

**GROTON BOARD OF EDUCATION  
REGULAR MEETING MINUTES  
MARCH 23, 2026 @ 6:00 P.M.  
CENTRAL OFFICE, REMOTE**

**MEMBERS PRESENT:** Beverly Washington – Chairperson, Adrian Johnson – Vice Chairperson, Andrea Ackerman, Ian Thomas, Jay Weitlauf, Jennifer White, Michael Whitney

**MEMBERS ABSENT:** Sean Corcoran, Mitch Shinbrot

**ALSO PRESENT:** Susan Austin, Anne Marie Mancini, Rita Parciak, Sam Kilpatrick, Clint Kennedy

I. CALL TO ORDER – Mrs. Beverly Washington, Chairperson, called the meeting to order at 6:02 p.m.

A. Pledge of Allegiance – The first order of business was the pledge of allegiance to the flag.

II. RECOGNITION AND PARTICIPATION OF VISITORS AND DELEGATIONS

Mrs. Washington and Superintendent Austin acknowledged Board Appreciation Month and thanked them for their efforts to the Groton Public Schools.

Mrs. Washington congratulated the FHS Boys Basketball Team and the Middle School Girls and Boys Basketball Teams for being ECC champions.

III. COMMENTS FROM CITIZENS

1. Mrs. Monica White, 26 Cathedral Heights, noting that she was grateful to being able to speak at the budget meeting and thanked the Board for their contribution and commitment for the Food Insecurities in the Community program that she proposed.

IV. RESPONSE TO COMMENTS FROM CITIZENS

NONE

V. STUDENT LIAISON REPORT

The Student Representatives reported:

- The seniors hosted a successful pasta dinner and raffle
- Academic opportunity is being discussed with seniors as they are committing to colleges
- Winter sports were very successful this year (indoor track and swimming)
- The Math Team made States for the first time in a very long time
- Hosted the “Fitch Has Got Talent” event
- Juniors were taking SATs and underclassmen were taking the PSATs

## VI. SUPERINTENDENT AND ADMINISTRATION REPORTS

### A. Superintendent and Assistant Superintendent Report

- Early Childhood Center at Mary Morrisson – Superintendent Austin stated that she will discuss this item when it comes up later in the meeting.

She reported that over the weekend, she attended the Children First Groton’s Early Childhood Fair, which was held at TRMS. She also went to see “Into the Woods” at the high school and said it was fabulous.

- AI Advisory Committee Update – (Attachment #1)
  - Dr. Kennedy gave an overview of the work of the AI Advisory Committee Update Q1 2026.

### B. Reports and Information from Staff (Attachments # 2, 3, 4)

1. Director of Finance – Mrs. Parciak gave an overview of the current Financial Statement dated March 15, 2026, showing a balance of \$438,678.55 as well as the budget transfers, the Healthcare Report, and Non-Lapsing funds. Superintendent Austin noted that the district has received two Impact Aid funds for Children with Disabilities.
2. Director of Facilities – Mr. Kilpatrick reported on:
  - Update re: School Facilities:
    - Robotics
    - Testing at MM School i.e. Radon testing was held today.
    - The removal of obsolete items at MM
    - The scheduling of water testing at MM for 10% of the space in the building.
    - On March 30,2026, there will be a tour of the space for robotics at FHS
  - Update re: Solar Panels at FHS:
    - Project is being handled by Green Banks
    - Completion date has been extended from 3/23 to 3/27
    - Will be making a presentation on the project on April 20, 2026
  - Today the selection committee interviewed and selected the parties for the renovations of the FHS fields

## VII. COMMITTEE REPORTS

1. Policy Committee – Mr. Whitney noted that the Policy Committee met on March 10, 2026, and discussed Policies P 5118, P3160, P1312.4, P0100, and P 0521, have set the Committee Goals, and have made a referral regarding complaints.
2. Curriculum – Dr. Mancini noted that the Curriculum Committee met on March 2, 2026, and discussed the DoDEA Grant Opportunity, reviewed curriculum, for IB Personal and Professional Skills (SY 2026-2027), and new course proposals for Discrete Mathematics (SY 2027-2028) and IB Language and Literature (SY 2027-2028).
3. Finance/Facilities – Mrs. White noted that the Finance/Facilities Committee met on March 12 and 18, 2026, and discussed the referral regarding Property Adjacent to FHS, established baseline goals and expectations, received a Director of Finance Report, and the Director of Facilities report.
4. Communications – Mr. Weitlauf noted that the Communication Committee met on March 3, 2026, and discussed Committee Engagement re: FY27 budget process.

VII. COMMITTEE REPORTS – cont.

5. AGSA/GEA/BOE Liaison – Mrs. Washington noted that the AGSA/GEA/BOE Liaison Committee met on January 28, 2026, and discussed safety issues, asked to look at lock down drills, when parents have concerns that the Board discuss the issues and the Administration’s resolution of said concerns.
6. LEARN – Mrs. Washington noted that the LEARN Board met on March 12, 2026, and had a report from the Superintendent MaryAnn O’Donnell from Clinton Public Schools (Attachment #5)
7. Town & City Councils/RTM/Board of Education Liaison Committee – Mr. Whitney noted that the Town & City Councils/RTM/Board of Education Liaison Committee discussed State HVAC requirements, Town Affordable Housing Plan and Implications for Schools, and “How do we help each other.”

VIII. ACTION ITEMS

A. Consent Agenda

MOTION: Whitney, White: To approve the Consent Agenda with the following corrections:

- February 18, 2026 minutes
  - Remove bottom line of page 1 (it's redundant and more clearly explained in the first line of page 2)
  - Revise second line from bottom of page 1 to read: Adrian Johnson (Mitch Shinbrot was in agreement) to reduce function 2540 by \$45,000
  - On the second page, revise teacher request (wish list) to Building Administrator Requested Additions
- February 18, 2026 minutes
  - On the second page, after it says the main motion was voted on, delete the line "Adrian Johnson noted the paying for testing fees and suggested it be reduced by half" - (this was not done after the vote and it's covered and rejected in the meeting on the 18th)

YES – Weitlauf, Washington, Ackerman, Johnson, Thomas, White, Whitney  
ABSTAINED - Shinbrot  
PASSED

B. Old Business

1. Discussion and possible action regarding a second reading of policy P 5113.13 Work-Study Student Employment/Credit for Work Experience (Attachment #6)

MOTION: Whitney, White: To approve policy P 5113.13 Work-Study Student Employment/Credit for Work Experience as a second reading.  
PASSED – UNANIMOUSLY

B. Old Business – cont.

2. Discussion and possible action regarding a second reading of policy P 3323 Purchasing Guidelines (Attachment #7)

MOTION: Whitney, White: To approve policy P 3323 Purchasing Guidelines as a second reading.  
PASSED – UNANIMOUSLY

C. New Business

1. Discussion and possible action regarding a first reading of policy P 5118 Non-Resident Attendance (Attachment #8)

MOTION: Whitney, White: To approve policy P5118 Non-resident Attendance as a first reading.  
Yes – Whitney  
NO – Thomas, Johnson, White, Washington, Ackerman, Weitlauf  
MOTION DEFEATED

Mr. Shinbrot had left the meeting.

2. Discussion and possible action regarding a first reading of policy P3160 Line-Item Transfers (Attachment #9)

MOTION: Whitney, White: To approve policy P 3160 Line-Item Transfers as a first reading.  
PASSED – UNANIMOUSLY

3. Discussion and possible action regarding participation in the Healthy Food Option of HFC.

MOTION: Whitney, White:  
Pursuant to C.G.S. Section 10-215f, the Groton Board of Education certifies that all food items offered for sale to students in the schools under its jurisdiction, and not exempted from the Connecticut Nutrition Standards published by the Connecticut State Department of Education, will comply with the Connecticut Nutrition Standards during the period of July 1, 2026 through June 30, 2027. This certification shall include all food offered for sale to students separately from reimbursable meals at all times and from all sources, including but not limited to school stores, vending machines, school cafeterias, culinary programs, and any fundraising activities on school premises sponsored by the school or non-school organizations and groups.

PASSED – UNANIMOUSLY

C. New Business (cont.)

4. Discussion and possible action regarding food and beverage exemptions

MOTION: Johnson, White:

The Groton Board of Education will allow the sale to students of food items that do not meet the Connecticut Nutrition Standards and beverages not listed in Section 10-221q of the Connecticut General Statutes provided that the following conditions are met:

- 1) the sale is in connection with an event occurring after the end of the regular school day or on the weekend;
- 2) the sale is at the location of the event; and
- 3) the food and beverage items are not sold from a vending machine or school store. An “event” is an occurrence that involves more than just a regularly scheduled practice, meeting, or extracurricular activity. For example, soccer games, school plays, and interscholastic debates are events but soccer practices, play rehearsals, and debate team meetings are not. The “regular school day” is the period from midnight before to 30 minutes after the end of the official school day. “Location” means where the event is being held and must be the same place as the food and beverage sales.

PASSED – UNANIMOUSLY

5. Discussion and possible action regarding approval of an Early Childhood Center at Mary Morrisson

MOTION: White, Johnson: To approve an Early Childhood Center at Mary Morrisson.

PASSED - UNANIMOUSLY

6. Discussion and possible action regarding approval of funding from the Workforce Development Project supported by Electric Board and the Navy’s Maritime Industrial Base for the Machine Shop at Fitch High School

MOTION: Johnson, Thomas: To approve funding from the Workforce Development Project supported by Electric Boat and the Navy’s Maritime Industrial Base for the Machine Shop at Fitch High School in the amount of \$248,499.35.

MOTION: Johnson, Thomas:

To amend the motion to read “To approve funding from the Workforce Development Project supported by Electric Boat and the Navy’s Maritime Industrial Base for a Machine Shop at Fitch High School in the amount of \$248,499.35 in accordance with a Board approved plan.

VOTE ON AMENDMENT: PASSED – UNANIMOUSLY

VOTE ON MAIN MOTION AS AMENDED: PASSED - UNANIMOUSLY

C. New Business (cont.)

7. Discussion and possible action regarding the appropriation of non-lapsing funds in the amount of \$663,517.87.

MOTION: White, Whitney: To approve the appropriation of non-lapsing funds in the amount of \$663,517.87.

MOTION: Johnson, Thomas:  
To amend motion to read, "To approve the appropriation of non-lapsing funds in the amount of \$663,517.87 in accordance with Attachment #4 in the Board Packet dated March 23, 2026.

VOTE ON AMENDMENT: PASSED – UNANIMOUSLY

VOTE ON MAIN MOTION AS AMENDED:

PASSED - UNANIMOUSLY

8. Discussion and possible action regarding approval of the IB Personal and Professional Skills (SY 2026-2027) curriculum. (Attachment #10)

MOTION: Washington, Shinbrot: To approve the IB Personal and Professional Skills (SY 2026 – 2027) curriculum.  
PASSED – UNANIMOUSLY

9. Discussion and possible action regarding approval of June 18, 2026, as the graduation date for the 2025-2026 school year and June 22, 2026, as the graduation rain date for the 2025-2026 school year.

MOTION: White, Ackerman: To approve of June 18, 2026, as the graduation date for the 2025-2026 school year and June 22, 2026, as the graduation rain date for the 2025-2026 school year.

MOTION: Thomas, Washington: To amend the motion with the removal of the rain date.  
PASSED – UNANIMOUSLY

10. Discussion and possible action regarding recognition of Paraprofessional Appreciation Day.

MOTION: White, Johnson: To recognize April 3, 2026, as Paraprofessional Appreciation Day, and to direct the Superintendent of Schools to send a letter of appreciation to the paraprofessionals.  
PASSED – UNANIMOUSLY

C. New Business (cont.)

11. Discussion and possible action regarding recognition of Administrative Professionals Day.

MOTION: Whitney, Ackerman: To recognize April 22, 2026, as Administrative Professionals Day, and to direct the Superintendent of Schools to send a letter of appreciation to the administrative professionals.  
PASSED – UNANIMOUSLY

12. Discussion and possible action regarding the elimination of class rank at Fitch High School.

MOTION: Washington, Shinbrot: To approve the elimination of class rank at Fitch High School.

MOTION: Whitney, Johnson: To amend the motion to read, “To approve eliminating publication of class rank at Fitch High School starting with the class of 2030 and beyond.”

VOTE ON THE AMENDMENT: PASSED – UNANIMOUSLY

VOTE ON THE MAIN MOTION AS AMENDED:  
PASSED - UNANIMOUSLY

IX. INFORMATION AND PROPOSALS

A. Letters, communications, and comments by Board members on meeting items and any other items in the jurisdiction.

- Mr. Thomas noted a letter from Lisa Jenkins about robotics and her concerns.
- Mr. Johnson noted emails supporting the Board budget.
- Mr. Weitlauf noted that 1 day to observe Paraprofessionals and Administrative Professionals was not enough.

X. ADVANCE PLANNING

A. Future Meeting Dates and Calendar Items for Board Attention

As noted in the agenda.

B. Suggested Agenda Items

NONE

XI. ADJOURNMENT

MOTION: Ackerman, Whitney: The meeting adjourned at 9:41 p.m.  
PASSED – UNANIMOUSLY



# AI Committee Update

## Q1 2026

Groton BOE

Clint Kennedy

March 23, 2026

# Building the Foundation

## *Multiple Sessions Q1*

- WHY: Review the new BOE AI Policy
  - Compliance and guidance
- WHAT: (Defining Goals)
  - Equity
  - Safety/Age appropriateness
  - Authentic learning (Cognitive load)
  - Staff readiness
- HOW: (Prioritized, Regular Work)
  - Engage ALL constituents (paras,tutors,parents)
  - Regular meetings thru end of year

# Additional Insight....

- Start with the end in mind
  - Curriculum
  - Instruction
  - Assessment
- Professional Development
  - Great variance across staff and students
  - Need for differentiated, regular time
- Tool Set
  - Need for review and testing
  - Integration with C&I

# Key Platforms in the Space

- MagicSchool.ai
- SchoolAI
- EduAide
- Brisk Teaching\*

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Foundational Model: Google Gemini

\*Current agreement thru June 2026

# Path Forward....

- Short-term (Now-June): Analysis & Goals
  - Where are we?
  - Where are we headed?
  - Where should we be?!?!?
- Mid-term (Summer): Curriculum Work
  - Alignment
- Long-term (26-27): Tiered Experiences
  - Ongoing analysis
  - Experiences for all constituents



# AI Committee Update

## Q2 2026

Groton BOE

Clint Kennedy

JULY XX, 2026

## FY25 TRUE UP TRANSFER w summary

<b>Major Object</b>	<b>DESCRIPTION</b>	<b>Available Funds (Budget Transfer Needed)</b>
100	Salaries	\$ 274,019.28
200	Benefits	\$ 328,954.05
300	Other Professional Services	\$ (226,310.46)
400	Purchased property services	\$ (338,627.97)
500	Other Purchased Services	\$ 218,085.89
600	Supplies	\$ (283,063.74)
700	Equipment/Property	\$ 32,969.84
800	Dues & Fees	\$ (6,026.89)
	<b>Total</b>	<b>0.00</b>

**FY25 TRUE UP TRANSFER w summary**

**NOTE: \$1k Threshold**

<b>FUNCTION</b>	<b>DEPT</b>	<b>ACCTG PERIOD</b>	<b>Account</b>	<b>Major Acct</b>	<b>LOC</b>	<b>TITLE</b>	<b>Description</b>	<b>Amount</b>
1101	ELEMENTARY PreK-5	13	101	100	00	ELEMENTARY CLASSROOM TEACHERS	TRUE UP	\$ (586,387.35)
1101	ELEMENTARY PreK-5	13	120	100	00	ELEMENTARY REGULAR SUBSTITUTE TEACH	TRUE UP	\$ (468,291.35)
1101	ELEMENTARY PreK-5	13	123	100	00	ELEMENTARY SUMMER SCHOOL	TRUE UP	\$ 29,455.00
1101	ELEMENTARY PreK-5	13	130	100	00	ELEMENTARY TEMP REGULAR TEACHER AIDE	TRUE UP	\$ (19,057.21)
1101	ELEMENTARY PreK-5	13	151	100	00	ELEMENTARY RESIDENT TEACHER	TRUE UP	\$ 80,629.27
1101	ELEMENTARY PreK-5	13	201	200	00	ELEMENTARY GROUP INSURANCE, PROF.	TRUE UP	\$ 1,164,175.25
1101	ELEMENTARY PreK-5	13	202	200	00	ELEMENTARY GROUP INSURANCE, OTHER	TRUE UP	\$ 27,032.00
1101	ELEMENTARY PreK-5	13	212	200	00	ELEMENTARY SOCIAL SECURITY	TRUE UP	\$ (25,220.55)
1101	ELEMENTARY PreK-5	13	214	200	00	ELEMENTARY MEDICARE	TRUE UP	\$ (41,747.73)
1101	ELEMENTARY PreK-5	13	321	300	00	ELEMENTARY INSTRUCTIONAL SERVICES	TRUE UP	\$ (7,345.60)
1101	ELEMENTARY PreK-5	13	322	300	30	ELEMENTARY INSTR. IMPROVEMENT SERV.	TRUE UP	\$ (2,000.00)
1101	ELEMENTARY PreK-5	13	430	400	30	ELEMENTARY REPAIR OF EQUIPMENT	TRUE UP	\$ 12,247.56
1101	ELEMENTARY PreK-5	13	588	500	00	ELEMENTARY FIELD TRIPS	TRUE UP	\$ 37,628.07
1101	ELEMENTARY PreK-5	13	595	500	00	ELEMENTARY ADMISSION FEES	TRUE UP	\$ 3,268.00
1101	ELEMENTARY PreK-5	13	601	600	00	ELEMENTARY GENERAL CLASSROOM USE	TRUE UP	\$ (100,422.03)
1101	ELEMENTARY PreK-5	13	602	600	00	ELEMENTARY SCIENCE	TRUE UP	\$ 17,223.42
1101	ELEMENTARY PreK-5	13	603	600	00	ELEMENTARY ARTS & CRAFTS	TRUE UP	\$ 3,441.63
1101	ELEMENTARY PreK-5	13	604	600	00	ELEMENTARY PHYSICAL EDUCATION	TRUE UP	\$ 4,155.62
1101	ELEMENTARY PreK-5	13	605	600	00	ELEMENTARY MUSIC	TRUE UP	\$ (1,254.44)
1101	ELEMENTARY PreK-5	13	606	600	00	ELEMENTARY KINDERGARTEN	TRUE UP	\$ 3,298.88
1101	ELEMENTARY PreK-5	13	607	600	00	ELEMENTARY PUPIL TESTS	TRUE UP	\$ 8,200.00
1101	ELEMENTARY PreK-5	13	610	600	00	ELEMENTARY COMPUTER SUPPLIES	TRUE UP	\$ 2,192.48
1101	ELEMENTARY PreK-5	13	612	600	00	ELEMENTARY COMPUTER SOFTWARE	TRUE UP	\$ 3,206.01
1101	ELEMENTARY PreK-5	13	617	600	00	ELEMENTARY MATHEMATIC SUPPLIES	TRUE UP	\$ 5,912.16
1101	ELEMENTARY PreK-5	13	621	600	00	ELEMENTARY SUPPORT SERV GUID IMP INS	TRUE UP	\$ 1,500.00
1101	ELEMENTARY PreK-5	13	640	600	00	ELEMENTARY TEXTBOOKS	TRUE UP	\$ 74,005.69
1101	ELEMENTARY PreK-5	13	641	600	00	ELEMENTARY WORKBOOKS	TRUE UP	\$ 3,545.84
1101	ELEMENTARY PreK-5	13	730	700	00	ELEMENTARY REPL INSTRUCTNL EQUIPMENT	TRUE UP	\$ 7,200.00
1101	ELEMENTARY PreK-5	13	735	700	00	ELEMENTARY ADD INSTRUCTIONAL EQUIP	TRUE UP	\$ 13,060.05
1102	ART 6-12	13	101	100	00	ART CLASSROOM TEACHERS	TRUE UP	\$ 11,596.28
1102	ART 6-12	13	120	100	00	ART REGULAR SUBSTITUTE TEACH	TRUE UP	\$ (15,757.27)
1102	ART 6-12	13	201	200	00	ART GROUP INSURANCE, PROF.	TRUE UP	\$ 99,883.00
1102	ART 6-12	13	214	200	00	ART MEDICARE	TRUE UP	\$ (1,180.17)
1102	ART 6-12	13	588	500	00	ART FIELD TRIPS	TRUE UP	\$ 1,000.00
1102	ART 6-12	13	603	600	00	ART ARTS & CRAFTS	TRUE UP	\$ 3,680.03
1103	COMPUTER EDUCATION 9-12	13	101	100	00	CLASSROOM TEACHERS	TRUE UP	\$ (62,431.98)
1103	COMPUTER EDUCATION 9-12	13	120	100	00	REGULAR SUBSTITUTE TEACH	TRUE UP	\$ (1,656.25)
1103	COMPUTER EDUCATION 9-12	13	214	200	00	MEDICARE	TRUE UP	\$ (1,090.02)
1104	LANGUAGE ARTS 6-12	13	101	100	00	LANGUAGE ARTS CLASSROOM TEACHERS	TRUE UP	\$ 115,279.48

