Region 10 Schools

Serving the Towns of Burlington and Harwinton
Board of Education
24 Lyon Road, Burlington, CT 06013
www.region10ct.org

***Mission: Regional** School District #10 provides a safe and respectful learning environment to promote academic excellence and personal growth. We work collectively to cultivate the skills and knowledge of our students to create inquisitive learners, and responsible citizens.*

A G E N D A

Regular Meeting of the Board of Education
Monday, September 8, 2025
7:00 pm

The Board of Education Meeting will be held at the Learning Center in Har-Bur Middle School

I. Call to order

II. Pledge of Allegiance

III. Region 10 Recognition
   A. Years of service recognition

IV. Communication
   A. Student representatives' report
      a. Natalie Sliwka
      b. John Osowiecki
   B. Superintendent's report
   C. Board Chair report

V. Approval of the Board of Education minutes for:
   A. BOE regular meeting, June 9, 2025 (Enclosure 1)

VI. Consent Agenda:
   A. Approval of the Finance reports dated: June 30, 2025, July 31, 2025 & August 31, 2025 (Enclosure 2)
   B. Personnel report (Enclosure 3)

VII. Public participation – The Region 10 Board of Education welcomes public participation.
   - Observers are always welcome.

~ Board of Education Members ~
Scott Savelle, Chairman Thomas Fausel, Vice Chairman*Melanie Wilhelm, Treasurer* Cassandra DuBois, Secretary*
*Victoria Basile*Amy Boisvert*Matt Cummings*Rachel McFadden* Scott Ragaglia* Matthew Szydlo*

The following guidelines are to assist those who wish to speak during the Public Participation Session:

A speaker's sign-in list is always available prior to the start of the meeting. Please sign in if you plan to address the Board of Education.

- Speakers are welcome to offer objective comments and/or suggestions to help improve school operations and programs.
  - Speakers must be residents of the towns of Burlington or Harwinton. Parents of Region 10 students who reside outside of the school district may also speak.
  - Expression of personal complaints should be directed to the appropriate Region 10 administrator via an appointment, telephone call, e-mail, or a letter.
  - Personnel matters or concerns regarding a student(s) will not be discussed.
  - Questions and or comments about pending litigation will not be discussed at Board of Education meetings.
  - Testimony using an audio or video recording will not be permitted.
  - When the Board Chairman recognized you to speak ... State your name and address for the record.
  - Students, please state only your name.

The Board Chair has the discretion to limit comment time. Generally, three (3) minutes per speaker is allotted. The Chair may allow additional time.

- Written statements are always welcome, and copies are always provided to Board of Education Members.
- Immediate replies to questions and concerns should not be expected and will be delivered strictly on an as-available basis, at the discretion of the Chair.

VIII. Business:

A. HVAC project update
B. Field enhancement project
C. HCS donation – picnic tables & gaga ball pit (Enclosure 4)
D. LSM auditorium dedication update
E. LSM softball trip to Florida in April (Enclosure 5)
F. LSM Crew member trips (Enclosure 6)
G. District strategic framework presentation

IX. Action Items

A. LSM 2026 graduation date – June 11, 2026 (Enclosure 7)
B. Agreement for child nutrition programs – change signature (Enclosure 8)
C. District savings account signatory – approval of 3rd signer on account
D. Contract renewal: Director of Finance & Operations, Director of Teaching & Learning, Director of Student Services

X. Board Reports

A. Committees:
   1. Ad Hoc Athletic Strategic Planning
   2. Building

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3. Curriculum
4. Communication
5. Facilities
6. Finance
7. Policy
8. Security
9. Superintendent's Evaluation
10. Technology

XI. Liaisons:

A. CREC

XII. Executive Session

A. Executive Session pursuant to Connecticut General Statutes, Section 1-200 (6) (a)

i. Discussion and Review of the Director of Finance & Operations Contract

ii. Discussion and Review of the Director of Teaching & Learning's Contract

iii. Discussion and Review of the Director of Student Support Services Contract

iv. Discussion and Review of District Security Protocols and Procedures

XIII. Upcoming meeting: Regular Meeting; Monday October 20, 2025; 7:00 p.m.

XIV. Adjourn

Board of Education Meeting Minutes are placed on our web page (wwww.region10ct.org) within seven (7) workdays following the Board of Education Meeting.

The minutes are marked as DRAFT, pending Board of Education approval at the next regularly scheduled meeting.

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Robert's Rules state, "Minutes are a record of what was done at a meeting not a record of what was said" [RONR (11th ede.) P. 468, II, 16-18] which is the standards for which board minutes strive. For this reason, e nu es ll call no re lec e scuss on surroun n a motion, only its outcome.

Additionally, Robert's Rules in brief advises "the name and subject of a guest speaker or other program may be given, but no summary of the talk." (RONRIB page 149)

Both books can be found at our local libraries for anyone interested in more information.

~ **Board of Education Members** ~

Scott Savelle, Chairman Thomas Fausel, Vice Chairman*Melanie Wilhelm, Treasurer* Cassandra DuBois, Secretary*

*Victoria Basile*Amy Boisvert*Matt Cummings*Rachel McFadden* Scott Ragaglia* Matthew Szydlo*

REGIONAL SCHOOL DISTRICT #10
Regular Meeting of the Board of Education
24 Lyon Road, Burlington, CT 06013
Monday, June 9, 2025
7:00 p.m.

Enclosure 1

Minutes

Board Members Present:
Scott Savelle, Chairman
Thomas Fausel, Vice Chairman
Melanie Wilhelm, Treasurer
Cassandra DuBois, Secretary
Amy Boisvert-Baltrush
Matt Cummings
Rachel McFadden
Scott Ragaglia
Matthew Szydlo

Absent:
Victoria Basile

Also Present:
Howard Thiery, Superintendent
Susan Laone, Director of Finance and Operations
Vonetta Romeo-Rivers, Director of Teaching and Learning
Natalie Sliwka, Junior at Lewis Mills

Call to Order	The meeting was called to order by Chairman, Scott Savelle, at 7:00 p.m.
Pledge of Allegiance	The Pledge of Allegiance was recited.
	A **motion** was made by Scott Ragaglia & seconded by Melanie Wilhelm to move action items VIII E Proposal regarding naming of LSM Auditorium to communication III on the agenda. All in favor; none opposed; motion passed.
Communication	**RSD 10 Retirement Recognition: Retiring** staff were recognized and thanked for their years of service to Region 10 with a certificate of appreciation. **Proposal regarding the naming of LSM Auditorium**: A **motion** was made by Rachel McFadden & seconded by Matt Szydlo to rename the Lewis Mills Auditorium the John Deeb Auditorium in recognition to Mr. Deeb's contribution to our school community. All in favor; none opposed; motion passed.

Communication Continued	**2025-2026 Region 10 Teacher of the Year:** Teacher of the Year Committee Members introduced and announced the newly nominated 2025-2026 RSD 10 Teacher of the Year – Ms. Megan Norton. **Introduction of New Superintendent Dr. Francis Thompson:** Chairman of the Board introduced and congratulated Dr. Francis Thompson as the district's new Superintendent. Dr. Thompson will be joining the district July 1, 2026. **Student Representatives' Report:** Natalie Silwka reported on end of the school year events. Final exams are being held this week. The graduating Senior class walked the halls of the RSD 10 schools in their cap and gown today. **Superintendent's Report:** Superintendent Thiery gave his final report to the Board. The end of the year is busy with many planned events at each school. Appointed Superintendent, Dr. Francis Thompson, recently visited the district. Superintendent Thiery shared how grateful he is for the support and involvement from the community during his time with RSD 10. **Board Chair Report:** The Chairman shared that he recently attended the LSM Senior honors night. The event speaks on the generosity and commitment of the community.
Approval of Minutes	A **motion** was made by Scott Ragaglia and seconded by Cassie DuBois to accept/approve May 12, 2025, minutes. All in favor; none opposed; motion passed.
Consent Agenda	**Approval of the Financial Report dated May 30, 2025, and Personnel Report:** A **motion** was made by Scott Ragaglia and seconded by Rachel McFadden to accept/approve the consent agenda as presented. All in favor; none opposed; motion passed.
Public Participation	No one from the public chose to speak.
Business	
Action Items	**Authorize Director of Finance & Operation to make line-item transfers:** A **motion** was made by Melanie Wilhelm & seconded by Cassandra DuBois to authorize the Director of Finance and Operations to make line-item transfers to cover line-item deficits with the Superintendent's approval. Such transfers may not exceed the overall appropriation of the 2024/2025 budget without prior approval by the Board of Education. All in favor; none opposed; motion passed. **LSM Football overnight field trip:** A **motion** was made by Scott Ragaglia & seconded by Tom Fausel to approve the LSM Football overnight field trip. All in favor; none opposed; motion passed **Policy: School Climate & Restorative Practices:** A **motion** was made by Melanie Wilhelm & seconded by Rachel McFadden to approve the School

Action Items Continued	Climate & Restorative Practices policy. All in favor; none opposed; motion passed **July Board of Education meeting:** A **motion** was made by Tom Fausel & seconded by Melanie Wilhelm to cancel the July 14, 2025, BOE meeting. All in favor; none opposed; motion passed
Board Committee Reports	**Athletic Strategic Planning** – Have not met. Planning to schedule a meeting before school starts in August. **Building Committee** – Have not met. **Curriculum –** Met May 20th. Reviewed Elementary school schedule to support new literacy program. Discussed end of year priorities and set dates for next year's Curriculum Committee meetings. **Communication** – Have not met, worked on creating an article for School Bell introducing appointed Superintendent. **Facilities** – Have not met. **Finance** – Planning to meet before June 30th. **Policy** – Have not met. **Security** –Have not met. SRO Matt Funchion met with the new Superintendent. The Committee will meet to discuss the opening of the new school year. **Superintendent's Evaluation** –Have not met due to Superintendent retirement. The committee will meet when the new Superintendent comes on board. **Technology –** Have not met
Liaisons	**CREC –** Tom Fausel shared with the Board the Executive Director of CREC is asking Board members if they are willing to be a representative with CREC council. This commitment would be 10 meetings a year.
Upcoming Meetings	Board of Education Regular meeting; Monday, August 18, 2025; 7:00 p.m.
Adjourn	A **motion** was made by Scott Ragaglia and seconded by Cassandra DuBois to adjourn the meeting at 8:10 p.m. All in favor; none opposed; motion passed.

_____ _____

Cassandra DuBois, Secretary Date

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Back to agenda

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Enclosure 2

Regional School District #10
Expenditure Report by Object
June 30, 2025

Account	Budget 2024-25	Expended To Date	Encumbered To Date	Total Expend & Enc	% Expended and/or Encumb. To Date	Remaining Balance
111 Certified Personnel	$ 21,138,042	$ 21,057,504	$ -	21,057,504	99.62%	$ 80,538
112 Non-Cert. Personnel	6,107,027	6,025,773	-	6,025,773	98.67%	81,254
120 Temporary Wages	299,746	257,057	-	257,057	85.76%	42,690
Total Personnel:	**$ 27,544,816**	**$ 27,340,335**	**$ -**	**$ 27,340,335**	99.26%	**$ 204,481**
210 Group Disability Insurance	$ 32,008	$ 32,008	$ -	$ 32,008	100.00%	$ -
220 Social Security	837,658	837,658	-	837,658	100.00%	-
230 Retirement Contributions	450,620	450,620	-	450,620	100.00%	-
240 Tuition Reimbursement	8,561	8,561	-	8,561	100.00%	-
250 Unemployment Comp.	16,299	16,299	-	16,299	100.00%	-
260 Workers Compensation	239,235	239,235	-	239,235	100.00%	0
270 Health/Life Benefits	4,793,650	4,793,650	-	4,793,650	100.00%	-
Total Benefits:	**$ 6,378,032**	**$ 6,378,032**	**$ -**	**$ 6,378,032**	100.00%	**$ 0**
310 Admin. Services	$ 15,149	$ 15,149	$ -	$ 15,149	100.00%	$ -
320 Prof. Education Services	46,600	44,715	-	44,715	95.95%	1,885
330 Other Professional Services	769,566	745,256	-	745,256	96.84%	24,310
340 Technical Services	22,850	17,446	-	17,446	76.35%	5,404
Total Purchased Services	**$ 854,165**	**$ 822,566**	**$ -**	**$ 822,566**	96.30%	**$ 31,599**
410 Utility Services	$ 677,316	$ 677,316	$ -	$ 677,316	100.00%	$ -
411 Septic/Water Systems	40,583	32,759	-	32,759	80.72%	7,824
412 LGS Sewer Annual Fee	35,500	35,402	-	35,402	99.72%	98
420 Cleaning Services	10,137	9,430	-	9,430	93.02%	707
421 Disposal Services	79,249	75,064	-	75,064	94.72%	4,185
422 Snowplowing Services	285,150	285,150	-	285,150	100.00%	-
424 Grounds Upkeep	43,600	38,175	-	38,175	87.56%	5,425
425 Security	26,000	16,809	-	16,809	64.65%	9,191
430 Repairs/Maintenance Ser.	436,973	390,083	-	390,083	89.27%	46,890
440 Facility Rentals	16,571	3,165	-	3,165	19.10%	13,406
490 Pest Control	4,009	2,728	-	2,728	68.05%	1,281
Total Facilities:	**$ 1,655,088**	**$ 1,566,080**	**$ -**	**$ 1,566,080**	94.62%	**$ 89,008**
519 Transport/Reimbursable	$ 2,822,740	$ 2,808,191	$ -	$ 2,808,191	99.48%	$ 14,549
520 Insurance	314,119	306,438	-	$ 306,438	97.55%	7,681
530 Communication/Telephone	57,000	41,933	-	41,933	73.57%	15,067
531 Postage	20,978	11,723	-	11,723	55.88%	9,256
540 Advertising	3,675	932	-	932	25.36%	2,743
550 Printing & Binding	16,445	12,987	-	12,987	78.97%	3,458
561 Tuition to LEAs	207,960	202,001	-	202,001	97.13%	5,959

