle or high school; or any other individual who, in the performance of his or her duties, has regular contact with students and who provides services to, or on behalf of students enrolled in a public elementary, middle or high school, pursuant to a contract with the Board.

Any employee who fails to comply with this policy will be subject to discipline, up to and including termination of employment. Any contracted individual who provides services to or on behalf of District students and who fails to comply with the requirements of this policy may be subject to having his/her contract for services suspended by the District.

(cf. 6142.101 – Student Nutrition and Physical Activity (Student Wellness Policy))

Students

Physical Exercise and Discipline of Students

Legal Reference: Connecticut General Statutes

10-221o Lunch periods. Recess

10-221u Boards to adopt policies addressing the use of physical activity as discipline.

PA 22-81 An Act Expanding Preschool and Mental and Behavioral Services for Children

~~10-221o Lunch periods. Recess (as amended by P.A. 12-116, An Act Concerning Educational Reform, and P.A. 13-173, An Act Concerning Childhood Obesity and Physical Exercise in Schools)~~

Students

Students/Probation/Police/Courts

Notification to Superintendent when Student Arrested for Felony

Police who arrest an enrolled district student, ages seven to twenty, for a Class A misdemeanor or felony are required by Public Act 94-221 and Public Act 95-304 to notify orally the Superintendent of Schools not later than the school day following the arrest of the identity of the student and the offense or offenses for which the student was arrested and follow up in writing, including a brief description of the incident, not later than seventy-two hours of the arrest.

The Superintendent shall keep this information confidential in accordance with 46b-124 and in a secure location and disclosed only to the Administrator of the school in which such person is a student or to the Administrator or supervisory agent of any other school in which the Superintendent knows such person is a student. The Administrator may disclose the information only to special services staff or a consultant (such as a psychiatrist, psychologist, or social worker) for the purpose of assessing the danger posed by such person to him/herself, other students, school employees, or school property and to effect an appropriate modification of such person's educational plan or placement, and for disciplinary purposes.

Attendance of Students Placed on Probation by a Court

Before allowing a student placed on probation to return to school, the Connecticut court will request from the Superintendent of Schools information on the attendance, adjustment, and behavior of the student along with the Superintendent's recommendation for conditions of sentencing or disposition of the case.

School Officials and Probation Investigations

If requested by the court prior to disposition of a case, the Superintendent of Schools, or designee, shall provide information on a student's attendance, adjustment, and behavior, and any recommendations regarding the proposed conditions of probation included in the probation officer's investigation report.

School Attendance as a Condition of Probation

Under section 46b-140, a court may include regular school attendance and compliance with school policies on student conduct and discipline as a condition of probation. Information to Superintendents on a Student Ad judged to be a Delinque nt as a Result of Felony

Under section 46b-124 of CGS, courts are required to release the identity of a student adjudged a delinquent as a result of felony to the Superintendent of Schools who may only use this information for school placement and disciplinary decisions.

Information to Superintendents on a Student Adjudged to be a Youthful Offender

Under section 54-761 of CGS, courts are required to release the identity of a student adjudged a

Students

Students/Probation/Police/Courts

youthful offender to the Superintendent of Schools who may only use this information for school placement and disciplinary decisions.

(cf. 5145.11 - Police in Schools)

Legal Reference: Connecticut General Statutes

46b-121 re juvenile records.

46b-124 re juvenile matters and the law.

46b-134 re school officials and probation investigations.

46b-140 re school attendance and compliance with Board policies on student conduct and discipline as a condition of probation.

54-761 re confidentiality of records on youthful offenders.

10-233a through 10-233g re student suspension, expulsion.