**FY25 TRUE UP TRANSFER w summary**

**NOTE: \$1k Threshold**

FUNCTION	DEPT	ACCTG PERIOD	Account	Major Acct	LOC	TITLE	Description	Amount
1104	LANGUAGE ARTS 6-12	13	120	100	00	LANGUAGE ARTS REGULAR SUBSTITUTE TEACH	TRUE UP	\$ (39,101.49)
1104	LANGUAGE ARTS 6-12	13	201	200	00	LANGUAGE ARTS GROUP INSURANCE, PROF.	TRUE UP	\$ 384,429.00
1104	LANGUAGE ARTS 6-12	13	212	200	00	LANGUAGE ARTS SOCIAL SECURITY	TRUE UP	\$ (3,333.74)
1104	LANGUAGE ARTS 6-12	13	214	200	00	LANGUAGE ARTS MEDICARE	TRUE UP	\$ (4,051.83)
1104	LANGUAGE ARTS 6-12	13	640	600	00	LANGUAGE ARTS TEXTBOOKS	TRUE UP	\$ 3,698.90
1105	WORLD LANGUAGES 6-12	13	101	100	00	WORLD LANGUAGES CLASSROOM TEACHERS	TRUE UP	\$ 150,462.00
1105	WORLD LANGUAGES 6-12	13	120	100	00	WORLD LANGUAGES REGULAR SUBSTITUTE TEACH	TRUE UP	\$ (25,541.94)
1105	WORLD LANGUAGES 6-12	13	201	200	00	WORLD LANGUAGES GROUP INSURANCE, PROF.	TRUE UP	\$ 207,868.00
1105	WORLD LANGUAGES 6-12	13	212	200	00	WORLD LANGUAGES SOCIAL SECURITY	TRUE UP	\$ (1,583.70)
1105	WORLD LANGUAGES 6-12	13	588	500	00	WORLD LANGUAGES FIELD TRIPS	TRUE UP	\$ 2,000.00
1105	WORLD LANGUAGES 6-12	13	595	500	00	WORLD LANGUAGES ADMISSION FEES	TRUE UP	\$ 1,000.00
1105	WORLD LANGUAGES 6-12	13	612	600	00	WORLD LANGUAGES COMPUTER SOFTWARE	TRUE UP	\$ 1,542.00
1105	WORLD LANGUAGES 6-12	13	641	600	00	WORLD LANGUAGES WORKBOOKS	TRUE UP	\$ 2,278.11
1106	CULINARY ARTS 9-12	13	120	100	00	CONSUMER SCIENCE REGULAR SUBSTITUTE TEACH	TRUE UP	\$ (4,587.50)
1106	CULINARY ARTS 9-12	13	201	200	00	CONSUMER SCIENCE GROUP INSURANCE, PROF.	TRUE UP	\$ 21,600.00
1106	CULINARY ARTS 9-12	13	613	600	00	CONSUMER SCIENCE HOME ECONOMICS	TRUE UP	\$ 3,592.74
1107	TECHNOLOGY EDUCATION 6-12	13	101	100	00	TECHNOLOGY EDUCATION CLASSROOM TEACHERS	TRUE UP	\$ 387,033.71
1107	TECHNOLOGY EDUCATION 6-12	13	120	100	00	TECHNOLOGY EDUCATION REGULAR SUBSTITUTE TEACH	TRUE UP	\$ (27,940.06)
1107	TECHNOLOGY EDUCATION 6-12	13	201	200	00	TECHNOLOGY EDUCATION GROUP INSURANCE, PROF.	TRUE UP	\$ 110,053.00
1107	TECHNOLOGY EDUCATION 6-12	13	212	200	00	TECHNOLOGY EDUCATION SOCIAL SECURITY	TRUE UP	\$ (1,732.29)
1107	TECHNOLOGY EDUCATION 6-12	13	214	200	00	TECHNOLOGY EDUCATION MEDICARE	TRUE UP	\$ 2,189.65
1107	TECHNOLOGY EDUCATION 6-12	13	322	300	00	TECHNOLOGY EDUCATION INSTR. IMPROVEMENT SERV.	TRUE UP	\$ 1,300.00
1107	TECHNOLOGY EDUCATION 6-12	13	430	400	00	TECHNOLOGY EDUCATION REPAIR OF EQUIPMENT	TRUE UP	\$ 1,000.00
1107	TECHNOLOGY EDUCATION 6-12	13	609	600	00	TECHNOLOGY EDUCATION TECHNOLOGY EDUCATION	TRUE UP	\$ 5,606.61
1107	TECHNOLOGY EDUCATION 6-12	13	735	700	00	TECHNOLOGY EDUCATION ADD INSTRUCTIONAL EQUIP	TRUE UP	\$ 22,812.01
1108	MATHEMATICS 6-12	13	101	100	00	MATHEMATICS CLASSROOM TEACHERS	TRUE UP	\$ 262,408.79
1108	MATHEMATICS 6-12	13	120	100	00	MATHEMATICS REGULAR SUBSTITUTE TEACH	TRUE UP	\$ (108,495.71)
1108	MATHEMATICS 6-12	13	201	200	00	MATHEMATICS GROUP INSURANCE, PROF.	TRUE UP	\$ 309,695.00
1108	MATHEMATICS 6-12	13	212	200	00	MATHEMATICS SOCIAL SECURITY	TRUE UP	\$ (6,764.05)
1108	MATHEMATICS 6-12	13	214	200	00	MATHEMATICS MEDICARE	TRUE UP	\$ (1,916.41)
1108	MATHEMATICS 6-12	13	588	500	00	MATHEMATICS FIELD TRIPS	TRUE UP	\$ 1,400.00
1108	MATHEMATICS 6-12	13	612	600	00	MATHEMATICS COMPUTER SOFTWARE	TRUE UP	\$ (1,529.99)
1108	MATHEMATICS 6-12	13	640	600	00	MATHEMATICS TEXTBOOKS	TRUE UP	\$ 1,522.92
1108	MATHEMATICS 6-12	13	735	700	00	MATHEMATICS ADD INSTRUCTIONAL EQUIP	TRUE UP	\$ 2,000.00
1109	MUSIC 6-12	13	101	100	00	MUSIC CLASSROOM TEACHERS	TRUE UP	\$ 5,756.38
1109	MUSIC 6-12	13	120	100	00	MUSIC REGULAR SUBSTITUTE TEACH	TRUE UP	\$ (11,703.50)
1109	MUSIC 6-12	13	201	200	00	MUSIC GROUP INSURANCE, PROF.	TRUE UP	\$ 88,124.00
1109	MUSIC 6-12	13	331	300	00	MUSIC PROFESSIONAL SERVICES	TRUE UP	\$ 2,250.00
1109	MUSIC 6-12	13	430	400	00	MUSIC REPAIR OF EQUIPMENT	TRUE UP	\$ 1,402.00

**FY25 TRUE UP TRANSFER w summary**

**NOTE: \$1k Threshold**

<b>FUNCTION</b>	<b>DEPT</b>	<b>ACCTG PERIOD</b>	<b>Account</b>	<b>Major Acct</b>	<b>LOC</b>	<b>TITLE</b>	<b>Description</b>	<b>Amount</b>
1109	MUSIC 6-12	13	588	500	00	MUSIC FIELD TRIPS	TRUE UP	\$ 4,370.41
1109	MUSIC 6-12	13	591	500	00	MUSIC ENTRY FEES	TRUE UP	\$ 1,185.00
1109	MUSIC 6-12	13	730	700	00	MUSIC REPL INSTRUCTNL EQUIPMENT	TRUE UP	\$ 3,250.00
1110	PHYSICAL EDUCATION 6-12	13	101	100	00	PHYSICAL EDUCATION CLASSROOM TEACHERS	TRUE UP	\$ 29,192.80
1110	PHYSICAL EDUCATION 6-12	13	120	100	00	PHYSICAL EDUCATION REGULAR SUBSTITUTE TEACH	TRUE UP	\$ (9,038.75)
1110	PHYSICAL EDUCATION 6-12	13	201	200	00	PHYSICAL EDUCATION GROUP INSURANCE, PROF.	TRUE UP	\$ 182,246.00
1110	PHYSICAL EDUCATION 6-12	13	214	200	00	PHYSICAL EDUCATION MEDICARE	TRUE UP	\$ (1,547.40)
1110	PHYSICAL EDUCATION 6-12	13	321	300	00	PHYSICAL EDUCATION INSTRUCTIONAL SERVICES	TRUE UP	\$ 1,000.00
1110	PHYSICAL EDUCATION 6-12	13	430	400	00	PHYSICAL EDUCATION REPAIR OF EQUIPMENT	TRUE UP	\$ 2,000.00
1110	PHYSICAL EDUCATION 6-12	13	588	500	00	PHYSICAL EDUCATION FIELD TRIPS	TRUE UP	\$ 2,000.00
1111	SCIENCE 6-12	13	101	100	00	SCIENCE CLASSROOM TEACHERS	TRUE UP	\$ 88,419.39
1111	SCIENCE 6-12	13	120	100	00	SCIENCE REGULAR SUBSTITUTE TEACH	TRUE UP	\$ (36,575.00)
1111	SCIENCE 6-12	13	201	200	00	SCIENCE GROUP INSURANCE, PROF.	TRUE UP	\$ 388,545.00
1111	SCIENCE 6-12	13	212	200	00	SCIENCE SOCIAL SECURITY	TRUE UP	\$ (2,284.50)
1111	SCIENCE 6-12	13	214	200	00	SCIENCE MEDICARE	TRUE UP	\$ (4,175.31)
1111	SCIENCE 6-12	13	321	300	00	SCIENCE INSTRUCTIONAL SERVICES	TRUE UP	\$ (7,487.50)
1111	SCIENCE 6-12	13	321	300	00	INSTRUCTIONAL SERVICES	TRUE UP	\$ (3,287.50)
1111	SCIENCE 6-12	13	588	500	00	SCIENCE FIELD TRIPS	TRUE UP	\$ 3,866.50
1111	SCIENCE 6-12	13	596	500	00	SCIENCE OTHER PURCHASED SERVICES	TRUE UP	\$ 2,105.00
1111	SCIENCE 6-12	13	602	600	00	SCIENCE SCIENCE	TRUE UP	\$ 3,999.71
1111	SCIENCE 6-12	13	641	600	00	SCIENCE WORKBOOKS	TRUE UP	\$ 3,500.00
1112	SOCIAL STUDIES 6-12	13	101	100	00	SOCIAL STUDIES CLASSROOM TEACHERS	TRUE UP	\$ (14,331.88)
1112	SOCIAL STUDIES 6-12	13	120	100	00	SOCIAL STUDIES REGULAR SUBSTITUTE TEACH	TRUE UP	\$ (19,349.79)
1112	SOCIAL STUDIES 6-12	13	201	200	00	SOCIAL STUDIES GROUP INSURANCE, PROF.	TRUE UP	\$ 218,649.00
1112	SOCIAL STUDIES 6-12	13	212	200	00	SOCIAL STUDIES SOCIAL SECURITY	TRUE UP	\$ (1,182.97)
1112	SOCIAL STUDIES 6-12	13	214	200	00	SOCIAL STUDIES MEDICARE	TRUE UP	\$ (4,286.28)
1112	SOCIAL STUDIES 6-12	13	640	600	00	SOCIAL STUDIES TEXTBOOKS	TRUE UP	\$ 1,000.00
1113	IB MIDDLE YEARS PROGRAM 6-10	13	114	100	00	MYP CLERICAL, ADMINISTRATION	TRUE UP	\$ (13,214.33)
1113	IB MIDDLE YEARS PROGRAM 6-10	13	584	500	00	MYP TRAVEL FOR WORKSH & CONV	TRUE UP	\$ 12,500.00
1113	IB MIDDLE YEARS PROGRAM 6-10	13	588	500	00	MYP FIELD TRIPS	TRUE UP	\$ 1,500.00
1114	HEALTH EDUCATION 6-12	13	101	100	00	HEALTH EDUCATION CLASSROOM TEACHERS	TRUE UP	\$ (28,671.50)
1114	HEALTH EDUCATION 6-12	13	120	100	00	HEALTH EDUCATION REGULAR SUBSTITUTE TEACH	TRUE UP	\$ (5,723.75)
1114	HEALTH EDUCATION 6-12	13	201	200	00	HEALTH EDUCATION GROUP INSURANCE, PROF.	TRUE UP	\$ 10,596.00
1114	HEALTH EDUCATION 6-12	13	214	200	00	HEALTH EDUCATION MEDICARE	TRUE UP	\$ (1,349.56)
1114	HEALTH EDUCATION 6-12	13	321	300	00	HEALTH EDUCATION INSTRUCTIONAL SERVICES	TRUE UP	\$ 1,480.00
1114	HEALTH EDUCATION 6-12	13	588	500	00	HEALTH EDUCATION FIELD TRIPS	TRUE UP	\$ 1,500.00
1114	HEALTH EDUCATION 6-12	13	641	600	00	HEALTH EDUCATION WORKBOOKS	TRUE UP	\$ 1,000.00
1117	INTERN. BACCALAUREATE DP 11-12	13	321	300	00	INTERN. BACCALAUREATE INSTRUCTIONAL SERVICES	TRUE UP	\$ (4,684.00)
1117	INTERN. BACCALAUREATE DP 11-12	13	322	300	00	INTERN. BACCALAUREATE INSTR. IMPROVEMENT SERV.	TRUE UP	\$ 1,750.00

**FY25 TRUE UP TRANSFER w summary**

**NOTE: \$1k Threshold**

FUNCTION	DEPT	ACCTG PERIOD	Account	Major Acct	LOC	TITLE	Description	Amount
1117	INTERN. BACCALAUREATE DP 11-12	13	588	500	00	INTERN. BACCALAUREATE FIELD TRIPS	TRUE UP	\$ 1,857.20
1117	INTERN. BACCALAUREATE DP 11-12	13	595	500	00	INTERN. BACCALAUREATE ADMISSION FEES	TRUE UP	\$ (2,460.00)
1117	INTERN. BACCALAUREATE DP 11-12	13	607	600	00	INTERN. BACCALAUREATE PUPIL TESTS	TRUE UP	\$ 6,791.00
1117	INTERN. BACCALAUREATE DP 11-12	13	612	600	00	INTERN. BACCALAUREATE COMPUTER SOFTWARE	TRUE UP	\$ 5,856.00
1117	INTERN. BACCALAUREATE DP 11-12	13	690	600	00	INTERN. BACCALAUREATE PROFESSIONAL MATERIALS	TRUE UP	\$ 1,270.82
1118	IB CAREER-RELATED PROGRAM 9-12	13	322	300	00	IB CAREER PROGRAM INSTR. IMPROVEMENT SERV.	TRUE UP	\$ 2,500.00
1118	IB CAREER-RELATED PROGRAM 9-12	13	640	600	00	IB CAREER PROGRAM TEXTBOOKS	TRUE UP	\$ (2,373.70)
1118	IB CAREER-RELATED PROGRAM 9-12	13	812	800	00	IB CAREER PROGRAM DUES/SCHOOL ADMINISTRATIO	TRUE UP	\$ 8,390.00
1119	UNCLASSIFIED 6-12	13	101	100	00	UNCLASSIFIED CLASSROOM TEACHERS	TRUE UP	\$ (280,000.00)
1119	UNCLASSIFIED 6-12	13	120	100	00	UNCLASSIFIED REGULAR SUBSTITUTE TEACH	TRUE UP	\$ (321,504.71)
1119	UNCLASSIFIED 6-12	13	123	100	00	UNCLASSIFIED SUMMER SCHOOL	TRUE UP	\$ 7,319.00
1119	UNCLASSIFIED 6-12	13	201	200	00	UNCLASSIFIED GROUP INSURANCE, PROF.	TRUE UP	\$ (25,185.92)
1119	UNCLASSIFIED 6-12	13	212	200	00	UNCLASSIFIED SOCIAL SECURITY	TRUE UP	\$ (24,599.90)
1119	UNCLASSIFIED 6-12	13	214	200	00	UNCLASSIFIED MEDICARE	TRUE UP	\$ (9,513.98)
1119	UNCLASSIFIED 6-12	13	222	200	00	RETIREMENT AWARD	TRUE UP	\$ (76,164.66)
1119	UNCLASSIFIED 6-12	13	222	200	00	UNCLASSIFIED RETIREMENT AWARD	TRUE UP	\$ 165,868.98
1119	UNCLASSIFIED 6-12	13	223	200	00	UNCLASSIFIED UNEMPLOYMENT COMPENSATION	TRUE UP	\$ (77,304.00)
1119	UNCLASSIFIED 6-12	13	226	200	00	UNCLASSIFIED EMPLOYEE ASS'T PROGRAM	TRUE UP	\$ 1,500.00
1119	UNCLASSIFIED 6-12	13	227	200	00	UNCLASSIFIED MENTOR STIPEND	TRUE UP	\$ (20,278.00)
1119	UNCLASSIFIED 6-12	13	325	300	00	UNCLASSIFIED STUDENT INTERN	TRUE UP	\$ (38,060.00)
1119	UNCLASSIFIED 6-12	13	430	400	00	UNCLASSIFIED REPAIR OF EQUIPMENT	TRUE UP	\$ 7,200.00
1119	UNCLASSIFIED 6-12	13	601	600	00	UNCLASSIFIED GENERAL CLASSROOM USE	TRUE UP	\$ (39,501.70)
1119	UNCLASSIFIED 6-12	13	610	600	00	UNCLASSIFIED COMPUTER SUPPLIES	TRUE UP	\$ 1,000.00
1119	UNCLASSIFIED 6-12	13	612	600	00	UNCLASSIFIED COMPUTER SOFTWARE	TRUE UP	\$ 3,860.00
1119	UNCLASSIFIED 6-12	13	730	700	00	UNCLASSIFIED REPL INSTRUCTNL EQUIPMENT	TRUE UP	\$ (1,859.80)
1119	UNCLASSIFIED 6-12	13	735	700	00	UNCLASSIFIED ADD INSTRUCTIONAL EQUIP	TRUE UP	\$ 2,000.00
1121	BUSINESS EDUCATION 9-12	13	120	100	00	BUSINESS EDUCATION REGULAR SUBSTITUTE TEACH	TRUE UP	\$ (9,212.50)
1121	BUSINESS EDUCATION 9-12	13	201	200	00	BUSINESS EDUCATION GROUP INSURANCE, PROF.	TRUE UP	\$ 71,664.00
1121	BUSINESS EDUCATION 9-12	13	588	500	00	BUSINESS EDUCATION FIELD TRIPS	TRUE UP	\$ 1,954.93
1124	HEALTH OCCUPATIONS 9-12	13	120	100	00	HEALTH OCCUPATION REGULAR SUBSTITUTE TEACH	TRUE UP	\$ (1,025.00)
1124	HEALTH OCCUPATIONS 9-12	13	201	200	00	HEALTH OCCUPATION GROUP INSURANCE, PROF.	TRUE UP	\$ 21,546.00
1124	HEALTH OCCUPATIONS 9-12	13	588	500	00	HEALTH OCCUPATION FIELD TRIPS	TRUE UP	\$ 1,500.00
1205	PRESCHOOL Age 3-5	13	102	100	00	PRESCHOOL 3-5 SPECIAL EDUCATION CERT	TRUE UP	\$ (56,823.36)
1205	PRESCHOOL Age 3-5	13	111	100	00	PRESCHOOL 3-5 SPEC EDUCATION AIDES	TRUE UP	\$ 77,221.70
1205	PRESCHOOL Age 3-5	13	120	100	00	PRESCHOOL 3-5 REGULAR SUBSTITUTE TEACH	TRUE UP	\$ (26,702.12)
1205	PRESCHOOL Age 3-5	13	121	100	00	PRESCHOOL 3-5 SPEC ED SUBSTITUTE TEACH	TRUE UP	\$ 9,585.00
1205	PRESCHOOL Age 3-5	13	131	100	00	PRESCHOOL 3-5 TEMP SPEC ED TEACHER AID	TRUE UP	\$ 161,350.56
1205	PRESCHOOL Age 3-5	13	201	200	00	PRESCHOOL 3-5 GROUP INSURANCE, PROF.	TRUE UP	\$ 142,066.00
1205	PRESCHOOL Age 3-5	13	202	200	00	PRESCHOOL 3-5 GROUP INSURANCE, OTHER	TRUE UP	\$ 81,675.00