Regional School District #10
Expenditure Report by Object
June 30, 2025

Account	Budget 2024-25	Expended To Date	Encumbered To Date	Total Expend & Enc	% Expended and/or Encumb. To Date	Remaining Balance
563 Tuition to Private Sources	2,009,607	2,009,607	-	2,009,607	100.00%	-
580 Prof Develop/Reimb Travel	64,428	41,240	-	41,240	64.01%	23,188
590 Misc. Purchased Services	251,695	213,192	-	213,192	84.70%	38,503
591 Student Activities	9,498	9,106	-	9,106	95.87%	392
Total Transport. & Other	**$ 5,778,146**	**$ 5,657,350**	**$ -**	**$ 5,657,350**	97.91%	**$ 120,796**
610 Supplies	$ 538,787	$ 462,320	$ -	$ 462,320	85.81%	$ 76,467
611 Software	378,574	366,422	-	366,422	96.79%	12,151
621 Natural Gas	40,003	40,003	-	40,003	100.00%	-
623 Propane	15,000	8,050	-	8,050	53.66%	6,950
624 Fuel Oil	401,966	388,476	-	388,476	96.64%	13,490
626 Gasoline	6,500	5,735	-	5,735	88.24%	765
640 Textbooks	214,116	207,163	-	207,163	96.75%	6,953
641 Library Books	23,824	19,947	-	19,947	83.72%	3,878
642 Periodicals	32,544	32,175	-	32,175	98.87%	369
Total Supplies:	**$ 1,651,314**	**$ 1,530,292**	**$ -**	**$ 1,530,292**	92.67%	**$ 121,022**
741 Replace Inst. Equipment	$ 15,736	$ 15,675	$ -	15,675	99.61%	$ 61
742 Replace Non-Inst. Equip.	75,921	73,831	-	73,831	97.25%	2,091
743 New Inst. Equipment	5,112	2,416	-	2,416	47.26%	2,696
744 New Non-Inst. Equipment	-	-	-	-	#DIV/0!	-
Total Equipment:	**$ 96,769**	**$ 91,922**	**$ -**	$ 91,922	94.99%	**$ 4,847**
810 Dues & Fees	$ 58,059	$ 46,923	$ -	$ 46,923	80.82%	$ 11,136
830 Interest Bond Expense	159,406	159,406	-	159,406	100.00%	-
831 Principal Bond Expense	1,545,000	1,545,000	-	1,545,000	100.00%	-
835 Capital Improvements	238,735	237,540	-	237,540	99.50%	1,195
840 Emergency/Contingency	-	-	-	-		-
Total Bond & Misc.	**$ 2,001,200**	**$ 1,988,869**	**$ -**	**$ 1,988,869**	99.38%	**$ 12,332**
GRAND TOTALS:	**$ 45,959,530**	**$ 45,375,445**	**$ -**	**$ 45,375,445**	98.73%	**$ 584,085**

Budget Journal Entries Report

Fiscal Year: 2024-2025

Type: Budget Journal **From Date:** 6/1/2025 **To Date:** 6/30/2025

Entry Number / Line	Entry Date	Account	Line Memo	Batch / Reference / Check #	Voucher / Journal	Debits	Credits	User ID
99		Fianl Budget transfers after year end close	Budget Transfers		0 Adjustment			995.slaone
73	06/30/2025	100.09.2220.00.741	EQUP REPLACE: LSM MEDIA CENTER	Check Number		$0.03	$0.00	
74	06/30/2025	100.01.2210.00.840	CONTINGENCY: SUP EMERG/CONTIN	Check Number		$0.00	($580,000.00)	
75	06/30/2025	100.01.2800.00.270	BENEFITS: MED INS-DIST WIDE	Check Number		$0.00	($101,349.85)	
76	06/30/2025	100.05.1200.00.563	TUITION: SS-PRIVATE SCHOOL	Check Number		$0.00	($82,063.19)	
77	06/30/2025	100.05.1210.00.112	SALARIES: SS TEACHING ASSIST	Check Number		$0.00	($58,590.82)	
78	06/30/2025	100.05.2190.00.112	SALARIES: SS O/T P/T	Check Number		$0.00	($47,597.70)	
79	06/30/2025	100.07.1120.04.111	SALARIES: HB WORLD LANG TCHR	Check Number		$0.00	($43,087.57)	
80	06/30/2025	100.05.1210.29.112	SALARIES: SS TUTOR	Check Number		$0.00	($30,428.88)	
81	06/30/2025	100.01.2510.00.112	SALARIES: CO BOOKKEEPERS/SECYS	Check Number		$0.00	($27,242.35)	
82	06/30/2025	100.04.1110.28.120	SALARIES SUBS: LGS TEACHER	Check Number		$0.00	($26,130.00)	
83	06/30/2025	100.09.2700.00.519	TRANS: LSM STUDENT/REIMB	Check Number		$0.00	($25,198.95)	
84	06/30/2025	100.09.1130.03.111	SALARIES: LSM LANGUAGE ARTS	Check Number		$0.00	($24,372.89)	
85	06/30/2025	100.01.2800.00.260	BENEFITS: WORKERS' COMP	Check Number		$0.00	($20,956.56)	
86	06/30/2025	100.01.2500.50.590	PURCHASE SERVICES: CO	Check Number		$0.00	($20,872.50)	
87	06/30/2025	100.01.2800.00.240	BENEFITS: ADMIN TUITION REIMB	Check Number		$0.00	($19,439.01)	
88	06/30/2025	100.02.1110.28.120	SALARIES SUBS: HCS TEACHER	Check Number		$0.00	($18,800.53)	
89	06/30/2025	100.04.2600.85.430	REPAIRS & MAINT: LGS MAINT	Check Number		$0.00	($15,698.41)	
90	06/30/2025	100.01.2700.00.519	TRANS: ELEM STUDENT/REIMB	Check Number		$0.00	($214.59)	
						$1,142,043.80	($1,142,043.80)	
				Grand Total:		$1,188,384.46	($1,188,384.46)	

End of Report

Budget Journal Entries Report

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Type: Budget Journal **From Date:** 6/1/2025 **To Date:** 6/30/2025

Entry Number / Line	Memo / Entry Date	Account	Line Memo	Batch / Reference / Check #	Voucher / Journal	Debits	Credits	User ID
99	Fianl Budget transfers after year end close		Budget Transfers		0 Adjustment			995.slaone
49	06/30/2025	100.05.1210.00.120	SALARIES SUBS: SS TEACH ASSIST	Check Number		$330.00	$0.00	
50	06/30/2025	100.04.2600.85.420	CLEANING SVS: LGS	Check Number		$314.61	$0.00	
51	06/30/2025	100.05.1205.00.531	POSTAGE: SS	Check Number		$278.32	$0.00	
52	06/30/2025	100.02.2600.85.420	CLEANING SVS: HCS	Check Number		$245.19	$0.00	
53	06/30/2025	100.07.1120.07.610	SUPPLIES: HB INSTR TECH ED	Check Number		$238.01	$0.00	
54	06/30/2025	100.05.1200.50.112	SALARIES: SS SECRETARY	Check Number		$233.67	$0.00	
55	06/30/2025	100.02.1110.10.111	SALARIES: HCS P.E. TEACHER	Check Number		$219.79	$0.00	
56	06/30/2025	100.01.5002.16.835	CAPITAL EXP: TECH WIRING	Check Number		$185.60	$0.00	
57	06/30/2025	100.01.2310.00.310	BOARD OF ED. SERVICES	Check Number		$149.29	$0.00	
58	06/30/2025	100.09.2600.85.490	PEST CONTROL: LSM	Check Number		$128.83	$0.00	
59	06/30/2025	100.02.1110.03.640	TEXTBOOKS: HCS LANGUAGE ARTS	Check Number		$120.63	$0.00	
60	06/30/2025	100.02.2220.00.111	SALARIES: HCS LIBRARIAN	Check Number		$102.59	$0.00	
61	06/30/2025	100.02.1110.01.111	SALARIES: HCS ART TEACHERS	Check Number		$75.06	$0.00	
62	06/30/2025	100.07.1120.10.111	SALARIES: HB PHYS ED TCHR	Check Number		$74.45	$0.00	
63	06/30/2025	100.09.1130.00.590	PURCH SVS: LSM GRADUATION EXP	Check Number		$59.04	$0.00	
64	06/30/2025	100.09.1130.10.430	REPAIRS & MAINT: LSM ATHLETICS	Check Number		$51.98	$0.00	
65	06/30/2025	100.09.1130.06.640	TEXTBOOKS: LSM FAM/CON SC	Check Number		$10.64	$0.00	
66	06/30/2025	100.02.2220.00.610	SUPPLIES: HCS LIBRARY	Check Number		$9.15	$0.00	
67	06/30/2025	100.09.2220.00.611	SOFTWARE/AV: LSM MEDIA CENTER	Check Number		$6.77	$0.00	
68	06/30/2025	100.04.2130.00.120	SALARIES SUBS: LGS NURSE	Check Number		$1.75	$0.00	
69	06/30/2025	100.05.1210.60.640	TEXTBOOKS: SS LAKE GARDA	Check Number		$0.75	$0.00	
70	06/30/2025	100.01.5000.00.830	INTEREST EXP: BONDING	Check Number		$0.26	$0.00	
71	06/30/2025	100.02.1110.01.610	SUPPLIES: HCS ART	Check Number		$0.15	$0.00	
72	06/30/2025	100.09.1130.40.330	LSM: SRO	Check Number		$0.05	$0.00	

Budget Journal Entries Report

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99		Fianl Budget transfers after year end close	Budget Transfers			0 Adjustment			995.slaone
25	06/30/2025	100.07.2600.85.410	ELECTRIC: HBMS	Check Number			$4,136.22	$0.00	
26	06/30/2025	100.02.2600.85.410	ELECTRIC: HCS	Check Number			$3,548.20	$0.00	
27	06/30/2025	100.09.2210.00.111	SALARIES: LSM CLUBS & ACTIVITIES	Check Number			$3,519.39	$0.00	
28	06/30/2025	100.07.2600.85.624	FUEL OIL: HBMS	Check Number			$3,496.27	$0.00	
29	06/30/2025	100.09.2600.85.410	ELECTRIC: LSM	Check Number			$2,774.94	$0.00	
30	06/30/2025	100.07.2600.85.421	DISPOSAL SVS: HBMS	Check Number			$2,679.33	$0.00	
31	06/30/2025	100.01.2800.00.220	BENEFITS: SS/MIT	Check Number			$2,658.18	$0.00	
32	06/30/2025	100.02.1110.20.111	SALARIES: HCS KINDERGARTEN TCH	Check Number			$2,246.68	$0.00	
33	06/30/2025	100.09.2410.00.111	SALARIES: LSM PRINCIPAL/ASST	Check Number			$2,167.20	$0.00	
34	06/30/2025	100.02.1110.08.640	TEXTBOOKS: HCS MATH	Check Number			$2,073.34	$0.00	
35	06/30/2025	100.09.2600.00.112	SALARIES: LSM CUSTODIAL	Check Number			$2,044.57	$0.00	
36	06/30/2025	100.01.2800.00.210	BENEFITS: LONG TERM DISABILITY	Check Number			$2,008.12	$0.00	
37	06/30/2025	100.04.2600.00.112	SALARIES: LGS CUSTODIAL	Check Number			$1,936.84	$0.00	
38	06/30/2025	100.04.2600.85.410	ELECTRIC: LGS	Check Number			$1,865.51	$0.00	
39	06/30/2025	100.07.2130.00.120	SALARIES SUBS: HB NURSE	Check Number			$1,445.25	$0.00	
40	06/30/2025	100.07.1120.01.610	SUPPLIES: HB ART	Check Number			$1,150.49	$0.00	
41	06/30/2025	100.02.2600.00.112	SALARIES: HCS CUSTODIAL	Check Number			$1,023.33	$0.00	
42	06/30/2025	100.02.2410.00.111	SALARIES: HCS PRINCIPAL/ASST	Check Number			$1,000.00	$0.00	
43	06/30/2025	100.02.1110.09.111	SALARIES: HCS MUSIC TEACHER	Check Number			$860.44	$0.00	
44	06/30/2025	100.04.2600.85.621	NATURAL GAS	Check Number			$713.33	$0.00	
45	06/30/2025	100.09.2410.80.580	TRAVEL REIMB: LSM PRINC/AST PR	Check Number			$561.41	$0.00	
46	06/30/2025	100.07.2410.00.111	SALARIES: HB PRINCIPAL/ASST	Check Number			$547.43	$0.00	
47	06/30/2025	100.07.2900.00.591	STUDENT ACTIVITIES: HBMS	Check Number			$529.32	$0.00	
48	06/30/2025	100.04.1110.08.640	TEXTBOOKS: LGS MATH	Check Number			$382.62	$0.00	