~~46b-121 "Juvenile matter" defined Authority of court. Fee.~~

~~46b-124 Confidentiality of records of juvenile matters.-~~

~~Exceptions. 46b-134 Investigation by probation officer prior to disposition of delinquency case. Physical mental and diagnostic examination~~

~~46b-140 Disposition upon conviction of child as delinquent.~~

~~53-206c Sale, carrying and brandishing of facsimile firearms prohibited. Class B misdemeanor.~~

~~54-761 Records confidential. Exceptions.~~

~~10-233a through 10-233g re student suspension, expulsion. Public Act 94-221 Public Act 95-304~~

~~10-233h Arrested students. Reports by police to superintendent, disclosure, confidentiality.~~

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



Dr. Jennifer P. Byars
Superintendent of Schools

jennifer.byars@amityregion5.org
203.392.2106

March 10, 2025

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

NEW HIRES-CERTIFIED:

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

NEW HIRES-BENCH/LONG TERM SUBSTITUTES/TUTORS: NONE

NEW HIRES-NON-CERTIFIED: NONE

NEW HIRES-COACHES:

Arielle Eighmy – Girls Track Coach – 2025 Spring Season – Amity Middle School-Orange
Christian Cooper – Asst. Baseball Coach – 2025 Spring Season – Amity Regional High School

TRANSFERS:

Steven Ayala – Bench Substitute at Amity Regional High School to the position of Short Term Substitute Social Studies Teacher at Amity Regional High School, effective 02/24/2025.

RESIGNATIONS:

Cole Johnson – Assistant Wrestling Coach ~ Amity Regional High School, eff. 2/13/2025
Katie Courto – Assistant Girls Ice Hockey Coach ~ Amity Regional High School, eff. 2/13/2025
Bridget O'Neill – Assistant Girls Lacrosse Coach ~ Amity Regional High School, eff. 3/5/2025

RETIREMENTS: NONE

AMITY REGIONAL SCHOOL DISTRICT NO. 5

Bethany Orange Woodbridge
25 Newton Road, Woodbridge Connecticut 06525



TO: Dr. Jennifer Byars, Superintendent
FROM: Theresa Lumas, Director of Finance & Administration
DATE: March 4, 2025
RE: 2025-2026 Budget Update

The most recent presentation of the proposed budget for the 2025-2026 fiscal year represented a 3.16% increase. This was after months of review and 4 rounds of reductions. The Administration continues to monitor budget information as it develops. The course enrollments for geometry at the middle school do not require a sixth period coverage cost and can be offered in the schedule, saving \$30,472. An alternate design for the dust collection system project at the high school was reviewed by the Fire Marshall and the engineers resulting in a \$10,000 savings. Each middle school digital media course (added in FY24) requested 2 video cameras each to complete the equipment list for the course. We are proposing reducing the request to 1 video camera for each school and will direct the schools to request the final camera in the FY27 budget process.

These reductions amount to \$45,929 and reduce the request to a 3.08 percent increase at \$58,193,999.

The estimates for the Special Education Excess Cost grant for next year are still at risk based on the latest State budget information. The budget was lowered to 60% reimbursement, but actual reimbursement may be less if no adjustments are made.

Below is a summary of the Town allocations with the proposed budget adjusted for the lower expenses.

	2024-2025	2025-2026	\$ Variance	% Variance
Bethany	\$9,012,104	\$9,173,926	\$161,822	1.80%
Orange	\$27,479,040	\$27,574,714	\$ 95,674	0.35%
Woodbridge	\$18,780,881	\$20,172,163	\$1,391,282	7.41%
Other Revenue	\$1,184,627	\$1,273,196	\$ 88,569	1.94%
Total	\$56,456,652	\$58,193,999	\$1,737,347	3.08%

FOR BOARD OF EDUCATION ONLY:

Motion 1:

Move to approve the Superintendent's Proposed Budget for fiscal year 2025-2026, in the gross amount of \$58,193,999 and the net amount of \$56,920,803, a 3.08% increase over the 2024-25 budget.

Motion 2:

Explanatory Text:

Move to authorize Amity Regional School District No. 5 to prepare an Explanatory Text for the Budget Referendum Question: BE IT RESOLVED, that the Secretary of the Board of Education of Amity Regional School District No. 5 is authorized to prepare, print, and distribute a concise explanatory text

of the budget referendum question which, by vote of the member towns, which text shall not advocate either the approval or disapproval of the question and shall otherwise be prepared in accordance with Connecticut General Statutes Section 9-369b.

*****IMPORTANT BUDGET DATES*****

Monday, April 7, 2025 – Public Hearing

Monday, May 5, 2025 – Annual Meeting

Tuesday, May 6, 2025 – Referendum