**FY25 TRUE UP TRANSFER w summary**

**NOTE: \$1k Threshold**

FUNCTION	DEPT	ACCTG PERIOD	Account	Major Acct	LOC	TITLE	Description	Amount
1205	PRESCHOOL Age 3-5	13	212	200	00	PRESCHOOL 3-5 SOCIAL SECURITY	TRUE UP	\$ 13,631.39
1205	PRESCHOOL Age 3-5	13	615	600	00	PRESCHOOL 3-5 SPECIAL EDUCATION	TRUE UP	\$ 2,441.72
1210	SPED Summer School PreK-12	13	102	100	00	SPECIAL EDUCATION CERT	TRUE UP	\$ (2,306.16)
1210	SPED Summer School PreK-12	13	123	100	00	SPED SUMMER SCHOOL SUMMER SCHOOL	TRUE UP	\$ 54,979.28
1210	SPED Summer School PreK-12	13	131	100	00	TEMP SPEC ED TEACHER AID	TRUE UP	\$ (2,949.73)
1210	SPED Summer School PreK-12	13	133	100	00	TEMP CLERICAL, SCHOOL	TRUE UP	\$ (2,060.00)
1210	SPED Summer School PreK-12	13	212	200	00	SPED SUMMER SCHOOL SOCIAL SECURITY	TRUE UP	\$ 3,448.00
1210	SPED Summer School PreK-12	13	212	200	00	SOCIAL SECURITY	TRUE UP	\$ (3,164.20)
1220	OTHER SPECIAL INSTRUCTION K-12	13	102	100	00	OTHER SPECIAL INSTRUCTION SPECIAL EDUCATION CERT	TRUE UP	\$ 2,942.88
1220	OTHER SPECIAL INSTRUCTION K-12	13	120	100	00	OTHER SPECIAL INSTRUCTION REGULAR SUBSTITUTE TEACH	TRUE UP	\$ (2,818.75)
1220	OTHER SPECIAL INSTRUCTION K-12	13	121	100	00	OTHER SPECIAL INSTRUCTION SPEC ED SUBSTITUTE TEACH	TRUE UP	\$ 2,130.00
1220	OTHER SPECIAL INSTRUCTION K-12	13	125	100	00	OTHER SPECIAL INSTRUCTION HOMEBOUND	TRUE UP	\$ (367,697.68)
1220	OTHER SPECIAL INSTRUCTION K-12	13	139	100	00	OTHER SPECIAL INSTRUCTION TEMP SALARIES OTHER	TRUE UP	\$ (34,125.10)
1220	OTHER SPECIAL INSTRUCTION K-12	13	201	200	00	OTHER SPECIAL INSTRUCTION GROUP INSURANCE, PROF.	TRUE UP	\$ 57,144.00
1220	OTHER SPECIAL INSTRUCTION K-12	13	212	200	00	OTHER SPECIAL INSTRUCTION SOCIAL SECURITY	TRUE UP	\$ (24,407.31)
1220	OTHER SPECIAL INSTRUCTION K-12	13	214	200	00	OTHER SPECIAL INSTRUCTION MEDICARE	TRUE UP	\$ (6,596.77)
1230	SPECIAL EDUCATION K-12	13	102	100	00	OTHER SPECIAL INSTRUCTION SPECIAL EDUCATION CERT	TRUE UP	\$ (1,131,464.23)
1230	SPECIAL EDUCATION K-12	13	102	100	00	SPECIAL EDUCATION SPECIAL EDUCATION CERT	TRUE UP	\$ 1,490,113.20
1230	SPECIAL EDUCATION K-12	13	111	100	00	OTHER SPECIAL INSTRUCTION SPEC EDUCATION AIDES	TRUE UP	\$ (82,270.23)
1230	SPECIAL EDUCATION K-12	13	111	100	00	SPECIAL EDUCATION SPEC EDUCATION AIDES	TRUE UP	\$ 11,494.70
1230	SPECIAL EDUCATION K-12	13	120	100	00	OTHER SPECIAL INSTRUCTION REGULAR SUBSTITUTE TEACH	TRUE UP	\$ (31,045.79)
1230	SPECIAL EDUCATION K-12	13	120	100	00	SPECIAL EDUCATION REGULAR SUBSTITUTE TEACH	TRUE UP	\$ (53,914.93)
1230	SPECIAL EDUCATION K-12	13	121	100	00	SPECIAL EDUCATION SPEC ED SUBSTITUTE TEACH	TRUE UP	\$ 53,251.00
1230	SPECIAL EDUCATION K-12	13	131	100	00	OTHER SPECIAL INSTRUCTION TEMP SPEC ED TEACHER AID	TRUE UP	\$ (321,062.18)
1230	SPECIAL EDUCATION K-12	13	131	100	00	SPECIAL EDUCATION TEMP SPEC ED TEACHER AID	TRUE UP	\$ 1,200,093.90
1230	SPECIAL EDUCATION K-12	13	151	100	00	OTHER SPECIAL INSTRUCTION RESIDENT TEACHER	TRUE UP	\$ (38,584.96)
1230	SPECIAL EDUCATION K-12	13	201	200	00	SPECIAL EDUCATION GROUP INSURANCE, PROF.	TRUE UP	\$ 680,089.00
1230	SPECIAL EDUCATION K-12	13	202	200	00	SPECIAL EDUCATION GROUP INSURANCE, OTHER	TRUE UP	\$ 327,662.00
1230	SPECIAL EDUCATION K-12	13	211	200	00	OTHER SPECIAL INSTRUCTION WORKMAN'S COMPENSATION	TRUE UP	\$ (6,688.00)
1230	SPECIAL EDUCATION K-12	13	211	200	00	SPECIAL EDUCATION WORKMAN'S COMPENSATION	TRUE UP	\$ 6,687.00
1230	SPECIAL EDUCATION K-12	13	212	200	00	OTHER SPECIAL INSTRUCTION SOCIAL SECURITY	TRUE UP	\$ (35,314.81)
1230	SPECIAL EDUCATION K-12	13	212	200	00	SPECIAL EDUCATION SOCIAL SECURITY	TRUE UP	\$ 43,558.23
1230	SPECIAL EDUCATION K-12	13	214	200	00	OTHER SPECIAL INSTRUCTION MEDICARE	TRUE UP	\$ (27,193.27)
1230	SPECIAL EDUCATION K-12	13	214	200	00	SPECIAL EDUCATION MEDICARE	TRUE UP	\$ 22,698.07
1230	SPECIAL EDUCATION K-12	13	322	300	00	SPECIAL EDUCATION INSTR. IMPROVEMENT SERV.	TRUE UP	\$ (11,540.00)
1230	SPECIAL EDUCATION K-12	13	561	500	00	SPECIAL EDUCATION SPED VOCATIONAL/VOAG	TRUE UP	\$ (19,567.04)
1230	SPECIAL EDUCATION K-12	13	607	600	00	OTHER SPECIAL INSTRUCTION PUPIL TESTS	TRUE UP	\$ (1,062.50)
1230	SPECIAL EDUCATION K-12	13	615	600	00	OTHER SPECIAL INSTRUCTION SPECIAL EDUCATION	TRUE UP	\$ (6,120.14)
1230	SPECIAL EDUCATION K-12	13	615	600	00	SPECIAL EDUCATION SPECIAL EDUCATION	TRUE UP	\$ 14,910.96

**FY25 TRUE UP TRANSFER w summary**

**NOTE: \$1k Threshold**

<b>FUNCTION</b>	<b>DEPT</b>	<b>ACCTG PERIOD</b>	<b>Account</b>	<b>Major Acct</b>	<b>LOC</b>	<b>TITLE</b>	<b>Description</b>	<b>Amount</b>
1230	SPECIAL EDUCATION K-12	13	730	700	00	SPECIAL EDUCATION REPL INSTRUCTNL EQUIPMENT	TRUE UP	\$ (1,865.99)
1260	ENRICHMENT K-8	13	127	100	00	AFTER SCHOOL ENRICHMENT OTHER STUDENT ACTIVITIES	TRUE UP	\$ 10,499.00
1260	ENRICHMENT K-8	13	127	100	00	OTHER STUDENT ACTIVITIES	TRUE UP	\$ (6,500.00)
1270	REMEDIAL INSTRUCTION K-12	13	101	100	00	REMEDIAL INSTRUCTION CLASSROOM TEACHERS	TRUE UP	\$ 81,703.75
1270	REMEDIAL INSTRUCTION K-12	13	120	100	00	REMEDIAL INSTRUCTION REGULAR SUBSTITUTE TEACH	TRUE UP	\$ (34,546.47)
1270	REMEDIAL INSTRUCTION K-12	13	201	200	00	REMEDIAL INSTRUCTION GROUP INSURANCE, PROF.	TRUE UP	\$ 327,828.00
1270	REMEDIAL INSTRUCTION K-12	13	212	200	00	REMEDIAL INSTRUCTION SOCIAL SECURITY	TRUE UP	\$ (2,327.70)
1270	REMEDIAL INSTRUCTION K-12	13	214	200	00	REMEDIAL INSTRUCTION MEDICARE	TRUE UP	\$ (5,942.46)
1280	HEARING IMPAIRED K-12	13	121	100	00	HEARING IMPAIRED SPEC ED SUBSTITUTE TEACH	TRUE UP	\$ 1,065.00
1310	HIGH SCHOOL COMPLETION	13	106	100	00	HIGH SCHOOL COMPLETION PRINCIPALS	TRUE UP	\$ (5,565.86)
1310	HIGH SCHOOL COMPLETION	13	124	100	00	HIGH SCHOOL COMPLETION ADULT EDUC/H. S. COMPLET	TRUE UP	\$ 17,916.22
1310	HIGH SCHOOL COMPLETION	13	133	100	00	HIGH SCHOOL COMPLETION TEMP CLERICAL, SCHOOL	TRUE UP	\$ 8,017.00
1310	HIGH SCHOOL COMPLETION	13	212	200	00	HIGH SCHOOL COMPLETION SOCIAL SECURITY	TRUE UP	\$ 1,403.10
1310	HIGH SCHOOL COMPLETION	13	584	500	00	HIGH SCHOOL COMPLETION TRAVEL FOR WORKSH & CONV	TRUE UP	\$ 1,479.00
1310	HIGH SCHOOL COMPLETION	13	601	600	00	HIGH SCHOOL COMPLETION GENERAL CLASSROOM USE	TRUE UP	\$ (1,386.94)
1310	HIGH SCHOOL COMPLETION	13	730	700	00	HIGH SCHOOL COMPLETION REPL INSTRUCTNL EQUIPMENT	TRUE UP	\$ 3,000.00
1320	ADULT EDUCATION	13	564	500	00	ADULT EDUCATION ADULT EDUCATION	TRUE UP	\$ 3,105.00
1412	SUMMER SCH HIGH SC CREDIT	13	123	100	00	SUMMER SCH HIGH SC CREDIT SUMMER SCHOOL	TRUE UP	\$ 54,703.03
1412	SUMMER SCH HIGH SC CREDIT	13	212	200	00	SUMMER SCH HIGH SC CREDIT SOCIAL SECURITY	TRUE UP	\$ 2,507.04
1413	SUMMER SCH MIDDLE SCHOOL	13	123	100	00	SUMMER SCHOOL	TRUE UP	\$ (20,333.19)
1413	SUMMER SCH MIDDLE SCHOOL	13	212	200	00	SOCIAL SECURITY	TRUE UP	\$ (1,140.29)
1501	BASEBALL	13	587	500	00	BASEBALL TRAVEL FOR ATHLETICS	TRUE UP	\$ 1,984.00
1501	BASEBALL	13	616	600	00	BASEBALL ATHLETIC SUPPLIES	TRUE UP	\$ 1,800.00
1503	BASKETBALL, MEN	13	126	100	00	BASKETBALL, MEN COACHING STIPENDS	TRUE UP	\$ (2,278.00)
1503	BASKETBALL, MEN	13	587	500	00	BASKETBALL, MEN TRAVEL FOR ATHLETICS	TRUE UP	\$ (1,402.94)
1504	BASKETBALL, WOMEN	13	126	100	00	BASKETBALL, WOMEN COACHING STIPENDS	TRUE UP	\$ 9,898.00
1504	BASKETBALL, WOMEN	13	587	500	00	BASKETBALL, WOMEN TRAVEL FOR ATHLETICS	TRUE UP	\$ 1,769.64
1505	CROSS COUNTRY, MEN	13	126	100	00	CROSS COUNTRY, MEN COACHING STIPENDS	TRUE UP	\$ (1,918.00)
1506	CROSS COUNTRY, WOMEN	13	126	100	00	COACHING STIPENDS	TRUE UP	\$ 4,103.00
1506	CROSS COUNTRY, WOMEN	13	587	500	00	TRAVEL FOR ATHLETICS	TRUE UP	\$ 2,000.00
1506	CROSS COUNTRY, WOMEN	13	616	600	00	CROSS COUNTRY, WOMEN ATHLETIC SUPPLIES	TRUE UP	\$ 1,000.00
1508	GOLF	13	587	500	00	GOLF TRAVEL FOR ATHLETICS	TRUE UP	\$ (2,213.95)
1509	FIELD HOCKEY, WOMEN	13	587	500	00	FIELD HOCKEY, GIRLS TRAVEL FOR ATHLETICS	TRUE UP	\$ (1,485.29)
1510	GYMNASTICS	13	441	400	00	GYMNASTICS RENTALS, OTHER	TRUE UP	\$ 1,000.00
1511	SOCCER, MEN	13	126	100	00	SOCCER, MEN COACHING STIPENDS	TRUE UP	\$ 1,244.00
1512	SOCCER, WOMEN	13	587	500	00	SOCCER, WOMEN TRAVEL FOR ATHLETICS	TRUE UP	\$ 1,491.87
1513	SOFTBALL, WOMEN	13	126	100	00	COACHING STIPENDS	TRUE UP	\$ 1,931.00
1513	SOFTBALL, WOMEN	13	616	600	00	SOFTBALL, WOMEN ATHLETIC SUPPLIES	TRUE UP	\$ 1,069.00
1514	SWIMMING, MEN	13	587	500	00	SWIMMING, MEN TRAVEL FOR ATHLETICS	TRUE UP	\$ (1,712.51)

**FY25 TRUE UP TRANSFER w summary**

**NOTE: \$1k Threshold**

FUNCTION	DEPT	ACCTG PERIOD	Account	Major Acct	LOC	TITLE	Description	Amount
1515	TENNIS, MEN	13	587	500	00	TENNIS, MEN TRAVEL FOR ATHLETICS	TRUE UP	\$ (2,454.47)
1517	TRACK,OUTDOOR, MEN	13	126	100	00	COACHING STIPENDS	TRUE UP	\$ 1,971.00
1517	TRACK,OUTDOOR, MEN	13	587	500	00	TRACK, OUTDOOR, MEN TRAVEL FOR ATHLETICS	TRUE UP	\$ 1,001.11
1518	TRACK,OUTDOOR, WOMEN	13	126	100	00	TRACK, OUTDOOR, WOMEN COACHING STIPENDS	TRUE UP	\$ 4,552.00
1518	TRACK,OUTDOOR, WOMEN	13	587	500	00	TRAVEL FOR ATHLETICS	TRUE UP	\$ 1,000.00
1518	TRACK,OUTDOOR, WOMEN	13	587	500	00	TRACK, OUTDOOR, WOMEN TRAVEL FOR ATHLETICS	TRUE UP	\$ 1,344.00
1519	WRESTLING	13	126	100	00	COACHING STIPENDS	TRUE UP	\$ 4,231.00
1519	WRESTLING	13	342	300	00	WRESTLING OTHER SERVICES/ATHLETICS	TRUE UP	\$ 2,000.00
1519	WRESTLING	13	587	500	00	WRESTLING TRAVEL FOR ATHLETICS	TRUE UP	\$ (1,237.92)
1520	INTRAMURAL SPORTS	13	126	100	00	INTRAMURAL SPORTS, MEN COACHING STIPENDS	TRUE UP	\$ (6,707.00)
1522	CHEERLEADING	13	126	100	00	CHEERLEADING COACHING STIPENDS	TRUE UP	\$ 1,723.00
1522	CHEERLEADING	13	616	600	00	CHEERLEADING ATHLETIC SUPPLIES	TRUE UP	\$ 1,332.29
1524	VOLLEYBALL	13	587	500	00	VOLLEYBALL TRAVEL FOR ATHLETICS	TRUE UP	\$ 1,316.00
1526	LACROSSE, MEN	13	126	100	00	LACROSSE, MEN COACHING STIPENDS	TRUE UP	\$ (1,267.00)
1526	LACROSSE, MEN	13	587	500	00	LACROSSE, MEN TRAVEL FOR ATHLETICS	TRUE UP	\$ 1,296.55
1527	LACROSSE, WOMEN	13	587	500	00	LACROSSE, WOMEN TRAVEL FOR ATHLETICS	TRUE UP	\$ 1,072.96
1527	LACROSSE, WOMEN	13	616	600	00	LACROSSE, WOMEN ATHLETIC SUPPLIES	TRUE UP	\$ 2,300.00
1528	SWIMMING, WOMEN	13	126	100	00	SWIMMING, WOMEN COACHING STIPENDS	TRUE UP	\$ 1,045.00
1528	SWIMMING, WOMEN	13	441	400	00	SWIMMING, WOMEN RENTALS, OTHER	TRUE UP	\$ 1,050.00
1528	SWIMMING, WOMEN	13	587	500	00	SWIMMING, WOMEN TRAVEL FOR ATHLETICS	TRUE UP	\$ (2,911.03)
1529	FENCING	13	126	100	00	FENCING COACHING STIPENDS	TRUE UP	\$ 1,114.00
1549	OTHER EXPENSES, SPORTS	13	119	100	00	OTHER EXPENSES, SPORTS OTHER	TRUE UP	\$ (5,065.71)
1549	OTHER EXPENSES, SPORTS	13	322	300	00	OTHER EXPENSES, SPORTS INSTR. IMPROVEMENT SERV.	TRUE UP	\$ 2,000.00
1549	OTHER EXPENSES, SPORTS	13	332	300	00	OTHER EXPENSES, SPORTS OTHER PROFESSIONAL SERV.	TRUE UP	\$ (1,438.00)
1549	OTHER EXPENSES, SPORTS	13	525	500	00	ATHLETICS STUDENT ACCIDENT INSUR.	TRUE UP	\$ 7,500.00
1549	OTHER EXPENSES, SPORTS	13	525	500	00	OTHER EXPENSES, SPORTS STUDENT ACCIDENT INSUR.	TRUE UP	\$ (13,410.00)
1549	OTHER EXPENSES, SPORTS	13	525	500	00	STUDENT ACCIDENT INSUR.	TRUE UP	\$ 15,173.00
1549	OTHER EXPENSES, SPORTS	13	587	500	00	OTHER EXPENSES, SPORTS TRAVEL FOR ATHLETICS	TRUE UP	\$ 4,200.00
1549	OTHER EXPENSES, SPORTS	13	616	600	00	OTHER EXPENSES, SPORTS ATHLETIC SUPPLIES	TRUE UP	\$ 1,500.95
1550	SCHOOL NEWSPAPER	13	127	100	00	SCHOOL NEWSPAPERS OTHER STUDENT ACTIVITIES	TRUE UP	\$ 1,561.00
1550	SCHOOL NEWSPAPER	13	127	100	00	OTHER STUDENT ACTIVITIES	TRUE UP	\$ 1,039.00
1551	AMPHORA	13	127	100	00	AMPHORA OTHER STUDENT ACTIVITIES	TRUE UP	\$ 3,020.00
1552	YEARBOOK	13	127	100	00	OTHER STUDENT ACTIVITIES	TRUE UP	\$ 1,702.00
1555	OTHER ACTIVITIES	13	127	100	00	OTHER ACTIVITIES OTHER STUDENT ACTIVITIES	TRUE UP	\$ 2,088.00
1555	OTHER ACTIVITIES	13	588	500	00	OTHER ACTIVITIES FIELD TRIPS	TRUE UP	\$ 6,832.93
2101	PUPIL PERSONNEL DEPT	13	107	100	00	SUPPORT SERVICES ASST PRINCIPALS/SCH PHYSC	TRUE UP	\$ 68,437.06
2101	PUPIL PERSONNEL DEPT	13	112	100	00	SUPPORT SERVICES CLERICAL, SPECIAL EDUCAT.	TRUE UP	\$ (1,610.24)
2101	PUPIL PERSONNEL DEPT	13	119	100	00	SUPPORT SERVICES OTHER	TRUE UP	\$ 52,260.87
2101	PUPIL PERSONNEL DEPT	13	134	100	00	SUPPORT SERVICES TEMP CLERICAL, ADMINISTRA	TRUE UP	\$ 24,015.00