Budget Journal Entries Report

Fiscal Year: 2024-2025

Type: Budget Journal **From Date:** 6/1/2025 **To Date:** 6/30/2025

Entry Number / Line	Entry Date	Account	Memo / Line Memo	Batch / Reference / Check #	Voucher / Journal	Debits	Credits	User ID
99		Fianl Budget transfers after year end close	Budget Transfers		0 Adjustment			995.slaone
3	06/30/2025	100.05.2100.00.330	PROFESS SVC: SS PUPIL & PROF	Check Number		$376,181.34	$0.00	
4	06/30/2025	100.05.2700.00.519	TRANS: SS IN/OUT DISTRIC	Check Number		$334,991.43	$0.00	
5	06/30/2025	100.01.2800.00.230	BENEFITS: NON CERT PENSION	Check Number		$135,620.17	$0.00	
6	06/30/2025	100.04.2600.85.422	SNOWPLOWING SVS: LGS	Check Number		$40,860.00	$0.00	
7	06/30/2025	100.07.2600.85.422	SNOWPLOWING SVS: HBMS	Check Number		$24,610.00	$0.00	
8	06/30/2025	100.09.2600.85.422	SNOWPLOWING SVS: LSM	Check Number		$24,610.00	$0.00	
9	06/30/2025	100.07.2600.85.742	EQUIP REPLACE: HBMS NON-INST	Check Number		$20,072.46	$0.00	
10	06/30/2025	100.02.2600.85.422	SNOWPLOWING SVS: HCS	Check Number		$20,060.00	$0.00	
11	06/30/2025	100.01.2320.00.111	SALARIES: SUPERINTENDENT	Check Number		$15,274.08	$0.00	
12	06/30/2025	100.07.2600.85.112	HBMS SECURITY PERSONNEL	Check Number		$13,063.39	$0.00	
13	06/30/2025	100.09.1130.09.111	SALARIES: LSM MUSIC TEACH	Check Number		$11,000.00	$0.00	
14	06/30/2025	100.04.1110.24.111	SALARIES: LGS GRADE 4 TEACHER	Check Number		$9,780.79	$0.00	
15	06/30/2025	100.05.2130.65.330	PROFESS SVC: NURSES/MEDICAL ADVISOR	Check Number		$8,820.70	$0.00	
16	06/30/2025	100.07.2600.00.112	SALARIES: HB CUSTODIAL	Check Number		$8,342.07	$0.00	
17	06/30/2025	100.09.2600.85.624	FUEL OIL: LSM	Check Number		$7,754.61	$0.00	
18	06/30/2025	100.07.2210.00.111	SALARIES: HB CLUBS & ACTIVITIES	Check Number		$7,572.88	$0.00	
19	06/30/2025	100.01.2800.00.250	BENEFITS: UNEMPLOYMENT COMP	Check Number		$7,299.00	$0.00	
20	06/30/2025	100.01.2510.00.111	SALARIES: DIRECTOR OF FINANCE AND OPERATIONS	Check Number		$7,158.26	$0.00	
21	06/30/2025	100.09.2600.85.742	EQUIP REPLACE: LSM NON-INST	Check Number		$6,203.77	$0.00	
22	06/30/2025	100.10.2210.50.111	SALARIES: DISTRICT WIDE CLUBS & ACTIVITIES	Check Number		$5,256.89	$0.00	
23	06/30/2025	100.05.1210.65.611	SOFTWARE: SS NURSES	Check Number		$4,907.44	$0.00	
24	06/30/2025	100.09.1130.04.111	SALARIES: LSM WORLD LANG TEA	Check Number		$4,399.50	$0.00	

Budget Journal Entries Report

Fiscal Year: 2024-2025

Type: Budget Journal **From Date:** 6/1/2025 **To Date:** 6/30/2025

Entry Number / Line	Entry Date	Account	Line Memo	Batch / Reference	Voucher / Check #	Journal	Debits	Credits	User ID
97		Reversing journal entry for journal entry 96		Budget Transfers		0	Adjustment		995.slaone
1	06/25/2025	100.02.2600.85.610	SUPPLIES: HCS CUSTODIAL		Check Number		$0.00	($3,000.00)	
2	06/25/2025	100.02.2601.85.610	SUPPLIES: HCS MAINTENANCE		Check Number		$3,000.00	$0.00	
3	06/25/2025	100.04.2600.85.610	SUPPLIES: LGS CUSTODIAL		Check Number		$0.00	($3,000.00)	
4	06/25/2025	100.04.2601.85.610	SUPPLIES: LGS MAINTENANCE		Check Number		$3,000.00	$0.00	
5	06/25/2025	100.09.2600.85.610	SUPPLIES: LSM CUSTODIAL		Check Number		$0.00	($1,513.00)	
6	06/25/2025	100.09.2601.85.610	SUPPLIES: LSM MAINTENANCE		Check Number		$1,513.00	$0.00	
							$7,513.00	($7,513.00)	
98		Transfer funds to cover the paint sampling test at HCS		Budget Transfers		0	Adjustment		995.slaone
1	06/30/2025	100.04.2600.85.430	REPAIRS & MAINT: HCS MAINT		Check Number		$0.00	($420.00)	
2	06/30/2025	100.02.2600.85.430	REPAIRS & MAINT: HCS MAINT		Check Number		$420.00	$0.00	
							$420.00	($420.00)	

Budget Journal Entries Report

Fiscal Year: 2024-2025

Type: Budget Journal **From Date:** 6/1/2025 **To Date:** 6/30/2025

Entry Number / Line	Entry Date	Account	Line Memo	Batch / Reference	Voucher / Check #	Journal	Debits	Credits	User ID
94		Transfer funds to pay the Santoro Bills		Budget Transfers		0 Adjustment			995.slaone
1	06/25/2025	100.01.2600.85.420	CLEANING SVS: CO		Check Number		$26.30	$0.00	
2	06/25/2025	100.02.2600.85.420	CLEANING SVS: HCS		Check Number		$433.55	$0.00	
3	06/25/2025	100.04.2600.85.420	CLEANING SVS: LGS		Check Number		$65.55	$0.00	
4	06/25/2025	100.07.2600.85.420	CLEANING SVS: HBMS		Check Number		$168.40	$0.00	
5	06/25/2025	100.09.2600.85.420	CLEANING SVS: LSM		Check Number		$285.44	$0.00	
6	06/25/2025	100.04.2600.85.430	REPAIRS & MAINT: LGS MAINT		Check Number		$0.00	($979.24)	
							$979.24	($979.24)	
95		transfer funds to cover LGS Principal coaching expense and referendum expense		Budget Transfers		0 Adjustment			995.slaone
1	06/25/2025	100.01.2500.50.590	PURCHASE SERVICES: CO		Check Number		$15,000.00	$0.00	
2	06/25/2025	100.01.2800.00.270	BENEFITS: MED INS-DIST WIDE		Check Number		$0.00	($15,000.00)	
							$15,000.00	($15,000.00)	
96		Transfer funds to cover custodial supplies deficits		Budget Transfers		0 Adjustment			995.slaone
1	06/25/2025	100.02.2600.85.610	SUPPLIES: HCS CUSTODIAL		Check Number		$3,000.00	$0.00	
2	06/25/2025	100.02.2601.85.610	SUPPLIES: HCS MAINTENANCE		Check Number		$0.00	($3,000.00)	
3	06/25/2025	100.04.2600.85.610	SUPPLIES: LGS CUSTODIAL		Check Number		$3,000.00	$0.00	
4	06/25/2025	100.04.2601.85.610	SUPPLIES: LGS MAINTENANCE		Check Number		$0.00	($3,000.00)	
5	06/25/2025	100.09.2600.85.610	SUPPLIES: LSM CUSTODIAL		Check Number		$1,513.00	$0.00	
6	06/25/2025	100.09.2601.85.610	SUPPLIES: LSM MAINTENANCE		Check Number		$0.00	($1,513.00)	
							$7,513.00	($7,513.00)	

Budget Journal Entries Report

Fiscal Year: **2024-2025**

Type: Budget Journal **From Date:** 6/1/2025 **To Date:** 6/30/2025

Entry Number / Line	Entry Date	Account	Memo / Line Memo	Batch / Reference	Voucher / Check #	Journal	Debits	Credits	User ID
89			Transfer funds to cover final athletic trainer invoice. There was an 8% increase in 24-25 vs a budgeted 5% for the year.	Budget Transfers		0 Adjustment			995.slaone
1	06/04/2025	100.09.2900.10.590	PURCH SVS: LSM ATHLETIC TRAINER		Check Number		$698.00	$0.00	
2	06/04/2025	100.09.2900.10.440	FACILITY RENTALS: LSM ATHLETICS		Check Number		$0.00	($698.00)	
							$698.00	($698.00)	
90			Transfer funds to order paper	Budget Transfers		0 Adjustment			995.slaone
1	06/05/2025	100.07.1120.00.610	SUPPLIES: HB SCHOOLWIDE		Check Number		$1,650.00	$0.00	
2	06/05/2025	100.07.1120.01.610	SUPPLIES: HB ART		Check Number		$0.00	($1,650.00)	
							$1,650.00	($1,650.00)	
91			Transfer to cover pd coverage at HS graduation	Budget Transfers		0 Adjustment			995.slaone
1	06/16/2025	100.09.1130.00.590	PURCH SVS: LSM GRADUATION EXP		Check Number		$131.42	$0.00	
2	06/16/2025	100.09.2900.00.591	STUDENT ACTIVITIES: LSM		Check Number		$0.00	($131.42)	
							$131.42	($131.42)	
92			Transfer funds from LGS repairs and maintenance to LSM repairs and maintenance	Budget Transfers		0 Adjustment			995.slaone
1	06/20/2025	100.04.2600.85.430	REPAIRS & MAINT: LGS MAINT		Check Number		$0.00	($5,000.00)	
2	06/20/2025	100.09.2600.85.430	REPAIRS & MAINT: LSM MAINT		Check Number		$5,000.00	$0.00	
							$5,000.00	($5,000.00)	
93			Trasfer funds to cover new desk, table and chair for Superintedents office	Budget Transfers		0 Adjustment			995.slaone
1	06/20/2025	100.01.2600.85.742	EQUIP REPLACE: DIST.NON-INST.		Check Number		$600.00	$0.00	
2	06/20/2025	100.04.2600.85.430	REPAIRS & MAINT: LGS MAINT		Check Number		$0.00	($600.00)	
							$600.00	($600.00)	