**FY25 TRUE UP TRANSFER w summary**

**NOTE: \$1k Threshold**

<b>FUNCTION</b>	<b>DEPT</b>	<b>ACCTG PERIOD</b>	<b>Account</b>	<b>Major Acct</b>	<b>LOC</b>	<b>TITLE</b>	<b>Description</b>	<b>Amount</b>
2101	PUPIL PERSONNEL DEPT	13	144	100	00	SUPPORT SERVICES CLERICAL,ADMINISTRATION	TRUE UP	\$ (10,330.92)
2101	PUPIL PERSONNEL DEPT	13	201	200	00	SUPPORT SERVICES GROUP INSURANCE, PROF.	TRUE UP	\$ 75,707.00
2101	PUPIL PERSONNEL DEPT	13	202	200	00	SUPPORT SERVICES GROUP INSURANCE, OTHER	TRUE UP	\$ 35,477.00
2101	PUPIL PERSONNEL DEPT	13	212	200	00	SUPPORT SERVICES SOCIAL SECURITY	TRUE UP	\$ 4,366.26
2101	PUPIL PERSONNEL DEPT	13	214	200	00	SUPPORT SERVICES MEDICARE	TRUE UP	\$ 1,720.75
2101	PUPIL PERSONNEL DEPT	13	322	300	00	SUPPORT SERVICES INSTR. IMPROVEMENT SERV.	TRUE UP	\$ 12,000.00
2101	PUPIL PERSONNEL DEPT	13	322	300	00	INSTR. IMPROVEMENT SERV.	TRUE UP	\$ (1,357.50)
2101	PUPIL PERSONNEL DEPT	13	331	300	00	SUPPORT SERVICES PROFESSIONAL SERVICES	TRUE UP	\$ (2,359.18)
2101	PUPIL PERSONNEL DEPT	13	621	600	00	SUPPORT SERVICES SUPPORT SERV GUID IMP INS	TRUE UP	\$ 1,579.54
2101	PUPIL PERSONNEL DEPT	13	811	800	00	SUPPORT SERVICES DUES/GENERAL ADMINISTRATI	TRUE UP	\$ 1,100.00
2110	SOCIAL WORK SERVICES K-12	13	102	100	00	SOCIAL WORK SERVICES SPECIAL EDUCATION CERT	TRUE UP	\$ 25,588.99
2110	SOCIAL WORK SERVICES K-12	13	120	100	00	SOCIAL WORK SERVICES REGULAR SUBSTITUTE TEACH	TRUE UP	\$ (1,175.00)
2110	SOCIAL WORK SERVICES K-12	13	121	100	00	SOCIAL WORK SERVICES SPEC ED SUBSTITUTE TEACH	TRUE UP	\$ 4,260.00
2110	SOCIAL WORK SERVICES K-12	13	201	200	00	SOCIAL WORK SERVICES GROUP INSURANCE, PROF.	TRUE UP	\$ 99,276.00
2110	SOCIAL WORK SERVICES K-12	13	214	200	00	SOCIAL WORK SERVICES MEDICARE	TRUE UP	\$ (2,052.17)
2110	SOCIAL WORK SERVICES K-12	13	621	600	00	SOCIAL WORK SERVICES SUPPORT SERV GUID IMP INS	TRUE UP	\$ (2,602.18)
2110	SOCIAL WORK SERVICES K-12	13	621	600	00	SUPPORT SERV GUID IMP INS	TRUE UP	\$ 4,000.00
2120	GUIDANCE SERVICES 6-12	13	101	100	00	GUIDANCE SERVICES CLASSROOM TEACHERS	TRUE UP	\$ (7,187.93)
2120	GUIDANCE SERVICES 6-12	13	104	100	00	GUIDANCE SERVICES GUIIDANCE	TRUE UP	\$ 20,112.22
2120	GUIDANCE SERVICES 6-12	13	113	100	00	GUIDANCE SERVICES CLERICAL, SCHOOL	TRUE UP	\$ 75,864.78
2120	GUIDANCE SERVICES 6-12	13	144	100	00	GUIDANCE SERVICES CLERICAL,ADMINISTRATION	TRUE UP	\$ (3,374.94)
2120	GUIDANCE SERVICES 6-12	13	201	200	00	GUIDANCE SERVICES GROUP INSURANCE, PROF.	TRUE UP	\$ 220,135.00
2120	GUIDANCE SERVICES 6-12	13	202	200	00	GUIDANCE SERVICES GROUP INSURANCE, OTHER	TRUE UP	\$ 80,451.00
2120	GUIDANCE SERVICES 6-12	13	212	200	00	GUIDANCE SERVICES SOCIAL SECURITY	TRUE UP	\$ 4,246.14
2120	GUIDANCE SERVICES 6-12	13	214	200	00	GUIDANCE SERVICES MEDICARE	TRUE UP	\$ (1,380.80)
2120	GUIDANCE SERVICES 6-12	13	321	300	00	GUIDANCE SERVICES INSTRUCTIONAL SERVICES	TRUE UP	\$ (1,729.00)
2120	GUIDANCE SERVICES 6-12	13	584	500	00	GUIDANCE SERVICES TRAVEL FOR WORKSH & CONV	TRUE UP	\$ 2,000.00
2120	GUIDANCE SERVICES 6-12	13	588	500	00	GUIDANCE SERVICES FIELD TRIPS	TRUE UP	\$ 3,003.80
2120	GUIDANCE SERVICES 6-12	13	607	600	00	GUIDANCE SERVICES PUPIL TESTS	TRUE UP	\$ 1,377.78
2120	GUIDANCE SERVICES 6-12	13	621	600	00	GUIDANCE SERVICES SUPPORT SERV GUID IMP INS	TRUE UP	\$ 4,845.43
2130	HEALTH SERVICES K-12	13	112	100	00	HEALTH SERVICES CLERICAL, SPECIAL EDUCAT.	TRUE UP	\$ (1,500.00)
2130	HEALTH SERVICES K-12	13	201	200	00	HEALTH SERVICES GROUP INSURANCE, PROF.	TRUE UP	\$ 12,330.65
2130	HEALTH SERVICES K-12	13	332	300	00	HEALTH SERVICES OTHER PROFESSIONAL SERV.	TRUE UP	\$ (8,024.46)
2130	HEALTH SERVICES K-12	13	333	300	00	HEALTH SERVICES OT AND PT SERVICES	TRUE UP	\$ 22,124.60
2130	HEALTH SERVICES K-12	13	622	600	00	HEALTH SERVICES HEALTH SERVICES PATHOGEN	TRUE UP	\$ (1,750.69)
2140	PSYCHOLOGICAL SERVICES K-12	13	102	100	00	PSYCHOLOGICAL SERVICES SPECIAL EDUCATION CERT	TRUE UP	\$ 66,196.52
2140	PSYCHOLOGICAL SERVICES K-12	13	121	100	00	PSYCHOLOGICAL SERVICES SPEC ED SUBSTITUTE TEACH	TRUE UP	\$ 11,715.00
2140	PSYCHOLOGICAL SERVICES K-12	13	201	200	00	PSYCHOLOGICAL SERVICES GROUP INSURANCE, PROF.	TRUE UP	\$ 192,486.00
2140	PSYCHOLOGICAL SERVICES K-12	13	214	200	00	PSYCHOLOGICAL SERVICES MEDICARE	TRUE UP	\$ (1,532.10)

**FY25 TRUE UP TRANSFER w summary**

**NOTE: \$1k Threshold**

FUNCTION	DEPT	ACCTG PERIOD	Account	Major Acct	LOC	TITLE	Description	Amount
2140	PSYCHOLOGICAL SERVICES K-12	13	332	300	00	PSYCHOLOGICAL SERVICES OTHER PROFESSIONAL SERV.	TRUE UP	\$ 14,500.00
2140	PSYCHOLOGICAL SERVICES K-12	13	607	600	00	PSYCHOLOGICAL SERVICES PUPIL TESTS	TRUE UP	\$ 8,652.31
2140	PSYCHOLOGICAL SERVICES K-12	13	607	600	00	PUPIL TESTS	TRUE UP	\$ (7,227.62)
2140	PSYCHOLOGICAL SERVICES K-12	13	621	600	00	PSYCHOLOGICAL SERVICES SUPPORT SERV GUID IMP INS	TRUE UP	\$ 1,958.15
2150	SPEECH & LANGUAGE SERVICES PreK-12	13	102	100	00	SPEECH & HEARING SERVICE SPECIAL EDUCATION CERT	TRUE UP	\$ (202,914.16)
2150	SPEECH & LANGUAGE SERVICES PreK-12	13	102	100	00	SPEECH & HEARING SERVICES SPECIAL EDUCATION CERT	TRUE UP	\$ 306,088.83
2150	SPEECH & LANGUAGE SERVICES PreK-12	13	121	100	00	SPEECH & HEARING SERVICES SPEC ED SUBSTITUTE TEACH	TRUE UP	\$ 12,354.00
2150	SPEECH & LANGUAGE SERVICES PreK-12	13	201	200	00	SPEECH & HEARING SERVICES GROUP INSURANCE, PROF.	TRUE UP	\$ 182,385.00
2150	SPEECH & LANGUAGE SERVICES PreK-12	13	211	200	00	SPEECH & HEARING SERVICE WORKMAN'S COMPENSATION	TRUE UP	\$ (1,170.00)
2150	SPEECH & LANGUAGE SERVICES PreK-12	13	211	200	00	SPEECH & HEARING SERVICES WORKMAN'S COMPENSATION	TRUE UP	\$ 1,170.00
2150	SPEECH & LANGUAGE SERVICES PreK-12	13	214	200	00	SPEECH & HEARING SERVICE MEDICARE	TRUE UP	\$ (3,478.46)
2150	SPEECH & LANGUAGE SERVICES PreK-12	13	214	200	00	SPEECH & HEARING SERVICES MEDICARE	TRUE UP	\$ 2,647.40
2150	SPEECH & LANGUAGE SERVICES PreK-12	13	607	600	00	SPEECH & HEARING SERVICE PUPIL TESTS	TRUE UP	\$ (1,059.60)
2150	SPEECH & LANGUAGE SERVICES PreK-12	13	607	600	00	SPEECH & HEARING SERVICES PUPIL TESTS	TRUE UP	\$ 1,241.70
2150	SPEECH & LANGUAGE SERVICES PreK-12	13	621	600	00	SPEECH & HEARING SERVICES SUPPORT SERV GUID IMP INS	TRUE UP	\$ 2,488.68
2201	TEACHING & LEARNING	13	105	100	00	SUPPORTING SERVICES ADMINISTRATION	TRUE UP	\$ (11,228.05)
2201	TEACHING & LEARNING	13	108	100	00	SUPPORTING SERVICES DEAN/COORDINATOR	TRUE UP	\$ (22,566.52)
2201	TEACHING & LEARNING	13	114	100	00	SUPPORTING SERVICES CLERICAL, ADMINISTRATION	TRUE UP	\$ (68,538.06)
2201	TEACHING & LEARNING	13	202	200	00	SUPPORTING SERVICES GROUP INSURANCE, OTHER	TRUE UP	\$ 15,543.00
2201	TEACHING & LEARNING	13	212	200	00	SUPPORTING SERVICES SOCIAL SECURITY	TRUE UP	\$ 4,684.97
2201	TEACHING & LEARNING	13	214	200	00	SUPPORTING SERVICES MEDICARE	TRUE UP	\$ (5,058.26)
2201	TEACHING & LEARNING	13	582	500	00	SUPPORTING SERVICES TRAVEL FOR ADMN SCH & GEN	TRUE UP	\$ (3,300.00)
2201	TEACHING & LEARNING	13	584	500	00	SUPPORTING SERVICES TRAVEL FOR WORKSH & CONV	TRUE UP	\$ 7,306.00
2201	TEACHING & LEARNING	13	690	600	00	SUPPORTING SERVICES PROFESSIONAL MATERIALS	TRUE UP	\$ 4,600.00
2202	STUDENT MENTORING PROGRAM	13	322	300	00	DIVERSITY,EQUITY,INCLUSIO INSTR. IMPROVEMENT SERV.	TRUE UP	\$ 7,283.00
2202	STUDENT MENTORING PROGRAM	13	588	500	00	DIVERSITY,EQUITY,INCLUSIO FIELD TRIPS	TRUE UP	\$ (1,100.43)
2202	STUDENT MENTORING PROGRAM	13	690	600	00	DIVERSITY,EQUITY,INCLUSIO PROFESSIONAL MATERIALS	TRUE UP	\$ 3,400.00
2210	IMPROVEMENT OF INSTRUCTION	13	101	100	00	IMPROVEMENT OF INSTRUCTIO CLASSROOM TEACHERS	TRUE UP	\$ (22,263.22)
2210	IMPROVEMENT OF INSTRUCTION	13	212	200	00	IMPROVEMENT OF INSTRUCTIO SOCIAL SECURITY	TRUE UP	\$ (1,038.21)
2210	IMPROVEMENT OF INSTRUCTION	13	224	200	00	IMPROVEMENT OF INSTRUCTIO GRADUATE CREDIT COURSE	TRUE UP	\$ 33,086.50
2210	IMPROVEMENT OF INSTRUCTION	13	321	300	00	IMPROVEMENT OF INSTRUCTIO INSTRUCTIONAL SERVICES	TRUE UP	\$ 3,925.00
2210	IMPROVEMENT OF INSTRUCTION	13	322	300	00	IMPROVEMENT OF INSTRUCTIO INSTR. IMPROVEMENT SERV.	TRUE UP	\$ (7,034.40)
2210	IMPROVEMENT OF INSTRUCTION	13	584	500	00	IMPROVEMENT OF INSTRUCTIO TRAVEL FOR WORKSH & CONV	TRUE UP	\$ 1,873.71
2210	IMPROVEMENT OF INSTRUCTION	13	612	600	00	IMPROVEMENT OF INSTRUCTIO COMPUTER SOFTWARE	TRUE UP	\$ (5,240.00)
2210	IMPROVEMENT OF INSTRUCTION	13	612	600	00	COMPUTER SOFTWARE	TRUE UP	\$ 5,240.00
2210	IMPROVEMENT OF INSTRUCTION	13	690	600	00	IMPROVEMENT OF INSTRUCTIO PROFESSIONAL MATERIALS	TRUE UP	\$ 1,780.66
2220	EDUCATIONAL MEDIA SERVICES K-12	13	103	100	00	EDUCATIONAL MEDIA SERVICE MEDIA SPECIALIST	TRUE UP	\$ 82,620.42
2220	EDUCATIONAL MEDIA SERVICES K-12	13	111	100	00	EDUCATIONAL MEDIA SERVICE SPEC EDUCATION AIDES	TRUE UP	\$ 3,494.38
2220	EDUCATIONAL MEDIA SERVICES K-12	13	120	100	00	EDUCATIONAL MEDIA SERVICE REGULAR SUBSTITUTE TEACH	TRUE UP	\$ (5,407.41)

**FY25 TRUE UP TRANSFER w summary**

**NOTE: \$1k Threshold**

<b>FUNCTION</b>	<b>DEPT</b>	<b>ACCTG PERIOD</b>	<b>Account</b>	<b>Major Acct</b>	<b>LOC</b>	<b>TITLE</b>	<b>Description</b>	<b>Amount</b>
2220	EDUCATIONAL MEDIA SERVICES K-12	13	129	100	00	EDUCATIONAL MEDIA SERVICE OTHER (TUTORS, ETC.)	TRUE UP	\$ (28,227.77)
2220	EDUCATIONAL MEDIA SERVICES K-12	13	149	100	00	EDUCATIONAL MEDIA SERVICE OTHER	TRUE UP	\$ 6,356.94
2220	EDUCATIONAL MEDIA SERVICES K-12	13	201	200	00	EDUCATIONAL MEDIA SERVICE GROUP INSURANCE, PROF.	TRUE UP	\$ 168,594.00
2220	EDUCATIONAL MEDIA SERVICES K-12	13	202	200	00	EDUCATIONAL MEDIA SERVICE GROUP INSURANCE, OTHER	TRUE UP	\$ 45,641.00
2220	EDUCATIONAL MEDIA SERVICES K-12	13	623	600	00	EDUCATIONAL MEDIA SERVICE SCHOOL LIBRARY SUPPLIES	TRUE UP	\$ 2,720.56
2220	EDUCATIONAL MEDIA SERVICES K-12	13	645	600	00	EDUCATIONAL MEDIA SERVICE LIBRARY BOOKS	TRUE UP	\$ 15,866.79
2220	EDUCATIONAL MEDIA SERVICES K-12	13	647	600	00	EDUCATIONAL MEDIA SERVICE PERIODICALS FOR PUPILS	TRUE UP	\$ 1,434.12
2311	BOARD OF EDUCATION	13	331	300	00	BOARD OF EDUCATION SERVIC PROFESSIONAL SERVICES	TRUE UP	\$ (1,937.00)
2312	SUPERINTENDENT OFFICE	13	105	100	00	SUPERINTENDENT OFFICE SER ADMINISTRATION	TRUE UP	\$ (2,326.30)
2312	SUPERINTENDENT OFFICE	13	114	100	00	SUPERINTENDENT OFFICE SER CLERICAL, ADMINISTRATION	TRUE UP	\$ (55,811.03)
2312	SUPERINTENDENT OFFICE	13	134	100	00	SUPERINTENDENT OFFICE SER TEMP CLERICAL, ADMINISTRA	TRUE UP	\$ (21,844.14)
2312	SUPERINTENDENT OFFICE	13	144	100	00	SUPERINTENDENT OFFICE SER CLERICAL,ADMINISTRATION	TRUE UP	\$ (24,076.32)
2312	SUPERINTENDENT OFFICE	13	201	200	00	SUPERINTENDENT OFFICE SER GROUP INSURANCE, PROF.	TRUE UP	\$ 41,229.00
2312	SUPERINTENDENT OFFICE	13	202	200	00	SUPERINTENDENT OFFICE SER GROUP INSURANCE, OTHER	TRUE UP	\$ 182,089.00
2312	SUPERINTENDENT OFFICE	13	212	200	00	SUPERINTENDENT OFFICE SER SOCIAL SECURITY	TRUE UP	\$ (11,243.25)
2312	SUPERINTENDENT OFFICE	13	213	200	00	SUPERINTENDENT OFFICE SER TOWN RETIREMENT	TRUE UP	\$ 448,500.00
2312	SUPERINTENDENT OFFICE	13	214	200	00	SUPERINTENDENT OFFICE SER MEDICARE	TRUE UP	\$ (3,184.29)
2312	SUPERINTENDENT OFFICE	13	331	300	00	SUPERINTENDENT OFFICE SER PROFESSIONAL SERVICES	TRUE UP	\$ (1,491.21)
2312	SUPERINTENDENT OFFICE	13	334	300	00	SUPERINTENDENT OFFICE SER LEGAL SERVICES	TRUE UP	\$ (73,099.37)
2312	SUPERINTENDENT OFFICE	13	430	400	00	SUPERINTENDENT OFFICE SER REPAIR OF EQUIPMENT	TRUE UP	\$ 8,324.00
2312	SUPERINTENDENT OFFICE	13	531	500	00	SUPERINTENDENT OFFICE SER POSTAGE	TRUE UP	\$ 3,687.86
2312	SUPERINTENDENT OFFICE	13	540	500	00	SUPERINTENDENT OFFICE SER ADVERTISING	TRUE UP	\$ (2,277.35)
2312	SUPERINTENDENT OFFICE	13	541	500	00	SUPERINTENDENT OFFICE SER MINORITY RECRUITMENT ADV	TRUE UP	\$ (1,650.00)
2312	SUPERINTENDENT OFFICE	13	550	500	00	SUPERINTENDENT OFFICE SER PRINTING, ADMINISTRATION	TRUE UP	\$ 4,501.10
2312	SUPERINTENDENT OFFICE	13	582	500	00	SUPERINTENDENT OFFICE SER TRAVEL FOR ADMN SCH & GEN	TRUE UP	\$ (1,355.78)
2312	SUPERINTENDENT OFFICE	13	626	600	00	SUPERINTENDENT OFFICE SER GENRAL ADMINISTRATION	TRUE UP	\$ (2,029.51)
2312	SUPERINTENDENT OFFICE	13	690	600	00	SUPERINTENDENT OFFICE SER PROFESSIONAL MATERIALS	TRUE UP	\$ 1,900.37
2312	SUPERINTENDENT OFFICE	13	730	700	00	SUPERINTENDENT OFFICE SER REPL INSTRUCTNL EQUIPMENT	TRUE UP	\$ 2,500.00
2312	SUPERINTENDENT OFFICE	13	811	800	00	SUPERINTENDENT OFFICE SER DUES/GENERAL ADMINISTRATI	TRUE UP	\$ (7,381.11)
2313	BUSINESS OFFICE	13	105	100	00	BUSINESS OFFICE ADMINISTRATION	TRUE UP	\$ (91,894.13)
2313	BUSINESS OFFICE	13	114	100	00	BUSINESS OFFICE CLERICAL, ADMINISTRATION	TRUE UP	\$ (15,841.62)
2313	BUSINESS OFFICE	13	134	100	00	BUSINESS OFFICE TEMP CLERICAL, ADMINISTRA	TRUE UP	\$ (83,120.00)
2313	BUSINESS OFFICE	13	144	100	00	BUSINESS OFFICE CLERICAL,ADMINISTRATION	TRUE UP	\$ (51,701.65)
2313	BUSINESS OFFICE	13	201	200	00	BUSINESS OFFICE GROUP INSURANCE, PROF.	TRUE UP	\$ 31,570.00
2313	BUSINESS OFFICE	13	202	200	00	BUSINESS OFFICE GROUP INSURANCE, OTHER	TRUE UP	\$ 153,825.00
2313	BUSINESS OFFICE	13	212	200	00	BUSINESS OFFICE SOCIAL SECURITY	TRUE UP	\$ (13,274.33)
2313	BUSINESS OFFICE	13	213	200	00	BUSINESS OFFICE TOWN RETIREMENT	TRUE UP	\$ (448,500.00)
2313	BUSINESS OFFICE	13	214	200	00	BUSINESS OFFICE MEDICARE	TRUE UP	\$ (3,394.53)
2313	BUSINESS OFFICE	13	331	300	00	BUSINESS OFFICE PROFESSIONAL SERVICES	TRUE UP	\$ 20,639.65