Budget Journal Entries Report

Fiscal Year: 2024-2025

Type: Budget Journal **From Date:** 6/1/2025 **To Date:** 6/30/2025

Entry Number / Line	Entry Date	Account	Memo / Line Memo	Batch / Reference	Voucher / Check #	Journal	Debits	Credits	User ID
85			transfer funds to cover HCS cleaning equipment, custodial.	Budget Transfers		0 Adjustment			995.slaone
1	06/02/2025	100.01.2600.85.742	EQUIP REPLACE: DIST.NON-INST.		Check Number		$0.00	($5,500.00)	
2	06/02/2025	100.02.2600.85.742	EQUIP REPLACE: HCS NON-INST.		Check Number		$5,500.00	$0.00	
							$5,500.00	($5,500.00)	
86			Transfer funds to cover spring awards	Budget Transfers		0 Adjustment			995.slaone
1	06/03/2025	100.09.2900.10.440	FACILITY RENTALS: LSM ATHLETICS		Check Number		$0.00	($236.00)	
2	06/03/2025	100.09.1130.10.610	SUPPLIES: LSM ATHLETICS		Check Number		$236.00	$0.00	
							$236.00	($236.00)	
87			Transfer funds to purchase field supplies for Mills/HB	Budget Transfers		0 Adjustment			995.slaone
1	06/03/2025	100.07.2600.85.424	GROUNDS UPKEEP: HBMS		Check Number		$200.00	$0.00	
2	06/03/2025	100.09.2600.85.424	GROUNDS UPKEEP: LSM		Check Number		$400.00	$0.00	
3	06/03/2025	100.02.2600.85.424	GROUNDS UPKEEP: HCS		Check Number		$0.00	($300.00)	
4	06/03/2025	100.04.2600.85.424	GROUNDS UPKEEP: LGS		Check Number		$0.00	($300.00)	
							$600.00	($600.00)	
88			Additional funds need for price increase effective 6/1 for custodial cleaning equipment	Budget Transfers		0 Adjustment			995.slaone
1	06/03/2025	100.01.2600.85.742	EQUIP REPLACE: DIST.NON-INST.		Check Number		$0.00	($500.00)	
2	06/03/2025	100.02.2600.85.742	EQUIP REPLACE: HCS NON-INST.		Check Number		$500.00	$0.00	
							$500.00	($500.00)	

REGIONAL SCHOOL DISTRICT #10 Enclosure #2
2024-2025
June 2025

ITEM	2024-2025 BUDGET	RECEIVED Y.T.D	%	REMAINING BALANCE
* * *OPERATING BUDGET* * *				
BURLINGTON	$ 30,294,833.00	$ 30,294,833.00	100.00%	$ -
HARWINTON	$ 14,659,660.00	$ 14,659,655.00	100.00%	$ 5.00
INTEREST	$ 150,000.00	$ 170,577.73	113.72%	$ (20,577.73)
TUITION	$ 125,000.00	$ 101,931.00	81.54%	$ 23,069.00
MISCELLANEOUS	$ -	$ -		$ -
TRANSPORTATION	$ -	$ -		$ -
TOTAL OPERATING REVENUE	$ 45,229,493.00	$ 45,226,996.73		$ 2,496.27

Regional School District #10
Expenditure Report by Object
July 31, 2025

Account	Budget 2025-26	Expended To Date	Encumbered To Date	Total Expend & Enc	% Expended and/or Encumb. To Date	Remaining Balance
111 Certified Personnel	$ 21,813,012	$ 321,181	$ 20,680,861	21,002,042	96.28%	$ 810,970
112 Non-Cert. Personnel	6,821,826	291,952	6,174,239	6,466,191	94.79%	355,635
120 Temporary Wages	368,500	-	-	-	0.00%	368,500
Total Personnel:	**$ 29,003,338**	**$ 613,133**	**$ 26,855,100**	**$ 27,468,233**	94.71%	**$ 1,535,105**
210 Group Disability Insurance	$ 34,500	$ 2,379	$ -	$ 2,379	6.90%	$ 32,121
220 Social Security	925,000	41,365	41,841	83,206	9.00%	841,794
230 Retirement Contributions	325,500	10,667	155,383	166,050	51.01%	159,450
240 Tuition Reimbursement	37,500	-	-	-	0.00%	37,500
250 Unemployment Comp.	9,000	9,373	-	9,373	104.14%	(373)
260 Workers Compensation	273,109	52,350	209,427	261,777	95.85%	11,332
270 Health/Life Benefits	5,135,000	513,281	1,083	514,365	10.02%	4,620,635
Total Benefits:	**$ 6,739,609**	**$ 629,416**	**$ 407,733**	**$ 1,037,149**	15.39%	**$ 5,702,460**
310 Admin. Services	$ 20,000	$ 1,195	$ 9	$ 1,204	6.02%	$ 18,796
320 Prof. Education Services	40,000	-	-	-	0.00%	40,000
330 Other Professional Services	382,480	16,000	-	16,000	4.18%	366,480
340 Technical Services	25,750	-	6,311	6,311	24.51%	19,439
Total Purchased Services	**$ 468,230**	**$ 17,195**	**$ 6,320**	**$ 23,515**	5.02%	**$ 444,715**
410 Utility Services	$ 645,000	$ 547	$ 89,000	$ 89,547	13.88%	$ 555,453
411 Septic/Water Systems	59,500	266	18,060	18,326	30.80%	41,174
412 LGS Sewer Annual Fee	38,500	-	35,402	35,402	91.95%	3,098
420 Cleaning Services	8,600	-	7,600	7,600	88.37%	1,000
421 Disposal Services	75,000	7,092	64,908	72,000	96.00%	3,000
422 Snowplowing Services	100,000	-	-	-	0.00%	100,000
424 Grounds Upkeep	47,000	4,346	4,143	8,489	18.06%	38,511
425 Security	34,300	-	4,749	4,749	13.85%	29,551
430 Repairs/Maintenance Ser.	462,173	45,318	66,928	112,246	24.29%	349,927
440 Facility Rentals	15,600	(4,853)	-	(4,853)	-31.11%	20,453
490 Pest Control	4,200	170	3,910	4,080	97.14%	120
Total Facilities:	**$ 1,489,873**	**$ 52,888**	**$ 294,700**	**$ 347,587**	23.33%	**$ 1,142,286**
519 Transport/Reimbursable	$ 2,869,982	$ -	$ -	$ -	0.00%	$ 2,869,982
520 Insurance	332,148	90,837	215,016	$ 305,853	92.08%	26,295
530 Communication/Telephone	58,700	2,832	-	2,832	4.82%	55,868
531 Postage	18,900	269	17,631	17,900	94.71%	1,000
540 Advertising	3,810	-	-	-	0.00%	3,810
550 Printing & Binding	18,014	-	282	282	1.57%	17,732
561 Tuition to LEAs	261,842	-	-	-	0.00%	261,842

Regional School District #10
Expenditure Report by Object
July 31, 2025

Account	Budget 2025-26	Expended To Date	Encumbered To Date	Total Expend & Enc	% Expended and/or Encumb. To Date	Remaining Balance
563 Tuition to Private Sources	2,125,170	-	-	-	0.00%	2,125,170
580 Prof Develop/Reimb Travel	40,295	175	53	228	0.57%	40,067
590 Misc. Purchased Services	251,912	17,581	122,000	139,581	55.41%	112,331
591 Student Activities	11,944	175	-	175	1.47%	11,769
Total Transport. & Other	**$ 5,992,717**	**$ 111,870**	**$ 354,981**	**$ 466,851**	7.79%	**$ 5,525,866**
610 Supplies	$ 471,969	$ 208	$ 151,182	$ 151,389	32.08%	$ 320,580
611 Software	398,994	185,378	115,563	300,941	75.42%	98,053
621 Natural Gas	45,000	-	-	-	0.00%	45,000
623 Propane	11,000	-	-	-	0.00%	11,000
624 Fuel Oil	405,750	-	-	-	0.00%	405,750
626 Gasoline	6,500	-	-	-	0.00%	6,500
640 Textbooks	90,219	-	22,014	22,014	24.40%	68,205
641 Library Books	20,800	-	-	-	0.00%	20,800
642 Periodicals	32,868	2,649	11,289	13,938	42.41%	18,930
Total Supplies:	**$ 1,483,100**	**$ 188,235**	**$ 300,048**	**$ 488,282**	32.92%	**$ 994,818**
741 Replace Inst. Equipment	$ 8,000	$ -	$ 385	385	4.81%	$ 7,615
742 Replace Non-Inst. Equip.	256,000	-	-	-	0.00%	256,000
743 New Inst. Equipment	5,135	-	-	-	0.00%	5,135
744 New Non-Inst. Equipment	-	-	-	-	#DIV/0!	-
Total Equipment:	**$ 269,135**	**$ -**	**$ 385**	$ 385	0.14%	**$ 268,750**
810 Dues & Fees	$ 59,365	$ 17,731	$ 900	$ 18,631	31.38%	$ 40,734
830 Interest Bond Expense	109,031	55,866	-	55,866	51.24%	53,165
831 Principal Bond Expense	1,590,000	885,000	-	885,000	55.66%	705,000
835 Capital Improvements	242,413	121,573	36,220	157,793	65.09%	84,620
840 Emergency/Contingency	175,000	-	-	-		175,000
Total Bond & Misc.	**$ 2,175,809**	**$ 1,080,170**	**$ 37,120**	**$ 1,117,290**	51.35%	**$ 1,058,519**
GRAND TOTALS:	**$ 47,621,811**	**$ 2,692,906**	**$ 28,256,387**	**$ 30,949,293**	64.99%	**$ 16,672,519**

Budget Journal Entries Report

Fiscal Year: **2025-2026**

Type: Budget Journal **From Date:** 7/1/2025 **To Date:** 7/31/2025

Entry / Line	Number / Entry Date	Memo / Account	Line Memo	Batch / Reference	Voucher / Check #	Journal	Debits	Credits	User ID
2		FOR PURCHASE OF SMARTPASS APP		Budget Transfers		0	Adjustment		995.mshailer
	1	07/29/2025 100.07.2210.00.611	SOFTWARE: HB SCHOOLWIDE		Check Number		$1,750.98	$0.00	
	2	07/29/2025 100.07.1120.01.610	SUPPLIES: HB ART		Check Number		$0.00	($500.00)	
	3	07/29/2025 100.07.1120.06.610	SUPPLIES: HB INST FAM/CON SCI		Check Number		$0.00	($500.00)	
	4	07/29/2025 100.07.1120.03.640	TEXTBOOKS: HBMS LANGUAGE ARTS		Check Number		$0.00	($500.00)	
	5	07/29/2025 100.07.2900.00.591	STUDENT ACTIVITIES: HBMS		Check Number		$0.00	($250.98)	
							$1,750.98	($1,750.98)	
3		Budget for Security Grant		Budget Adjustment		0	Beginning Balance		995.slaone
	1	07/01/2025 300.02.5000.85.425	SECURITY		Check Number		$8,080.97	$0.00	
	2	07/01/2025 300.04.5000.85.425	SECURITY		Check Number		$8,080.97	$0.00	
	3	07/01/2025 300.07.5000.85.425	SECURITY		Check Number		$2,762.50	$0.00	
	4	07/01/2025 300.09.5000.85.425	SECURITY		Check Number		$5,174.79	$0.00	
							$24,099.23	$0.00	
				Grand Total:			$25,850.21	($1,750.98)	

End of Report

Regional School District #10
Expenditure Report by Object
July 31, 2025

Account	Budget 2025-26	Expended To Date	Encumbered To Date	Total Expend & Enc	% Expended and/or Encumb. To Date	Remaining Balance
111 Certified Personnel	$ 21,813,012	$ 321,181	$ 20,775,892	21,097,073	96.72%	$ 715,939
112 Non-Cert. Personnel	6,821,826	291,952	6,305,994	6,597,945	96.72%	223,881
120 Temporary Wages	368,500	-	-	-	0.00%	368,500
Total Personnel:	**$ 29,003,338**	**$ 613,133**	**$ 27,081,885**	**$ 27,695,018**	95.49%	**$ 1,308,320**
210 Group Disability Insurance	$ 34,500	$ 2,379	$ -	$ 2,379	6.90%	$ 32,121
220 Social Security	925,000	41,365	41,175	82,540	8.92%	842,460
230 Retirement Contributions	325,500	10,667	155,383	166,050	51.01%	159,450
240 Tuition Reimbursement	37,500	-	-	-	0.00%	37,500
250 Unemployment Comp.	9,000	(9,373)	-	(9,373)	-104.14%	18,373
260 Workers Compensation	273,109	52,350	209,427	261,777	95.85%	11,332
270 Health/Life Benefits	5,135,000	513,281	1,083	514,365	10.02%	4,620,635
Total Benefits:	**$ 6,739,609**	**$ 610,670**	**$ 407,068**	**$ 1,017,738**	15.10%	**$ 5,721,871**
310 Admin. Services	$ 20,000	$ 1,195	$ 9	$ 1,204	6.02%	$ 18,796
320 Prof. Education Services	40,000	-	-	-	0.00%	40,000
330 Other Professional Services	382,480	16,000	-	16,000	4.18%	366,480
340 Technical Services	25,750	-	6,311	6,311	24.51%	19,439
Total Purchased Services	**$ 468,230**	**$ 17,195**	**$ 6,320**	**$ 23,515**	5.02%	**$ 444,715**
410 Utility Services	$ 645,000	$ 547	$ 89,000	$ 89,547	13.88%	$ 555,453
411 Septic/Water Systems	59,500	266	18,060	18,326	30.80%	41,174
412 LGS Sewer Annual Fee	38,500	-	35,402	35,402	91.95%	3,098
420 Cleaning Services	8,600	-	7,600	7,600	88.37%	1,000
421 Disposal Services	75,000	7,092	64,908	72,000	96.00%	3,000
422 Snowplowing Services	100,000	-	-	-	0.00%	100,000
424 Grounds Upkeep	47,000	4,346	4,143	8,489	18.06%	38,511
425 Security	34,300	-	4,749	4,749	13.85%	29,551
430 Repairs/Maintenance Ser.	462,173	45,318	66,928	112,246	24.29%	349,927
440 Facility Rentals	15,600	-	-	-	0.00%	15,600
490 Pest Control	4,200	170	3,910	4,080	97.14%	120
Total Facilities:	**$ 1,489,873**	**$ 57,740**	**$ 294,700**	**$ 352,440**	23.66%	**$ 1,137,433**
519 Transport/Reimbursable	$ 2,869,982	$ -	$ -	$ -	0.00%	$ 2,869,982
520 Insurance	332,148	90,837	215,016	$ 305,853	92.08%	26,295
530 Communication/Telephone	58,700	2,832	-	2,832	4.82%	55,868
531 Postage	18,900	269	17,631	17,900	94.71%	1,000
540 Advertising	3,810	-	-	-	0.00%	3,810
550 Printing & Binding	18,014	-	282	282	1.57%	17,732
561 Tuition to LEAs	261,842	-	-	-	0.00%	261,842

Regional School District #10
Expenditure Report by Object
July 31, 2025

Account	Budget 2025-26	Expended To Date	Encumbered To Date	Total Expend & Enc	% Expended and/or Encumb. To Date	Remaining Balance
563 Tuition to Private Sources	2,125,170	-	-	-	0.00%	2,125,170
580 Prof Develop/Reimb Travel	40,295	175	53	228	0.57%	40,067
590 Misc. Purchased Services	251,912	17,581	122,000	139,581	55.41%	112,331
591 Student Activities	11,944	175	-	175	1.47%	11,769
Total Transport. & Other	**$ 5,992,717**	**$ 111,870**	**$ 354,981**	**$ 466,851**	7.79%	**$ 5,525,866**
610 Supplies	$ 471,969	$ 208	$ 151,182	$ 151,389	32.08%	$ 320,580
611 Software	398,994	185,378	115,563	300,941	75.42%	98,053
621 Natural Gas	45,000	-	-	-	0.00%	45,000
623 Propane	11,000	-	-	-	0.00%	11,000
624 Fuel Oil	405,750	-	-	-	0.00%	405,750
626 Gasoline	6,500	-	-	-	0.00%	6,500
640 Textbooks	90,219	-	22,014	22,014	24.40%	68,205
641 Library Books	20,800	-	-	-	0.00%	20,800
642 Periodicals	32,868	2,649	11,289	13,938	42.41%	18,930
Total Supplies:	**$ 1,483,100**	**$ 188,235**	**$ 300,048**	**$ 488,282**	32.92%	**$ 994,818**
741 Replace Inst. Equipment	$ 8,000	$ -	$ 385	385	4.81%	$ 7,615
742 Replace Non-Inst. Equip.	256,000	-	-	-	0.00%	256,000
743 New Inst. Equipment	5,135	-	-	-	0.00%	5,135
744 New Non-Inst. Equipment	-	-	-	-	#DIV/0!	-
Total Equipment:	**$ 269,135**	**$ -**	**$ 385**	$ 385	0.14%	**$ 268,750**
810 Dues & Fees	$ 59,365	$ 17,731	$ 900	$ 18,631	31.38%	$ 40,734
830 Interest Bond Expense	109,031	55,866	-	55,866	51.24%	53,165
831 Principal Bond Expense	1,590,000	885,000	-	885,000	55.66%	705,000
835 Capital Improvements	242,413	121,573	36,220	157,793	65.09%	84,620
840 Emergency/Contingency	175,000	-	-	-		175,000
Total Bond & Misc.	**$ 2,175,809**	**$ 1,080,170**	**$ 37,120**	**$ 1,117,290**	51.35%	**$ 1,058,519**
GRAND TOTALS:	**$ 47,621,811**	**$ 2,679,012**	**$ 28,482,507**	**$ 31,161,519**	65.44%	**$ 16,460,292**

REGIONAL SCHOOL DISTRICT #10 Enclosure #2
2025-2026
July 2025

ITEM	2025-2026 BUDGET	RECEIVED Y.T.D	%	REMAINING BALANCE
* * *OPERATING BUDGET* * *				
BURLINGTON	$ 31,722,708.00	$ 1,471,142.00	4.64%	$ 30,251,566.00
HARWINTON	$ 14,894,062.00	$ 1,064,823.00	7.15%	$ 13,829,239.00
INTEREST	$ 170,000.00	$ 14,018.44	8.25%	$ 155,981.56
TUITION	$ 105,000.00	$ -	0.00%	$ 105,000.00
MISCELLANEOUS	$ -	$ -		$ -
TRANSPORTATION	$ -	$ -		$ -
TOTAL OPERATING REVENUE	$ 46,891,770.00	$ 2,549,983.44		$ 44,341,786.56

Regional School District #10
Expenditure Report by Object
August 31, 2025

Account	Budget 2025-26	Expended To Date	Encumbered To Date	Total Expend & Enc	% Expended and/or Encumb. To Date	Remaining Balance
563 Tuition to Private Sources	2,125,170	2,849	1,080,346	1,083,195	50.97%	1,041,975
580 Prof Develop/Reimb Travel	40,295	347	439	786	1.95%	39,509
590 Misc. Purchased Services	251,912	26,637	121,494	148,131	58.80%	103,781
591 Student Activities	11,944	2,281	119	2,401	20.10%	9,543
Total Transport. & Other	**$ 5,992,717**	**$ 149,837**	**$ 2,039,682**	**$ 2,189,519**	36.54%	**$ 3,803,199**
610 Supplies	$ 471,969	$ 37,615	$ 151,201	$ 188,816	40.01%	$ 283,153
611 Software	398,994	293,698	52,852	346,550	86.86%	52,444
621 Natural Gas	45,000	-	-	-	0.00%	45,000
623 Propane	11,000	575	-	575	5.23%	10,425
624 Fuel Oil	405,750	7,374	-	7,374	1.82%	398,376
626 Gasoline	6,500	612	-	612	9.41%	5,888
640 Textbooks	90,219	14,884	10,792	25,677	28.46%	64,542
641 Library Books	20,800	-	-	-	0.00%	20,800
642 Periodicals	32,868	13,478	2,696	16,174	49.21%	16,694
Total Supplies:	**$ 1,483,100**	**$ 368,236**	**$ 217,541**	**$ 585,776**	39.50%	**$ 897,324**
741 Replace Inst. Equipment	$ 8,000	$ -	$ 385	385	4.81%	$ 7,615
742 Replace Non-Inst. Equip.	256,000	-	720	720	0.28%	255,280
743 New Inst. Equipment	5,135	669	-	669	13.03%	4,466
744 New Non-Inst. Equipment	-	-	-	-	#DIV/0!	-
Total Equipment:	**$ 269,135**	**$ 669**	**$ 1,105**	$ 1,774	0.66%	**$ 267,361**
810 Dues & Fees	$ 59,365	$ 21,551	$ 4,377	$ 25,928	43.67%	$ 33,437
830 Interest Bond Expense	109,031	66,441	-	66,441	60.94%	42,590
831 Principal Bond Expense	1,590,000	1,590,000	-	1,590,000	100.00%	-
835 Capital Improvements	242,413	157,793	1,896	159,689	65.87%	82,724
840 Emergency/Contingency	175,000	-	-	-		175,000
Total Bond & Misc.	**$ 2,175,809**	**$ 1,835,785**	**$ 6,273**	**$ 1,842,057**	84.66%	**$ 333,752**
GRAND TOTALS:	**$ 47,621,811**	**$ 6,184,933**	**$ 29,183,512**	**$ 35,368,445**	74.27%	**$ 12,253,367**

Regional School District #10
Expenditure Report by Object
August 31, 2025

Account	Budget 2025-26	Expended To Date	Encumbered To Date	Total Expend & Enc	% Expended and/or Encumb. To Date	Remaining Balance
111 Certified Personnel	$ 21,813,012	$ 1,324,122	$ 19,772,689	21,096,811	96.72%	$ 716,201
112 Non-Cert. Personnel	6,821,826	572,184	6,025,762	6,597,945	96.72%	223,881
120 Temporary Wages	368,500	-	-	-	0.00%	368,500
Total Personnel:	**$ 29,003,338**	**$ 1,896,305**	**$ 25,798,451**	**$ 27,694,756**	95.49%	**$ 1,308,582**
210 Group Disability Insurance	$ 34,500	$ 7,325	$ -	$ 7,325	21.23%	$ 27,175
220 Social Security	925,000	80,206	2,334	82,540	8.92%	842,460
230 Retirement Contributions	325,500	27,791	138,259	166,050	51.01%	159,450
240 Tuition Reimbursement	37,500	-	1,505	1,505	4.01%	35,995
250 Unemployment Comp.	9,000	155	-	155	1.72%	8,845
260 Workers Compensation	273,109	78,528	183,249	261,777	95.85%	11,332
270 Health/Life Benefits	5,135,000	1,488,866	1,067	1,489,933	29.02%	3,645,067
Total Benefits:	**$ 6,739,609**	**$ 1,682,872**	**$ 326,413**	**$ 2,009,285**	29.81%	**$ 4,730,324**
310 Admin. Services	$ 20,000	$ 1,266	$ 724	$ 1,991	9.95%	$ 18,009
320 Prof. Education Services	40,000	-	10,000	10,000	25.00%	30,000
330 Other Professional Services	382,480	72,807	457,331	530,138	138.61%	(147,658)
340 Technical Services	25,750	15,576	-	15,576	60.49%	10,174
Total Purchased Services	**$ 468,230**	**$ 89,649**	**$ 468,055**	**$ 557,705**	119.11%	**$ (89,475)**
410 Utility Services	$ 645,000	$ 56,863	$ 83,276	$ 140,138	21.73%	$ 504,862
411 Septic/Water Systems	59,500	2,552	16,041	18,593	31.25%	40,907
412 LGS Sewer Annual Fee	38,500	-	35,402	35,402	91.95%	3,098
420 Cleaning Services	8,600	-	7,600	7,600	88.37%	1,000
421 Disposal Services	75,000	12,777	59,223	72,000	96.00%	3,000
422 Snowplowing Services	100,000	-	-	-	0.00%	100,000
424 Grounds Upkeep	47,000	4,546	7,196	11,742	24.98%	35,258
425 Security	34,300	5,390	794	6,184	18.03%	28,116
430 Repairs/Maintenance Ser.	462,173	79,112	112,722	191,834	41.51%	270,339
440 Facility Rentals	15,600	-	-	-	0.00%	15,600
490 Pest Control	4,200	340	3,740	4,080	97.14%	120
Total Facilities:	**$ 1,489,873**	**$ 161,580**	**$ 325,992**	**$ 487,573**	32.73%	**$ 1,002,300**
519 Transport/Reimbursable	$ 2,869,982	$ 8,736	$ 604,858	$ 613,594	21.38%	$ 2,256,389
520 Insurance	332,148	103,016	215,016	$ 318,032	95.75%	14,116
530 Communication/Telephone	58,700	7,152	-	7,152	12.18%	51,548
531 Postage	18,900	773	17,127	17,900	94.71%	1,000
540 Advertising	3,810	958	-	958	25.14%	2,852
550 Printing & Binding	18,014	2,884	282	3,166	17.58%	14,848
561 Tuition to LEAs	261,842	(5,797)	-	(5,797)	-2.21%	267,639

REGIONAL SCHOOL DISTRICT #10 Enclosure #2
2025-2026
August 2025

ITEM	2025-2026 BUDGET	RECEIVED Y.T.D	%	REMAINING BALANCE
* * *OPERATING BUDGET* * *				
BURLINGTON	$ 31,722,708.00	$ 4,427,671.00	13.96%	$ 27,295,037.00
HARWINTON	$ 14,894,062.00	$ 2,078,825.00	13.96%	$ 12,815,237.00
INTEREST	$ 170,000.00	$ 14,018.44	8.25%	$ 155,981.56
TUITION	$ 105,000.00	$ 250.00	0.24%	$ 104,750.00
MISCELLANEOUS	$ -	$ -		$ -
TRANSPORTATION	$ -	$ -		$ -
TOTAL OPERATING REVENUE	$ 46,891,770.00	$ 6,520,764.44		$ 40,371,005.56