**FY25 TRUE UP TRANSFER w summary**

**NOTE: \$1k Threshold**

<b>FUNCTION</b>	<b>DEPT</b>	<b>ACCTG PERIOD</b>	<b>Account</b>	<b>Major Acct</b>	<b>LOC</b>	<b>TITLE</b>	<b>Description</b>	<b>Amount</b>
2313	BUSINESS OFFICE	13	582	500	00	BUSINESS OFFICE TRAVEL FOR ADMN SCH & GEN	TRUE UP	\$ 1,039.21
2313	BUSINESS OFFICE	13	612	600	00	BUSINESS OFFICE COMPUTER SOFTWARE	TRUE UP	\$ (1,327.40)
2410	SCHOOL ADMINSTRATION	13	107	100	00	SCHOOL ADMINISTRATION ASST PRINCIPALS/SCH PHYSC	TRUE UP	\$ (1,671.70)
2410	SCHOOL ADMINSTRATION	13	113	100	00	SCHOOL ADMINISTRATION CLERICAL, SCHOOL	TRUE UP	\$ (81,401.74)
2410	SCHOOL ADMINSTRATION	13	120	100	00	SCHOOL ADMINISTRATION REGULAR SUBSTITUTE TEACH	TRUE UP	\$ (27,487.68)
2410	SCHOOL ADMINSTRATION	13	128	100	00	SCHOOL ADMINISTRATION SCHOOL SECURITY	TRUE UP	\$ (100,442.00)
2410	SCHOOL ADMINSTRATION	13	133	100	00	SCHOOL ADMINISTRATION TEMP CLERICAL, SCHOOL	TRUE UP	\$ (16,180.00)
2410	SCHOOL ADMINSTRATION	13	144	100	00	SCHOOL ADMINISTRATION CLERICAL,ADMINISTRATION	TRUE UP	\$ (15,582.05)
2410	SCHOOL ADMINSTRATION	13	201	200	00	SCHOOL ADMINISTRATION GROUP INSURANCE, PROF.	TRUE UP	\$ 334,820.00
2410	SCHOOL ADMINSTRATION	13	202	200	00	SCHOOL ADMINISTRATION GROUP INSURANCE, OTHER	TRUE UP	\$ 129,916.00
2410	SCHOOL ADMINSTRATION	13	212	200	00	SCHOOL ADMINISTRATION SOCIAL SECURITY	TRUE UP	\$ (14,654.20)
2410	SCHOOL ADMINSTRATION	13	214	200	00	SCHOOL ADMINISTRATION MEDICARE	TRUE UP	\$ (2,912.14)
2410	SCHOOL ADMINSTRATION	13	430	400	00	SCHOOL ADMINISTRATION REPAIR OF EQUIPMENT	TRUE UP	\$ (6,649.68)
2410	SCHOOL ADMINSTRATION	13	441	400	00	SCHOOL ADMINISTRATION RENTALS, OTHER	TRUE UP	\$ 2,058.00
2410	SCHOOL ADMINSTRATION	13	531	500	00	SCHOOL ADMINISTRATION POSTAGE	TRUE UP	\$ 8,851.32
2410	SCHOOL ADMINSTRATION	13	550	500	00	SCHOOL ADMINISTRATION PRINTING, ADMINISTRATION	TRUE UP	\$ 3,000.00
2410	SCHOOL ADMINSTRATION	13	584	500	00	SCHOOL ADMINISTRATION TRAVEL FOR WORKSH & CONV	TRUE UP	\$ 3,191.30
2410	SCHOOL ADMINSTRATION	13	610	600	00	SCHOOL ADMINISTRATION COMPUTER SUPPLIES	TRUE UP	\$ (1,514.49)
2410	SCHOOL ADMINSTRATION	13	619	600	00	SCHOOL ADMINISTRATION OTHER SUPPLIES	TRUE UP	\$ 38,899.04
2410	SCHOOL ADMINSTRATION	13	627	600	00	SCHOOL ADMINISTRATION SCHOOL ADMINISTRATION	TRUE UP	\$ 8,931.96
2410	SCHOOL ADMINSTRATION	13	628	600	00	SCHOOL ADMINISTRATION FOOD, DRINK, SNACKS	TRUE UP	\$ (3,499.76)
2410	SCHOOL ADMINSTRATION	13	690	600	00	SCHOOL ADMINISTRATION PROFESSIONAL MATERIALS	TRUE UP	\$ 2,897.41
2410	SCHOOL ADMINSTRATION	13	735	700	00	SCHOOL ADMINISTRATION ADD INSTRUCTIONAL EQUIP	TRUE UP	\$ 1,000.00
2410	SCHOOL ADMINSTRATION	13	812	800	00	SCHOOL ADMINISTRATION DUES/SCHOOL ADMINISTRATIO	TRUE UP	\$ (6,890.00)
2410	SCHOOL ADMINSTRATION	13	819	800	00	SCHOOL ADMINISTRATION OTHER DUES	TRUE UP	\$ (1,245.78)
2510	OPERATION AND MAINTENANCE	13	105	100	00	OPERATION AND MAINTENANCE ADMINISTRATION	TRUE UP	\$ 26,853.54
2510	OPERATION AND MAINTENANCE	13	114	100	00	OPERATION AND MAINTENANCE CLERICAL, ADMINISTRATION	TRUE UP	\$ (1,074.83)
2510	OPERATION AND MAINTENANCE	13	117	100	00	OPERATION AND MAINTENANCE CUSTODIAL	TRUE UP	\$ 191,877.78
2510	OPERATION AND MAINTENANCE	13	118	100	00	OPERATION AND MAINTENANCE MAINTENANCE	TRUE UP	\$ 153,041.98
2510	OPERATION AND MAINTENANCE	13	137	100	00	OPERATION AND MAINTENANCE TEMP CUSTODIAL PART TIME	TRUE UP	\$ 107,141.57
2510	OPERATION AND MAINTENANCE	13	144	100	00	OPERATION AND MAINTENANCE CLERICAL,ADMINISTRATION	TRUE UP	\$ (6,628.36)
2510	OPERATION AND MAINTENANCE	13	147	100	00	OPERATION AND MAINTENANCE CUSTODIAL OVERTIME	TRUE UP	\$ 21,716.59
2510	OPERATION AND MAINTENANCE	13	148	100	00	OPERATION AND MAINTENANCE MAINTENANCE OVERTIME	TRUE UP	\$ (1,618.22)
2510	OPERATION AND MAINTENANCE	13	202	200	00	OPERATION AND MAINTENANCE GROUP INSURANCE, OTHER	TRUE UP	\$ 920,668.00
2510	OPERATION AND MAINTENANCE	13	212	200	00	OPERATION AND MAINTENANCE SOCIAL SECURITY	TRUE UP	\$ 33,291.61
2510	OPERATION AND MAINTENANCE	13	214	200	00	OPERATION AND MAINTENANCE MEDICARE	TRUE UP	\$ 7,070.24
2510	OPERATION AND MAINTENANCE	13	331	300	00	OPERATION AND MAINTENANCE PROFESSIONAL SERVICES	TRUE UP	\$ (46,349.70)
2510	OPERATION AND MAINTENANCE	13	410	400	00	OPERATION AND MAINTENANCE WATER	TRUE UP	\$ (5,861.50)
2510	OPERATION AND MAINTENANCE	13	411	400	00	OPERATION AND MAINTENANCE SEWERAGE	TRUE UP	\$ (1,312.90)

**FY25 TRUE UP TRANSFER w summary**

**NOTE: \$1k Threshold**

FUNCTION	DEPT	ACCTG PERIOD	Account	Major Acct	LOC	TITLE	Description	Amount
2510	OPERATION AND MAINTENANCE	13	421	400	00	OPERATION AND MAINTENANCE GARBAGE REMOVAL	TRUE UP	\$ (12,803.41)
2510	OPERATION AND MAINTENANCE	13	422	400	00	OPERATION AND MAINTENANCE SNOW REMOVAL	TRUE UP	\$ 30,075.44
2510	OPERATION AND MAINTENANCE	13	430	400	00	OPERATION AND MAINTENANCE REPAIR OF EQUIPMENT	TRUE UP	\$ 14,742.41
2510	OPERATION AND MAINTENANCE	13	431	400	00	OPERATION AND MAINTENANCE REPAIRS TO GROUNDS	TRUE UP	\$ (28,376.72)
2510	OPERATION AND MAINTENANCE	13	432	400	00	OPERATION AND MAINTENANCE GENERAL BUILDING REPAIRS	TRUE UP	\$ (36,479.53)
2510	OPERATION AND MAINTENANCE	13	433	400	00	OPERATION AND MAINTENANCE PAINTING	TRUE UP	\$ 5,146.00
2510	OPERATION AND MAINTENANCE	13	434	400	00	OPERATION AND MAINTENANCE HEAT & PLUMBING REPAIRS	TRUE UP	\$ (71,655.52)
2510	OPERATION AND MAINTENANCE	13	435	400	00	OPERATION AND MAINTENANCE ELECTRICAL REPAIRS	TRUE UP	\$ 8,726.40
2510	OPERATION AND MAINTENANCE	13	441	400	00	OPERATION AND MAINTENANCE RENTALS, OTHER	TRUE UP	\$ 1,340.00
2510	OPERATION AND MAINTENANCE	13	490	400	00	OPERATION AND MAINTENANCE EXTERMINATING SERVICE	TRUE UP	\$ (6,378.00)
2510	OPERATION AND MAINTENANCE	13	499	400	00	OPERATION AND MAINTENANCE OTHER PURCHASED SERVICES	TRUE UP	\$ (22,795.91)
2510	OPERATION AND MAINTENANCE	13	522	500	00	OPERATION AND MAINTENANCE LIABILITY INSURANCE	TRUE UP	\$ 25,231.50
2510	OPERATION AND MAINTENANCE	13	582	500	00	OPERATION AND MAINTENANCE TRAVEL FOR ADMN SCH & GEN	TRUE UP	\$ (8,450.00)
2510	OPERATION AND MAINTENANCE	13	631	600	00	OPERATION AND MAINTENANCE ELECTRICITY	TRUE UP	\$ (487,115.21)
2510	OPERATION AND MAINTENANCE	13	632	600	00	OPERATION AND MAINTENANCE GAS	TRUE UP	\$ (99,464.48)
2510	OPERATION AND MAINTENANCE	13	633	600	00	OPERATION AND MAINTENANCE FUEL OIL	TRUE UP	\$ (44,306.78)
2510	OPERATION AND MAINTENANCE	13	650	600	00	OPERATION AND MAINTENANCE REPAIR OF EQUIPMENT	TRUE UP	\$ (24,276.31)
2510	OPERATION AND MAINTENANCE	13	651	600	00	OPERATION AND MAINTENANCE GROUNDS	TRUE UP	\$ (8,352.25)
2510	OPERATION AND MAINTENANCE	13	652	600	00	OPERATION AND MAINTENANCE GENERAL BUILDING REPAIRS	TRUE UP	\$ 41,519.67
2510	OPERATION AND MAINTENANCE	13	653	600	00	OPERATION AND MAINTENANCE PAINTING	TRUE UP	\$ (7,492.31)
2510	OPERATION AND MAINTENANCE	13	654	600	00	OPERATION AND MAINTENANCE HEAT & PLUMBING	TRUE UP	\$ 133,491.93
2510	OPERATION AND MAINTENANCE	13	655	600	00	OPERATION AND MAINTENANCE ELECTRICAL	TRUE UP	\$ 15,435.71
2510	OPERATION AND MAINTENANCE	13	656	600	00	OPERATION AND MAINTENANCE GASOLINE FOR MAINT VEHICL	TRUE UP	\$ 13,617.71
2510	OPERATION AND MAINTENANCE	13	658	600	00	OPERATION AND MAINTENANCE CUSTODIAL SUPPLIES	TRUE UP	\$ (63,759.00)
2510	OPERATION AND MAINTENANCE	13	659	600	00	OPERATION AND MAINTENANCE SAFETY SUPPLIES	TRUE UP	\$ 2,248.40
2510	OPERATION AND MAINTENANCE	13	731	700	00	OPERATION AND MAINTENANCE REPL NON-INST EQUIPMENT	TRUE UP	\$ (1,094.00)
2520	PUPIL TRANSPORTATION	13	136	100	00	PUPIL TRANSPORTATION TEMP SCHOOL BUS AIDES	TRUE UP	\$ (62,177.72)
2520	PUPIL TRANSPORTATION	13	144	100	00	PUPIL TRANSPORTATION CLERICAL,ADMINISTRATION	TRUE UP	\$ (12,800.94)
2520	PUPIL TRANSPORTATION	13	202	200	00	PUPIL TRANSPORTATION GROUP INSURANCE, OTHER	TRUE UP	\$ 31,086.00
2520	PUPIL TRANSPORTATION	13	212	200	00	PUPIL TRANSPORTATION SOCIAL SECURITY	TRUE UP	\$ (8,699.72)
2520	PUPIL TRANSPORTATION	13	214	200	00	PUPIL TRANSPORTATION MEDICARE	TRUE UP	\$ (2,034.25)
2520	PUPIL TRANSPORTATION	13	510	500	00	PUPIL TRANSPORTATION REGULAR PUPIL TRANSPORT	TRUE UP	\$ (34,111.92)
2520	PUPIL TRANSPORTATION	13	511	500	00	PUPIL TRANSPORTATION SPEC ED TRANSPORT CONTRAC	TRUE UP	\$ 158,133.54
2520	PUPIL TRANSPORTATION	13	512	500	00	PUPIL TRANSPORTATION SPECIAL EDUCATION OTHER	TRUE UP	\$ 42,468.98
2520	PUPIL TRANSPORTATION	13	626	600	00	PUPIL TRANSPORTATION GENRAL ADMINISTRATION	TRUE UP	\$ 1,000.00
2520	PUPIL TRANSPORTATION	13	634	600	00	PUPIL TRANSPORTATION GASOLINE FOR SCH BUSES	TRUE UP	\$ 42,197.06
2540	COMPUTER SUPPORT SERVICES	13	105	100	00	COMPUTER SUPPORT SERVICES ADMINISTRATION	TRUE UP	\$ (11,875.01)
2540	COMPUTER SUPPORT SERVICES	13	114	100	00	COMPUTER SUPPORT SERVICES CLERICAL, ADMINISTRATION	TRUE UP	\$ 6,585.00
2540	COMPUTER SUPPORT SERVICES	13	129	100	00	COMPUTER SUPPORT SERVICES OTHER (TUTORS, ETC.)	TRUE UP	\$ (5,581.02)

**FY25 TRUE UP TRANSFER w summary**

**NOTE: \$1k Threshold**

<b>FUNCTION</b>	<b>DEPT</b>	<b>ACCTG PERIOD</b>	<b>Account</b>	<b>Major Acct</b>	<b>LOC</b>	<b>TITLE</b>	<b>Description</b>	<b>Amount</b>
2540	COMPUTER SUPPORT SERVICES	13	139	100	00	COMPUTER SUPPORT SERVICES TEMP SALARIES OTHER	TRUE UP	\$ (4,517.72)
2540	COMPUTER SUPPORT SERVICES	13	149	100	00	COMPUTER SUPPORT SERVICES OTHER	TRUE UP	\$ (8,818.84)
2540	COMPUTER SUPPORT SERVICES	13	201	200	00	COMPUTER SUPPORT SERVICES GROUP INSURANCE, PROF.	TRUE UP	\$ 136,242.00
2540	COMPUTER SUPPORT SERVICES	13	212	200	00	COMPUTER SUPPORT SERVICES SOCIAL SECURITY	TRUE UP	\$ 9,334.79
2540	COMPUTER SUPPORT SERVICES	13	331	300	00	COMPUTER SUPPORT SERVICES PROFESSIONAL SERVICES	TRUE UP	\$ (38,742.29)
2540	COMPUTER SUPPORT SERVICES	13	343	300	00	COMPUTER SUPPORT SERVICES COMPUTER NETWORK SERVICES	TRUE UP	\$ (63,096.00)
2540	COMPUTER SUPPORT SERVICES	13	430	400	00	COMPUTER SUPPORT SERVICES REPAIR OF EQUIPMENT	TRUE UP	\$ (67,714.18)
2540	COMPUTER SUPPORT SERVICES	13	441	400	00	COMPUTER SUPPORT SERVICES RENTALS, OTHER	TRUE UP	\$ (174,912.43)
2540	COMPUTER SUPPORT SERVICES	13	530	500	00	COMPUTER SUPPORT SERVICES TELEPHONE	TRUE UP	\$ 24,667.09
2540	COMPUTER SUPPORT SERVICES	13	582	500	00	COMPUTER SUPPORT SERVICES TRAVEL FOR ADMN SCH & GEN	TRUE UP	\$ 3,398.37
2540	COMPUTER SUPPORT SERVICES	13	584	500	00	COMPUTER SUPPORT SERVICES TRAVEL FOR WORKSH & CONV	TRUE UP	\$ 4,458.48
2540	COMPUTER SUPPORT SERVICES	13	610	600	00	COMPUTER SUPPORT SERVICES COMPUTER SUPPLIES	TRUE UP	\$ (1,059.00)
2540	COMPUTER SUPPORT SERVICES	13	612	600	00	COMPUTER SUPPORT SERVICES COMPUTER SOFTWARE	TRUE UP	\$ 52,055.69
2540	COMPUTER SUPPORT SERVICES	13	624	600	00	COMPUTER SUPPORT SERVICES AUDIO VISUAL	TRUE UP	\$ 1,596.56
2540	COMPUTER SUPPORT SERVICES	13	626	600	00	COMPUTER SUPPORT SERVICES GENRAL ADMINISTRATION	TRUE UP	\$ 1,519.57
2540	COMPUTER SUPPORT SERVICES	13	730	700	00	COMPUTER SUPPORT SERVICES REPL INSTRUCTNL EQUIPMENT	TRUE UP	\$ (1,284.90)
2540	COMPUTER SUPPORT SERVICES	13	731	700	00	COMPUTER SUPPORT SERVICES REPL NON-INST EQUIPMENT	TRUE UP	\$ (17,747.53)
3710	NONPUB PUPIL TRANSPORTATION	13	510	500	00	NONPUB PUPIL TRANSPORT. REGULAR PUPIL TRANSPORT	TRUE UP	\$ (35,111.00)
3710	NONPUB PUPIL TRANSPORTATION	13	634	600	00	NONPUB PUPIL TRANSPORT. GASOLINE FOR SCH BUSES	TRUE UP	\$ 10,932.00
4110	TUITION - GEN ED VOAG SCHOOL	13	567	500	99	VOAG REG ED TUITION	TRUE UP	\$ 71,226.00
4110	TUITION - GEN ED VOAG SCHOOL	13	567	500	11	TUITION - VOAG SCHOOL VOAG REG ED TUITION	TRUE UP	\$ (59,360.10)
4111	TUITION - GEN ED MAGNET SCHOOL	13	566	500	99	MAGNET SCHOOL TUITION	TRUE UP	\$ 199,990.00
4111	TUITION - GEN ED MAGNET SCHOOL	13	566	500	00	TUITION - PUBLIC SCHOOL MAGNET SCHOOL TUITION	TRUE UP	\$ (159,058.00)
4121	TUITION - SPEC ED PUBLIC SCHOOL	13	562	500	99	SPED BOARD PLACEMENTS	TRUE UP	\$ 973,539.00
4121	TUITION - SPEC ED PUBLIC SCHOOL	13	562	500	60	TUITION SE PUBLIC SCHOOL SPED BOARD PLACEMENTS	TRUE UP	\$ (922,640.85)
4121	TUITION - SPEC ED PUBLIC SCHOOL	13	563	500	60	TUITION SE PUBLIC SCHOOL SPED, STATE AGENCY PLACE	TRUE UP	\$ (10,014.30)
4121	TUITION - SPEC ED PUBLIC SCHOOL	13	568	500	99	SPED MEGNET CHOICE	TRUE UP	\$ 542,895.00
4121	TUITION - SPEC ED PUBLIC SCHOOL	13	568	500	60	TUITION SE PUBLIC SCHOOL SPED MEGNET CHOICE	TRUE UP	\$ (1,156,456.91)
4122	TUITION - SPEC ED NONPUB SCHOOL	13	562	500	99	SPED BOARD PLACEMENTS	TRUE UP	\$ 1,539,643.00
4122	TUITION - SPEC ED NONPUB SCHOOL	13	562	500	60	TUITION SE PUBLIC SCHOOL SPED BOARD PLACEMENTS	TRUE UP	\$ (1,139,881.56)
4122	TUITION - SPEC ED NONPUB SCHOOL	13	563	500	99	SPED, STATE AGENCY PLACE	TRUE UP	\$ 382,840.00
4122	TUITION - SPEC ED NONPUB SCHOOL	13	563	500	60	TUITION SE PUBLIC SCHOOL SPED, STATE AGENCY PLACE	TRUE UP	\$ (338,437.19)
9999	EXPENDITURE TRANSFER ACCT	13	201	200	00	EXPENDITURE TRANSFER ACCT GROUP INSURANCE, PROF.	TRUE UP	\$ (7,523,821.48)
<b>TOTAL FY25 TRANSFER</b>							<b>3/18/2025</b>	<b>\$ 19,568,258.65</b>



## Groton Town and Board of Education

### MDG Underwriting Monthly Update – Data through January 2026

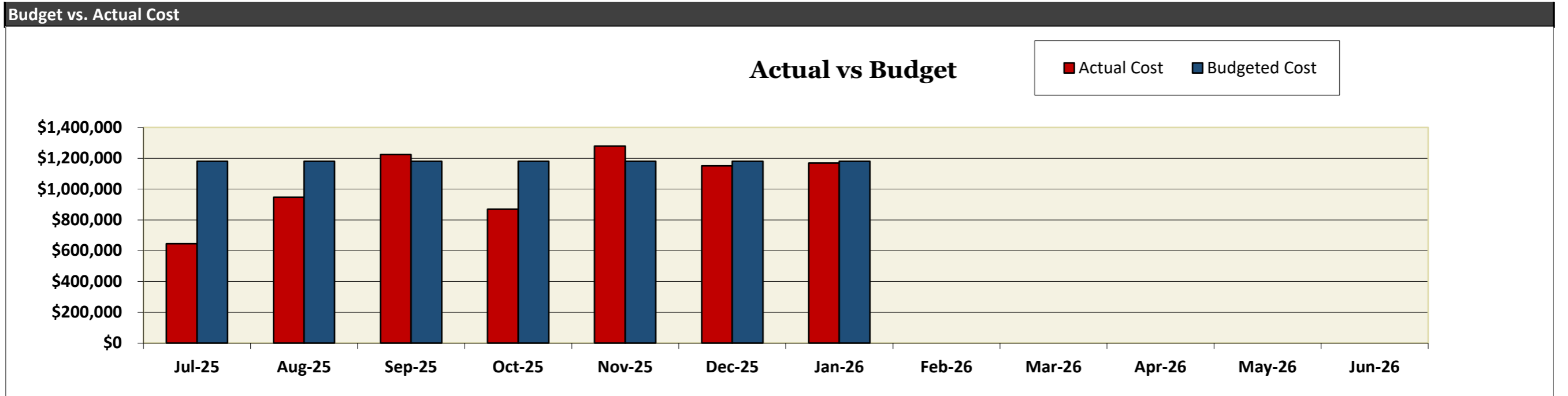
Total cost for the month for the Town ran at 125.1% of budget and BOE ran at 99% of Anthem's expected. Overall, the combined group ran at 108% of total expected costs in January. Here are some trends for the current 12-month period versus the prior 12-month period:

- Total enrollment has decreased -1% from the prior period
- Day to day claims under \$50,000 increased 13% for the Town and increased 7% for the BOE
- Claims between \$50,000-\$200,000 decreased by -26% for the Town and increased by 5% for the BOE
- Total Medical and RX claims per employee per month excluding claims over \$200,000 decreased by -11% for the Town and increased by 8% for the BOE
- The Town has 3 large claimants over \$200,000 and BOE has 6 large claimants over \$200,000

There are 9 large claimants over \$200,000 in the most recent 12 months compared to 13 large claimants in the prior 12-month period. The amount paid for large claims has decreased by -10% compared to the prior period. The amount paid for large claims over \$200,000 increased by \$97,989 between December and January. Claims paid between \$50,000 - \$200,000 decreased by -8% with 79 claims in the current period vs. 88 claims in the prior period. Net medical claims per employee per month excluding large claims have increased by 1% over the prior period.