Back to agenda

Enclosure 3

Leaves of Absence:

Name	Position	School

Resignations:

Name	Position	School
Tyler Stone	Music Teacher	Lake Garda Elementary School
Patricia Ladd	Special Education Paraeducator	Har-Bur Middle School
Jenifer Wolman	Photography/Video Teacher	Lewis S. Mills High School
Anthony DeMarco	Permanent Building Sub	Lewis S. Mills High School
Bonnie Voight	Special Education Paraeducator	Har-Bur Middle School
Mariah Dablain	General Food Service Worker	Har-Bur Middle/Lewis Mills High Schools
Melanie Chamberland	Behavior Tech.	Harwinton Conolidated School
Cassidy Grouten	Special Education Paraeducator	Har-Bur Middle School
Lora Dreger	Behavior Tech.	Har-Bur Middle School
Amy Werner	General Food Service Worker	Har-Bur Middle/Lewis S. Mills High Schools
Elisa DiLegge	Behavior Tech.	Harwinton Conolidated School
Haley Grabowski	School Counselor	Har-Bur Middle School
Carole Campbell	Student Support Center Tutor	Lewis S. Mills High School
Leah Clark	Behavior Tech.	Lake Garda Elementary School

Retirements:

Name	Position	School	Effective
Melinda (Lindy) Shafer	Grade 5 Teacher	Har-Bur Middle School	11/3/2025
Lisa Fragale	Special Education Teacher	Har-Bur Middle School	7/18/2025

Appointments:

Name	Position	School
Christina Anderson	Reading & Language Arts Coordinator	Lake Garda Elementary School
Casey Burke	Grade 1 Teachers	Harwinton Consolidated School
Jessica Januszewski	.5 FTE LPN 1:1	Lewis S. Mills High School
Brittany Leonard	.5 FTE Special Education Teacher	Harwinton Consolidated School

Brooke Nelson	Painter	Harwinton Consolidated/Lake Garda
Melissa Molino	Special Education Paraeductor	Har-Bur Middle School
Abigail Enright	.6 FTE Speech Language Pathologist	Lake Garda Elementary School
Amanda Godbout	BEST Program Special Ed. Teacher	Lewis S. Mills High School
Angie Davis	Long Term Sub .9 Music	Lake Garda Elementary School
Kelly Beyus	Behavior Tech.	Harwinton Consolidated School
Zachary Hamzy	Behavior Tech.	Harwinton Consolidated School
Andrea Hamilton	Grade 4 Teacher	Lake Garda Elementary School
Jill Hodge	Photog/Video Production Teacher	Lewis S. Mills High School
Jessica Dutcher	One Year Building Sub	Harwinton Consolidated School
Alyssa Ciccarelli	Special Education Paraeductor	Lake Garda Elementary School
Jennifer Hafferkamp	Culinary Arts Teacher	Lewis S. Mills High School
Stacey Clark	Spanish Teacher	Har-Bur Middle School
James Mann	School Counselor	Har-Bur Middle School
Jennifer Maldonado	Special Education Paraeductor	Har-Bur Middle School
Holly Atkinson	Special Education Paraeductor	Har-Bur Middle School
Jessica Wehner	General Food Service Worker	Har-Bur Middle/Lewis S. Mills High Schools
Siobhan O'Neil	Student Support Center Tutor	Lewis S. Mills High School
Morgaynn Gorski	Special Education Paraeductor	Lake Garda Elementary School
Ryan Mayes	Special Education Paraeductor	Har-Bur Middle School
Dennis Barham	One Year Building Sub	Har-Bur Middle School

July & August 2025

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DONATION TO REGIONAL SCHOOL DISTRICT #10

Completion of this form is required prior to the District's consideration of a proposed donation to the Regional School District #10. This form is to be completed in its entirety and submitted to the Building Principal or Director of Finance and Operations as far in advance as possible.

Date August 19, 2025

Organization/Individual Making Donation Harwinton Consolidated PTO
Address 115 Litchfield Rd, Harwinton CT 06791
Daytime Phone No. 203-770-0142

Gift/Donation 8 Picnic Tables UV Plastic Approximate Value $10,960.00

Real Property _____ Personal Property X

Has the Superintendent or building principal been consulted concerning this gift?

Yes X Consulted with Richard Miller/Jessica Bruenn/Dr Fran Thompson

If no, this request cannot be acted upon until one of these boxes is affirmatively checked.

Are there conditions of use attached to the gift? Yes (No) (circle one)

Explain if "yes" (use separate sheet if needed)

Are there installation costs, site preparation costs, labor costs, or equipment needed for installation, etc.? If yes, please provide detailed costs on a separate sheet of paper. Yes No (circle one)

If yes, who will pay for these costs? HCS PTO if needed

What is the annual maintenance cost of equipment donated? (be specific) (Example: might be the need to expand a room to house the equipment, or fencing to protect it.)

None Expected

Are there additional costs to the school district not indicated above? (be specific) (Example: continuing personnel costs to supervise use of equipment or space, new staff, replacements costs, etc.)

None Expected

Kristy Stinger HCS PTO President
(Signature of officer of organization or individual making donation)

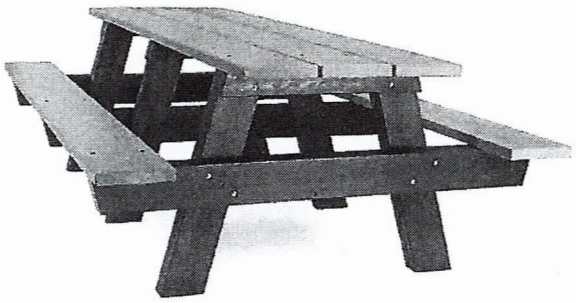
Acceptance Signatures:

Building Principal

Superintendent of Schools ($101 - $999.99)

Date Approved by Board (if applicable)

A-Frame Recycled Plastic Picnic Table - 8', Gray



More Images & Video

Virtually maintenance free! Recommended for warehouse patios, campgrounds, schools and parks.

- 100% recycled UV-protected plastic won't rot, splinter or crack. Withstands harsh weather.
- NaturalHooking wood material never needs sanding, sealing, painting or staining.
- Durable 2" thick planks pre-drilled for easy assembly.
- Classic picnic table style.
- Mounting Hardware sold separately.

SPECIFY COLOR: ☐ ☐ ☐ ☐

MODEL NO.	DESCRIPTION	SIZE L x W x H	WT. (LBS.)	PRICE EACH 1	PRICE EACH 3+	COLOR	ADD TO CART
H-2564GR	8' A-Frame	96 x 61 x 30"	350	$1,420	$1,370	☐ Gray	8 ADD

DROP SHIPS IN 2 DAYS UNASSEMBLED VIA MOTOR FREIGHT

+ Additional Info + Shopping Lists Request a Catalog

Shopping Cart

Empty Cart | Share

Add Product by Model #

Model #	Description	Qty	Price	Total	Remove
H-2564GR	A-Frame Recycled Plastic Picnic Table - 8', Gray	8	$1,370.00/EA	$10,960.00	

SUBTOTAL = $10,960.00

Update Checkout

Shipping | Sale Code: Add

$300+ orders are eligible for a free item.

DONATION TO REGIONAL SCHOOL DISTRICT #10

Completion of this form is required prior to the District's consideration of a proposed donation to the Regional School District #10. This form is to be completed in its entirety and submitted to the Building Principal or Director of Finance and Operations as far in advance as possible.

Date August 19, 2025

Organization/Individual Making Donation Harwinton Consolidated PTO
Address 115 Litchfield Rd, Harwinton, CT 06791
Daytime Phone No. 203-770-0142

Gift/Donation Gaga Pit Approximate Value $ 6,156.50

Real Property _____ Personal Property X

Has the Superintendent or building principal been consulted concerning this gift?

Yes X Consulted with Richard Miller / Jessica Bruenn

If no, this request cannot be acted upon until one of these boxes is affirmatively checked.

Are there conditions of use attached to the gift? Yes (No) (circle one)

Explain if "yes" (use separate sheet if needed)

Are there installation costs, site preparation costs, labor costs, or equipment needed for installation, etc.? If yes, please provide detailed costs on a separate sheet of paper. Yes No (circle one) Facilities to install

If yes, who will pay for these costs? HCS PTO as needed

What is the annual maintenance cost of equipment donated? (be specific) (Example: might be the need to expand a room to house the equipment, or fencing to protect it.)

None Expected

Are there additional costs to the school district not indicated above? (be specific) (Example: continuing personnel costs to supervise use of equipment or space, new staff, replacements costs, etc.)

None Expected

Kristy Stinger HCS PTO President
(Signature of officer of organization or individual making donation)

Acceptance Signatures:

_____
Building Principal

_____ _____
Superintendent of Schools ($101 - $999.99) Date Approved by Board (if applicable)

Coach Cliff's Gaga Ball Pits LLC
PO Box 704
Libertyville, IL 60048
+18475732377
info@gagaballpits.com

Estimate

ADDRESS
Harwinton Consolidated School
Kristy Stinger
7 Wollmann Farms Rd
Burlington, CT 06013
203-770-0142
kristycdixon@gmail.com

SHIP TO
Harwinton Consolidated School
Kristy Stinger
7 Wollmann Farms Rd
Burlington, CT 06013
203-770-0142
kristycdixon@gmail.com

ESTIMATE # 30943
DATE 08/15/2025
EXPIRATION DATE 08/29/2025

SHIP VIA	P.O. NUMBER	SALES REP
FEG & LTLx2	Kristy - MATS	AC

QTY	SKU	DESCRIPTION	RATE	AMOUNT
1	00830-BLU	OCTAGON 30H - BLUE Gaga Ball Pit Bracket System: 8-Oct 30H brackets, Template, Assembly Instructions, Fastener Pack and Cut-Out templates and instructions	650.00	650.00
1	03070	Metal Game Rules Sign, 11"x17" includes mounting screws	49.00	49.00
5	03050	Classic Gaga Ball - 7"-10" lightweight, inflatable, vinyl ball. Ships deflated.	3.50	17.50
		.		
1	02040-SCL	30H ADA DOORWAY KIT - Kit includes black jambs, hinges, latch, fasteners and instructions, door is constructed with matching structural composite lumber. Compatible with 30H models.	395.00	395.00
1	T1-BLK-210-8	2x10x8 Tier 1 (Black) Structural Composite.	82.00	82.00
		.		
24	T1-BLK-210-8	2x10x8 Tier 1 (Black) Structural Composite.	82.00	1,968.00
24	090-FHD	Factory Hole Drilling per Structural Composite board to attach to corner brackets	3.75	90.00
1	T1-BLK-CO	5/4x6x8 Tier 1 (Black) Structural Composite for Framing Cut-Out Opening.	36.00	36.00
		.		
1	0330-28 GRS	20'x22'9" area, 28 piece set of 5'x3'x3/4" Rubber MATS (type with holes throughout). 50 pins included for securing outer edges on soft ground. Also includes 200 zip ties, which ship separately with brackets.	1,862.00	1,862.00
		.		
		Estimated ship cost will be finalized once order is placed. - Bracket System via GROUND = $155 - Wall Material via LTL FREIGHT= $458 - Flooring via LTL FREIGHT = $394 *SEE BELOW FOR TOTAL*		

The terms set forth at https://www.gagaballpits.com supersede all prior statements or understandings, whether oral or written, with regard to the purchase of goods and services from Coach Cliff's Gaga Ball Pits LLC and are incorporated by reference into the estimate and control over any inconsistent terms in your purchase order or other acceptance.

QTY	SKU	DESCRIPTION	RATE	AMOUNT

Note: Liftgate Service is included to assist with Rubber Flooring delivery only

Please provide a state Sales & Use Tax exemption form if you are exempt from paying sales tax in your state. If not exempt, we may be obligated to collect sales tax

SUBTOTAL	5,149.50
SHIPPING	1,007.00
TOTAL	**$6,156.50**

Accepted By

Accepted Date

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The terms set forth at https://www.gagaballpits.com supersede all prior statements or understandings, whether oral or written, with regard to the purchase of goods and services from Coach Cliff's Gaga Ball Pits LLC and are incorporated by reference into the estimate and control over any inconsistent terms in your purchase order or other acceptance.

Enclosure 5

Regional School District #10
Field Trip Request Form

Revised 4/2022

School: Lewis Mills HS **Grade(s) or Department:** Softball Team

Teacher (s): Coach Chris Sawyer

Destination: 2026 Spring Trip Florida (Unisgasal)

Educational Purpose of Trip/Curricular Area:(Attach info. if needed) Spring training

Date of Trip: April Spring Break **Total Students:** 18+ **Total Buses:** —

Any special transportation accommodations needed for students? (i.e., wheelchair lift, harness, nurse)

N/A

Advisor who will arrange for bus and payment to bus company: N/A

Bus Company Using for Field Trip: N/A **Estimated Transportation Cost:** _____

Time Leaving: N/A **Pick-Up Time at Field Trip:** N/A **Approximate Time Returning:** N/A

Will students be eating lunch at school on the day of the Field Trip? Yes _____ No ✓

Initial here that school cafeteria has been notified C.S. - during vacation
Initial here that school nurse has been notified: C.S. - separate forms will be completed

Total Cost to Each Students (Admission, etc.): TBD, based on fundraising proceeds

Bus costs will be paid by: (Check all that apply)

_____ Board of Education (Field Trip Account) _____ School PTA / PTO (Teacher to arrange for payment)
_____ Students Organization: _____
X Other: Please specify: All Team Funded

Substitute teacher/s needed: Yes____ No ✓ (If yes, please make arrangements) **# Needed** _____

Number of Pre-Approved Chaperones: _____

Chaperone Names: Coach Chris Sawyer — **Cell Phone #:** 860 878 8730
Coach Sam Madore — 860 690 0556

Signature of Teacher / COACH — Date 5/6/25

Signature of Principal — Date 9/8/25

Signature of Director of Teaching & Learning — Date 9.1.25

KSA EVENTS SCHOOL TRAVEL AGREEMENT
FOR PARTICIPATION IN A KSA EVENTS HOSTED EVENT/TOURNAMENT

The parties to this Agreement being Lewis Mills High School, having an address at 26 Lyon Rd Burlington, CT 06013-1330, hereinafter referred to as "**SCHOOL**" and KSA Events, Inc., having an address at 13506 Summerport Village Parkway, Suite 422, Windermere, FL 34786, hereinafter referred to as "**KSA Events**", for good and valuable consideration and manifesting their willingness and intent to be bound by the terms of this Agreement, hereby agree as follows:

KSA Events is in the business, inter alia, of arranging for, planning, coordinating and implementing travel and tour programs for high school students, faculty and parent-chaperones of students. **SCHOOL** seeks to engage the services of **KSA Events** in connection with the participation of students, faculty, and parent-chaperones in an event to Orlando, Florida, all upon the terms and conditions more particularly set forth below.

Group reductions and/or cancellations must be made prior to 180 days of the departure date. After that date, the **SCHOOL** guarantees not to reduce the number of participants more than 10% of the signed contract agreement.

Minimum Number of Room Nights Guarantee **5**

COMPONENT AGREEMENT is also known as your team's specific package inclusions and is specific for each participating School.

SCHOOL, agrees to purchase travel packages as outlined in the attached "**Component Agreement**", at the prices indicated, in combinations of quad, triple, double and single occupancy, that will utilize the minimum number of rooms as designated.

Payments should be made out to KSA Events and mailed to KSA Events at 7680 Universal Blvd, Suite 640, Orlando, FL 32819. Protection of Funds: An account has been established by KSA Events at JP Morgan Chase in Orlando, Florida.

Failure to provide payment in full, as hereinabove set forth, shall result in the immediate termination of the this Agreement, and **KSA Events** shall have no further responsibilities of any kind whatsoever to **SCHOOL,** with respect to the Agreement.

Standard Cancellation
Any cancellation of this agreement by the **SCHOOL** must be submitted in writing immediately, and **SCHOOL** agrees to pay **KSA Events**, together with that notice, as liquidated damages (and not as a penalty), a cancellation fee as described below. The parties agree that this represents a reasonable method to compensate us for our damages due to the cancellation of your group.

Day of Cancellation	Penalties
Executed Date to 5:00pm on the Third Day	Deposit
179 days – 150 days prior to Arrival Date	Deposit plus $200.00 per person (based on the minimum number as stated above)
149 days – 120 days prior to Arrival Date	Deposit plus $300.00 per person (based on the minimum number as stated above)
119 days – 61 days prior to Arrival Date	Deposit plus $400.00 per person (based on the minimum number as stated above)
60 days – 0 days prior to Arrival Date	100% of Final Guarantee (if a final guarantee has not been submitted, the cancellation will be based on the minimum number of guests above multiplied by the quad occupancy rate of the package as attached in Exhibit A

CS

Refund Guarantee Protection

You have accepted the Refund Guarantee Protection and agreed to a per person charge of 10% of the cost of the Land Package to be added to your invoice. This charge for RGP will be deducted from your first deposit and is non-refundable. Once the deposit is received on your first deposit date, the following clause will replace the standard cancellation policy as listed above. RGP is not considered insurance and Travel Insurance should be purchased separately to protect other funds.

Should **SCHOOL** or any individual need to cancel for any reason up to 120 hours prior to departure, refund guarantee protection guarantees a full refund of all monies paid for the travel package, as described in "Component Agreement", less the cost of refund guarantee protection and any NSF fees, late fees, airline costs, or chargeback fees or $50 per transaction.

Within 120 hours prior to departure the cancellation penalties are 100% of the final guarantee. **RGP DOES NOT COVER AIRFARE.**

Refund Guarantee Protection must be Accepted or Declined

You must type accepted or declined in the box.

Accept

Final Guarantees

Final guarantee for the number of participants traveling with **SCHOOL** is due 60 days prior to the above arrival date. If **SCHOOL** does not submit the final guarantee 60 days prior to the arrival date, the estimated number of guests will be used as the guarantee for purposes of payment and cancellation policies.

Final guarantee for the number of rooms per night is due 60 days prior to the above arrival date. If SCHOOL does not submit the final guarantee 60 days prior to the arrival date, the minimum number of rooms per night as indicated on "Component Agreement" will be used as the guarantee for purposes of payment and cancellation policies.

SCHOOL, together with the final guarantees, will supply **KSA Events** with a complete list, along with rooming assignments "Rooming List", to the extent then known which shall contain the full name of each participant. The list shall provide designation of whether such participant is: a athlete participating in the event, a student, faculty member, Head Coach, cheerleader, Athletic Director, School Administrator, parent chaperone, accompanying parent (non-chaperone), or accompanying adult (non-parent and non-chaperone).

All Participants, Athletes, Coaches, Administrators or any other persons who is traveling as an official member of your "**SCHOOL**" is required to purchase a travel package.

Any additions to the final guarantee or rooming list, within 90 days of arrival are not guaranteed and are based on availability at the time of the request.

Entire Agreement

This Agreement (including without limitation the attached Additional Terms and Conditions, which are part of this Agreement) constitutes the entire agreement between SCHOOL and KSA Events with respect to the subject matter of this Agreement and supersedes any and all prior communications, representation or agreements, whether oral or written, between SCHOOL and KSA Events with respect to the subject matter of this Agreement.

Additional Terms and Conditions

The parties understand that KSA Events, in order to fulfill its obligations to SCHOOL and arrange for the services and tour package components set forth above, will be negotiating with third parties who will ultimately be providing most of the trip package components; including, but not by way of limitation, hotel room, meals, competition facilities and transportation. KSA Events shall not be responsible for any damages or delays which are outside of its control, as well as in the absence of negligence or willful conduct on its own part, KSA Events shall not be liable to SCHOOL or any of the tour participants for damages or injury to person or to property resulting from the negligence or willful conduct of any third parties providing services or components of the tour package to SCHOOL or the participants.

Notwithstanding the foregoing; KSA Events will use its best efforts and its experience in arranging tour packages of this type to cause the above services and tour package components to be provided timely, safely and efficiently and will inform SCHOOL promptly of the status of the arrangements made for the components of the tour package to be provided pursuant to this Agreement as well as any changes thereto, including but not by way of limitation, the identity of the service providers. KSA Events shall maintain such contact with such providers engaged by KSA, as is reasonably appropriate to confirm that the services promised thereby will be provided in a timely manner. KSA Events will communicate promptly with appropriate representatives of SCHOOL as to any unexpected delays or other problems affecting or potentially affecting the provision of services and tour package components set forth above, and work diligently therewith in an effort to minimize any such delay or resolve any such problem.

In the event that KSA Events, for any reason other than those set forth in above and by reason of any adjudicated breach of this Agreement, fails to perform this Agreement in accordance with its terms, then KSA Events shall in no event be liable to SCHOOL or to the tour participants cumulatively, for a sum greater than actual replacement cost of those tour components not provided by KSA Events, less any refund actually received by SCHOOL, plus interest and costs as allowed by law.

In recognition of the fact that KSA Events has accepted certain responsibilities hereunder to provide services to an entire group, KSA. Events reserves the right to deny participation of the tour to any particular participant, provided that such denial is not unlawful and that reasonable grounds relating to the group exist.

School will use its best efforts to inform all tour participants of the terms and conditions of this Agreement as may affect their understanding of the actual scope of the tour package components to be provided, and the limitations of liability relating thereto.

By his or her signature on the agreement, each signature warrants and represents that he or she has actual authority to enter into this Agreement on behalf of the respective parties.

In the event that any provision of this Agreement is determined to be illegal and unenforceable under applicable law, the remaining provisions of the Agreement shall remain in force and effect so as to effectuate the intention of the parties as manifested by the written terms of this Agreement.

As it is the parties' intention to work closely together to accommodate each other's interest, no failure of either party to assert immediately or promptly any of its rights under this Agreement shall be deemed a waiver of rights, unless demonstrable prejudice results from such delay. However, the foregoing shall not affect the specific deadlines for performance by either party as set forth above.

In the event formal notice is to be sent by either party to the other so as to affect the parties' rights under this Agreement; such notice shall be deemed effective as against KSA Events when received at the address of KSA Events set forth at page 1 above, or when received by facsimile transmission at 1-407-413-5110, or at such other address or facsimile number as KSA Events may hereafter designate in writing. Also such notice shall be deemed effective as against SCHOOL when received at the address of SCHOOL set forth at page 1 above, or when received by facsimile transmission or any other method as SCHOOL may hereafter designate in writing.

All rates are based upon the return of a signed and executable contract within 21 days of issuance. Delays past 21 days may void secondary contracts made by KSA Events on behalf of SCHOOL and therefore may subject rates to increase.

All contracts signed are subject to rate increases based upon supplier increases including but not limited to fuel rates, hotel rates, ticket media rates, etc.

SIGNATURE OF TERMS & CONDITIONS

Authorized Signer from Lewis Mills High School	Authorized Signer from KSA Events
Chris Sawyer	
Signature	Signature
Chris Sawyer	
Full Name	Full Name
Head Coach	
Title	Title
5/9/2025	
Signature Date	Signature Date

COMPONENT AGREEMENT

6 Day/5 Night Package

KSA EVENTS SPRING TRAINING INCLUSIONS:

- One (1) Official Commemorative KSA EVENTS Keepsake per participant
- Game Umpires for Sanctioned Games, Scorekeepers, Trainers, and Game Balls
- Admission to the 2026 KSA Events Spring Training Events
  - *Entry Fee is an additional $400 and will be added to your invoice*

ACCOMMODATIONS:

- Five (5) Nights Accommodations at Cabana Bay Beach Resort

TRANSPORTATION:

- Transfers to and from Orlando International Airport
- Shuttle Service to and from all Games & Athletic Activities
- Shuttle Service to and from the Theme Parks
- Shuttle Service to and from Cocoa Beach Day (6 hr charter)
- Shuttle Service to and from Disney World Park of choice

ADMISSIONS:

- Four (4) Day- Universal Studios Park Pass:
  - Including Unlimited Access to: Universal Studios, Islands of Adventure, and EPIC Universe
- Admission to all scheduled sporting events

KSA EVENTS MEAL PLAN:

- Five (5) Breakfast Meal Certificates for use at the Resort
- Five (5) Dinner Meal Certificates for use at the Theme Parks or Universal's CityWalk
- Four (4) Lunch Vouchers For Use At Resort or Theme Parks
- Unlimited Refillable Souvenir Beverage Mug for use at the Resort (1)

OTHER SPECIAL INCLUSIONS:

- One Complimentary Package for Every Twenty Full Paying Passengers (Discount based on Quad Occupancy)
- KSA Events Representatives to Assist Your Group
- All Taxes and Gratuities

Land Package Pricing Options

PRICES BELOW DO NOT INCLUDE ABOVE AIRFARE OPTIONS

Cabana Bay Beach Resort (All Prices Cost Per Person)			
Standard Room		**Suite Room**	
Quad (4 per room)	**$1,749**	**Six** (6 per room)	**$1,639**
Triple (3 per room)	**$1,869**	**Five** (5 per room)	**$1,729**
Double (2 per room)	**$2,099**	**Quad** (4 per room)	**$1,829**
Single (1 per room)	**$2,719**	**Triple** (3 per room)	**$1,989**
		Double (2 per room)	**$2,229**
		Single (1 per room)	**$2,899**

Team Travel Dates:

Please type in your team travel dates below

Est Saturday 4/11 thru Thurs 4/16

KSA Events Airfare Option
If you would like KSA Events to book your team airfare, we will look for flight schedules for the team once group airfare rates open for your team travel dates. Your airfare rate and schedule will be locked in once you accept the offered schedule and rate from KSA Events via a separate airline agreement.