Total costs for the plan year paid July 2025 through January 2026 are running 88.2% of expected which is favorable by \$1,493,168.

Self Insured - All Coverages										
All Enrollees										
Claim/Admin. Cost										
Date	Lives	Net Medical Paid		Dental Paid	Total Net Paid	Claim/Admin. Cost		Anthem Renewal Monthly	Variance - Total	Actual/Estimated
		Claims	Rx Paid Claims	Claims	Claims	Total Fixed Costs	Total Cost		Cost vs BOE	BOE Anthem
									Anthem Renewal	Renewal
Jul-25	471	\$371,330	\$119,960	\$23,699	\$514,989	\$130,557	\$645,546	\$1,181,030	(\$535,484)	54.7%
Aug-25	468	\$641,378	\$150,516	\$25,998	\$817,892	\$129,824	\$947,716	\$1,181,030	(\$233,314)	80.2%
Sep-25	473	\$814,898	\$259,128	\$19,295	\$1,093,322	\$131,046	\$1,224,368	\$1,181,030	\$43,337	103.7%
Oct-25	472	\$488,021	\$223,238	\$27,200	\$738,459	\$130,802	\$869,261	\$1,181,030	(\$311,770)	73.6%
Nov-25	472	\$949,619	\$179,181	\$19,789	\$1,148,588	\$130,802	\$1,279,390	\$1,181,030	\$98,360	108.3%
Dec-25	473	\$745,413	\$254,735	\$19,720	\$1,019,868	\$131,046	\$1,150,914	\$1,181,030	(\$30,116)	97.5%
Jan-26	477	\$784,420	\$228,606	\$23,583	\$1,036,610	\$132,023	\$1,168,633	\$1,181,030	(\$12,397)	99.0%
Feb-26										
Mar-26										
Apr-26										
May-26										
Jun-26										
<b>YTD</b>	<b>3306</b>	<b>\$4,795,079</b>	<b>\$1,415,365</b>	<b>\$159,284</b>	<b>\$6,369,727</b>	<b>\$916,100</b>	<b>\$7,285,828</b>	<b>\$8,267,212</b>	<b>(\$981,385)</b>	<b>88.1%</b>
<b>PEPY</b>		<b>\$17,405</b>	<b>\$5,137</b>	<b>\$578</b>	<b>\$23,121</b>	<b>\$3,325</b>	<b>\$26,446</b>			



Total fixed costs is taken from segmented Anthem Renewal dated 3/18/25 plus Network Access Fees of \$185,718

\*BOE monthly renewal based on non-weighted Anthem segmented renewal dated 3/25/25

## Planned usage of prior-year funds for FY26-to BoE

ACCT	MJR OBJ	TITLE	ORIGINAL BUDGET	CURRENT BUDGET	YEAR TO DATE EXP	ENCUMBRANCE	AVAILABLE BALANCE	Non-Lapsing Fund Allocation
323	300	SPEC ED STUDENT SERVICES	\$ -	\$ -	\$ 62,657.30	\$ -	\$ (62,657.30)	\$ 62,658.00
510	500	REGULAR PUPIL TRANS	\$ 3,959,917.52	\$ 3,959,917.52	\$ 2,180,356.70	\$ 2,107,755.22	\$ (328,194.40)	\$ 275,000.00
519	500	PUPIL TRANSPORTATION HOMELESS	\$ -	\$ 40,274.00	\$ 32,116.83	\$ 26,292.17	\$ (18,135.00)	\$ 20,000.00
563	500	SPED STATE AGENCY PLACED	\$ 390,497.00	\$ 53,499.00	\$ 94,527.20	\$ 146,603.90	\$ (187,632.10)	\$ 125,000.00
628	600	FY25 STUDENT MEALS	\$ -	\$ -	\$ 20,177.00	\$ -	\$ (20,177.00)	\$ 20,177.00
633	600	FUEL OIL	\$ 188,342.00	\$ 201,821.00	\$ 200,573.08	\$ 138,500.00	\$ (137,252.08)	\$ 100,000.00
634	600	FUEL FOR SCH BUSES	\$ 254,163.00	\$ 254,163.00	\$ 319,243.14	\$ 44,589.82	\$ (109,669.96)	\$ 60,682.87

TOTAL PROJECTED OVERAGE \$ (863,717.84) \$ 663,517.87

Non-Lapsing Funds \$ 663,517.87

Balance \$ -

LEARN – March 12, 2026

Superintendent MaryAnn O'Donnell presented to the Board on the Strategic Plan and Key District Initiatives of the Clinton School District. Clinton Public Schools has spent the last decade intentionally shaping a strategic plan and intentionally shaping a strategic plan and instructional framework that balances rigorous academic, personal growth, and community engagement. The district is ensuring that every decision from budget allocations to classroom instruction aligns with the broader mission of preparing students to thrive academically and personally. This approach has emphasized the central role of teachers as the district's most important asset, the value of cognitive engagement over compliance and the importance of cultivating leadership, skills, and opportunities across every grade level. Clinton Public Schools has Project Adventive Elementary and Middle School promoting courage, confidence, and teamwork. They offer a comprehensive K-12 Spanish program, French offered from Middle School onward, programs in advance manufacturing, culinary arts, cyber security, robotics; they got rid of auto shop and now focus on advance manufacturing.

Key takeaway - Teachers as core asset, focus on thinking, flexible programs and partnerships and sustained collaborations districtwide cohesion, professional development, and sustained collaborations (meaning districtwide cohesion, professional development, and town alignment remain essential for long-term input) making sure programming adapts to student needs, workforce trends, and community priorities.

Executive Director Ericson – that hiring special education teachers remain a challenge. Statewide shortage of around 300 openings in Connecticut. TRP is a bright spot. Legislative updates that could impact education. HB 5002, 5B7, and HB 5468. LEARN received \$87,538.00 from the \$30 million DRIP Grant (District Repair and Improvement Project).

**P 5113.13****Students****Work-Study Student Employment/Credit for Work Experience**

In cooperation with various area businesses and industries, the District shall establish and maintain a Student Credit for Work Program (SCWP) for students who are at least sixteen (16) years old and which will allow them to be released to work during the school day.

Insofar as feasible, each of those work-experience programs shall be tailored to meet the vocational needs of the individual students by their school counselor, who shall guide them in selecting appropriate academic courses. Students' course schedules and graduation requirements take priority over work-study or credit for work experience.

**Program Conditions/Roles and Responsibilities**

- Through the SCWP, students may earn eligible credits, provided that the curriculum for those credits aligns directly with the course and other Program requirements
- The principal or designee, in collaboration with school counselors, will determine the maximum number of work hours for each student.
- The student must receive approval for credit for work experience from the Principal or designee.
- The student must obtain written consent from the parent and/or legal guardian.
- The student must obtain a Promise of Employment letter from the prospective employer and apply for and be issued working papers.
- The student must show proof of employment, which will be reviewed quarterly by the Principal or designee.
- The student is responsible for maintaining good attendance and behavior in the vocational settings.
- The principal or designee is responsible for ensuring that the work experience is compliant with the program's policy, including but not limited to:
  - Discussing the SCWP with each student;
  - Verifying eligibility and reviewing quarterly with the student; and
  - Adhering to all applicable laws, including the Guidelines and Procedures for the Employment of Minors in Connecticut.

**Eligibility Requirements:**

- SCWP may be provided to any student who is at least 16 years of age and who is enrolled in the district's high school.
- The student must have an acceptable attendance record.
- The student must be able to comply with workplace attendance and behavioral expectations.

Legal References: Connecticut General Statutes

4-124II. Model Student Work-Release Policy

Public Act 24-45, An Act Concerning Mandate Relief, School Discipline and  
Disconnected Youth

Policy Adopted:

GROTON PUBLIC SCHOOLS  
Groton, Connecticut

P 3323

## Business and Non-Instructional Operations

### ~~Soliciting Prices/Bidding Requirements~~

#### Purchasing Guidelines

#### I. Requirements Applicable to Purchases of All Goods and Services

##### A. Definition

For the purposes of this policy:

1. **"Goods or service"** includes, but is not limited to, portable classrooms, motor vehicles or materials and equipment, such as telephone systems, computers and copy machines. Goods purchased by all funds are the property of the Groton Board of Education (Board).
2. **"General services"** include all services which result in a measurable end product that can be defined by bid specifications as well as all those used in the process of building or altering property (excluding architectural, engineering and other design services).
3. **"Property"** includes anything purchased and owned by the Board.

##### B. Consultation with Municipality Regarding Contracts for Goods or Services, Including Insurance and Payroll Software

The Board will consult with the municipality prior to purchasing goods or services including, but not limited to, payroll-processing or accounts-payable software, property, casualty, or workers' compensation insurance to determine whether such entities may be or acquired or shared on a regional basis or at a lower cost.

#### II. Competitive Bidding Process

##### A. Purchases Requiring Competitive Bidding Process \$25,000 or More

Purchases of goods or general services expected to involve an expenditure of \$25,000 or more must be made by sealed, online, competitive bid. Exclusions may encompass instructional supplies and professional development specifically awarded in federal or state grants as well as renewals, upgrades and enhancements of operational legacy software systems in the amount of at least \$10,000 but less than \$25,000 may be awarded by the Superintendent or designee.

#### III. Bid Specifications

- A. When competitive bidding is required, all terms and conditions must be included in the bid specifications, which should define requirements for quality of materials, equipment, and services and clearly and accurately reflect required characteristics. Bid specifications should clearly state, in writing: (1) vendor or contractor qualification requirements; (2) the designated District personnel responsible for all communications; and (3) whether the purchase will require a formal contract, including a draft contract if applicable.

The Superintendent or designee shall develop the proposed bid specifications and other bid documents.

##### B. Advertising

A legal notice inviting sealed or online bids shall be published by the Superintendent or designee at least once in a daily newspaper and on the Board's website. At least five (5) calendar days must intervene between the date of the last newspaper or website publication and the final date for submitting bids. The notice shall contain a general description of the goods or services bid, the District's contract person and the day, hour and place of the bid opening and other information relating to the bid.

## **B. Bid Openings and Awards**

All bids, and bid security if applicable, must be submitted to the Superintendent or designee in sealed envelopes or email and show on the face of the envelope or email the bid number, the title of the bid and the bidder's name. All envelopes will be date stamped as received.

All bids shall be opened in public and read aloud at the time stated in the legal notice. No bids shall be accepted, or opened, that were not submitted in compliance with the procedures set forth in the notice.

Within a reasonable time following the bid opening, the Superintendent or designee will tabulate and analyze the bids. For contracts of \$25,000 or more, the Board shall, subject to the right of rejection, award the bid to the Lowest Responsible Qualified Bidder (LRQB), as defined below.

A record of all bids submitted, giving the names of the bidders, the amounts of the bids and indicating the successful bidder, shall be preserved by the Superintendent or designee in accordance with State law.

## **C. Bid Security**

When, in the judgment of the Superintendent or designee, security is advisable, all bids must be accompanied by certified or cashier's check, personal money order, letter of credit or bid bond. The requirement for, and the amount of, the security must be set forth in the bid advertisement and security presented must show the "Town of Groton BOE" as payee.

## **D. Requirements Governing Bid Awards**

The award shall be made to the bid which meets the requirements, terms, and conditions contained in the bid specifications, and is the lowest among those bidders possessing the skill, ability and integrity necessary for faithful performance of the work based on objective criteria considering past performance and financial responsibility; and after consideration of a cooperative agreement with the municipality as described in Section I.B., above.

In determining the LRQB, the following criteria will be considered, as applicable:

1. The ability to perform the work based on an evaluation of the character, integrity, reputation and experience, and including the quality and satisfaction with work performed, for the Board or other agencies.
2. The bidder's financial resources and ability to secure any required bonds or insurance.
3. The bidder's compliance with all applicable federal, state and local laws, including any licensing requirements.
4. Delivery or completion time.
5. Cost.
6. The bidder's involvement in litigation.

Should a situation arise in which distinguishing between two LRBQ is impossible, and one principal place of business is located within the Town of Groton, the award will be made to that bidder.

## **E. Rejection of Bids**

The Superintendent or designee may reject bids, in whole or in part, if collusion exists. Individual bids may be rejected for irregularities of any kind, including alteration of form, additions not called for, conditional or incompleteness or unexplained erasures.

## **F. Advisement of Bid Award**

Upon acceptance of the LRBQ, a letter of notification will be sent to the awardee as well as to unsuccessful entities.

## **IV. Competitive Quotation Process**

**A. Purchases Requiring Competitive Quotation Process**

Price quotations should be requested for all purchases of goods or general services, expected to be of at least \$10,000, but less than \$25,000. Purchases of less than \$10,000 may be made directly, without regard to any competitive bid or quotation process. Waivers from the quotation process are available for the same reasons those from the bidding process.

**B. Process for Obtaining Quotations**

Quotations, either oral or written, should be solicited by the Superintendent or designee from at least three (3) vendors or obtained from current catalogues or price sheets. The refusal of a supplier to quote shall qualify as a quotation and does not require a public opening. The Superintendent or designee may send requests to a limited number of selected vendors. However, vendors must furnish all of the necessary information to the Superintendent or designee by the specified date.

The purchase shall be awarded to the provider whose proposal is deemed to best after consideration of a cooperative agreement with the municipality as described in Section I.B, above.

**V. Competitive Proposal Process for Special or Professional Services**

**A. Purchases Requiring Competitive Proposal Process**

Purchases of Special or Professional Services may be made by competitive proposal if they exceed the monetary thresholds set forth below. Special or Professional Services involve the furnishing of judgment, expertise, advice or effort by persons other than Board employees, not involving the delivery of a specific end product that is defined by bid specifications. These include in-service instructional leaders, pupil services, special education evaluations, interpreters, tutors, computer programmers, architects, auditors, attorneys, instructional consultants, and temporary agencies. Special Services include repairs for Board property, equipment, and vehicles when the nature of the repair cannot be determined in advance.

Purchases of Special or Professional Services that are expected to be less than \$10,000 shall be made directly by the Superintendent or designee, without regard to a competitive proposal process.

**B. Informal Competitive Proposal Process (\$10,000 to \$24,999) Small Purchases**

Purchases of Special or Professional Services for at least \$10,000 but less than \$25,000 shall be based upon a reasonable and documented attempt to solicit proposals. Proposals should be solicited from at least three (3) potential service providers. The refusal to submit a proposal from an otherwise valid provider shall qualify as a proposal. The process shall be documented in writing by the Superintendent or designee. If a single reasonable source exists for the service, this fact shall be documented in writing.

An evaluation of the proposals received will be made by the Superintendent or designee who shall award the contract to the service provider whose proposal is deemed to best.

A record of all proposals, including the successful, giving the names of the providers and the cost shall be preserved by the Superintendent or designee in accordance with state law.

**C. Formal Competitive Proposal Process (\$25,000 and above)**

Request for Proposals (RFP) for Purchases of Special or Professional Services for \$25,000 or more shall be prepared by the Superintendent or designee. All requirements, terms and conditions, including provider qualifications, should be included in the RFP, as well as a draft contract. The award of any contracts for \$25,000 or more shall be approved by the Board.

The Superintendent or designee will arrange publication of a legal notice requesting proposals published in a local newspaper and on the Board's website at least ten (10) business days prior to the deadline for submitting proposals. Whenever the Superintendent or designee determines that the

service requested is so specialized that few appropriate providers can reasonably be expected to respond, another means of notification may be substituted. Any advertisement or other notice of the RFP shall include the general description of the services sought and the location where RFPs may be obtained.

An evaluation of the proposals will be made by the Superintendent or designee. The contract shall be awarded to the service provider whose proposal is deemed to best provide the services desired, taking into account cost and the requirements, terms and conditions contained in the RFP.

A record of all proposals submitted, giving the names of the service providers, the amount of the proposal and indicating the successful provider, shall be preserved by the Superintendent or designee in accordance with State law.

## **VI. Waivers**

In certain situations, when the bidding, quotation and proposal processes cost exceeds the dollar threshold established by the Board, the formal processes may be waived for any of the following reasons:

1. Only one (1) qualified source can be identified.
2. The Superintendent or designee deems that an emergency requires the purchase to avoid injury or damage to human life or property.
3. A special source, including a sale, purchasing plan, government discount or trade-in allowance, will supply a lower cost than that which would result from a bid process.
4. A formal process would result in substantially higher costs, inefficient use of personnel, or substantial disruption of operations.
5. Prices subject to specific federal or state competitive bidding requirements, including building projects as defined in the Connecticut General Statutes are exceeded.
6. Made on state contracts, regional or cooperative purchases.
7. Cooperative agreement with the local municipality.
8. Special Education tuition and services outlined in an individualized education plan (IEP)
9. Legal fees

For an administrator to obtain a Waiver, a signed, written request stating the reason must be made to the Superintendent or designee who will verify whether it has been granted. The Superintendent or designee, in sole determination, may grant a Waiver for any of the above-listed reasons stating in writing, the reason.

Waivers from the proposal process are available for the same reasons that waivers are available from the bidding process. (See Section V.) Funds must be available in the proper account to begin development of a Request for Proposals ("RFP").

## **VII. Procurement of Property and Services Under a Federal Award**

When procuring property and/or services under a Federal award, the Board will comply with relevant regulations in the Code of Federal Regulations, as described in 2 C.F.R. §200.318 through 2 C.F.R. §200.327, as amended from time to time, to the extent it is required to do so. See Appendix A.

## **VIII. Audits**

The Board may periodically engage an independent audit firm to review the purchasing procedures outlined in this policy.

~~All contracts for, and purchases of supplies, materials, equipment and contractual services in the amount of \$15,000 or more shall be based, when possible, on at least three competitive bids. All purchases between \$7,500 and \$14,999 in amount may be made in the open market, unless sole source provided, be based on at least three competitive quotations or prices. (NOTE: This amount is established locally but CGS 7-148v requires that sealed bidding is required for contracts or purchases greater than \$25,000.) All purchases made in the open market shall be consummated after careful pricing. In an emergency situation the above requirements may be waived by the Superintendent. The Superintendent shall notify the Board as soon as possible and report at the next Regular Board meeting.~~

~~All contracts and all open market orders of \$15,000 or more will be awarded to the lowest responsible qualified contractor or supplier, taking into consideration all of the factors set forth in policy #3320.~~

~~When bidding procedures are used, bids shall be advertised on the District website for at least five (5) days. The notice shall also contain state contract requirements concerning nondiscrimination and affirmative action pursuant to section CGS 4a-60. When applicable, the notice shall contain requirements concerning the awarding of contracts to small contractors, minority business enterprises, individuals with a disability and nonprofit corporations pursuant to section CGS 4a-60g. Vendors shall be invited to have their names placed on electronic mailing lists to receive invitations to bid. When specifications are prepared, they will be emailed to vendors who have indicated an interest in bidding on the items or services being bid.~~

~~All bids must be submitted in sealed envelopes, addressed to the Director of Finance and plainly marked with the name of the bids and the time of the opening. Bids shall be opened at the time specified and all bidders shall be invited to be present which is open to the public.~~

~~The District reserves the right to reject any or all bids and to accept that bid which appears to be in the best interest of the District. The District reserves the right to waive any informalities in, or reject, any or all bids or any part of any bid, and to negotiate the terms of the contract with the selected bidder. Any bid may be withdrawn prior to the scheduled time for the opening of bids. Any bid received after the time and date specified shall not be considered.~~

~~The purchase of, or contract for, the following public utility services shall not be subject to competitive bidding or competitive negotiation: (A) electric distribution services; (B) water services; (C) gas distribution services; (D) electric generation services until the date such services are competitive pursuant to the schedule set forth in section CGS 16-244b, provided electric generation services shall be exempt from competitive bidding and competitive negotiation after said date if such services are provided by an electric municipal utility other than by a participating electric municipal utility, as defined in section CGS 16-1, in the service area of said electric municipal utility; and (E) gas supply services until the date such services are competitive pursuant to legislative act or order of the Public Utilities Regulatory Authority, provided gas supply services shall be exempt from competitive bidding and competitive negotiation after said date if such services are provided by a gas municipal utility in the service area of said gas municipal utility.~~

Legal Reference: Connecticut General Statutes

~~7-148v Requirements for competitive bidding  
P.A. 13-71 An Act Concerning Requirements for Competitive Bidding for the Award of  
Contracts or Purchase of Property by Municipalities  
June 2017 Special Session PA 17-2, Section 161  
CGS 4A-53a  
CGS 4A-59~~

State Law:

10-241c Local board of education to consult with municipality re joint purchasing

of property insurance, casualty insurance and workers' compensation insurance.

10-241d Local board of education consultation with municipality re goods and services. Cooperative arrangements.

10-241e Local board of education consultation with municipality prior to purchase of payroll processing or accounts payable software program.