If you would like **KSA Events to book your team airfare, please write "KSA Events Air" below.**
If you will be **booking your own airfare, please write "Booking Own Air" below.**
If the team **will be driving, please write "Driving" below.**

KSA events Air

Guaranteed Minimum Number of Participants: Est 16-18
A minimum number to constitute a group is 10.

Absolutely No Changes Can Be Made To Package Components 30 Days Prior To Your Travel Dates

Installment	Amount (Of total balance paid)	Due Date
First Deposit	**20%**	**Due at time of booking**
Payment 2	**40%**	Please see invoice for payment date
Payment 3	**60%**	Please see invoice for payment date
Payment 4	**80%**	Please see invoice for payment date
****Final Payment**	**100%**	****60 days prior to arrival date**

Payment Schedule

**Final Payment Date will be set at least 60 days before the team's arrival date. Final Rooming lists are due 60 days before your arrival date. There will be no reductions of passengers after this date. Cancellations after this date are subject to 100% penalty unless RGP was purchased.

Please refer to invoice for specific payment date

SIGNATURE OF PACKAGE INCLUSIONS

Chris Sawyer

Signature

Chris Sawyer

Full Name

Head Coach

Title

5/9/2025

Signature Date

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Enclosure 6

Regional School District #10
Field Trip Request Form

Revised 4/2022

School: LSM **Grade(s) or Department:** Athletics

Teacher (s): Crew Coaches Fellows, Ferrari, Omeara-Cartwright

Destination: Boston; Head of the Charles Crew race

Educational Purpose of Trip/Curricular Area:(Attach info. if needed) Athletic competition

Date of Trip: Oct 18-19 **Total Students:** 5-10 **Total Buses:** none

Any special transportation accommodations needed for students? (i.e., wheelchair lift, harness, nurse)

Advisor who will arrange for bus and payment to bus company: N/A

Bus Company Using for Field Trip: N/A **Estimated Transportation Cost:** N/A

Time Leaving: — **Pick-Up Time at Field Trip:** — **Approximate Time Returning:** —

Will students be eating lunch at school on the day of the Field Trip? Yes _____ No _____ - On the weekend

Initial here that school cafeteria has been notified CR - Weekend
Initial here that school nurse has been notified: CR - Physicals with nurse

Total Cost to Each Students (Admission, etc.): Paid for by Team

Bus costs will be paid by: (Check all that apply)
_____ Board of Education (Field Trip Account) _____ School PTA / PTO (Teacher to arrange for payment)
_____ Students Organization: _____
_____ Other: Please specify: Paid for by Team

Substitute teacher/s needed: Yes____ No ___ (If yes, please make arrangements) **# Needed** _____

Number of Pre-Approved Chaperones: _____

Chaperone Names: Jared Fellows — **Cell Phone #:**
Jake Ferrari
Jamie Omeara-Cartwright

Signature of Teacher — Date 9/2/25

Signature of Principal — Date 9/2/25

Signature of Director of Teaching & Learning — Date

Regional School District #10
Field Trip Request Form

Revised 4/2022

School: LSM **Grade(s) or Department:** Athletics

Teacher (s): Crew Coaches Fellows, Ferrari, Omeara - Cartwright

Destination: Saratoga Springs; Head of the Fish Regatta

Educational Purpose of Trip/Curricular Area:(Attach info. if needed) Athletic competition

Date of Trip: Oct 25-26 **Total Students:** 10 **Total Buses:** none

Any special transportation accommodations needed for students? (i.e., wheelchair lift, harness, nurse)

Advisor who will arrange for bus and payment to bus company: N/A

Bus Company Using for Field Trip: N/A **Estimated Transportation Cost:** N/A

Time Leaving: - **Pick-Up Time at Field Trip:** - **Approximate Time Returning:** -

Will students be eating lunch at school on the day of the Field Trip? Yes _____ No _____

Initial here that school cafeteria has been notified _____
Initial here that school nurse has been notified: _____

See Earlier Form

Total Cost to Each Students (Admission, etc.): _____

Bus costs will be paid by: (Check all that apply)
_____ Board of Education (Field Trip Account) _____ School PTA / PTO (Teacher to arrange for payment)
_____ Students Organization: _____
_____ Other: Please specify: _____

Substitute teacher/s needed: Yes____ No ___ (If yes, please make arrangements) **# Needed** _____

Number of Pre-Approved Chaperones: _____

Chaperone Names: Jared Fellows — **Cell Phone #:**
Jake Ferrari
Jamie Omeara - Cartwright

Signature of Teacher — Date: 9/2/25

Signature of Principal — Date: 9/2/25

Signature of Director of Teaching & Learning — Date

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Enclosure 7

Regional School District #10
Serving The Towns of Burlington Harwinton
2025/2026 Calendar

AUGUST 2025 (3)

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

SEPTEMBER 2025 (21)

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

OCTOBER 2025 (21)

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

NOVEMBER 2025 (16)

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

DECEMBER 2025 (17)

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

JANUARY 2026 (19)

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

FEBRUARY 2026 (17)

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

MARCH 2026 (21)

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

APRIL 2026 (16)

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

MAY 2026 (20)

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

JUNE 2026 (9)

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

JULY 2026 (0)

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

EXPLANATION OF DATES

Aug. 25 & 26	Teacher Professional Development
Aug. 27	First Day of School/Half Day with Teacher PD
Sept. 1	Labor Day
Sept. 17	Early Release/Teacher Prof. Development
Oct. 10	Teacher Professional Development
Oct. 13	Columbus Day
Nov. 3	Teacher Professional Development
Nov. 11	Early Release Har-Bur only (P/T Conferences)
Nov. 21	Early Release LGS/HCS only (P/T Conferences)
Nov. 26, 27 & 28	Thanksgiving Recess
Dec. 10	Early Release/Teacher Prof. Development
Dec. 23	Half day students
Dec. 24 - Jan. 2	Holiday Recess
Jan. 16	Early Release/Teacher Prof. Development
Jan. 19	Martin Luther King, Jr. Day
Feb. 13	Teacher Professional Development
Feb. 16 & 17	President's Day/Winter Break
March 6	Teacher Professional Development
March 20	Early Release LGS/HCS only (P/T Conferences)
April 3	Good Friday
April 10	Early Release/Teacher Prof. Development
April 13-April 17	Spring Break
May 8	Early Release/Teacher Prof. Development
May 25	Memorial Day
June 10	Half day students no sno a s
June 11	Last Day of School if no snow ays/half day students

Early Release Times

Conferences & Teacher Professional Development

Lewis S. Mills High School	11:30 a.m. (lunch served)
Har-Bur Middle School	12:15 p.m. (lunch served)
Elementary Schools K-4	1:00 p.m. (lunch served)
AM Preschool	9:05 - 10:45
PM Preschool	11:20 - 1:00

Inclement Weather*

Lewis S. Mills High School	11:30 a.m. (lunch served)
Har-Bur Middle School	12:15 p.m. (lunch served)
Elementary Schools K-5	1:00 p.m. (lunch served)
AM Preschool	11:35 parent transported, 1:00 bussed students
PM Preschool	Cancelled

*Dismissal times due to inclement weather are at the discretion of the Superintendent and on a case-by-case basis.

Make up days due to school cancellations which cause RSD 10 schools to be closed will be scheduled as needed beginning with June 12. The Board of Education reserves the right, under unusual circumstances, to consider scheduling regular school days during Spring Recess(April 13-17), beginning with Monday, April 13.

Students 180 days/Teachers 186 days

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Board approved 4/15/24

Enclosure 8

The ED-099 Agreement for Child Nutrition Programs (Agreement) is the formal agreement between a sponsoring organization and the Connecticut State Department of Education (CSDE) to operate one or more of the U.S. Department of Agriculture's (USDA) Child Nutrition Programs. The Agreement designates representatives authorized to enter into an agreement with the CSDE and certifies the claims for reimbursement. The Agreement is permanent and amended as changes occur. The CSDE recognizes that one or both authorized signers will change periodically. The sponsoring organization must execute the CSDE's Authorized Signatures Change Form whenever there is a change to either of the two authorized signers. Claims for reimbursement are valid only when certified by authorized signers on file with the CSDE. Action by the board of education must occur to make changes to authorized signers so that claims can be signed and submitted, and reimbursement delays are avoided.

Motion to change Signature 1 from Superintendent Howard Thiery to Superintendent Fran Thompson Ed.D.

Connecticut State Department of Education

Authorized Signatures Change Form

Read the *Instructions for Completing the Authorized Signatures Change Form* before completing this form. Scan and email the completed form to CNPermanentAgreement@ct.gov. Include "Authorized Signatures Change Form" in the subject line of the email.

This is to certify that on August 18, 2025, as shown in the minutes of Regional School District #10 Board of Education meeting the following action was taken to revise the authorized signers of the **ED-099 Agreement for Child Nutrition Programs**.

1. **Signature 1:** The person designated below is authorized to sign this agreement and to sign claims for reimbursement.

   _____ Fran Thompson Ed.D
   Signature — Printed name

   Superintendent of Schools — 08/18/2025
   Title (superintendent of schools, mayor, selectman, president, chairperson of the board, pastor, or commissioner) — Date

   thompsonf@region10ct.org — 860 673-2538
   Email — Phone number

2. **Signature 2:** In the absence or incapacity of the first designated individual, the second person designated below is authorized to sign claims for reimbursement.

   _____ Susan Laone
   Signature — Printed name

   Director of Finance and Operations — 08/18/2025
   Title (assistant superintendent, business official, principal, headmaster, city or town manager, executive director, or deputy commissioner) — Date

   laones@region10ct.org — 860 673-2538
   Email — Phone number

3. **Signature 3:** The signature below certifies the above action.

   _____ Cassandra DuBois
   Signature — Title (secretary of corporation, town clerk, secretary of the board)

This institution is an equal opportunity provider.

For state use only

Effective date:

Agreement numbers:

School programs:

Child care centers:

Day care homes:

Adult day care centers:

Summer food service:

CONNECTICUT
Education

Instructions for Completing the Authorized Signatures Change Form

The **ED-099 Agreement for Child Nutrition Programs** (Agreement) is the formal agreement between a sponsoring organization and the Connecticut State Department of Education (CSDE) to operate one or more of the U.S. Department of Agriculture's (USDA) Child Nutrition Programs. The Agreement designates representatives authorized to enter into an agreement with the CSDE and certifies the claims for reimbursement. The Agreement is permanent and amended as changes occur. The CSDE recognizes that one or both authorized signers will change periodically. The sponsoring organization **must** execute the CSDE's *Authorized Signatures Change Form* whenever there is a change to either of the two authorized signers.

Claims for reimbursement are valid only when certified by authorized signers on file with the CSDE. Action by the board of education must occur to make changes to authorized signers so that claims can be signed and submitted, and reimbursement delays are avoided.

Required Information

The *Authorized Signatures Change Form* must include the information below.

- **Date** of the board meeting is when the governing body of the sponsoring organization took action to change one or both authorized signers.
- **Signature 1** is the designated representative authorized to sign the Agreement for Child Nutrition Programs and to sign claims for reimbursement. The person is head of the governing body, e.g., the chief officer elected or appointed to assume legal responsibility for the organization (superintendent of schools, mayor, selectman, corporate president, chairperson of the board, pastor, or commissioner).
- **Signature 2** is authorized only to sign the claims for reimbursement in the absence or incapacity of the first designated individual (assistant superintendent, business official, principal, headmaster, city or town manager, executive director, or deputy commissioner).
- **Signature 3** certifies the board action and is not authorized to sign the claim. This must be a different person from signatures 1 and 2 (secretary of the board, town clerk, or secretary of the corporation).

Submitting to the CSDE

Scan and email the signed and dated *Authorized Signatures Change Form* to CNPermanentAgreement@ct.gov. Include "Authorized Signatures Change Form" in the subject line of the email.

Questions

Contact the CSDE's Child Nutrition Programs staff. Refer to the CSDE's document, *Child Nutrition Staff and Responsibilities*.

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