Federal Law:

2 C.F.R. §200.317 through 2 §C.F.R. 200.327.

2 C.F.R. §200.81 (definition of property).

Policy adopted: 1982  
Revised: November 28, 2016  
August 10, 2020  
December 9, 2024

GROTON PUBLIC SCHOOLS  
Groton, Connecticut

**Procurement Standards for the Acquisition of Property or Services  
Under a Federal Award  
2 C.F.R. §§200.317-300.327**

*This Appendix addresses procurements of property and services under a Federal award. Whenever these Federal Uniform Guidance Procurement Standards, as may be amended from time to time, are applicable to procurements made by the Board of Education (the “Board”), the Board shall apply the more restrictive procurement rules, to the extent it is required to do so.*

<b>2 C.F.R. §</b>	<b>FULL TEXT OF C.F.R. SECTION</b>	<b>BRIEF SUMMARY</b>
<b>200.317</b>	<b>Procurements by States</b>	
	When procuring property and services under a Federal award, a State must follow the same policies and procedures it uses for procurements from its non-Federal funds. The State will comply with §§200.321, 200.322, and 200.323 and ensure that every purchase order or other contract includes any clauses required by §200.327. All other non-Federal entities, including subrecipients of a State, must follow the procurement standards in §§200.318 through 200.327.	A State must follow the same policies and procedures when making procurements under a Federal award and when making procurements using non-Federal funds. The Board must follow 2 C.F.R. §§200.318 through 200.327 when making procurements under a Federal award.
<b>200.318</b>	<b>General Procurement Standards</b>	
200.318(a)	The non-Federal entity must have and use documented procurement procedures, consistent with State, local, and tribal laws and regulations and the standards of this section, for the acquisition of property or services required under a Federal award or sub-award. The non-Federal entity’s documented procurement procedures must conform to the procurement standards identified in §§200.317 through 200.327.	The Board must have and use documented procurement procedures consistent with State, local, and Federal requirements for procurements made under a Federal award.
200.318(b)	Non-Federal entities must maintain oversight to ensure that contractors perform in accordance with the terms, conditions, and specifications of their contracts or purchase orders.	The Board must maintain oversight of its contractors.

200.318(c)(1)	<p>The non-Federal entity must maintain written standards of conduct covering conflicts of interest and governing the performance of its employees engaged in the selection, award and administration of contracts. No employee, officer, or agent may participate in the selection, award, or administration of a contract supported by a Federal award if he or she has a real or apparent conflict of interest. Such conflict of interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for contract. The officers, employees, and agents of the non-Federal entity must neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts. However, non-Federal entities may set standards for situations in which the financial interest is not substantial or the gift is an unsolicited item of nominal value. The standards of conduct must provide for disciplinary actions to be applied for violations of such standards by officers, employees, or agents of the non-Federal entity.</p>	<p>The Board must have written standards of conduct covering conflicts of interest and governing the performance of its employees engaged in the selection, award, and administration of contracts. Board officers and employees (and their immediate family members, partners, and organizations which employ or are about to employ them) must not have a financial or other interest in a contract and must not solicit or accept gifts from contractors or subcontractors. The standards of conduct must provide for disciplinary actions for violations. See Code of Conduct Governing Procurements Under a Federal Award.</p>
200.318(c)(2)	<p>If the non-Federal entity has a parent, affiliate, or subsidiary organization that is not a state, local government, or Indian tribe, the non-Federal entity must also maintain written standards of conduct covering organizational conflicts of interest. Organizational conflicts of interest means that because of relationships with a parent company, affiliate, or subsidiary organization, the non-Federal entity is unable or appears to be unable to be impartial in conducting a procurement action involving a related organization.</p>	<p>The Board's conflict of interest policy must cover relationships with certain parent, affiliate, or subsidiary organizations, if any.</p>
200.318(d)	<p>The non-Federal entity's procedures must avoid acquisition of unnecessary or duplicative items. Consideration should be given to consolidating or breaking out procurements to obtain a more economical purchase. Where appropriate, an analysis will be made of lease versus purchase alternatives, and any other appropriate analysis to determine the most economical approach.</p>	<p>The Board must avoid acquisition of unnecessary or duplicative items.</p>

200.318(e)	To foster greater economy and efficiency, and in accordance with efforts to promote cost-effective use of shared services across the Federal government, the non-Federal entity is encouraged to enter into state and local intergovernmental agreements or inter-entity agreements where appropriate for procurement or use of common or shared goods and services. Competition requirements will be met with documented procurement actions using strategic sourcing, shared services, and other similar procurement arrangements.	The Board is encouraged to use intergovernmental agreements or inter-entity agreements.
200.318(f)	The non-Federal entity is encouraged to use Federal excess and surplus property in lieu of purchasing new equipment and property whenever such use is feasible and reduces project costs.	The Board is encouraged to use Federal excess and surplus in lieu of purchasing new, when feasible.
200.318(g)	The non-Federal entity is encouraged to use value engineering clauses in contracts for construction projects of sufficient size to offer reasonable opportunities for cost reductions. Value engineering is a systematic and creative analysis of each contract item or task to ensure that its essential function is provided at the overall lower cost.	The Board is encouraged to use value engineering clauses in construction contracts of sufficient size.
200.318(h)	The non-Federal entity must award contracts only to responsible contractors possessing the ability to perform successfully under the terms and conditions of a proposed procurement. Consideration will be given to such matters as contractor integrity, compliance with public policy, record of past performance, and financial and technical resources.	The Board must award contracts to responsible contractors, after considering contractor integrity, compliance with public policy, past performance, and financial and technical resources.
200.318(i)	The non-Federal entity must maintain records sufficient to detail the history of procurement. These records will include, but are not necessarily limited to the following: rationale for the method of procurement, selection of contract type, contractor selection or rejection, and the basis for the contract price.	The Board must maintain procurement records.
200.318(j)(1)	The non-Federal entity may use a time-and-materials type contract only after a determination that no other contract is suitable and if the contract includes a ceiling price that the contractor exceeds at its own risk. Time-and-materials type contract means a contract whose cost to a non-Federal entity is the sum of: (i) The actual cost of materials; (ii) Direct labor hours charged at fixed hourly rates that reflect wages, general and administrative expenses, and profit.	The Board may only use time-and-materials type contracts in limited circumstances.

200.318(j)(2)	Since this formula generates an open-ended contract price, a time-and-materials contract provides no positive profit incentive to the contractor for cost control or labor efficiency. Therefore, each contract must set a ceiling price that the contractor exceeds at its own risk. Further, the non-Federal entity awarding such a contract must assert a high degree of oversight in order to obtain reasonable assurance that the contractor is using efficient methods and effective cost controls.	The Board must set a ceiling price and assert a high degree of oversight on time-and-materials type contracts.
200.318(k)	The non-Federal entity alone must be responsible, in accordance with good administrative practice and sound business judgment, for the settlement of all contractual and administrative issues arising out of procurements. These issues include, but are not limited to, source evaluation, protests, disputes, and claims. These standards do not relieve the non-Federal entity of any contractual responsibilities under its contracts. The Federal awarding agency will not substitute its judgment for that of the non-Federal entity unless the matter is primarily a Federal concern. Violations of law will be referred to the local, state, or Federal authority having proper jurisdiction.	The Board must be responsible for settling contract disputes and administrative issues arising out of procurements.
<b>200.319</b>	<b>Competition</b>	
200.319(a)	All procurement transactions for the acquisition of property or services required under a Federal award must be conducted in a manner providing full and open competition consistent with the standards of this section and § 200.320.	The Board must conduct procurement transactions in a manner providing full and open competition.
200.319(b)	In order to ensure objective contractor performance and eliminate unfair competitive advantage, contractors that develop or draft specifications, requirements, statements of work, and invitations for bids or requests for proposals must be excluded from competing for such procurements. Some of the situations considered to be restrictive of competition include but are not limited to: (1) Placing unreasonable requirements on firms in order for them to qualify to do business; (2) Requiring unnecessary experience and excessive bonding; (3) Noncompetitive pricing practices between firms or between affiliated companies; (4) Noncompetitive contracts to consultants that are on retainer contracts; (5) Organizational conflicts of interest; (6) Specifying only a “brand name” product instead of allowing “an equal” product to be offered and describing the performance or other relevant requirements of the procurement; and (7) Any arbitrary action in the procurement process.	Contractors that develop or draft specifications, requirements, statements of work, and invitations for bids or requests for proposals must be excluded from competing for such procurements. The Board must avoid practices that are restrictive of competition.

200.319(c)	The non-Federal entity must conduct procurements in a manner that prohibits the use of statutorily or administratively imposed state or local geographical preferences in the evaluation of bids or proposals, except in those cases where applicable Federal statutes expressly mandate or encourage geographic preference. Nothing in this section preempts state licensing laws. When contracting for architectural and engineering (A/E) services, geographic location may be a selection criterion provided its application leaves an appropriate number of qualified firms, given the nature and size of the project, to compete for the contract.	The Board is generally prohibited from using geographical preference in the evaluation of bids or proposals.
200.319(d)	The non-Federal entity must have written procedures for procurement transactions. These procedures must ensure that all solicitations: (1) Incorporate a clear and accurate description of the technical requirements for the material, product, or service to be procured. Such description must not, in competitive procurements, contain features which unduly restrict competition. The description may include a statement of the qualitative nature of the material, product or service to be procured and, when necessary, must set forth those minimum essential characteristics and standards to which it must conform if it is to satisfy its intended use. Detailed product specifications should be avoided if all possible. When it is impractical or uneconomical to make a clear and accurate description of the technical requirements, a “brand name or equivalent” description may be used as a means to define the performance or other salient requirements of procurement. The specific features of the named brand which must be met by offers must be clearly stated; and (2) Identify all requirements which the offerors must fulfill and all other factors to be used in evaluating bids or proposals.	The Board must have written procedures for procurement transactions that ensure that solicitations (1) incorporate a clear and accurate description of technical requirements and (2) identify all requirements the offeror must fulfill and all other factors to be used in evaluating bids or proposals.
200.319(e)	The non-Federal entity must ensure that all prequalified lists of persons, firms, or products which are used in acquiring goods and services are current and include enough qualified sources to ensure maximum open and free competition. Also, the non-Federal entity must not preclude potential bidders from qualifying during the solicitation period.	The Board must ensure all prequalified lists are current and include enough qualified sources to ensure open and free competition.
200.319(f)	Noncompetitive procurements can only be awarded in accordance with §200.320(c).	Noncompetitive procurements must be awarded in accordance with §200.320(c).

<b>200.320</b>	<b>Methods of Procurement to be Followed</b>	
200.320	The non-Federal entity must have and use documented procurement procedures, consistent with the standards of this section and §§200.317, 200.318, and 200.319 for any of the following methods of procurement used for the acquisition of property or services required under a Federal award or sub-award.	The Board must have and use documented procurement procedures for procurements made under a Federal award or sub-award.
200.320(a)	Informal procurement methods. When the value of the procurement for property or services under a Federal award does not exceed the simplified acquisition threshold (SAT), as defined in § 200.1, or a lower threshold established by a non-Federal entity, formal procurement methods are not required. The non-Federal entity may use informal procurement methods to expedite the completion of its transactions and minimize the associated administrative burden and cost. The informal methods used for procurement of property or services at or below the SAT include:	For purchases under the simplified acquisition threshold, or a lower threshold established by the Board, the Board may use informal procurement methods (micro-purchases and small purchases).
200.320(a)(1)	<p>(1) Micro-purchases—</p> <p>(i) Distribution. The acquisition of supplies or services, the aggregate dollar amount of which does not exceed the micro-purchase threshold (See the definition of micro-purchase in § 200.1). To the maximum extent practicable, the non-Federal entity should distribute micro-purchases equitably among qualified suppliers.</p> <p>(ii) Micro-purchase awards. Micro-purchases may be awarded without soliciting competitive price or rate quotations if the non-Federal entity considers the price to be reasonable based on research, experience, purchase history or other information and documents it[s] files accordingly. Purchase cards can be used for micro-purchases if procedures are documented and approved by the non-Federal entity.</p> <p>(iii) Micro-purchase thresholds. The non-Federal entity is responsible for determining and documenting an appropriate micro-purchase threshold based on internal controls, an evaluation of risk, and its documented procurement procedures. The micro-purchase threshold used by the non-Federal entity must be authorized or not prohibited under State, local, or tribal laws or regulations. Non-Federal entities may establish a threshold higher than the Federal threshold established in the Federal Acquisition Regulations (FAR) in accordance with paragraphs (a)(1)(iv) and (v) of this section.</p>	Micro-purchases should be distributed equitably among qualified suppliers and may be awarded without soliciting competitive price or rate quotations if the Board considers the price to be reasonable based on research, experience, purchase history, or other information and documents its files accordingly.

200.320(a)(1)	<p>(iv) Non-Federal entity increase to the micro-purchase threshold up to \$50,000. Non-Federal entities may establish a threshold higher than the micro-purchase threshold identified in the FAR in accordance with the requirements of this section. The non-Federal entity may self-certify a threshold up to \$50,000 on an annual basis and must maintain documentation to be made available to the Federal awarding agency and auditors in accordance with § 200.334. The self-certification must include a justification, clear identification of the threshold, and supporting documentation of any of the following:</p> <p>(A) A qualification as a low-risk auditee, in accordance with the criteria in § 200.520 for the most recent audit;</p> <p>(B) An annual internal institutional risk assessment to identify, mitigate, and manage financial risks; or,</p> <p>(C) For public institutions, a higher threshold consistent with State law.</p> <p>(v) Non-Federal entity increase to the micro-purchase threshold over \$50,000. Micro-purchase thresholds higher than \$50,000 must be approved by the cognizant agency for indirect costs. The non-federal entity must submit a request with the requirements included in paragraph (a)(1)(iv) of this section. The increased threshold is valid until there is a change in status in which the justification was approved.</p>	
200.320(a)(2)	<p>(2) Small purchases—</p> <p>(i) Small purchase procedures. The acquisition of property or services, the aggregate dollar amount of which is higher than the micro-purchase threshold but does not exceed the simplified acquisition threshold. If small purchase procedures are used, price or rate quotations must be obtained from an adequate number of qualified sources as determined appropriate by the non-Federal entity.</p> <p>(ii) Simplified acquisition thresholds. The non-Federal entity is responsible for determining an appropriate simplified acquisition threshold based on internal controls, an evaluation of risk and its documented procurement procedures which must not exceed the threshold established in the FAR. When applicable, a lower simplified acquisition threshold used by the non-Federal entity must be authorized or not prohibited under State, local, or tribal laws or regulations.</p>	<p>For small purchases, the aggregate dollar amount of which is higher than the micro-purchase threshold but lower than the simplified acquisition threshold, price or rate quotations must be obtained from an adequate number of qualified sources.</p>

200.320(b)	<p>Formal procurement methods. When the value of the procurement for property or services under a Federal financial assistance award exceeds the SAT, or a lower threshold established by a non-Federal entity, formal procurement methods are required. Formal procurement methods require following documented procedures. Formal procurement methods also require public advertising unless a non-competitive procurement can be used in accordance with <u>§ 200.319</u> or paragraph (c) of this section. The following formal methods of procurement are used for procurement of property or services above the simplified acquisition threshold or a value below the simplified acquisition threshold the non-Federal entity determines to be appropriate:</p>	<p>For purchases that exceed the simplified acquisition threshold, or a lower threshold established by the Board, formal procurement methods must be used and public advertising may be required.</p>
200.320(b)(1)	<p>(1) Sealed bids. A procurement method in which bids are publicly solicited and a firm fixed-price contract (lump sum or unit price) is awarded to the responsible bidder whose bid, conforming with all the material terms and conditions of the invitation for bids, is the lowest in price. The sealed bids method is the preferred method for procuring construction, if the conditions [stet]. (i) In order for sealed bidding to be feasible, the following conditions should be present: (A) A complete, adequate, and realistic specification or purchase description is available; (B) Two or more responsible bidders are willing and able to compete effectively for the business; and (C) The procurement lends itself to a firm fixed price contract and the selection of the successful bidder can be made principally on the basis of price. (ii) If sealed bids are used, the following requirements apply: (A) Bids must be solicited from an adequate number of qualified sources, providing them sufficient response time prior to the date set for opening the bids, for local, and tribal governments, the invitation for bids must be publicly advertised; (B) The invitation for bids, which will include any specifications and pertinent attachments, must define the items or services in order for the bidder to properly respond; (C) All bids will be opened at the time and place prescribed in the invitation for bids, and for local and tribal governments, the bids must be opened publicly; (D) A firm fixed price contract award will be made in writing to the lowest responsive and responsible bidder. Where specified in bidding documents, factors such as discounts, transportation cost, and life cycle costs must be considered in determining which bid is lowest. Payment discounts will only be used to determine the low bid when prior experience indicates that such discounts are usually taken advantage of; and (E) Any or all bids may be rejected if there is a sound documented reason.</p>	<p>In sealed bid procurements, bids are publicly solicited and the Board awards the contract to the lowest responsible bidder. The Board should use sealed bidding for procuring construction whenever complete, adequate, and realistic specifications are available, two or more responsible bidders are able to compete, and selection of a successful bidder can be made principally on the basis of price. If sealed bids are used, they must meet certain requirements. Any or all bids may be rejected if there is a sound documented reason.</p>

200.320(b)(2)	<p>(2) Proposals. A procurement method in which either a fixed price or cost-reimbursement type contract is awarded. Proposals are generally used when conditions are not appropriate for the use of sealed bids. They are awarded in accordance with the following requirements: (i) Requests for proposals must be publicized and identify all evaluation factors and their relative importance. Proposals must be solicited from an adequate number of qualified offerors. Any response to publicized requests for proposals must be considered to the maximum extent practical; (ii) The non-Federal entity must have a written method for conducting technical evaluations of the proposals received and making selections; (iii) Contracts must be awarded to the responsible offeror whose proposal is most advantageous to the non-Federal entity, with price and other factors considered; and (iv) The non-Federal entity may use competitive proposal procedures for qualifications-based procurement of architectural/engineering (A/E) professional services whereby offeror's qualifications are evaluated and the most qualified offeror is selected, subject to negotiation of fair and reasonable compensation. The method, where price is not used as a selection factor, can only be used in procurement of A/E professional services. It cannot be used to purchase other types of services through A/E firms that are a potential source to perform the proposed effort.</p>	<p>Proposals for fixed price or cost-reimbursement type contracts are generally used when conditions are not appropriate for the use of sealed bids. Proposals are awarded after requests for proposals are publicized with evaluation factors identified; an adequate number of offerors are solicited, considered and evaluated; and contracts are awarded to the responsible offeror with the most advantageous proposal.</p>
200.320(c)	<p>Noncompetitive procurement. There are specific circumstances in which noncompetitive procurement can be used. Noncompetitive procurement can only be awarded if one or more of the following circumstances apply: (1) The acquisition of property or services, the aggregate dollar amount of which does not exceed the micro-purchase threshold (see paragraph (a)(1) of this section); (2) The item is available only from a single source; (3) The public exigency or emergency for the requirement will not permit a delay resulting from publicizing a competitive solicitation; (4) The Federal awarding agency or pass-through entity expressly authorizes a noncompetitive procurement in response to a written request from the non-Federal entity; or (5) After solicitation of a number of sources, competition is determined inadequate.</p>	<p>The Board may procure goods via noncompetitive procurement only when the aggregate dollar amount does not exceed the micro-purchase threshold; the item is available only from a single source; in times of public emergency; when the Federal awarding agency expressly authorizes noncompetitive procurement; or competition is determined inadequate after solicitation of a number of sources.</p>

<b>200.321</b>	<b>Contracting with Small and Minority Businesses, Women’s Business Enterprises, and Labor Surplus Area Firms</b>	
200.321(a)	The non-Federal entity must take all necessary affirmative steps to assure that minority businesses, women’s business enterprises, and labor surplus area firms are used when possible.	The Board must take all necessary affirmative steps to assure that minority businesses, women’s business enterprises, and labor surplus area firms are used when possible.
200.321(b)	Affirmative steps must include: (1) Placing qualified small and minority businesses and women’s business enterprises on solicitation lists; (2) Assuring that small and minority businesses, and women’s business enterprises are solicited whenever they are potential sources; (3) Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses, and women’s business enterprises; (4) Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses, and women’s business enterprises; (5) Using the services and assistance, as appropriate of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce; and (6) Requiring the prime contractor, if subcontracts are to be let, to take the affirmative steps listed in paragraphs (1) through (5) of this section.	Affirmative steps include, among other things, placing qualified small and minority businesses and women’s business enterprises on solicitation lists; assuring such businesses are solicited whenever they are potential sources; dividing total requirements, when economically feasible, into smaller tasks or quantities; and establishing delivery schedules, where the requirement permits, which encourage participation by such businesses.
<b>200.322</b>	<b>Domestic Preferences for Procurements</b>	
200.322(a)	As appropriate and to the extent consistent with law, the non-Federal entity should, to the greatest extent practicable under a Federal award, provide a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States (including but not limited to iron, aluminum, steel, cement, and other manufactured products). The requirements of this section must be included in all subawards including all contracts and purchase orders for work or products under this award.	The Board will, to the greatest extent practicable, provide a preference for goods, products or materials produced in the United States.

200.322(b)	<p>For purposes of this section:</p> <p>(1) “Produced in the United States” means, for iron and steel products, that all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States.</p> <p>(2) “Manufactured products” means items and construction materials composed in whole or in part of non-ferrous metals such as aluminum; plastics and polymer-based products such as polyvinyl chloride pipe; aggregates such as concrete; glass, including optical fiber; and lumber.</p>	
<b>200.323</b>	<b>Procurement of Recovered Materials</b>	
200.323	<p>A non-Federal entity that is a state agency or agency of a political subdivision of a state and its contractors must comply with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired by the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and recourse recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.</p>	<p>The Board must follow standards in procuring certain items over \$10,000 to ensure, among other things, the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition.</p>
<b>200.324</b>	<b>Contract Cost and Price</b>	
200.324(a)	<p>The non-Federal entity must perform a cost or price analysis in connection with every procurement action in excess of the Simplified Acquisition Threshold including contract modifications. The method and degree of analysis is dependent on the facts surrounding the particular procurement situation, but as a starting point, the non-Federal entity must make independent estimates before receiving bids or proposals.</p>	<p>The Board must perform a cost or price analysis for every procurement in excess of the simplified acquisition threshold.</p>
200.324(b)	<p>The non-Federal entity must negotiate profit as a separate element of the price for each contract in which there is no price competition and, in all cases, where cost analysis is performed. To establish a fair and reasonable profit, consideration must be given to the complexity of the work to be performed, the risk borne by the contractor, the contractor’s investment, the amount of subcontracting, the quality of its record of past performance, and industry profit rates in the surrounding geographical area for similar work.</p>	<p>The Board must negotiate profit for sole-source procurements and for procurements where cost analysis is performed.</p>

200.324(c)	Costs or prices based on estimated costs for contracts under the Federal award are allowable only to the extent that costs incurred or cost estimates included in negotiated prices would be allowable for the non-Federal entity under Subpart E [Cost Principles] of this part. The non-Federal entity may reference its own cost principles that comply with the Federal cost principles.	Costs incurred or estimated costs are allowable only to the extent they comply with Federal Cost Principles.
200.324(d)	The cost plus a percentage of cost and percentage of construction cost methods of contracting must not be used.	The cost plus a percentage of cost and percentage of construction cost methods of contracting must not be used.
<b>200.325 Federal Awarding Agency or Pass-Through Entity Review</b>		
200.325(a)	The non-Federal entity must make available, upon request of the Federal awarding agency or passthrough entity, technical specifications on proposed procurements when the Federal awarding agency or passthrough entity believes such review is needed to ensure that the item or service specified is the one being proposed for acquisition. This review generally will take place prior to the time the specification is incorporated into a solicitation document. However, if the non-Federal entity desires to have the review accomplished after a solicitation has been developed, the Federal awarding agency or passthrough entity may still review the specifications, with such review usually limited to the technical aspects of the proposed purchase.	The Board must make technical specs for procurements available upon request by the Federal awarding agency or passthrough entity.
200.325(b)	The non-Federal entity must make available upon request, for the Federal awarding agency or passthrough entity pre-procurement review, procurement documents, such as requests for proposals or invitations for bids, or independent cost estimates, when: (1) The non-Federal entity's procurement procedures or operation fails to comply with the procurement standards in this part; (2) The procurement is expected to exceed the Simplified Acquisition Threshold and is to be awarded without competition or only one bid or offer is received in response to a solicitation; (3) The procurement, which is expected to exceed the Simplified Acquisition Threshold, specifies a "brand name" product; (4) The proposed contract is more than the Simplified Acquisition Threshold and is to be awarded to other than the apparent low bidder under a sealed bid procurement; or (5) A proposed contract modification changes the scope of a contract or increases the contract amount by more than the Simplified Acquisition Threshold.	Upon request, the Board must make procurement documents available for pre-procurement review by the Federal awarding agency or passthrough entity in a number of circumstances.

200.325(c)	<p>The non-Federal entity is exempt from the pre-procurement review in paragraph (b) of this section if the Federal awarding agency or pass-through entity determines that its procurement systems comply with the standards of this part. (1) The non-Federal entity may request that its procurement system be reviewed by the Federal awarding agency or pass-through entity to determine whether its system meets these standards in order for its system to be certified. Generally, these reviews must occur where there is continuous high-dollar funding, and third party contracts are awarded on a regular basis; (2) The non-Federal entity may self-certify its procurement system. Such self-certification must not limit the Federal awarding agency’s right to survey the system. Under a self-certification procedure, the Federal awarding agency may rely on written assurances from the non-Federal entity that it is complying with these standards. The non-Federal entity must cite specific policies, procedures, regulations, or standards as being in compliance with these requirements and have its system available for review.</p>	<p>The Board is exempt from pre-procurement review if the Federal awarding agency or passthrough entity determines that its procurement systems comply with the standards of this part.</p>
<b>200.326</b>	<b>Bonding Requirements</b>	
200.326	<p>For construction or facility improvement contracts or subcontracts exceeding the Simplified Acquisition Threshold, the Federal awarding agency or pass-through entity may accept the bonding policy and requirements of the non-Federal entity provided that the Federal awarding agency or passthrough entity has made a determination that the Federal interest is adequately protected. If such a determination has not been made, the minimum requirements must be as follows:</p>	<p>For construction or facility improvement contracts or subcontracts exceeding the simplified acquisition threshold, the Federal awarding agency or passthrough entity may accept the Board’s bonding requirements if it determines that its interest is adequately protected.</p>
200.326(a)	<p>A bid guarantee from each bidder equivalent to five percent of the bid price. The “bid guarantee” must consist of a firm commitment such as a bid bond, certified check, or other negotiable instrument accompanying a bid as assurance that the bidder will, upon acceptance of the bid, execute such contractual documents as may be required within the time specified.</p>	<p>The Board must require a bid guarantee of 5% of the bid price if the awarding agency or passthrough entity does not accept the Board’s bonding requirements.</p>
200.326(b)	<p>A performance bond on the part of the contractor for 100 percent of the contract price. A “performance bond” is one executed in connection with a contract to secure fulfillment of all the contractor’s obligations under such contract.</p>	<p>The Board must require a performance bond for 100% of the contract price if the awarding agency or passthrough entity does not accept the Board’s bonding requirements.</p>

200.326(c)	A payment bond on the part of the contractor for 100 percent of the contract price. A “payment bond” is one executed in connection with a contract to assure payment as required by law of all persons supplying labor and material in the execution of the work provided in the contract.	The Board must require a payment bond for 100% of the contract price if the awarding agency or passthrough entity does not accept the Board’s bonding requirements.
<b>200.327</b>	<b>Contract Provisions</b>	
200.327	The non-Federal entity’s contracts must contain the applicable provisions described in Appendix II to Part 200- Contract Provisions for Non-Federal Entity Contracts Under Federal Awards.	The Board must include the Federal contract provisions in its contracts.

P 5118

## Students

### Non-resident attendance

#### Definition

A nonresident student is a student who:

1. resides outside of the District;~~or~~
2. resides within the District on a temporary basis;~~or~~
3. resides within the District on a permanent basis but with pay to the person(s) with whom the student is living;~~or~~
4. resides within the District for the sole purpose of obtaining school accommodations;~~or is~~
5. **Resides within the District** as a child placed by the Commissioner of the Department of Children and Family Services or by other agencies in a foster, group, or private residential facility. ~~However,~~ Under this circumstance, **however,** children may attend local schools with tuition paid by the home District unless special education considerations make attendance in local schools and programs inappropriate. Children not requiring special education who live in town as a result of placement by a state agency other than another Board of Education and except as provided otherwise in this paragraph are resident students; those requiring special education may attend local schools with special education cost reimbursements in accordance with statutes unless special education considerations make attendance in local schools and programs inappropriate.

#### Nonresident Attendance Without Tuition

Nonresident students may be allowed, with the Superintendent's approval, to attend District schools without tuition under one of the following circumstances:

1. **Children affected by military transfers may remain in the District until the end of the current school year if the service member relocates on orders and remains in the armed forces. If students are enrolled in grade 11, the student may continue to be enrolled in the District for an additional school year so long as the service member remains in the armed forces.**
2. A family moves from the District during or after the Spring Recess of the school year; however, if parents so request, a child may complete the current school year.
3. A family residing outside of the District has firm plans to move into the District within 30 days of registration as evidenced by a contract to buy, rent, or lease;
4. Twelfth-grade students wishing to complete their education in the District;
5. Children residing temporarily within the District because of family changes or children attending local schools residing temporarily outside of the District because of family circumstances. Approval shall not exceed three (3) calendar months; if subsequent approval is necessary, it shall be considered based upon information available at that time.
6. The Groton Board of Education (Board) may seek reimbursement for children living in temporary shelters located within the Town of Groton from the school districts in which the child would otherwise reside as permitted in 10-253 of the Connecticut General Statutes.

**Non-resident attendance – cont.****Exchange Students**

No tuition is required for foreign students living within the District under the American Field Service Program or under other programs or circumstances approved by the Board. Exchange students will be accorded all the rights and privileges of a resident student during the period of enrollment.

**Nonresident Attendance With Tuition**

Nonresident students who do not meet one or more criteria under previous sections of this policy, may attend local schools only with tuition payment. The Superintendent may approve nonresident student attendance with tuition if class size, transportation, and other considerations permit, and shall notify the Board of all tuition approvals. Nonresident approval with tuition shall be for one (1) school year or less and may be renewed annually by the Superintendent or designee. Tuition rates shall be established by the Board annually.

Attendance by a nonresident tuition student may be terminated by Board action, upon recommendation of the Superintendent, if the Board deems such termination is in the best interest of the District. An adjustment of tuition on a per diem basis will be made in this instance.

**Evidence of Residency**

The Superintendent or designee may require documentation from a family and/or student regarding residency, including affidavits. Prior to a request for evidence of residency, the parent or guardian, relative or non-relative, emancipated minor, or student eighteen (18) years of age or older shall be provided with a written statement explaining why a reason exists to believe such student(s) may not be entitled to attend school in the District. If an affidavit is required, it must include a statement or statements with documentation that a student's residence exists in the District, that the resident is intended to be permanent, that it is provided without pay, and that it is not for the sole purpose of obtaining school accommodations.

**Removal of Nonresident Student From District Schools**

If after a careful review of affidavits and other available evidence, the Superintendent ~~of Schools~~ or ~~his/her~~ designee believes that a student is not entitled to attend local schools, the parent or guardian, the student if an emancipated minor, or a student eighteen (18) years of age or older, shall be informed in writing that, as of a particular date, the student may no longer attend ~~District local~~ schools, and the Superintendent or designee shall notify the Board ~~of the decision where the child should attend school (if known)~~. If after review, District residency is established by the evidence, the parent or guardian, the student if an emancipated minor, or a student eighteen (18) years of age or older, shall be so informed.

**Non-resident attendance – cont.**

If a student is removed from a District school for residency reasons the Superintendent or designee shall: 1) inform the parent, guardian, emancipated minor, or student eighteen (18) years of age or older, of hearing rights before the Board and that the student may continue in local schools pending a hearing before the Board if requested in writing by the parent, guardian, emancipated minor, or student eighteen (18) years of age or older, 2) that upon request, a transcript of the hearing will be provided, 3) that a Board decision may be appealed to the State Board and that the student/s may continue in local schools pending a hearing before the State Board if requested in writing by the parent, guardian, emancipated minor, or student eighteen (18) years of age or older, 4) that if the appeal to the State Board of Education is lost, a per diem tuition will be assessed for each day a student attended local schools when not eligible to attend.

**Board of Education Hearing**

Upon written request, the Board shall provide a hearing within ten (10) days after receipt of such request. If a hearing ensues, the Board shall make a recording of the hearing, shall make a decision on student eligibility to attend local schools within ten (10) days after the hearing, and shall notify the parent, guardian, emancipated minor, or student eighteen (18) years of age or older, of its findings. Hearings shall be conducted in accordance with the provisions of Sections 4 177 to 4 180 inclusive of Connecticut General Statutes.

The Board shall, within ten (10) days after receipt of notice of an appeal, forward the hearing record to the State Board of Education.

- Legal Reference: Connecticut General Statutes
- 10-4a Educational interests of state defined.
  - 10-33 Tuition in towns in which no high school is maintained.
  - 10-35 Notice of discontinuance of high school service to non-residents.
  - 10-55 Pupils to attend regional school.
  - 10-253 School privileges for children in certain placements, non-resident children, and children in temporary shelters
- PA 25-15, §§ 7 & 8

Policy Adopted: May 24, 1993  
 Revised: March 12, 2012  
 Revised: October 23, 2023  
 Revised: June 23, 2025

GROTON PUBLIC SCHOOLS  
 Groton, Connecticut

## Business/Non-Instructional Operations

### Line-Item Transfers ~~Transfer of Funds between Budget Functions~~

In accordance with Conn. Gen. Stat. § 10-222, the Board of Education (Board) shall prepare an itemized estimate of its budget each year for submission to the Town for review and appropriation. An itemized estimate means one in which the following broad budgetary categories are divided into one or more-line items.

100	Salaries
200	Employee Benefits
300	Professional Services
400	Purchased Property Services
500	Other Purchased Services (transportation, Liability Insurance, communication, tuition)
600	Supplies (including utilities)
700	Equipment
800	Dues & Fees
900	Contingency

The itemized estimate provided to the Town is referred to as the “Itemized Estimate.”

Following the annual appropriation, the Board shall revise the Itemized Estimate, if necessary, and adopt a final appropriated budget for the year. Line items in the budget may be allocated more specifically by the Superintendent or designee in the development, administration and monitoring of the budget.

The Superintendent or designee shall be responsible for administering and monitoring the budget through the course of the year and shall maintain a system of appropriate expenditures and encumbrance accounting organized to conform with the requirements for State and Federal Accounting Reports. Monthly budget reports shall be prepared September through June in similar format as the Itemized Estimate showing for each budgetary category line item the appropriated budget amount, expenditure to date including encumbered and expended amounts, projected expenditures, difference between the projected expenditures and the appropriation, and general comments indicating the reasons for the difference.

Such budget reports shall be presented to the Board at the regularly scheduled meeting in the month following the period for which such report is prepared.

Based on expenditures and budget projections, the Superintendent shall recommend, budget transfers for Board approval from one of the broad budgetary categories in the Itemized Estimate as set forth above to another as needed.

**Line-Item Transfers – cont.**

The Superintendent is authorized to make such transfers as necessary if the urgent need for transfer prevents the Board from meeting in a timely fashion to consider the transfer, provided that such transfers by the Superintendent shall not exceed two percent (2%) of the annual budget. Transfers between the broad budgetary categories in the Itemized Estimate made in such instances shall be announced at the next regularly scheduled meeting of the Board. A written explanation of such transfer shall be provided, to the Board and transfers subsequently ratified by the Board at any such meeting shall not be counted in the limitation on the authority of the Superintendent to make transfers.

The Board shall not expend more than the amount of the appropriation and the amount of money received from other sources, including any unexpended funds that have been set aside in a non-lapsing account as authorized by law for educational purposes. If any occasion arises whereby additional funds are needed by the Board, the Chairperson of the Board shall notify the Town and submit a request for such necessary additional funds. No additional funds shall be expended until such supplemental appropriation is granted and no supplemental expenditures shall be made in excess of those so authorized.

Unexpended Funds

~~Notwithstanding any provision of the general statutes, municipal charter, home rule ordinance, or other ordinance, the Board may deposit into a non-lapsing account any unexpended funds from the prior fiscal year from the budgeted appropriation, in an amount not to exceed two per cent of the total budgeted appropriation for such prior fiscal year.~~

~~The Board of Education (Board) looks to the Central Office Administration to inform it of potential line-item over-expenditures in each school year budget. The Superintendent, with Board approval, may transfer any unexpended or uncontracted portion of any appropriation for school purposes to any other item of such itemized estimate. All transfers of funds between budget accounts shall be recommended by the Superintendent for Board approval. The Board will receive a written explanation of non-emergency transfers performed by the Superintendent or designee for the previous month in the monthly Finance Report.~~

~~The Superintendent shall provide notification of any transfer made under emergency circumstances to the Board Chair or designee within one week of the incident. An emergency is defined as an urgent, sudden, and serious event or an unforeseen change in circumstances that necessitates immediate action to remedy harm or avert imminent danger to life, health, or property.~~

Legal Reference:

- Connecticut General Statutes
- § 10-221 Boards of Education
- § 10-222 Appropriations and budget. (as amended by P.A. 13-60, An Act Concerning The Consolidation of Non-educational Services)

- Policy adopted: October 9, 1990
- Revised: April 12, 1999
- Revised: October 12, 2004
- Revised: April 28, 2025

GROTON PUBLIC SCHOOLS  
Groton, Connecticut

## Groton Public Schools Curriculum Map

### INTRODUCTION

Course Title: **IB Personal and Professional Skills (UConn ECE COMM1000: The Process of Communication)**

Curriculum Area and Grade: **Interdisciplinary, 11th and 12th Grade**

#### Course Purpose:

The personal and professional skills (PPS) course is designed for students to develop a range of skills that can be applied in a variety of contexts to support their personal and professional growth, both now and in the future. The course helps learners to develop not only as individuals but also as citizens within local and global communities and prepares students for their future pathways of higher education, further training or employment.

The class will also directly align with the purpose and goals of UConn ECE COMM1000: The Process of Communication- A study of modern communication theories and principles useful in understanding how people affect and are affected by others through communication.

Through the development of intrapersonal and interpersonal skills, critical and ethical thinking, and intercultural understanding, the course supports student learning in the other core components and elements of the Career-related Programme (CP) and prepares students for future pathways toward higher education, further training, or employment as well as for their personal lives.

The PPS is a compulsory component of the CP. It is a timetabled course of a minimum of 100 hours and is completed throughout the two years of the CP.

The IB Personal and Professional Skills course at Fitch High School will also provide guided teaching time for the other three elements of the IB Career-related Programme Core:

- Language and Cultural Studies
- Community Engagement
- The Reflective Project

**Language and Cultural Studies:** The Language and Cultural Studies (LCS) component invites students to better understand and expand their own linguistic and cultural repertoires and imagine how they could further engage with a range of linguistic and cultural groups. As partners in inquiry, students and teachers explore their linguistic and cultural repertoires and reflect on them in the context of local and global communities.

**Community Engagement:** The CP Community Engagement (CE) component offers opportunities for students to learn in, from and with communities as well as to apply knowledge and skills acquired in other areas of learning. Community Engagement (CE) invites students to situate themselves in the context of community and to identify, explore, and understand issues that are relevant to them and their communities so that they can respond to through engagement in and with communities.

**The Reflective Project:** The Reflective Project (RP) is an in-depth body of work focused on an ethical dilemma in a career-related area. It is developed and reflected upon over an extended period of time and, as a product of the students' own initiative, provides a thoughtful representation of their cumulative personal experience, knowledge and skills gained over the course of the CP. Students have the option to develop their reflective project using a variety of formats including written, verbal, visual and audio-visual modes of communication.

### Major Learning Goals and Understandings:

Vision of the Graduate

**R- Resilient Individual**

The Fitch graduate demonstrates continuous commitment to personal growth and wellness by independently accepting challenges, engaging in hard work, and developing resilience to thrive as an individual.

**I - Innovative Learner**

The Fitch graduate demonstrates continuous commitment to intellectual growth in critical thinking, problem solving, creativity, and knowledge across the disciplines.

**S - Socially Aware Citizen**

The Fitch graduate demonstrates continuous commitment to cultural understanding and interaction by actively promoting social awareness, civic responsibility, and dedication to the local and global community.

**E - Engaged Communicator**

The Fitch graduate demonstrates continuous commitment to effective and purposeful communication that exhibits open-mindedness, respectful collaboration, empathetic listening, and a clear, comprehensive presentation of ideas.

Through inquiry, students will:

- develop and apply transversal skills in a wide range of contexts.
- explore and understand a variety of concepts related to one's own personal and professional development.
- consider, understand and value diverse perspectives.
- become reflexive lifelong learners who can influence, manage and respond to change.
- develop an overview of the scholarly discipline of human communication.
- demonstrate a multitude of viewpoints and subdomains in the study of human communication.
- learn methods to develop their communication skills, and engage in projects and activities that encourage the development of these skills.
- prepare for future theoretical and real-world application of course concepts.
- prepare for further exploration of communication-related phenomena in a variety of fields.
- become acutely aware of the role of technology and media in all aspects of daily life.
- improve their understanding and practice of professional communication, with particular respect to new technologies and social media.

### Glossary of Key Terms:

- **Context:** The real-world setting in which learning takes place (personal, local, professional, cultural, global).
- **Concepts:** Big, transferable ideas that help organize learning (change, connections, identities, perspectives, systems, well-being).
- **Content:** The subject-specific knowledge students are learning (determined and co-created by teachers and students based on local, personal and professional needs and interests).
- **Skills:** Abilities students can apply across settings (intrapersonal, interpersonal, thinking, intercultural understanding)
- **Transversal Skills:** Skills that transfer across disciplines, careers, and life contexts.
- **Transfer:** The ability to apply learning in a new or unfamiliar context.
- **Reflection:** Looking back on experiences to describe, evaluate, and learn from them.
- **Reflexivity:** Ongoing self-awareness of one's role, assumptions, values, and biases in learning and communication.
- **Inquiry:** Learning driven by questions, investigation, and exploration, not just instruction.
- **Ethical Considerations:** Awareness of moral principles and professional responsibilities when making decisions.

### Units/Theme/Concept and # of Weeks

Quarter = 9 weeks, Semester=18 weeks, Trimester= 12 weeks, Year=36 weeks --- usually spread over 40 weeks

<b>Quarter 1:</b> Intrapersonal Skills (Language&Cultural Studies:Personal)	<b>Quarter 2:</b> Interpersonal Skills (Community Engagement)
<b>Quarter 3:</b> Thinking Skills (Reflective Project)	<b>Quarter 4:</b> Intercultural Skills (LCS-Community/Career)
<b>Quarter 5:</b> Ethical Implication (Reflective Project)	<b>Quarter 6:</b> Reflection and Reflexivity (Reflective Portfolio)

**Mappers/Authors: Chris Morth and Jen Holberton**

Date Approved: February 2, 2026

Revised: