

AMITY REGIONAL SCHOOL DISTRICT NO. 5

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

*Dr. Jennifer P. Byars
Superintendent of Schools*

AMITY REGIONAL BOARD OF EDUCATION REGULAR MEETING AGENDA

**Monday, June 08, 2025 6:30 pm
25 Newton Road, Woodbridge, CT
Lecture Hall**

**Agenda Items 1, 2, & 3 will be conducted in the Brady Center Auditorium*

1. **CALL TO ORDER***
2. **RECOGNITION OF RETIREES, YEARS OF SERVICE, TEACHER OF THE YEAR AND AWARD OF EXCELLENCE***
3. **RECOGNITION OF MY FAIR LADY CAST AND CREW – WINNER BEST MUSICAL 2026***
4. **RECESS TO LECTURE HALL**
5. **PLEDGE OF ALLEGIANCE**
6. **APPROVAL OF MINUTES**
 - a. Board of Education Regular Meeting – May 11, 2026 [page 4](#)
7. **STUDENT REPORT**
 - a. Introduction of New Student Government Representative to the Board – Luca DiSorbo
 - b. Monthly Report
8. **PUBLIC COMMENT**
9. **CORRESPONDENCE**
10. **SUPERINTENDENT’S REPORT**
 - a. Superintendent Report [page 9](#)
11. **CHAIRMAN’S REPORT**
 - a. Committee Reports
 1. **ACES**
 2. **Ad-Hoc School Start Times**
 3. **CABE**
 4. **Communications**
 5. **Curriculum**
 6. **District Health and Safety**
 7. **District Technology**
 - a. Monthly Report [page 13](#)
 8. **Facilities**
 - a. Monthly Report [page 14](#)
 9. **Finance**
 - a. Discussion and Possible Action on Contracts over \$35,000 [page 15](#)
 - i. Renewal of Food Service Management Contract
 - ii. ARHS LMC Renovation
 - iii. AMSB – Exercise Equipment
 - iv. Bus Routing Software

- v. Student Accident Insurance
- vi. Building Power Washing- ARHS
- vii. Leadership Professional Development/Planning
- b. Discussion of Monthly Financial Statements [page 20](#)
 - i. Special Education Update FY26 by Mr. Brant
- c. Director of Finance and Administration Approved Transfers Under \$3,000 [page 52](#)
- d. Discussion and Possible Action on Budget Transfers over \$3,000 [page 56](#)

10. **Policy**

- a. First Reads
 - i. Policy 6141.3273 Electronic Resources – Generative AI (Artfilligence) [page 60](#)
 - ii. Policy 5131 Conduct and Discipline [page 64](#)
 - iii. Policy 6146.1 Grading/Assessment Systems [page 88](#)
- b. Discussion and Possible Action on Second Reads
 - i. Policy 3434.1 Accounting for Compensated Absences [page 93](#)
 - ii. Policy 4134 Tutoring [page 95](#)
 - iii. Policy 2151 Recruitment and Selection of Administrative Staff [page 96](#)

11. **Personnel**

- a. Personnel Report [page 98](#)
- b. Discussion of Non-Union Salary Proposals for 2026-2027 Fiscal Year (Anticipated Executive Session)
- c. Discussion of Standard Benefits Package for 2026-2027 (Anticipated Executive Session)
- d. Discussion of Administrator Noteworthy Performance Stipend (Anticipated Executive Session)
- e. Possible Action on Non-Union Salary Proposals for 2026-2027 Fiscal Year
- f. Possible Action on Standard Benefits Package for 2026-2027
- g. Possible Action on Administrator Noteworthy Performance Stipend
- h. Updates on Custodian/Maintenance, Administrative Assistants, and Teachers Contract Negotiations

12. **NEW BUSINESS & ANNOUNCEMENTS**

- a. Special Board of Education Meeting – June 22, 2026

13. **ITEMS FOR THE NEXT REGULAR MEETING AGENDA – Due to Chairperson by July 30, 2026**

14. **ADJOURNMENT**



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

pc: Town Clerks Bethany, Orange, Woodbridge

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

District Mission Statement

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

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



NORMS

BE RESPECTFUL

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

HONOR THE POSITION

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

REPRESENT THE BOARD WITH UNITY AND PRIDE

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

AMITY REGIONAL BOARD OF EDUCATION REGULAR MEETING MINUTES

Monday, May 11, 2026 6:30 pm
25 Newton Road, Woodbridge, CT
Lecture Hall

BOARD MEMBERS PRESENT

Cathy Bradley, Paul Davis, Jennifer Blando Jacquet, Dr. Karunakaran, Dana Lombardi, Michael McDonough* (arrived at 6:37 p.m.), Dr. Oladele, Meghan Rabuse, Patrick Reed, Donna Schuster* (arrived at 6:43 p.m.), Christian Young

BOARD MEMBERS ABSENT

Cloud-Ingram, Schlank

STUDENT BOARD MEMBERS PRESENT

Shreya Viswanathan

STAFF MEMBERS PRESENT

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

1. CALL TO ORDER

Chairperson Davis called the meeting to order at 6:35 p.m.

2. PLEDGE OF ALLEGIANCE

Led by Amity Board of Education Chair Paul Davis

3. APPROVAL OF MINUTES

a. Board of Education Special Meeting – April 27, 2026

MOTION by Cathy Bradley, SECONDED by Patrick Reed to approve April 27, 2026 minutes as submitted.

VOTES IN FAVOR, 9 (UNANIMOUS)

MOTION CARRIES

b. Annual District Meeting on the Budget – May 04, 2026

MOTION by Dana Lombardi, SECONDED by Meghan Rabuse to approve May 04, 2026 minutes as submitted.

VOTES IN FAVOR, 8 (Bradley, Davis, Jacquet, Lombardi, McDonough, Rabuse, Reed, Young)

ABSTAIN, 2 (Dr. Karunakaran, Dr. Oladele)

MOTION CARRIES

c. Board of Education Special Meeting – May 05, 2026

MOTION by Christian Young, SECONDED by Michale McDonough to approve May 05, 2026 minutes as submitted.

VOTES IN FAVOR, 7 (Davis, Jacquet, Dr. Karunakaran, McDonough, Dr. Oladele, Reed, Young)

ABSTAIN, 3 (Bradley, Lombardi, Rabuse)

MOTION CARRIES

4. RECOGNITION OF NATIONAL MERIT SCHOLARS 2025-2026

Presented by Amity Region 5 Superintendent of Schools Dr. Jennifer Byars and Amity Region 5 High School Mr. Andre Hauser

5. RECOGNITION OF CABE AWARD RECIPIENTS

Presented by Amity Region 5 Superintendent of Schools Dr. Jennifer Byars, Amity Region 5 High School Mr. Andre Hauser, Amity Region 5 AMSB Principal Dr. Tracy and Amity Region 5 AMSO Principal Kathy Burke

Chair Davis calls a short recess from 6:53 p.m. - 6:55 p.m. to allow parents and students to exit.

6. PUBLIC COMMENT

Orange Parent addressed the 8th - grade Social Studies Curriculum and voiced his appreciation for the “common misconceptions” portion of the curriculum document. Speaker mentions that CT Social Studies State Standards now include the teaching of climate change. Speaker questions where climate change curriculum is included in the current ARSD Social Studies curriculum and suggests where there may be opportunities to include climate change curriculum in Social Studies curriculum.

7. SUPERINTENDENT’S REPORT

a. Superintendent Report

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

8. CORRESPONDENCE

Presented by Amity Board of Education Secretary Mrs. Dana Lombardi

9. CHAIRMAN’S REPORT

a. Committee Reports

- 1. **ACES**
- 2. **Ad Hoc School Start Time**
- 3. **CABE**
- 4. **Communications**
- 5. **Curriculum**

a. [Discussion and Possible Action on Adoption of Curricula](#)

i. [8th Grade Social Studies](#)

ii. [Spanish \(UCONN ECE\)](#)

Presented by ARHS World Language Chair Xia Feng and ARSD Instructional Coach Andrea Drewry

MOTION by Patrick Reed, SECONDED by Jennifer Blando Jacquet to adopt the 8th grade Social Studies and Spanish UCONN ECE Curricula.

VOTES IN FAVOR, 11 (UNANIMOUS)

MOTION CARRIES

6. **District Health and Safety**

7. **District Technology**

a. Monthly Report

8. **Facilities**

a. Monthly Report

b. Discussion and Possible Action on Water Filtration System AMSO

MOTION by Dr. Oladele, SECONDED by Dr. Karunakaran to award the contract to New England Sales Group, LLC for a water treatment system for Amity Middle School – Orange for \$60,414.

VOTES IN FAVOR, 11 (UNANIMOUS)

MOTION CARRIES

c. Discussion and Possible Action on PA System at ARHS

MOTION by Meghan Rabuse, SECONDED by Dr. Karunakaran to award Eastern Datacomm the contract for upgrading the high school public address and safety notification system.

VOTES IN FAVOR, 11 (UNANIMOUS)

MOTION CARRIES

d. Discussion and Possible Action on Energia Contract

MOTION by Meghan Rabuse, SECONDED by Michael McDonough to approve the District entering into a contract with Energia to pursue an energy performance contract.

VOTES IN FAVOR, 11 (UNANIMOUS)

MOTION CARRIES

9. Finance

a. Presentation and Discussion of First Quarter 2026 Executive Summary Review of Amity Pension Fund, Sick and Severance Account, and OPEB Trust; and Policy Review

Presented by Amity Region 5 Director of Finance Theresa Lumas

b. Discussion and Possible Action on Contracts over \$35,000 – FY26 & FY27

- i. FY 26 -PA & Security System – ARHS (action taken under Facilities)*
- ii. FY26 - Energia – HVAC Projects (action taken under Facilities)*
- iii. FY26 -Technology Education Devices*

MOTION by Dr. Karunakaran, SECONDED by Dr. Oladele to approve the purchase of 22 student devices from Lenovo for technology education at a price of \$58,324.20.

VOTES IN FAVOR, 11 (UNANIMOUS)

MOTION CARRIES

iv. FY 27 - Student 1-to-1 devices

MOTION by Patrick Reed, SECONDED by Dr. Karunakaran to approve the lease purchase agreement with Insight Financial Services for 420 student devices. This is a four-year lease with options for a FMV buyout, continued lease, or return of devices at the end of the term for a total of \$83,427.96 annually.

VOTES IN FAVOR, 11 (UNANIMOUS)

MOTION CARRIES

c. Discussion and Possible Action on Tuition Rate for 2026-2027

MOTION by Meghan Rabuse, SECONDED by Patrick Reed to approve the non-resident tuition rate for 2026-2027 school year at \$23,083.00; and the non-resident Special Education base tuition rate for 2026-2027 school year at \$23,518.00 plus any additional services

VOTES IN FAVOR, 11 (UNANIMOUS)

MOTION CARRIES

d. **Discussion of Monthly Financial Statements**

i. **Special Education Update**

Presented by Amity Region 5 Director of Finance Theresa Lumas and Amity Region 5 Director of Pupil Services Thomas Brant

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

Presented by Amity Region 5 Director of Finance Theresa Lumas

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

MOTION by Meghan Rabuse SECONDED by Dr. Oladele, to approve the following budget transfers of \$3,000 or more:

For tutoring services:

ACCOUNT NUMBER	ACCOUNT NAME	FROM	TO
04-12-6130-5560	Tuition – Private Out	\$10,000	
04-15-1204-5330	Professional Technical Svcs		\$10,000

To consolidate the technology budget to purchase student devices for the middle school technology education:

ORG	OBJ	ACCOUNT DESCRIPTION	FROM	TO
01-14-2350	5695	TECH SUPPL	2,698.40	
01-14-2350	5732	EQ-TECH-N	1,312.71	
02-14-2350	5695	TECH SUPPL	1,670.21	
02-14-2350	5732	EQ-TECH-N	205.15	
03-11-1006	5695	TECH SUPPL	894.71	
03-11-1006	5732	EQ-TECH-N	6,000.00	
03-11-1008	5695	TECH SUPPL	2,706.00	
03-11-1008	5733	EQ-TECH-R	175.00	
03-11-1010	5695	TECH SUPPL	2,806.02	
03-13-2400	5695	TECH SUPPL	2.00	
04-12-2350	5695	TECH SUPPL	5.60	
05-14-2350	5330	PROFESSIONAL TECH	20,028.95	
05-14-2350	5420	REPAIR & MAINT	1,500.00	
05-14-2350	5550	COMMUNICATION	5,090.52	
05-14-2350	5695	TECH SUPPL	12,578.93	
05-14-2350	5810	DUES & FEES	650.00	
01-14-2350	5733	EQ-TECH-R		29,162.10
02-14-2350	5733	EQ-TECH-R		29,162.10

58,324.20 58,324.20

For upgrading the public address system at the high school:

ACCOUNT NUMBER	ACCOUNT NAME	FROM	TO
04-12-6130-5560	Tuition – Private Out	\$190,186	
03-14-2600-5715	Improvements to Buildings		190,186

VOTES IN FAVOR, 11 (UNANIMOUS)

MOTION CARRIES

g. Discussion and Possible Action on Standard Year-End Transfers

MOTION by Patrick Reed, SECONDED by Dr. Karunakaran to authorize the Director of Finance and Administration to make the necessary budget transfers to salary and benefit accounts and to pay other standard charges. These budget transfers may exceed \$3,000. The Director of Finance and Administration will report all budget transfers made to the Amity Finance Committee and Amity Board of Education.

VOTES IN FAVOR, 11 (UNANIMOUS)

MOTION CARRIES

10. Policy

a. First Reads

- i. Policy 3434.1 - Accounting for Compensated Absences
- ii. Policy 4134 – Tutoring

11. Personnel

a. Personnel Report

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

10. NEW BUSINESS & ANNOUNCEMENTS

11. ITEMS FOR THE NEXT REGULAR MEETING AGENDA – Due to Chairperson by May 29, 2026

12. ADJOURNMENT

Chairperson Davis adjourned the meeting, without objection, at 8:32 p.m.

Respectfully submitted,

Lisa Zaleski

Lisa Zaleski

BOE Recording Secretary

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



Dr. Jennifer P. Byars
Superintendent of Schools

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203.392.2106

Superintendent's Report – June 2026

Continuously improve instruction, cultivate creativity, and enhance student engagement and performance.

Enhance the efficient and effective use of resources.

Foster a supportive climate for students and adults.

CONGRATULATIONS TO THE CLASS OF 2026!

Instruction

Class of 2026: Senior end-of-year events are well underway, and will continue until the Graduation Ceremony for the Class of 2026 on June 11, 2026 at 4:00 p.m. Events leading up to graduation include:

- UELP senior internships took place from May 13-June 3, 2026
- Senior Prom was on May 29, 2026, at The Omni in New Haven
- Senior internship presentations and the class meeting for distribution of yearbooks and graduation caps & gowns took place on June 4, 2026
- The senior class trip to Lake Compounce was on June 5, 2026
- Senior Sunset and graduation balloon distribution are both scheduled for June 7, 2026
- A new event, the Senior Parade – an opportunity for seniors to visit their elementary and middle schools – is scheduled for June 8, 2026
- Graduation rehearsals will take place on June 9 & 10, 2026
- The Senior Breakfast will take before the graduation rehearsal on June 10, 2026

Underclass Awards Ceremony: ARHS held the annual Underclass Awards Ceremony on May 21, 2026, recognizing 180 students in Grades 9-11 with a total of 240 awards. These awards included recognition from all our academic departments for both academic excellence and for the grit and determination our students demonstrate in improving their skills, as well as several Book Awards from colleges, universities, and community groups to recognize our students' potential for future greatness. Congratulations to all our award winners and thanks to everyone involved in planning the event and presenting the awards!

Final Exams: Final exams for students in Grades 9 – 11 will begin on June 11, 2026.

STEAM Day!: On May 28, 2026, ARHS hosted more than 375 fifth-grade students from all three BOW towns for Amity's annual STEAM Day – a hands-on and interactive day celebrating all things STEAM: science, technology, engineering, arts, and math. It was a fun, noisy, and at times messy celebration of exploration and experimentation. Thanks to co-coordinators Angelo Amato and Jessica Zamachaj, along with the team of more than 30 adult volunteers and well over 100 Amity students who made it all happen.

SBAC/NGSS Testing: The middle schools started state mandated standardized testing beginning on May 11, 2026. Students participated in the SBA/CTAA ELA/NGSS/CTAS Math Testing during the testing window. Eleventh grade students already completed NGSS testing on April 7, 2026.

Final POG Activity: In late May, middle school students participated in their final POG activity of the school year. Students were asked to reflect on their experiences this school year and prepare a presentation that related those experiences to various aspects of the POG. Students presented their slideshow to their peers in their advisory classes.

Fastest Kart on the Course: Congratulations to the Career/Technology Education students and teachers who spent the semester designing, fabricating, and troubleshooting a new kart from scratch as well as modifying the last two year's karts in preparation for the 30th Annual Alternate Energy Go-Kart Race. All their hard work paid off, as Amity's newest kart not only placed first, but also set an all-time speed record for the course.

AATSP National Winner: Congratulations to sophomore Haze Khan, who has blended Visual Art and Spanish class to earn 1st place in the AATSP National Poster Contest. This recognition highlights Haze's exceptional creativity and artistic talent, and it is a historic achievement for Amity. It marks the first time our school has received national recognition in this contest, let alone a first-place award.

Community Impact Campaigns: AMSO 8th grade Social Studies students and teachers are continuing to get positive feedback from various organizations and municipalities across the country as a result of letters students sent out suggesting recognition for groups or individuals who made an impact on their community. The latest letter came from Maplewood at Orange where a student suggested planting a garden in honor of the caregivers who care for seniors with dementia. Please see the article from [CT Insider](#).

Latin American Musical Journey: AMSO 7th grade Social Studies students explored Indigenous, European, and African influences on the music, instruments, and culture of Latin America with musician Lorena Garay. Students were taken on a musical journey through many regions of Latin America. During this incredibly interactive experience, students played many different instruments from Spain, Ecuador, West Africa, the Andes, Cuba and more.

Spring Adjudication: The AMSO band, choir, strings, jazz band, and chamber singers were adjudicated at our Spring Concert on May 6, 2026. The Band, Choir, and Strings all received a rating of Superior which is the highest possible rating. The Jazz Band and Chamber Singers both received the second highest rating of Excellent. The students' dedication and hard work clearly resulted in an outstanding performance!

Curriculum Writing: Curriculum writing days have been taking place throughout the spring to build momentum and prepare for the Summer Curriculum Boot Camp. Teachers in Pre-Algebra, Algebra, Geometry, Algebra II, Biology, Middle School Physical Education/Health, and Middle School Theater have collaborated to develop, refine, and align course curricula. Additional departments will participate in the Summer Curriculum Boot Camp, scheduled for June 18-26, 2026 and July 13-17, 2026. This work supports the district's ongoing commitment to establishing a shared understanding of high quality instruction, strengthening vertical and horizontal alignment, and ensuring coherence across content areas. Through collaborative curriculum development, teachers are creating learning experiences that reflect our instructional priorities and support consistent, rigorous opportunities for all students.

Summer 2026: In addition to the ongoing curriculum work, extensive planning is underway for summer and back-to-school professional learning. This includes preparation for the Administrator Retreat (June and August), New Teacher Academy, and three districtwide professional learning days for all staff as we launch the 2026-2027 school year. The district is also preparing to welcome Dr. Peter Liljedahl, author of *Building Thinking Classrooms*, to Amity on July 30-31, 2026 for professional learning. In addition, planning is underway for the August Leadership Summit, which will bring together department chairs and content leaders to strengthen instructional leadership, alignment, and collaboration across the district. Collectively, these efforts are designed to support a strong start to the school year and advance our commitment to high quality instruction and continuous improvement.

District Data Team: The District Data Team held its final meeting of the school year on May 28, 2026. Team members reviewed preliminary end-of-year student achievement data and examined trends across multiple years to identify areas of growth and opportunities for continued improvement. The team includes representatives from all three schools as well as Central Office, ensuring a districtwide perspective in analyzing data and informing future planning and instructional decisions.

Resources

Haven's Harvest: For the past four years, Amity's Haven's Harvest Club has partnered with Haven's Harvest to rescue surplus food from the cafeteria and redistribute it to those in need. We recently learned that this year the Amity Haven's Harvest team collected and redistributed 4,728 pounds of food. The agencies receiving food included: My Sisters Place (Ansonia), Jewish Family Services Food Pantry, YMCA Ansonia Childcare Center, LEAP (New Haven), and Women's Rise (New Haven). Over the last four years, students have rescued 22,669 pounds of food.

Climate

Memorial Day Alumni: As part of our Spartan Seminar program, the Junior class had the opportunity to hear from retired U.S. Army First Lieutenant Christian Lodewick and Army Captain Aaron G. Barkin on the Wednesday before Memorial Day. Both speakers shared their personal journeys from their time as students at Amity to their careers in military service and leadership. Throughout their presentation, they reflected on how service, both to their local communities and to the nation, helped shape their futures and define who they are today. They spoke candidly about the challenges, opportunities, and lessons they encountered along the way, emphasizing how acts of service helped them discover their passions, values, and sense of purpose.

ATA Friends Luncheon: On June 5th students from AMSB celebrated the school year with our friends from the Amity Transition Academy and AMSO. This yearly celebration, organized by Amy and Matt Benton, will take place in the AMSB courtyard and will feature several activities, crafts, and an awesome lunch!

Undercover Spirit Week: In early May, the staff at AMSB all participated in a secret staff Sprit week. Staff celebrated their hard work by recognizing Monochrome Monday, Tired Teacher Tuesday, Anything but a Water Bottle Wednesday, Mistaken Identity Thursday, and Floral Friday. It was fun to keep the kids guessing, and to see if they actually realized that we were doing anything different!

AMSO Holiday Hill: AMSO 8th grade students are looking forward to the annual Holiday Hill trip on June 9, 2026. Students and teachers are looking forward to a day of games and activities to celebrate the success at middle school.

AMSO Welcomes Class of 2032: On June 3, 2026, AMSO students and staff welcomed the incoming 7th grade from the Orange elementary schools. AMSO students gave the incoming class a tour of the building and shared important information regarding the transition to middle school. Following the tour a panel of 7th grade students met with the incoming 7th grade students to answer questions and give advice regarding how to succeed in middle school.

AMSB Field Day Activities: Field Days: Our incoming 7th graders come to AMSB for a day of fun and activities on May 26, 2026 and the 7th grade had their field day on May 29, 2026. The weather was great for both days, and the students all had a great time! Thanks goes to the ARHS Link Crew and the many parent volunteers for supporting our efforts, as well as the 7th graders who helped with the 6th grade field day tours. AMSB 8th graders took their annual trip to Holiday Hill on May 26, 2026. Students had a day filled with swimming, hiking, sports, relaxing by the lake, and eating more food in a day than one should.

AMSB Grade 8 Dance: The 8th grade party, sponsored by the PTSO, will be held at the Aria Banquet Facility on June 17, 2026. This is a great way to celebrate the conclusion of 8th grade as we wish our students well on their journey to ARHS.

AMSB Quassy Day: The Grade 8 Quassy Day will be held on June 18, 2026. This final 8th grade event is always well-attended and is a day to celebrate with friends and family.

Reflective Intelligence Educator Engagement: Planning continues for staff engagement in Reflective Intelligence professional learning, building on the district's work with Tim Klein. During August professional learning days, faculty will participate in the final two reflective practices – Insight Gathering and Story Crafting – designed to deepen reflection, strengthen collaboration, and foster a shared sense of purpose. These experiences support meaningful connection and contribute to creating school environments where individuals feel heard, valued, and supported. Planning is also underway to extend Reflective Intelligence practices to students next year through Advisory and Spartan Seminar. This work will provide structured opportunities for students to reflect on their health, happiness, and success while developing skills for self-awareness and personal growth.

School Climate: The School Climate Coordinator and Building Climate Specialists are developing a districtwide School Climate and Relationships Framework that will articulate Amity's restorative practices approach and guide future professional learning and culture-building efforts. This spring, all three schools administered a brief student climate questionnaire aligned to the district's comprehensive climate survey. The results provide an additional data point for Building Climate Specialists and School Climate Committees to assess progress and inform ongoing improvement efforts. Data will be reviewed over the summer and shared with school-based committees in August and September to support planning for the upcoming school year.

June 2026

May Ticket Summary

Tickets addressed and closed: 307

Tickets open: 13

HS Student Help Desk

Students helped: 310

Amity Regional School District No. 5

25 Newton Road

Woodbridge, CT 06525

Phone: 203-397-4817

Fax: 203-397-4864



Amity Regional School District No. 5

Technology Department Monthly Report

Completed Projects:

- Upgrade and replacement of Middle School Bell/Paging and Emergency Notification system complete in both Orange and Bethany. Final testing will be done following final day of school
- Student devices for 2026-2027 School Year have been ordered and shipped.
- Senior student devices have been collected and prepared for lease return

Projects in process:

- Website refresh and website content management system update scheduled to begin in July 2026
- Security Awareness Training for staff is ongoing
 - Monthly short training videos
 - Monthly phishing simulations
- Working with vendors to identify possible firewall replacement
- Working with Verizon to address cell network coverage issues in our buildings
- Continuing to replace security cameras in all schools
- Server replacements in both Middle Schools and the High School to be executed over summer break as soon as hardware arrives
- Promethean Boards to complete Science wing in the HS and begin World Language wing have been ordered and will be installed over summer
- Packing and preparation to temporarily move Technology help desk during LMC construction is ongoing
- High School Bell/Paging Emergency Notification system upgrades to be completed over summer break

June 2026

CLEAN

SAFE

HEALTHY

SCHOOLS

FMX Report

For May:
67 requests opened
56 requests closed



Amity Regional School
District No. 5

25 Newton Road

Woodbridge, CT 06525

Phone: 203-397-4817

Amity Regional School District No. 5

Facilities Department Monthly Report

Completed Projects:

- A circulator pump for the heat exchanger loop at ARHS was replaced by our in-house building maintainers.
- The backstops for baseball and softball at ARHS were repaired by an outside vendor.
- Additional track surface repairs at ARHS were made by Classic Turf.
- The chillers were cleaned and prepped for cooling season, and all schools were switched over to summer cooling mode by our in-house HVAC Maintainer.
- Various sink, door, and toilet repairs were made District-wide by our in-house building maintainer.

Projects in process:

- Bids were received for the ARHS LMC Renovation project. A recommendation to award the contract will be presented at the June 8th BOE meeting.
- The bell and paging system upgrades for the Middle Schools are scheduled to start after school is out for the summer. Additional behind-the-scenes work was completed in May to prepare.
- The AMSB fire pump replacement project was awarded to Encore Fire Protection and is scheduled to start on June 15th.
- The District is working with QVHD to secure a permit for the storage building for AMSB.
- A purchase order was issued to Eastern Data Comm to upgrade the PA and Lockdown system at ARHS. Work is scheduled for this summer.
- A leaking fitting on the main HVAC loop at AMSO is being repaired by an outside vendor.

Outstanding issues to be addressed:

The District has been collaborating with the Town of Woodbridge to address concerns regarding the fuel cell and microgrid. An attempt to successfully test the microgrid was conducted on May 30th, which failed. The subsequent test scheduled for June 6th was been cancelled. District officials and the Town of Woodbridge are planning a meeting for the week of June 22nd to discuss next steps.

ARHS Solar Canopy project postponed to summer 2027 at this time.

Outstanding issues to be addressed:

Our in-house HVAC maintainer has been noticing increased issues in the HVAC glycol loop at AMSO. The in-line filtration system will be ordered, and we are working with Clearwater Industries for water treatment options, and F&F Mechanical for installation.

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



Kathleen Kovalik
Assistant Director of Finance and Administration

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

To: Dr. Jennifer P. Byars, Superintendent of Schools
From: Kathleen Kovalik, Assistant Director of Finance and Administration
cc: Theresa Lumas, Director of Finance and Administration
Re: Food Service Management Contract Amendment
Date: June 3, 2026

I am recommending that the Board of Education extend its contract to operate the food service program for the year 2026-2027 with Compass Group, USA, Inc. (Chartwells). The District is entering the fifth and final year of a contract with Chartwells. The State Department of Child Nutrition reviews and approves food service bid documents, contract language and amendments. The amendment is pending approval at the State level and must be fully executed prior to July 1. The amendment proposes a negotiated 3.5% increase which is less than the maximum allowed based on the consumer price index (CPI) as outlined in the original agreement of 3.9%. The increase applies to the Management Fee rate and the Administrative Fee rate.

“Section 12.11(C) is being amended to reflect that Chartwells Management Fee shall be a flat rate of Two Thousand Eight Hundred and Ninety-Six Dollars and Seventy Cents (\$2,896.70) per month for 10 months (September through June).

This increase is based on Section 12.11(G) of the Agreement permitting the CPI adjustment of 3.5%, or \$97.96 added to the existing Management Fee of \$2,798.74

Section 12.11(D) is being amended to reflect that Chartwells Administrative Fee shall be a flat rate of Ten Thousand Six Hundred and Ten Dollars and Forty-Three Cents (\$10,610.43) per month for 10 months (September through June).

This increase is based on Section 12.11(G) of the Agreement permitting the CPI adjustment of 3.5%, or \$358.81 added to the existing Administrative Fee of \$10,251.62.”

For Amity Finance Committee:

Move to recommend that the Amity Board of Education award a one-year contract extension for 2026-2027 to Compass Group, USA, Inc. (Chartwells) per the proposed Amendment and the Director of Finance and Administration is authorized to sign the Amendment.

For Amity Board of Education:

Move to award a one-year contract extension for food service operations for 2026-2027 to Compass Group, USA, Inc. (Chartwells) per the proposed Amendment and the Director of Finance and Administration is authorized to sign the Amendment.

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



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

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

To: Dr. Jennifer Byars, Superintendent of Schools

From: Theresa Lumas, Director of Finance and Administration

Re: Award of Contracts of \$35,000 of More FY26 & FY27

Date: May 5, 2026

1. ARHS Library Media Center FY26:

An RFP was issued for the ARHS LMC project. 18 contractors attended the walkthrough and 6 responded with written proposals. Mr. Martoni and Silver Petrucelli representatives reviewed the responses. A. Prete Construction Company is the lowest responsible bidder at \$2,476,000. A. Prete Construction Company was recommended by the high school Building Committee for the Board to approve this contract.

Amity Finance Committee:

Move to recommend the Amity Board of Education approve –

Amity Board of Education:

Move to award –

... the A. Prete Construction Company for the high school library media center project \$2,476,000.

2. AMSB Exercise Equipment FY26:

The physical education exercise room at AMSB has outdated equipment that is not comparable to the exercise room at AMSO. The administration posted an RFP for a variety of gym equipment that would provide a modern, age appropriate and safe environment for students.

7 valid bid responses (+ 1 late) were received. Bidders were asked to bid on a list of gym equipment and were provided an opportunity to bid an alternate proposal modifying the equipment listed in the bid specifications. The responses ranged from \$24,063 to \$53,643. Frontline Fitness Equipment bid an alternate spin bike which upon further research was more appropriate for middle school students. Frontline Fitness is the 3rd lowest bidder overall but the only vendor that proposed this specific alternative. It is the administration's recommendation at a price of \$29,879. This project is funded with Medicaid reimbursement funds, exhausting the current fund balance.

Amity Finance Committee:

Move to recommend the Amity Board of Education approve –

Amity Board of Education:

Move to award –

... Frontline Fitness Equipment of Rhode Island to provide a variety of weight room equipment and removing the current equipment at Amity Middle School Bethany for the bid price of \$29,879.

Finance:

3. Bus Routing Software BOWA Districts FY26:

I researched options to modernize our bus route process and communication operations with initial objective of securing a bell-time study. The current manual system with four distinct districts proved to be an obstacle in completing a bell-time study now. The first step required is to modernize our current procedures. This includes a routing system and a parent software application. These steps, regardless of any future bell-time study results, provide benefits to the four districts. First, the bus routes will be mapped using GPS data and our transportation guidelines. These routes will be analyzed with our current routes for efficiency and accuracy (ie. can bus travel on road mapped electronically). Secondly, parents will have access to an application that can provide basic information such as bus routes and notifications. Additional features can be added in the future, such as bus time arrivals in real-time. The BOWA Business Managers, with input from the bus coordinator, decided to implement, participate in training and analyzing the routes during the first year and making any route adjustments if warranted in FY28.

Four companies were contacted for a bell-time study. Two (2) of the four (4) companies confirmed the multidistrict manual system was a challenging starting point. One (1) company withdrew from further discussions and one (1) chose to submit a proposal. Overall, three proposals were received. Two (2) companies made presentations and were interviewed by the business managers of the BOWAs and the three (3) largest bus contractors. Both companies were deemed qualified to support our complex operation. Tyler Technologies had a multi-district option, they will load the GPS data in the software; Tyler is a vendor several districts work with for other software modules, is in use by one of the contractors in another district and reoccurring costs are \$14,136. A representative from each district plus the bus coordinator will receive training in the system and each district representative will have access to their own district's data. The BOW representatives agreed to budget for their share of the reoccurring costs starting in FY28.

The District is requesting to enter into an agreement with Tyler Technologies for a multi-district bus routing software module.

The request if approved requires a budget transfer detailed later in the packet.

Amity Finance Committee:

Move to recommend the Amity Board of Education approve –

Amity Board of Education:

Move to

... enter into an agreement with Tyler Technologies for multi-district bus routing software at the implementation and first year utilization price of \$33,426.

4. **Student Accident Insurance FY27:**

The administration solicited bids for student accident insurance and received two proposals. The prices were \$73,977 and \$129,750 for the base policy and \$2,910 and \$9,356 respectively for catastrophic coverage. Our consultant indicated that the market for student accident insurance is currently trending much higher, similarly to how the cyber insurance market did recently. Our current premium is \$57,500 for the base and \$2,910 for catastrophic. AcrisSure, our current provider was the lowest bidder. The budgeted amount is \$66,013. The account may require a transfer in the future once all the premiums for general insurance are known.

Amity Finance Committee:

Move to recommend the Amity Board of Education approve –

Amity Board of Education:

Move to award –

... AcriSure, the provider for the student accident insurance and catastrophic injury at the bid price of \$73,977 and \$2,910 respectively.

Facilities:

5. **Powerwashing ARHS FY26:**

Mr. Martoni utilized the OMNI Purchasing Co-op to obtain a quote for completing the powerwashing, masonry sealing, joint caulking and masonry step restoration of the high school. If the District completes the project in one more phase (1 section done last summer) instead of 3, we will save a little over \$6,000. The total proposal from Garland/DBS, Inc including the discount is \$79,880. The funding for this project is from 3 sources: \$20,000 from the DRIP grant; \$32,000 from the FY27 budget (budgeted item) and the remaining \$27,880 from FY26 funds (transfer later in the packet).

Amity Finance Committee:

Move to recommend the Amity Board of Education approve –

Amity Board of Education:

Move to award –

... the Garland/DBS, Inc the contract for power washing, caulking and sealing the remaining section of the high school for a bid price of \$79,880.

Board of Education:

6. **Strategic Planning Support FY26 :**

The proposed contract will support the development of a comprehensive Board-led strategic planning process designed to establish a shared vision and long-term direction for Amity Regional School District #5. This year-long initiative will include multiple Board and stakeholder engagement sessions, focus groups, surveys, interviews, document reviews, and analysis of district and community data to ensure that strategic priorities are informed by broad input and evidence-based decision-making. The process is designed to strengthen Board ownership of district goals, build consensus around future priorities, and create a clear framework to guide decision-making, resource allocation, and accountability. In addition to producing a new strategic plan, the work will support accreditation efforts, inform future district initiatives, and provide practical tools for monitoring progress and measuring success over time. This investment will help ensure that future decisions remain aligned with community values, student needs, and the Board's collective vision for the district. The District would engage Partners for Educational Leadership for \$57,500. This would be funded with contingency funds and there is a transfer in the packet.

Amity Finance Committee:

Move to recommend the Amity Board of Education approve –

Amity Board of Education:

Move to –

... enter into an agreement with Partners for Educational Leadership for \$57,500 for strategic planning.

AMITY REGIONAL SCHOOL DISTRICT NO. 5
REVENUES AND EXPENDITURES
FY 2025-2026

LINE	CATEGORY	COLUMN 1	COLUMN 2	COLUMN 3	COLUMN 4	COLUMN 5	COLUMN 6	COL 7
		2024-2025 ACTUAL	2025-2026 BUDGET	APR 26 FORECAST	CHANGE INCR./(DECR.)	MAY 26 FORECAST	VARIANCE OVER/(UNDER)	FAV UNF
1	MEMBER TOWN ALLOCATIONS	55,272,025	56,835,803	56,835,803	0	56,835,803	0	FAV
2	OTHER REVENUE	323,394	221,597	298,411	10,000	308,411	86,814	FAV
3	OTHER STATE GRANTS	991,294	1,036,599	1,161,579	0	1,161,579	124,980	FAV
4	MISCELLANEOUS INCOME	20,139	15,000	21,000	0	21,000	6,000	FAV
5	TOTAL REVENUES	56,606,852	58,108,999	58,316,793	10,000	58,326,793	217,794	FAV
6	SALARIES	30,600,178	32,683,157	32,112,390	0	32,112,390	(570,767)	FAV
7	BENEFITS	6,740,038	7,156,139	7,023,267	21,800	7,045,067	(111,072)	FAV
8	PURCHASED SERVICES	9,450,226	10,909,628	10,858,847	45,782	10,904,629	(4,999)	FAV
9	DEBT SERVICE	3,858,211	2,552,296	2,552,296	0	2,552,296	0	FAV
10	SUPPLIES (INCLUDING UTILITIES)	3,417,128	3,554,998	3,863,466	(94,778)	3,768,688	213,690	UNF
11	EQUIPMENT	245,196	274,400	330,975	6,000	336,975	62,575	UNF
12	IMPROVEMENTS / CONTINGENCY	137,685	749,000	943,694	67,526	1,011,220	262,220	UNF
13	DUES AND FEES	214,307	229,381	191,381	6,000	197,381	(32,000)	FAV
14	TRANSFER ACCOUNT	1,129,132	0	0	0	0	0	FAV
15	TOTAL EXPENDITURES	55,792,102	58,108,999	57,876,316	52,330	57,928,646	(180,353)	FAV
16	SUBTOTAL	814,752	0	440,477	62,330	398,147	398,147	FAV
17	PLUS: CANCELLATION OF PRIOR YEAR'S ENCUMBRANCES	83,853	0	0	0	0	0	FAV
18	DESIGNATED FOR SUBSEQUENT YEAR'S BUDGET:	0	0	0	0	0	0	FAV
19	NET BALANCE / (DEFICIT)	898,605	0	440,477	62,330	398,147	398,147	FAV

**AMITY REGIONAL SCHOOL DISTRICT NO. 5
REVENUES AND EXPENDITURES
FY 2025-2026**

LINE	CATEGORY	COLUMN 1	COLUMN 2	COLUMN 3	COLUMN 4	COLUMN 5	COLUMN 6	COL 7
		2024-2025 ACTUAL	2025-2026 BUDGET	APR 26 FORECAST	CHANGE INCR./.(DECR.)	MAY 26 FORECAST	VARIANCE OVER/(UNDER)	FAV UNF
1	BETHANY ALLOCATION	8,828,986	9,160,226	9,012,747	0	9,012,747	(147,479)	UNF
1a	PRIOR YEAR CREDIT BETHANY	183,118	0	147,479		147,479	147,479	UNF
2	ORANGE ALLOCATION	26,964,444	27,533,537	27,087,476	0	27,087,476	(446,061)	UNF
2a	PRIOR YEAR CREDIT ORANGE	514,596	0	446,061		446,061	446,061	UNF
3	WOODBRIIDGE ALLOCATION	18,427,914	20,142,040	19,836,976	0	19,836,976	(305,064)	UNF
3a	PRIOR YEAR CREDIT WOODBRIDGE	352,967	0	305,064		305,064	305,064	UNF
4	MEMBER TOWN ALLOCATIONS	55,272,025	56,835,803	56,835,803	0	56,835,803	0	FAV
5	ATHLETICS	26,234	27,000	27,000	0	27,000	0	FAV
6	INVESTMENT INCOME	138,452	60,000	110,000	10,000	120,000	60,000	FAV
7	PARKING INCOME	30,967	32,000	30,000	0	30,000	(2,000)	UNF
8	RENTAL INCOME	17,181	18,000	13,815	0	13,815	(4,185)	UNF
9	TUITION REVENUE	110,560	84,597	117,596	0	117,596	32,999	FAV
10	TRANSPORTATION BOWA AGREEMENT	0	0	0	0	0	0	FAV
11	OTHER REVENUE	323,394	221,597	298,411	10,000	308,411	86,814	FAV
12	ADULT EDUCATION	5,178	4,900	4,427	0	4,427	(473)	UNF
13	OPEN CHOICE	0	125,000	187,608	0	187,608	62,608	FAV
14	SPECIAL EDUCATION GRANTS	964,016	884,599	952,644	0	952,644	68,045	FAV
15	TRANSPORTATION INCOME-MAGNET	22,100	22,100	16,900	0	16,900	(5,200)	UNF
16	OTHER STATE GRANTS	991,294	1,036,599	1,161,579	0	1,161,579	124,980	FAV
17	INTERGOVERNMENTAL REVENUE	0	0	0	0	0	0	FAV
18	OTHER REVENUE	20,139	15,000	21,000	0	21,000	6,000	FAV
19	TRANSFER IN	0	0	0	0	0	0	FAV
20	MISCELLANEOUS INCOME	20,139	15,000	21,000	0	21,000	6,000	FAV
21	TOTAL REVENUES	56,606,852	58,108,999	58,316,793	10,000	58,326,793	217,794	FAV

**AMITY REGIONAL SCHOOL DISTRICT NO. 5
REVENUES AND EXPENDITURES
FY 2025-2026**

LINE	CATEGORY	COLUMN 1	COLUMN 2	COLUMN 3	COLUMN 4	COLUMN 5	COLUMN 6	COLUMN 7
		2024-2025 ACTUAL	2025-2026 BUDGET	APR 26 FORECAST	CHANGE INCR./.(DECR.)	MAY 26 FORECAST	VARIANCE OVER/(UNDER)	FAV UNF
1	5111-CERTIFIED SALARIES	25,246,947	26,913,147	26,486,128	0	26,486,128	(427,019)	FAV
2	5112-CLASSIFIED SALARIES	5,353,231	5,770,010	5,626,262	0	5,626,262	(143,748)	FAV
3	SALARIES	30,600,178	32,683,157	32,112,390	0	32,112,390	(570,767)	FAV
4	5200-MEDICARE - ER	428,639	474,989	464,989	0	464,989	(10,000)	FAV
5	5210-FICA - ER	343,760	378,210	360,210	0	360,210	(18,000)	FAV
6	5220-WORKERS' COMPENSATION	158,586	169,575	150,203	0	150,203	(19,372)	FAV
7	5255-MEDICAL & DENTAL INSURANCE	4,548,772	4,837,753	4,747,753	0	4,747,753	(90,000)	FAV
8	5860-OPEB TRUST	291,313	312,673	312,673	0	312,673	0	FAV
9	5260-LIFE INSURANCE	49,789	56,461	56,461	0	56,461	0	FAV
10	5275-DISABILITY INSURANCE	11,372	15,016	15,016	0	15,016	0	FAV
11	5280-PENSION PLAN - CLASSIFIED	670,604	681,191	681,191	0	681,191	0	FAV
12	5281-DEFINED CONTRIBUTION RETIREMENT PLAN	213,386	183,171	198,171	25,000	223,171	40,000	UNF
13	5282-RETIREMENT SICK LEAVE - CERT	0	0	0	0	0	0	FAV
14	5283-RETIREMENT SICK LEAVE - CLASS	0	0	0	0	0	0	FAV
15	5284-SEVERANCE PAY - CERTIFIED	0	0	0	0	0	0	FAV
16	5290-UNEEMPLOYMENT COMPENSATION	17,352	15,500	10,000	(3,200)	6,800	(8,700)	FAV
17	5291-CLOTHING ALLOWANCE	1,912	4,600	4,600	0	4,600	0	FAV
18	5292-TUITION REIMBURSEMENT	4,554	27,000	22,000	0	22,000	(5,000)	FAV
19	BENEFITS	6,740,038	7,156,139	7,023,267	21,800	7,045,067	(111,072)	FAV
20	5322-INSTRUCTIONAL PROG IMPROVEMENT	81,812	64,200	64,200	(8,200)	56,000	(8,200)	FAV
21	5327-DATA PROCESSING	130,705	157,949	152,249	33,426	185,675	27,726	UNF
22	5330-PROFESSIONAL & TECHNICAL SRVC	2,247,009	2,602,472	2,740,261	66,175	2,806,436	203,964	UNF
23	5440-RENTALS - LAND, BLDG, EQUIPMENT	104,661	123,327	120,827	0	120,827	(2,500)	FAV
24	5510-PUPIL TRANSPORTATION	3,727,958	4,184,788	4,348,904	11,289	4,360,193	175,405	UNF
25	5521-GENERAL LIABILITY INSURANCE	301,337	324,428	319,815	0	319,815	(4,613)	FAV
26	5550-COMMUNICATIONS: TEL, POST, ETC.	91,860	133,134	133,134	0	133,134	0	FAV
27	5560-TUITION EXPENSE	2,694,569	3,198,805	2,873,932	(55,161)	2,818,771	(380,034)	FAV
28	5590-OTHER PURCHASED SERVICES	70,316	120,525	105,525	(1,748)	103,777	(16,748)	FAV
29	PURCHASED SERVICES	9,450,226	10,909,628	10,858,847	45,782	10,904,629	(4,999)	FAV

**AMITY REGIONAL SCHOOL DISTRICT NO. 5
REVENUES AND EXPENDITURES
FY 2025-2026**

LINE	CATEGORY	COLUMN 1	COLUMN 2	COLUMN 3	COLUMN 4	COLUMN 5	COLUMN 6	COLUMN 7
		2024-2025 ACTUAL	2025-2026 BUDGET	APR 26 FORECAST	CHANGE INCR./(DECR.)	MAY 26 FORECAST	VARIANCE OVER/(UNDER)	FAV UNF
30	5830-INTEREST	368,978	235,850	235,850	0	235,850	0	FAV
31	5910-REDEMPTION OF PRINCIPAL	3,489,233	2,316,446	2,316,446	0	2,316,446	0	FAV
32	DEBT SERVICE	3,858,211	2,552,296	2,552,296	0	2,552,296	0	FAV
33	5410-UTILITIES, EXCLUDING HEAT	936,901	718,420	1,032,723	(60,500)	972,223	253,803	UNF
34	5420-REPAIRS, MAINTENANCE & CLEANING	798,707	857,352	860,882	(15,296)	845,586	(11,766)	FAV
35	5611-INSTRUCTIONAL SUPPLIES	322,271	436,097	384,061	0	384,061	(52,036)	FAV
36	5613-MAINTENANCE/CUSTODIAL SUPPLIES	178,557	220,450	220,450	0	220,450	0	FAV
37	5620-OIL USED FOR HEATING	67,017	55,260	56,931	0	56,931	1,671	UNF
38	5621-NATURAL GAS	77,407	99,100	185,100	(8,000)	177,100	78,000	UNF
39	5627-TRANSPORTATION SUPPLIES	171,394	209,500	204,500	0	204,500	(5,000)	FAV
40	5641-TEXTS & DIGITAL RESOURCES	156,903	173,164	158,164	(15,000)	143,164	(30,000)	FAV
41	5642-LIBRARY BOOKS & PERIODICALS	18,632	20,550	20,550	4,018	24,568	4,018	UNF
42	5690-OTHER SUPPLIES	246,191	269,241	244,241	0	244,241	(25,000)	FAV
43	5695-OTHER SUPPLIES-TECHNOLOGY	443,149	495,864	495,864	0	495,864	0	FAV
44	SUPPLIES (INCLUDING UTILITIES)	3,417,128	3,554,998	3,863,466	(94,778)	3,768,688	213,690	UNF
45	5730-EQUIPMENT - NEW	8,199	4,500	10,040	6,000	16,040	11,540	UNF
46	5731-EQUIPMENT - REPLACEMENT	66,263	105,617	156,652	0	156,652	51,035	UNF
47	5732-EQUIPMENT - TECH - NEW	600	26,580	26,580	0	26,580	0	FAV
48	5733-EQUIPMENT - TECH - REPLACEMENT	170,134	137,703	137,703	0	137,703	0	FAV
49	EQUIPMENT	245,196	274,400	330,975	6,000	336,975	62,575	UNF
50	5715-IMPROVEMENTS TO BUILDING	67,309	326,000	516,186	51,285	567,471	241,471	UNF
51	5715-FACILITIES CONTINGENCY	100,000	100,000	48,831	(900)	47,931	(52,069)	FAV
51a	TRSF. FROM FACILITIES CONTINGENCY	-100,000	0	51,169	900	52,069	52,069	UNF
52	5720-IMPROVEMENTS TO SITES	70,376	173,000	177,508	16,241	193,749	20,749	UNF
53	5850-DISTRICT CONTINGENCY	74,500	150,000	130,001	(109,926)	20,075	(129,925)	FAV
53a	TRSF. FROM CONTINGENCY TO OTHER ACCTS.	-74,500	0	19,999	109,926	129,925	129,925	UNF
54	IMPROVEMENTS / CONTINGENCY	137,685	749,000	943,694	67,526	1,011,220	262,220	UNF

**AMITY REGIONAL SCHOOL DISTRICT NO. 5
REVENUES AND EXPENDITURES
FY 2025-2026**

LINE	CATEGORY	COLUMN 1	COLUMN 2	COLUMN 3	COLUMN 4	COLUMN 5	COLUMN 6	COL 7
		2024-2025 ACTUAL	2025-2026 BUDGET	APR 26 FORECAST	CHANGE INCR./((DECR.))	MAY 26 FORECAST	VARIANCE OVER/(UNDER)	FAV UNF
55	5580-STAFF TRAVEL	28,311	27,377	12,377	8,000	20,377	(7,000)	FAV
56	5581-TRAVEL - CONFERENCES	83,228	85,718	67,718	3,000	70,718	(15,000)	FAV
57	5810-DUES & FEES	102,769	116,286	111,286	(5,000)	106,286	(10,000)	FAV
58	DUES AND FEES	214,307	229,381	191,381	6,000	197,381	(32,000)	FAV
59	5856-TRANSFER ACCOUNT	1,129,132	0	0	0	0	0	FAV
60	TOTAL EXPENDITURES	55,792,102	58,108,999	57,876,316	52,330	57,928,646	(180,353)	FAV
61	RESTRICTED - RETURN TO TOWNS	898,605						

**AMITY REGIONAL SCHOOL DISTRICT NO. 5
REVENUES & EXPENDITURES BY CATEGORY
FINANCIAL ANALYSIS
FOR THE FISCAL YEAR 2025-2026**



May 2026

2025-2026 FORECAST

OVERVIEW

The projected unspent fund balance for this fiscal year is \$398,147 FAV, previously \$440,477 FAV, which appears on page 1, column 6, and line 19. The unspent funds from fiscal year 2025, \$898,604 were deducted from the town allocations in March 2026. This is comprised of \$814,751 of FY25 unspent funds and \$83,853 in FY24 unspent encumbrances. The Board may approved 2% of the unspent funds as an end-of-year transfer. The appropriation request to the educational expenditure account will be shown on line 59 of the Excel file if funds are available. The District is legally allowed to transfer with Board approval up to 2% or \$1,162,179 of the current budget if funds become available. The item will be requested at the August/September 2026 meeting.

REVENUES BY CATEGORY

The projected balance of revenues is **\$217,794 FAV**, previously \$207,794 FAV which appears on page 2, column 6, line 21.

LINE 5 on Page 2: ATHLETICS:

The forecast is based on historical data of State payments. *The forecast is neutral.*

LINE 6 on Page 2: INVESTMENT INCOME:

The forecast is based on historical data of State payments. *The forecast is \$60,000 FAV, previously \$50,000 FAV.*

<u>Month</u>	<u>M&T Bank</u>	<u>State Treasurer's Investment Fund</u>
July 2025	.40%	5.43%
August 2025	.40%	4.49%
Sept 2025	.40%	4.35%
Oct 2025	.40%	4.23%
Nov 2025	.40%	4.05%
Dec 2025	.40%	3.87%
Jan 2026	.40%	3.74%
Feb 2026	.40%	3.73%
Mar 2026	.40%	3.71%
Apr 2026	.40%	3.72%
May 2026	.40%	3.70%

LINE 7 on Page 2: PARKING INCOME:

The forecast is based on historical data of State payments. *The forecast is \$2,000 UNF, previously \$2,000 UNF.*

LINE 8 on Page 2: RENTAL INCOME:

The forecast is based on historical data of State payments. *The forecast is \$4,185 UNF, previously \$4,185 UNF.*

LINE 9 on Page 2: TUITION REVENUE:

The budget is based on six tuition students, three at reduced employee rates. **Full tuition rate is \$22,442.** The actual tuition charged is higher \$806 per full rate student than budgeted. Currently, eight tuition students are enrolled, including four at reduced employee rates. *The forecast is \$32,999 FAV including \$32,999 FAV, from the rate change.*

LINE 12 on Page 2: ADULT EDUCATION:

The forecast is based on actual State payments year-to-date. *The forecast is \$473 UNF, previously \$473 UNF.*

LINE 13 on Page 2: OPEN CHOICE:

The forecast is based on historical data of State payments. *The forecast is \$62,608 FAV, previously \$62,608 FAV. This is based on October 1 enrollment data and actual payments from the State.*

LINE 14 on Page 2: SPECIAL EDUCATION GRANTS:

The current projection is based on the December SEDAC-G report and the first payment from the State for placements and transportation. **Currently the forecast is \$68,045 FAV.** The budget is based on a 60% reimbursement rate. The first payment received is at 67.91% rate. The final reimbursement rate is subject to change.

LINE 15 on Page 2: TRANSPORTATION INCOME:

The forecast is based on projected State payments and enrollment for magnet school transportation budgeted. 4 less students are attending ECA than budgeted, reducing our reimbursement. *The forecast is \$5,200 UNF, previously 5,200 UNF.*

LINE 18 on Page 2: OTHER REVENUE:

The forecast is based on the budget developed on historical payments. *The forecast is \$6,000 FAV, previously \$6,000 FAV.*

EXPENDITURES BY CATEGORY

The projected yearend balance of expenditures is *\$180,353 FAV, previously \$232,683 FAV* which appears on page 5, column 6, line 60.

LINE 1 on Page 3: 5111-CERTIFIED SALARIES:

The forecast is based on current data. There is still a vacant position. The vacancy is supported by contracting with an outside agency. There were several staff members on unpaid leaves of absences year-to-date, *\$108,667 FAV; one mid-year staff resignation which is not currently filled and vacant positions for the remainder of the year, \$146,668, FAV. A resignation in March resulted in filling the position with a current substitute who is certified, creating savings to due salary step placement, \$5,401 FAV.*

A portion of a certified position for math invention is now charged to Title I, instead of a non-certified position \$15,000 FAV and turnover is \$54,731 FAV. Coverage and substitutes usage is anticipated to be less than budgeted \$82,686 FAV, and there is \$5,000 in unpaid time. The forecast is \$416,381 FAV, previously \$427,019 FAV. There is a transfer request for curriculum writing in this month's packet, \$10,638 UNF.

LINE 2 on Page 3: 5112-CLASSIFIED SALARIES:

*The forecast is \$143,748 FAV, previously \$143,748 FAV. This is due to unpaid leaves of absences and staff turnover in technology technicians, nurse, paraeducators and custodians less overtime for snow removal during the holiday periods and substitutes hired to cover long term absences. There continues to be high turnover for paraeducator positions and there is a vacant evening guard position. **There is \$15,000 less forecasted for substitutes.***

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

The forecast is based on an estimated savings based on salary forecast of vacancies, turnover, and unpaid leaves. \$28,000 FAV.

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

The workers' compensation account is forecasted to be budget neutral. *The District received a rebate from the CIRMA's members equity program of \$19,372 FAV.*

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

The following charts are included to track how the District's actual claims are comparing to the expected claims. How claims are running for the year has always been a common question, so the charts for claims and fees are shown monthly. However, claims are one piece of the medical budget line shown in the Excel file. Fees, employee contributions, grant funding, employer contributions to employee HSA accounts and reserve funding are other factors built into the Medical and Dental Insurance Budget. The claims chart in the Word document will not equal the Excel line since it is only one factor of the data comprising the medical budget. Certainly, claims are a significant factor which is why it is given in detail below. *Claims are 104.2%, previously 106.2% of budget. Stop-loss credits totaling \$192,801 were applied to March and April claims. Fees are offset by pharmacy rebates, combined utilization is 96.7% of budget.*

The forecast projects actual claims and fees of current employees and retirees will be \$90,000 FAV, previously \$90,000 FAV. The projected monthly budget is based on an average of five years of claims.

CLAIMS OF CURRENT EMPLOYEES AND RETIREES

MONTH	2025-2026 ACTUAL	2024-2025 BUDGET	VARIANCE	2024-2025 ACTUAL	2023-2024 ACTUAL
<i>JUL</i>	\$ 847,639	\$ 368,077	\$ 479,562	\$ 347,337	\$ 364,829
<i>AUG</i>	\$ 398,153	\$ 608,013	\$ (209,860)	\$ 488,825	\$ 641,037
<i>SEP</i>	\$ 344,933	\$ 485,660	\$ (140,727)	\$ 404,062	\$ 412,377
<i>OCT</i>	\$ 503,432	\$ 477,606	\$ 25,826	\$ 549,988	\$ 508,930
<i>NOV</i>	\$ 472,761	\$ 489,383	\$ (16,622)	\$ 458,288	\$ 541,882
<i>DEC</i>	\$ 740,382	\$ 607,751	\$ 132,631	\$ 477,519	\$ 363,042
<i>JAN</i>	\$ 438,636	\$ 344,031	\$ 94,605	\$ 328,754	\$ 220,714
<i>FEB</i>	\$ 214,599	\$ 286,051	\$ (71,452)	\$ 382,582	\$ 183,906
<i>MAR</i>	\$ 208,604	\$ 335,443	\$ (126,839)	\$ 303,213	\$ 261,829
<i>APR</i>	\$ 536,182	\$ 365,182	\$ 171,000	\$ 401,225	\$ 266,018
<i>MAY</i>	\$ 327,218	\$ 443,521	\$ (116,303)	\$ 486,801	\$ 456,890
<i>JUN</i>	\$ 432,806	\$ 432,806	\$ -	\$ 486,018	\$ 369,321
TOTALS	\$ 5,465,345	\$ 5,243,525	\$ 221,820	\$ 5,114,612	\$ 4,590,775

ACTUAL/FORECAST CLAIMS AS A PERCENTAGE OF EXPECTED CLAIMS

2021-2022 ACTUAL	2022-2023 ACTUAL	2023-2024 ACTUAL	2024-2025 FORECAST	2025-2026 FORECAST
97.3%	93.6%	99.5%	104.6%	104.2%

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

MONTH	2024-2025 ACTUAL	2024-2025 BUDGET	VARIANCE	2024-2025 ACTUAL	2023-2024 ACTUAL
<i>JUL</i>	\$ 45,277	\$ 38,265	\$ 7,012	\$ 50,798	\$ 44,555
<i>AUG</i>	\$ 58,223	\$ 74,412	\$ (16,189)	\$ 54,969	\$ 54,176
<i>SEP</i>	\$ 58,040	\$ 54,073	\$ 3,967	\$ 14,743	\$ 53,028
<i>OCT</i>	\$ (26,312)	\$ 59,959	\$ (86,271)	\$ 53,552	\$ 52,666
<i>NOV</i>	\$ 60,629	\$ 59,397	\$ 1,232	\$ 53,061	\$ 53,732
<i>DEC</i>	\$ 7,554	\$ 62,289	\$ (54,735)	\$ 51,875	\$ 53,218
<i>JAN</i>	\$ (109,079)	\$ 29,815	\$ (138,894)	\$ (6,882)	\$ 48,165
<i>FEB</i>	\$ 73,623	\$ 85,092	\$ (11,469)	\$ 82,020	\$ 57,785
<i>MAR</i>	\$ 58,939	\$ 39,994	\$ 18,945	\$ (10,286)	\$ (8,744)
<i>APR</i>	\$ (88,754)	\$ 55,700	\$ (144,454)	\$ 55,644	\$ 46,575
<i>MAY</i>	\$ 59,225	\$ 58,335	\$ 890	\$ 55,040	\$ 41,342
<i>JUN</i>	\$ 16,538	\$ 16,538	\$ -	\$ (36,549)	\$ (6,272)
TOTALS	\$ 213,903	\$ 633,867	\$ (419,964)	\$ 417,985	\$ 490,226

LINE 9 on Page 3: 5260-LIFE INSURANCE:

The forecast is neutral.

LINE 10 on Page 3: 5275-DISABILITY INSURANCE:

The forecast is based on budget.

LINE 12 on Page 3: 5281-DEFINED CONTRIBUTION RETIREMENT PLAN:

The forecast is *\$40,000 UNF, previously \$15,000 UNF.*

LINE 16 on Page 3: 5290-UNEMPLOYMENT:

The forecast is based on year-to-date costs, \$6,800 FAV, previously \$5,500 FAV.

LINE 18 on Page 3: 5292-TUITION REIMBURSEMENT:

The forecast is based on year-to-date requests for reimbursements, \$5,000 FAV, previously \$5,500.

LINE 20 on Page 3: 5322-INSTRUCTIONAL PROGRAM IMPROVEMENT:

The forecast is \$8,200 FAV, previously neutral. A transfer is requested for IXL software this month.

LINE 21 on Page 3: 5327-DATA PROCESSING:

The forecast is \$27,726 UNF, previously \$5,700 FAV. A transfer is requested for bus routing software this month, \$33,426.

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

*The forecast is \$203,964 UNF, previously \$137,789 UNF. A transfer was requested in September for professional services to cover a staffing shortage. A transfer was approved in December for continuing those services, \$32,250 UNF and covering a leave of absence for \$17,850. Three administrative assistants are out on leave of absence. One position is being covered in-house, the other 2 positions have part-time coverage through an agency. Several transfers were approved in December for this account. A transfer was approved in January for homebound services, \$5,000 UNF. Three transfers were approved in March for contracted services in special education, increasing the account by \$36, 227 UNF. **There are transfers requested this month for \$57,500 UNF to support the development of a comprehensive Board-led strategic planning process designed to establish a shared vision and long-term direction for the District and special education services \$11,000 UNF.***

LINE 23 on Page 3: 5440-RENTALS:

The forecast is based on favorable \$2,500. A transfer was approved in March to support special education services, \$2,500 FAV.

LINE 24 on Page 3: 5510-PUPIL TRANSPORTATION:

Special Education Transportation will fluctuate to meet student enrollment and needs. The number of students transported each month as well as the facilities students are transported to each month varies. The change month-to-month reflects students who exited programs early and lower than budgeted expenses for some students. *The current forecast is \$175,405 UNF, previously \$164,116 UNF.*

LINE 25 on Page 3: 5521-GENERAL LIABILITY INSURANCE: Various liability policies, including medical professional renewed under budget, while Student Accident insurance renewed over budget. General liability is under \$8,860 FAV and Student Accident is \$6,447 UNF. *Account is \$4,613 FAV, previously \$2,413 FAV.*

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

The forecast is based on budget.

LINE 27 on Page 3: 5560-TUITION EXPENSE:

Special Education tuition is under review as student enrollment and needs are not finalized for the start of the year. *The forecast for these accounts is \$380,034 FAV previously \$324,873 FAV. Data changes based on actual student placements and services. A transfer was approved in March for contact services, \$3,002 UNF. Another transfer was approved in April for special education services at Vo-Ag schools.*

Tuition for the Vo-Ag schools is \$34,560 UNF, previously \$35,871 UNF.

	FY21-22 ACTUAL	FY21-22 ACTUAL	FY22-23 ACTUAL	FY23-24 ACTUAL	FY24-25 ACTUAL	FY25-26 BUDGET	FY25-26 FORECAST
Sound	3	3	3	3	4	4	5
Trumbull	1	1	3	4	3	3	3
Nonnewaug	9	9	7	8	4	7	5
Emmett O'Brien	0	0	2	2	0	1	4
Common Ground Charter HS	1	1	3	2	0	0	1
Fairchild Wheeler	0	0	0	0	1	0	0
NH Coop Arts	0	0	0	0	1	1	1
Wintergreen Magnet	1	1	0	0	0	0	0
Marine Science Magnet HS	0	0	1	0	0	0	0
Engineering Science Magnet	0	0	0	0	1	0	1
Center for Global Studies	0	0	0	0	0	0	1
Lyman Hall-Vo- AG School	0	0	0	0	1	1	1
Totals	15	15	20	17	15	17	22(22)

ECA is on under budget \$18,002 FAV.

	FY21-22 ACTUAL	FY22-23 ACTUAL	FY23-24 ACTUAL	FY24-25 ACTUAL	FY25-26 BUDGET	FY25-26 FORECAST
ECA	18	19	19	19	19	14(14)

Public (ACES) and private out-of-district placements are \$396,592 FAV, previously \$342,742 FAV.

	FY21-22 ACTUAL	FY22-23 ACTUAL	FY23-24 ACTUAL	FY24-25 ACTUAL	FY25-26 BUDGET	FY25-26 FORECAST
Public SPED	10	9	8	9	10	10(10)
Private SPED	20	16	19	15	21	19(18)
Totals	30	25	27	24	31	29(28)

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

*The 2025-2026 budget for electricity assumes the use of 3,377,000 kilowatt hours at an average price of 0.10793 or a cost of \$364,480 before delivery charges. Forecast is overbudget estimating, \$250,500 UNF, previously \$310,500 UNF. The UI accounts General Service Time-of-Use Rates (GST) were reviewed after a ruling in January. It was determined that a \$95,316 credit will be applied to the high school account. The accounts were reviewed again before issuing the credit to the District, and UI determined the District is not owed any credit. We are now reviewing the UI accounts that are reporting higher kwh utilized. Higher delivery and public benefit charges continue this fiscal year as was incurred in the previous fiscal year, the account will still be overbudget. The net metering program credits are now being posted to accounts and should help offset some of the public benefit charges. **Year to date public benefit charges total: \$122,199 and VNM credits from April 2025 to date are \$50,056.***

The budget for propane is \$4,575. *The forecast is neutral.*

The budget for water is \$60,000. *The forecast is neutral.*

Sewer costs are budgeted at \$31,109. At the end of June 2025 we received the new rate structure from the Regional Water Authority. *We expect to be over budget by approximately \$3,803 UNF.*

ELECTRICITY (KILOWATT HOURS)

MONTH	2025-2026 FORECAST	2025-2026 BUDGET	VARIANCE	2024-2025 ACTUAL	2023-2024 ACTUAL
<i>JUL</i>	391,045	305,906	85,139	352,636	275,363
<i>AUG</i>	397,458	335,816	61,642	341,068	339,333
<i>SEP</i>	353,839	306,316	47,523	315,393	295,827
<i>OCT</i>	375,487	269,943	105,544	302,667	250,944
<i>NOV</i>	344,064	256,908	87,156	264,619	251,734
<i>DEC</i>	298,846	252,134	46,712	259,154	233,988
<i>JAN</i>	322,371	271,152	51,219	292,535	271,629
<i>FEB</i>	328,829	264,207	64,622	268,168	255,916
<i>MAR</i>	283,981	255,758	28,223	263,087	242,795
<i>APR</i>	321,585	267,046	54,539	290,631	262,074
<i>MAY</i>	345,700	279,618	66,082	299,083	288,966
<i>JUN</i>	312,196	312,196	-	340,831	320,107
Totals	4,075,401	3,377,000	698,401	3,589,872	3,288,676

DEGREE DAYS

There are 5,687 degree days to date as opposed to 5,032 last year.

LINE 34 on Page 4: 5420-REPAIRS & MAINTENANCE: *The forecast is \$11,766 FAV, previously \$3,530 UNF.* The electronic and science waste disposal is overbudget by \$11,858 UNF. There was a deeper cleanout of custodial, technology and science storage areas this summer. Bethany was over budget by \$6559.45, largely due to the amount of computers and science waste, plus the expired hand sanitizer left over from Covid; Orange was over budget by \$208.50; the high school was over budget by \$5091.00, largely due to the science lab cleanout. No transfer or variance is reported since it is early in the year but a transfer may be needed in this account later in the year. The costs for cleaning up snowfall and treating for icing events put the snow removal over-budget, \$46,661 UNF, previously \$3,530 UNF. A transfer is requested from contingency in March. *There is a transfer requested this month to cover power-washing the high school using the remaining funds across the district’s repair & maintenance accounts.*

LINE 35 on Page 4: 5611-INSTRUCTIONAL SUPPLIES: *The forecast is \$52,036 FAV, based on current account balances, previously \$52,036 FAV.*

LINE 36 on Page 4: 5613-MAINTENANCE SUPPLIES: *The forecast is neutral, previously neutral.*

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

The budget for natural gas is \$99,100 and the budget for oil is \$2.409 per gallon, and \$52,089 annually or 21,000 gallons. *The forecast is \$1,671 overbudget.* A circulator pump for the heat exchanger loop connected to the fuel cell failed and the part has been on order for 4 weeks. The high school has been utilizing natural gas to heat the building during the coldest part of the winter. *Natural gas is projected to be over budget an estimated \$78,000 UNF, previously \$86,000 UNF.*

LINE 39 on Page 4: 5627-TRANSPORTATION SUPPLIES: *The forecast is \$5,000 FAV, previously \$5,000 FAV.*

LINE 40 on Page 4: 5641-TEXTBOOKS & 5642 Library Books:
The forecast is \$25,982 FAV due to order needs and price changes, previously \$15,000 FAV.

LINE 42 on Page 4: 5690-OTHER SUPPLIES:
The forecast is \$25,000 FAV, previously \$25,000 FAV.

LINE 43 on Page 4: 5695-OTHER SUPPLIES-TECHNOLOGY:
The forecast is neutral.

LINE 45 on Page 4: 5730-EQUIPMENT -NEW:
The forecast is projected to be \$11,540 UNF, previously \$5,540 UNF. A transfer was approved in April for risers for chorus. *A transfer is requested for \$6,000 for special education furniture this month.*

LINE 46 on Page 4: 5731-EQUIPMENT -REPLACEMENT:
The forecast is projected to be \$51,035 UNF, previously \$51,035 UNF. A budget transfer was approved in November for the purchase of a new truck which came in overbudget. A transfer was approved in November for \$19,999 for lighting board and control module for the Brady Center. The lighting control module and dimmer board failed and currently have a temporary repair. The project cost is \$45,861 and can be funded from the Capital Nonrecurring fund for lighting projects. The transfer made in November can support the replacement of the fire control panel at the high school for \$19,500. The panel is outdated and cannot recognize updated software. A transfer was approved in January for tech ed equipment that is not functioning correctly. The machine is outdated and repairs will cost over \$5,000. The router is used by both the art and tech ed departments. Both departments are combining to transfer \$4,036. The majority of the purchase will be funded through the Carl Perkins grant.

LINE 48 on Page 4: 5733-EQUIPMENT –TECHNOLOGY-REPLACEMENT:
The forecast is neutral.

LINE 51 on Page 4: 5715-FACILITIES CONTINGENCY:
The budget includes a \$100,000 contingency for unplanned, necessary facility expenditures. The forecast assumes these funds will be entirely used. There was a transfer approved in April for \$51,169 UNF to cover snow removal and backstop repairs. *The balance in the account \$47,931 FAV after transfers were approved. These funds will be needed to cover utilities.* A transfer was approved into this account in May for updating the PA system at ARHS, \$190,186 UNF.

LINE 52 on Page 4: 5720-FACILITIES SITE IMPROVEMENTS:
The forecast is neutral, however there was sinkhole repair by the cafeteria loading dock for \$6,500 that was not budgeted. **The forecast is projected to be \$20,749 UNF, previously \$5,408 UNF.** A transfer is requested from this account to cover the power-washing at the high school, \$32,330 which is offset by \$16,989 available due to lower pricing on the storage buildings at the middle schools.

LINE 53 on Page 4: 5850-CONTINGENCY:

The budget includes a \$150,000 contingency for unplanned, necessary expenditures. The forecast assumes these funds will be entirely used. A transfer was approved in November for \$19,999 for lighting board and control module for the Brady Center. The funds for this transfer was repurposed for a fire control panel at ARHS. *The current balance in general contingency is \$20,075 FAV, previously \$130,001 which is expected to be applied to the utility accounts. There are transfers requested this month for a greenhouse at the high schools \$19,000 UNF, bus routing software \$33,425 UNF and strategic planning for the District, \$57,500 UNF.*

LINE 55 and 56 on Page 5: 5580 and 5581-TRAVEL AND CONFERENCES:

The forecast is \$22,000 FAV, previously \$33,000 FAV.

LINE 57 on Page 5: 5810-DUES & FEES:

The forecast is \$10,000 FAV, previously \$5,000 FAV.

LINE 59 on Page 5: 5856-TRANSFER:

This line is used to identify funds for the Educational Expenditures Reserve transfers. The District is legally allowed to transfer with Board approval up to 2% or \$1,162,179 of the current budget. The item will be presented after the final balance for the FY26 is confirmed at the August/September 2026 meeting.

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

This line is for the unspent funds from FY25. The audited amount of unspent funds is \$898,605 FAV and were credited to the member towns' March allocations. This is comprised of \$814,751 of unspent funds in FY25 and unliquidated encumbrances from FY24 of \$83,853. *The town allocations were reduced in March 2026.*

APPENDIX A

COST SAVINGS AND EFFICIENCIES FOR FISCAL YEAR 2025-2026

TOTAL ANNUAL SAVINGS TO-DATE OF: \$97,725

\$13,646 Medicaid Claims: The District's reimbursements increased from \$7,400 in 2023 to \$21,046 in 2025. The reimbursement will increase once the funds for annual reports are received (they are received 2 fiscal years later). This is due to efforts of the administrative assistant in the Special Education Department to reach more families and process more data for the District increasing our reimbursement. The Board supported increasing this position from part-time to full-time and this has allowed the time needed to recoup these funds. The funds are used to support the special education program which offsets the general fund budget.

\$10,000 Cable Advisory Grant: Funds will be used to enhance public broadcasting capabilities. The primary focus for both the CAC Grant and the PEGPETIA Grant this year will be to increase the digital signs present at the High School and to begin implementation at the middle schools. The combined grant funds will allow us to offer a new technology through our DEVOS video server called "Learning Path" while also renewing the maintenance plan on it to keep it up to date. Additionally, the grants will allow for some minor improvements to the equipment needed for the TV studio's productions both inside the studio and out in the field.

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

\$50,056 Electricity: The District entered into a net metering contract. Credits have started to be applied to the account. Credits applied from April 2025 through May are \$50,056.

\$890 Telephones: The Director of Facilities negotiated a new phone plan for district cell phones and saved \$74 monthly, \$890 annually. Our Network Specialist, along with the Director of Facilities are researching different fax methods and the standard telephone account for alternate solutions that may save additional funds.

\$920 Scrap Metal: The facilities staff took old motor parts, wiring and other scap metal to a local metal scrap yard. The funds were deposited in miscellaneous revenue in the general fund.

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

- District recognized CQIA Innovation Prize for Fostering a District Culture of Maximizing Cost Savings and Efficiencies

- [Microsoft Word - EXPENDITURES & REVENUES BY CATEGORY - FINANCIAL ANALYSIS-APRIL 2016 REPORT](#)

- Fiscal Year 2024-2025 - \$168,245
- Fiscal Year 2023-2024 - \$965,771
- Fiscal Year 2022-2023 - \$ 42,565
- Fiscal Year 2021-2022 - \$ 78,854
- Fiscal Year 2020-2021 - \$128,708
- Fiscal Year 2019-2020 - \$ 43,497
- Fiscal Year 2018-2019 - \$ 52,451
- Fiscal Year 2017-2018 - \$746,688
- Fiscal Year 2016-2017 - \$595,302
- Fiscal Year 2015-2016 - \$125,911
- Fiscal Year 2014-2015 - \$139,721

- [Finance - Amity Regional School District #5](#)

APPENDIX B

MONTHLY FORECASTS: PURPOSE, METHODOLOGY, HISTORICAL

PURPOSE & METHODOLOGY:

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

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

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

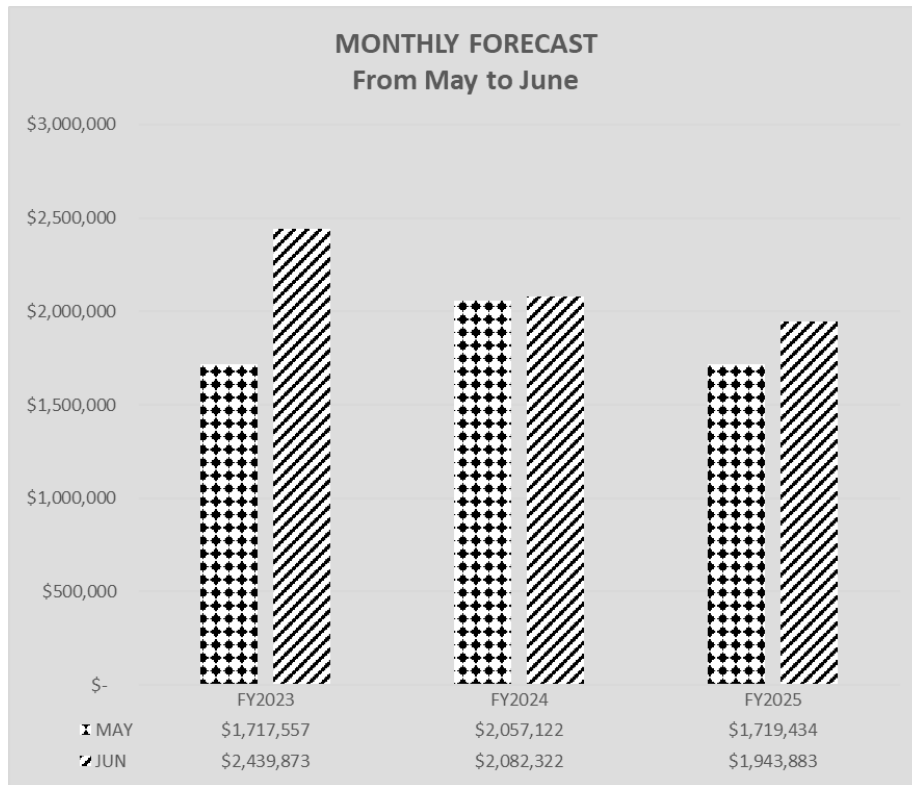
Revenues can be most impacted by decisions made at the State level for Special Education and Transportation grants. The reimbursement rate can change in mid-year as it did in 2024-2025. The State then added a special appropriation in June, the final month of the fiscal year.

Prudent financial management is necessary. We need to be sure the total expenditures budget is never overspent (and may need to be underspent if revenues are below budget because total expenditures cannot exceed total revenues). It is imperative we ‘hold back’ on spending any of the Contingency Account until it is absolutely necessary or we are close to yearend. The Superintendent of Schools and Director of Finance and Administration review and approve or deny all purchase orders. Some years, such as we did in 2024-25 a soft spending freeze was in place while medical claims were high and special education reimbursement was lowered. Staff prioritized their orders which ultimately contributed to the remaining fund balance. We are careful to make sure funds are only spent when necessary and not just because ‘it is in the budget’. We are constantly faced with the ‘what-ifs’ of over expenditures in certain accounts. We need to be sure there are sufficient funds available. As a result, the fund balance has been larger towards the end of the fiscal year.

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

HISTORICAL:

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



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

FY2023:

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

- **\$142,314:** Certified and classified salaries were lower due to the staff turnover and vacancies impacting the District all year. Current staff covered additional classes, additional substitutes and consultants were hired to cover vacant positions.

- **\$141,038** Purchased services were over budget but less than anticipated. Outside consultants were contracted to provide some services for the vacant positions but not to the extent expected. Legal services and athletic services were less than anticipated.
- **\$146,772:** There continued to be changes in special education transportation needs and the final number of athletic trips was less than anticipated.
- **\$80,178:** Repairs and maintenance costs were down with the bulk being from snow removal being nearly \$30,000 under budget.
- **\$28,861:** Communication costs were lower due to savings from the E-rate grant and less postage needed due to the digital communications.
- **\$45,780:** Renewals for insurance policies due in June came in under budget including student accident and cyber insurance. Steps the District has taken to improve its digital security has resulted in lower premiums.
- **\$93,482:** Special Education tuition charges were less than budgeted due to changes in students's services and/or attendance in programs.

FY2024:

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

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

FY2025:

The audited fund balance is \$898,604 assuming an allocation of 2% or \$1,129,132 appropriated to Educational Expenditure Account. The monthly forecast for May 2024 projected a fund balance of \$1,018,021. The change is **\$925,862 higher than the prior month's forecast**. The major reasons for the increase in the year-end fund balance from one month to the next month were, as follows:

- **\$275,974:** Certified and classified salaries were lower due to the staff turnover, leaves of absences and vacancies impacting the District all year. Current staff covered additional classes, additional substitutes and consultants were hired to cover vacant positions.
- **\$24,282** Benefits were lower mostly due to lower payroll taxes on lower salaries, less unemployment costs (invoices are in the arrears 2 quarters), and tuition reimbursements (not submitted until June per teacher contract).
- **\$178,729** Supplies were lower due to favorable natural gas consumption, unspent instructional and maintenance supplies funds. Key contributors to the maintenance surplus include lower costs on custodial cleaning chemicals and paper goods due to strategic purchasing, new vendor pricing; minimal repair needs across electrical, HVAC, and plumbing systems, which reduced supply and part usage; improved air filtration strategy using longer-lasting, more efficient filters, lowering replacement frequency; upgrades to fan units, transitioning from belt-driven to direct-drive models, which required fewer replacement parts and less maintenance and snow removal equipment experienced minimal breakdowns this winter, resulting in reduced repair and part costs. There was a soft freeze mid-year in response to high medical claims and lower special education reimbursement expected from the State. The medical claims ended at 104% of budget.
- **\$193,314:** Special Education transportation and tuition charges were less than budgeted due to changes in students' services and/or attendance in programs.
- **\$59,598** Transportation for field trips, athletic trips and late runs across the three schools were less than budgeted. Most field trips occurred near the end of the year; athletic contest continue into mid-June and the late runs are billed annually in June, making it difficult to know an exact amount in advance.
- **\$119,099** Purchased Services for legal services were \$37,199 less than budgeted including mediation, expulsion, special education, labor, and contract services; \$3,000 less for actuarial services; payments to speakers was covered by grants of PTSO funding, \$8,800 FAV. Professional services for OSHA training and building use software were underbudget, \$5,315; services for the hearing impaired, instructional program improvement and data processing were \$19,677 less than anticipated. Cyber insurance renewal was \$8,498 underbudget; less was spent on refreshments, printing, shredding, \$18,798; \$2,100 under budget for negative café balances; less postage was spent at year end, \$9,530 FAV; State did not charge for CT SEDs software, \$2,000 FAV; and less security required for meetings, \$5,000 FAV.
- **\$74,500:** The contingency account was not fully expended as expected.

APPENDIX C

RECAP OF 2022-2023

Unspent Encumbrances Balance:

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

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

FINANCIAL MANAGEMENT:

\$ 352,350

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

SPECIAL EDUCATION :

\$ 1,764,799

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

OTHER:

\$ 287,004

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

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

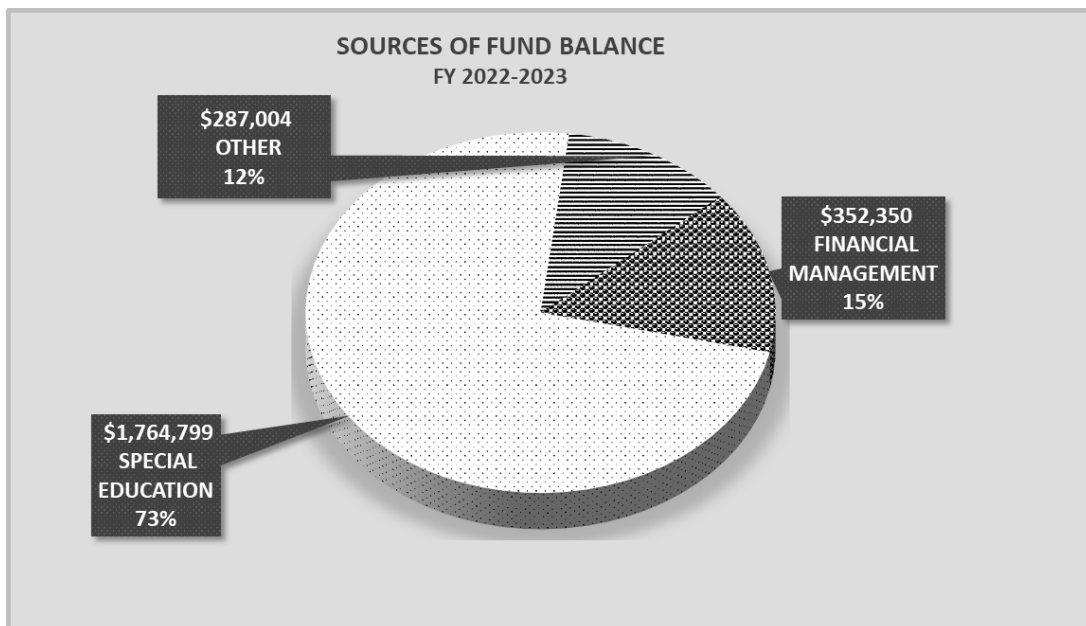
\$103,184 MEDICAL: The medical account was under budget \$103,184 due to the high staff turnover.

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

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

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

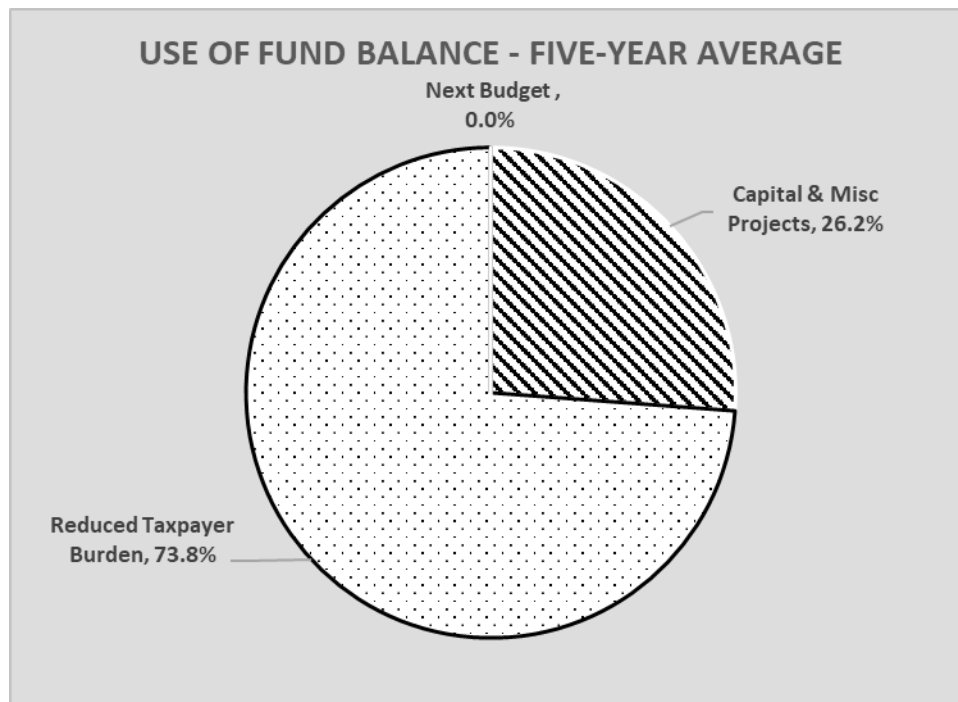
The primary sources of the fund balance are shown graphically below:



The use of the fund balance is proposed as follows:

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

The uses of the fund balance are shown graphically below:



Unspent Funds:

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

APPENDIX D

RECAP OF 2023-2024

Unspent Encumbrances Balance:

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

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

FINANCIAL MANAGEMENT:

\$ 323,979

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

SPECIAL EDUCATION:

\$ 295,125

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

OTHER:

\$1,463,218

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

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

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

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

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

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

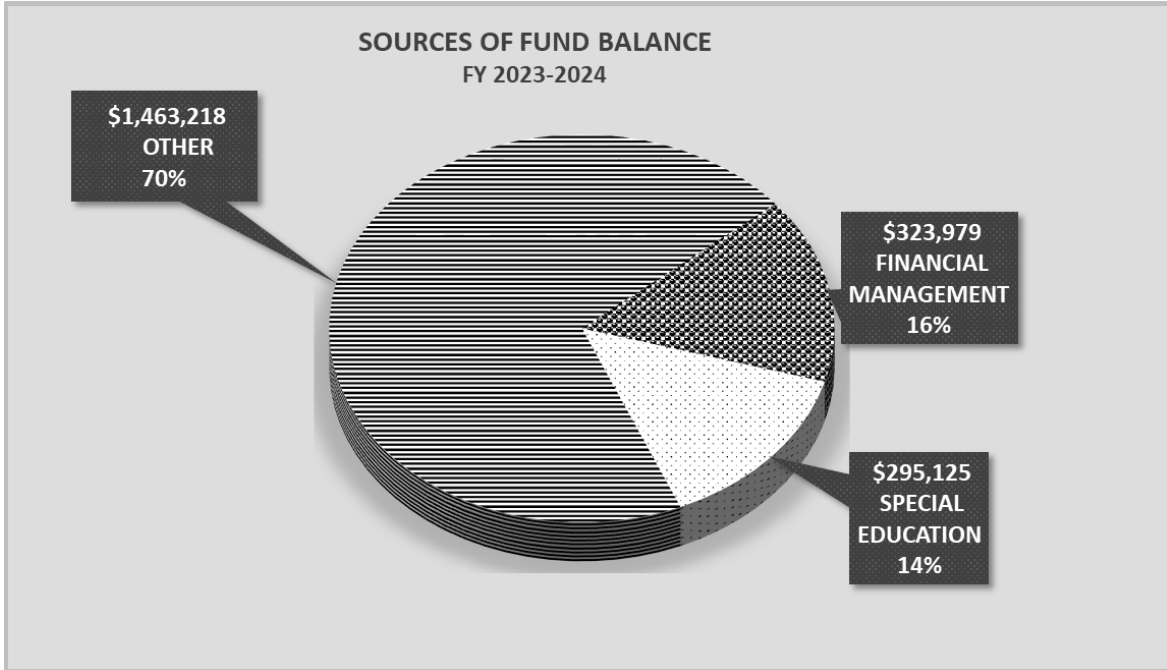
\$63,947 UTILITIES: Electricity, natural gas and oil were all under budget due to a mild winter and cooler spring.

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

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

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

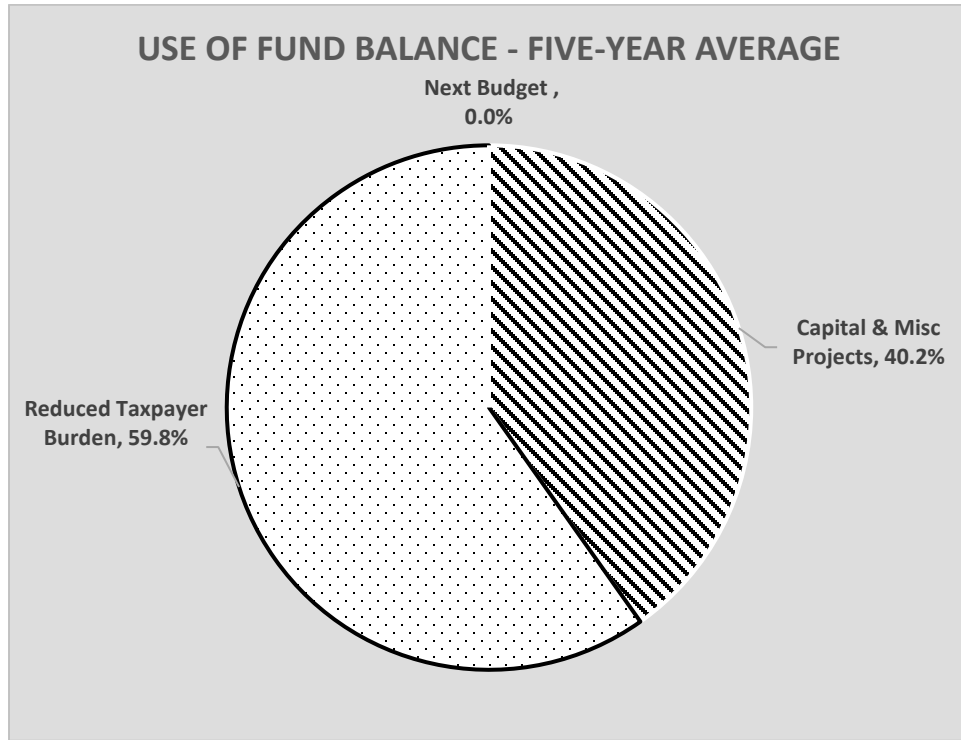
The primary sources of the fund balance are shown graphically below:



The use of the fund balance is proposed as follows:

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

The uses of the fund balance are shown graphically below:



Unspent Funds:

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

APPENDIX E

RECAP OF 2024-2025

Unspent Encumbrances Balance:

The cancellation of 2023-2024 encumbrances of \$83,853 will be subtracted from the Towns' March 2026 allocation payment. We encumber funds for goods and services received by June 30th but not yet billed. In some cases, the estimated amount encumbered varies from the actual invoice (e.g., utility bill; water bill, pending special education settlements) and we do not need to spend the entire encumbrance.

The audited fund balance for 2024-2025 is \$814,751 plus \$1,129,132 designated for educational expenditures (capital projects). The source of the available funds are described below.

FINANCIAL MANAGEMENT:

\$ 311,848

Our efforts to foster a District culture of finding cost savings and efficiencies has been successful producing savings of \$168,245. Grant money was applied for and awarded to offset the cost of the CEN for savings of \$21,138. \$62,223 in maintenance supply orders was saved by switching vendors, improved products, and fewer parts needed for repairs. \$28,000 was saved by work done by in-house staff rather than hiring contractors. \$81,380 was saved on instructional supplies and textbooks as department leaders negotiated favorable pricing or used alternate and less expensive resources.

SPECIAL EDUCATION (NET)

\$ 551,141

These accounts are extremely difficult to forecast. As examples, special need students can be hospitalized; move into the district or leave the district at any time; withdraw from Amity and enroll in Adult Education. Students who were budgeted to be outplaced were not for a number of reasons. Some transportation needs were coordinated with the elementary districts to reduce the number of singletons on buses for outplacements. Any one of these events can have a significant impact, positive or negative, on the District's special education expenditures. Transportation costs were lower by \$188,761 including the reduced cost for a centralized bus to the technical schools, \$28,168 favorable. The Director of Pupil Services has been successful in establishing suitable programs for students within the District and a number of students have returned from outplacement. The State lowered the reimbursement rate to 59% but was awarded an additional \$168,904 in June to net a favorable \$70,088 in special education revenue. This is included in the total above.

OTHER:

\$ 1,080,894

\$349,930 CERTIFIED SALARIES (OTHER): "Turnover savings" from replacing teachers and other staff who retired or resigned is over budget and savings from unpaid leaves-of-absence. There were a significant number of vacancies during the year creating variances from the budget. The administration utilized many methods to address the vacancies including overtime, temporary staff, and outside agencies. Some positions went unfilled for a period of time despite our recruitment efforts. More in-house teaching substitutes reduce our costs with an outside agency and provided more stability. An outside agency was utilized to cover vacant para positions. 6th period coverages are down year over

year, \$114,000 FAV and degree changes are under budget \$24,420 FAV. There is \$13,000 FAV less spent on curriculum writing and a transfer was approved in May. Vacancies for some student activities \$19,663 FAV and coaching positions were \$21,264 FAV. Some salaries were covered by the Title grant instead of professional development. Another transfer is requested this month for professional development services not covered by the grant, \$21,000 FAV. There was approximately \$129,000 FAV in unpaid leaves.

\$301,925 CLASSIFIED SALARIES (OTHER): The forecast is based on budget. The cyber tech position was outsourced, savings of \$58,198 on the salary line. Turnover on positions filled to date exceeds the turnover estimates by \$138,000 FAV, previously \$48,222 FAV. Forecast for all accounts are \$301,925 FAV, previously \$172,775 FAV. Overtime costs were \$18,000 FAV, substitute costs were \$20,000 FAV, inventory and student help desk costs were down \$48,000, There is a significant turnover in paraeducators, several custodians and secretaries, creating gaps in filling positions. Some substitutes, particularly paraeducators have been contracted through outside agencies and/or grant funding was utilized to cost salaries; \$27,505 FAV.

\$88,451 BENEFITS (OTHER): Payroll taxes were under budget \$43,062 since salaries were not fully expended. Workers' compensation premium was less than budget \$7,232 FAV, life, disability and medical insurance were all under budget due to turnover and vacancies, \$41,243. Tuition reimbursement, a new contractual benefit was under budget \$22,446. These items were offset by higher defined contributions and unemployment costs.

\$41,258 PURCHASED SERVICES (OTHER): The position for cybersecurity was outsource which was \$83,694 over budget. This is offset by savings on a student device lease agreement of \$25,702 FAV; fewer interns available than budgeted, \$54,500 FAV; lower costs for specialized special education services (nursing, speech, OT/PT) \$46,000 FAV. Net for the account is \$51,123 FAV There is \$7,905 less in rentals. Principals' office rentals (tables, chairs, tents for events) were down \$3,800. Special education facilities rentals were \$6,850 lower while athletic rentals were up \$2,430.

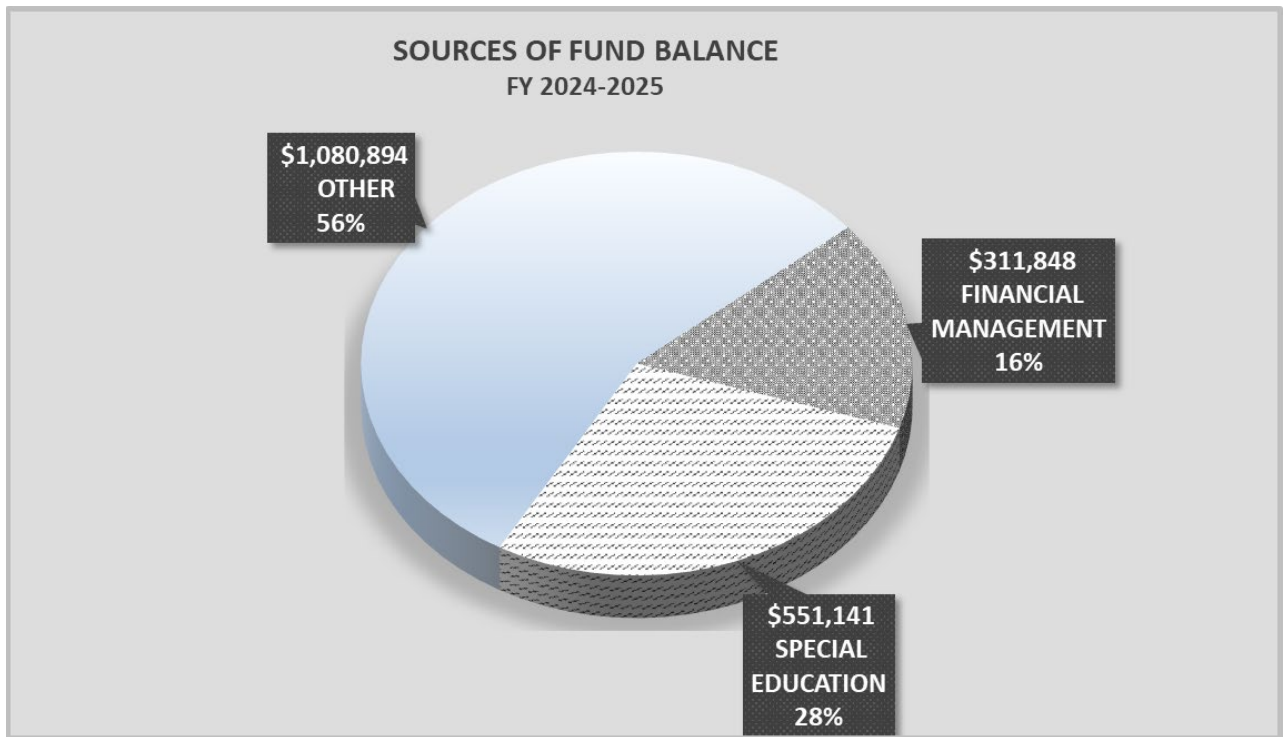
\$42,256 SUPPLIES (OTHER): Instructional supplies are \$63,000 under budget, other supplies are \$11,105 under budget, transportation fuel was under budget \$9,519 and technology supplies are \$13,796 under budget. There was a soft freeze mid-year in response to high medical claims and lower special education reimbursement expected from the State which likely contributed to less spending. These savings were offset by higher electricity costs.

\$59,598 STUDENT TRANSPORTION (OTHER): Transportation costs were lower by \$31,430 for athletic trips, field trips and late runs. There was a reduced cost for a centralize bus to the technical schools, \$28,168.

\$150,600 TECHNICAL AND VOCATIONAL TUITION (OTHER): The State enacted new legislation reducing the tuition for the local board of educations. This change occurred after the budget was set.

\$78,452 INVESTMENT INCOME (OTHER): Investment income was higher than budgeted by \$78,452. It is difficult to predict the interest that will be earned given the fund balance is not known during the budget process.

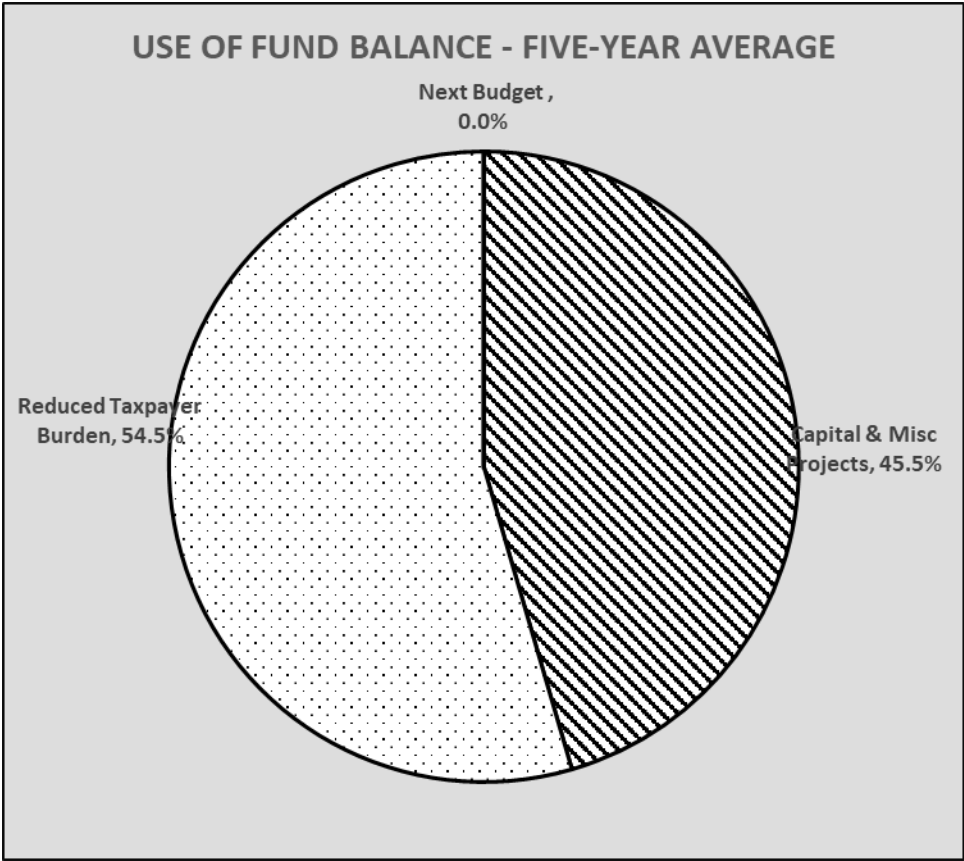
The primary sources of the fund balance are shown graphically below:



The use of the fund balance is proposed as follows:

1. **\$1,129,132 - 2.0% proposed** designation to Educational Expenditure Reserve
2. **\$814,751** – Reduced Towns’ allocation payments in March 2026

The uses of the fund balance are shown graphically below:



Carry Over Funds:

The Board of Education may approve 2.0% or \$1,129,132 of the FY25 surplus transferred to the Educational Expenditure Reserve, the audited balance is \$898,604. The FY24 unspent encumbrances of \$83,853 and unspent funds, \$814,751 from FY25 will be subtracted from the Towns' March 2026 allocation payments.

Amity Regional School District No. 5 - Budget Transfers 2025-2026

MONTH/YR	JNL#	ACCOUNT NUMBER & DESCRIPTION	AMOUNT	DESCRIPTION
JUL				
Jul-25	53	1 -05-14-2350-5695 SOFTWARE	\$ (60.00)	Turn It In Coverage
Jul-25	53	1 -03-11-1005-5695 SOFTWARE	\$ 60.00	Turn It In Coverage
Jul-25	127	1 -03-11-3202-5330 PROFESSIONAL & TECH SRVC	\$ (680.00)	Hudl Price Increase
Jul-25	127	1 -03-11-3202-5590 OTHER PURCHASED SERVICES	\$ 680.00	Hudl Price Increase
AUG				
Aug-25	5	1 -02-14-2350-5695 SOFTWARE	\$ 60.00	Blookelt On-Line Subscription
Aug-25	5	1 -02-11-1016-5611 INSTRUCTIONAL SUPPLIES	\$ (60.00)	Blookelt On-Line Subscription
Aug-25	6	1 -05-14-2350-5695 SOFTWARE	\$ 1,000.00	Final Forms Price Increase
Aug-25	6	1 -03-11-3202-5690 OTHER SUPPLIES	\$ (1,000.00)	Final Forms Price Increase
Aug-25	12	1 -01-11-1009-5611 INSTRUCTIONAL SUPPLIES	\$ (60.00)	Purchase Deltamath
Aug-25	12	1 -01-14-2350-5695 SOFTWARE	\$ 60.00	Purchase Deltamath
Aug-25	13	1 -01-11-1014-5611 INSTRUCTIONAL SUPPLIES	\$ (1.00)	Ccss Membership Fee Shortage
Aug-25	13	1 -01-11-1014-5810 DUES & FEES	\$ 1.00	Ccss Membership Fee Shortage
Aug-25	58	1 -03-11-1009-5695 SOFTWARE	\$ 2,900.00	Online Textbooks-Math XI
Aug-25	58	1 -03-11-1009-5641 TEXTS & DIGITAL RESOURCES	\$ (2,900.00)	Online Textbooks-Math XI
Aug-25	74	1 -02-11-1013-5611 INSTRUCTIONAL SUPPLIES	\$ (12.00)	Kahoot
Aug-25	74	1 -02-14-2350-5695 SOFTWARE	\$ 12.00	Kahoot
Aug-25	98	1 -05-13-2213-5611 INSTRUCTIONAL SUPPLIES	\$ (87.00)	Birth Cert Translation
Aug-25	98	1 -05-13-2213-5590 OTHER PURCHASED SERVICES	\$ 87.00	Birth Cert Translation
SEPT				
Sep-25	13	1 -02-1-2220-5330 PROFESSIONAL & TECH SRVC	\$ (1,050.00)	Replace Printhead Pstr Printer
Sep-25	13	1 -02-1-2220-5420 REPAIRS & MAINTENANCE	\$ 1,050.00	Replace Printhead Pstr Printer
Sep-25	80	1 -01-11-1005-5611 INSTRUCTIONAL SUPPLIES	\$ (59.00)	Cover Ncte Membership
Sep-25	80	1 -01-11-1005-55810 DUES & FEES	\$ 59.00	Cover Ncte Membership
Sep-25	99	1 -04-12-1200-5330 PROFESSIONAL & TECH SRVC	\$ 2,200.00	Sos Renewal Sy 2025-2026
Sep-25	99	1 -04-12-1203-5330 PROFESSIONAL & TECH SRVC	\$ (2,200.00)	Sos Renewal Sy 2025-2026
Sep-25	102	1 -02-13-2220-5642 TEXTS & DIGITAL RESOURCES	\$ (544.00)	Bookbreak Membership
Sep-25	102	1 -02-13-2220-5690 OTHER SUPPLIES	\$ (544.00)	Bookbreak Membership
Sep-25	102	1 -02-13-2220-5330 PROFESSIONAL & TECH SRVC	\$ 1,088.00	Bookbreak Membership
Sep-25	103	1 -01-13-2220-5611 INSTRUCTIONAL SUPPLIES	\$ (38.00)	Bookbreak Membership
Sep-25	103	1 -01-13-2220-5330 PROFESSIONAL & TECH SRVC	\$ 38.00	Bookbreak Membership
Sep-25	151	1 -02-13-2220-5642 TEXTS & DIGITAL RESOURCES	\$ (185.00)	Conn. Lib. Assoc. Mem. Dues
Sep-25	151	1 -02-13-2220-5810 DUES & FEES	\$ 185.00	Conn. Lib. Assoc. Mem. Dues
Sep-25	162	1 -02-13-2220-5810 DUES & FEES	\$ (40.00)	Non Fiction Books For Mc
Sep-25	162	1 -02-13-2220-5690 OTHER SUPPLIES	\$ (238.00)	Non Fiction Books For Mc
Sep-25	162	1 -02-13-2220-5642 TEXTS & DIGITAL RESOURCES	\$ 278.00	Non Fiction Books For Mc
OCT				
Oct-25	4	1 -01-13-2400-5690 OTHER PURCH SERVICES	\$ (1,150.00)	Remarkable Tablet
Oct-25	4	1 -01-13-2400-5731 EQUIPMENT REPLACEMENT	\$ (550.00)	Remarkable Tablet
Oct-25	4	1 -01-14-2350-5732 TECHNOLOGY EQUIP REPLACE	\$ 1,700.00	Remarkable Tablet
Oct-25	15	1 -04-12-2151-5330 PROFESSIONAL & TECH SRVC	\$ (2,969.00)	Voag Transportation Costs
Oct-25	15	1 -05-14-2700-5512 TRANSPORTATION VOAG	\$ 2,969.00	Voag Transportation Costs
Oct-25	16	1 -04-12-2151-5330 PROFESSIONAL & TECH SRVC	\$ (1,501.00)	Eca Transportation Costs
Oct-25	16	1 -05-14-2700-5515 TRANSPORTATION ECA	\$ 1,501.00	Eca Transportation Costs
Oct-25	194	1 -01-13-2400-5690 OTHER SUPPLIES	\$ (1,150.00)	Remarkble Tablet-J.Tracy
Oct-25	194	1 -01-13-2400-5731 EQUIPMENT REPLACEMENT	\$ (550.00)	Remarkble Tablet-J.Tracy
Oct-25	194	1 -01-14-2350-5732 EQUIP-TECH-NEW	\$ 1,700.00	Remarkble Tablet-J.Tracy
NOV				
Nov-25	46	1 -03-11-1007-5730 EQUIPMENT-NEW	\$ 2,000.00	Compost Bins, Bin Roof Supply
Nov-25	46	1 -03-14-2600-5613 CUSTODIAL SUPPLIES	\$ (2,000.00)	Compost Bins, Bin Roof Supply
Nov-25	75	1 -02-13-2220-5642 LIBRARY BOOKS	\$ (400.00)	Addition To Database
Nov-25	75	1 -02-14-2350-5695 SOFTWARE	\$ 400.00	Addition To Database
Nov-25	76	1 -02-11-1016-5611 INSTRUCTIONAL SUPPLIES	\$ (295.00)	Ai Workshop
Nov-25	76	1 -02-13-2400-5581 TRAVEL CONFERENCES	\$ 295.00	Ai Workshop
Nov-25	91	1 -01-11-1016-5611 INSTRUCTIONAL SUPPLIES	\$ (295.00)	On-Line Ai Workshop
Nov-25	91	1 -01-13-2400-5581 TRAVEL CONFERENCES	\$ 295.00	On-Line Ai Workshop
Nov-25	156	1 -05-13-2213-5111 CERTIFIED SALARIES	\$ (2,500.00)	PI Session Supplies
Nov-25	156	1 -05-13-2213-5590 OTHER PURCHASED SERVICES	\$ 2,500.00	PI Session Supplies
Nov-25	164	1 -01-14-2600-5613 CUSTODIAL SUPPLIES	\$ (1,011.50)	Snowblower For Bethany
Nov-25	164	1 -01-14-2600-5731 EQUIPMENT-REPLACEMENT	\$ 1,011.50	Snowblower For Bethany

Amity Regional School District No. 5 - Budget Transfers 2025-2026

MONTH/YR	JNL#	ACCOUNT NUMBER & DESCRIPTION	AMOUNT	DESCRIPTION
Nov-25	165	1 -02-14-2600-5613 CUSTODIAL SUPPLIES	\$ (1,011.50)	Snowblower For Orange
Nov-25	165	1 -02-14-2600-5731 EQUIPMENT-REPLACEMENT	\$ 1,011.50	Snowblower For Orange
DEC				
Dec-25	135	1 -02-13-2220-5642 TEXTS & DIGITAL RESOURCES	\$ (125.00)	Ala Membership Dues
Dec-25	135	1 -02-13-2220-5810 DUES & FEES	\$ 125.00	Ala Membership Dues
Dec-25	139	1 -05-13-2212-5611 INSTRUCTIONAL SUPPLIES	\$ (2,850.00)	PI Facilitator Stipends
Dec-25	139	1 -05-13-2213-5111 CERTIFIED SALARIES	\$ 2,850.00	PI Facilitator Stipends
Dec-25	200	1 -03-13-2220-5690 OTHER SUPPLIES	\$ (300.00)	Transfer To Cover Conference
Dec-25	200	1 -03-13-2220-5810 DUES & FEES	\$ 300.00	Transfer To Cover Conference
Dec-25	201	1 -03-13-2220-5690 OTHER SUPPLIES	\$ (1,500.00)	Transfer To Purchase Books
Dec-25	201	1 -03-13-2220-5642 TEXTS & DIGITAL RESOURCES	\$ 1,500.00	Transfer To Purchase Books
Dec-25	220	1 -01-11-3201-5590 OTHER PURCH SERVICES	\$ (180.00)	Amc Maa Math Competition
Dec-25	220	1 -01-11-1009-5810 DUES & FEES	\$ 180.00	Amc Maa Math Competition
JAN				
Jan-26	63	1 -02-13-2400-5810 DUES & FEES	\$ (1,000.00)	Funds Needed For Staff Travel
Jan-26	63	1 -02-13-2400-5580 STAFF TRAVEL	\$ 1,000.00	Funds Needed For Staff Travel
Jan-26	293	1 -03-11-1010-5440 RENTALS-LAND,BLDG,EQUIPMENT	\$ (21.00)	For Piano Tuning Needed
Jan-26	293	1 -03-11-1010-5420 REPAIRS,MAINTENANCE & CLEANING	\$ 21.00	For Piano Tuning Needed
FEB				
Feb-26	33	1 -02-11-1005-5330 PROFESSIONAL & TECH SRVC	\$ (1,000.00)	To Purchase Classroom Supplies
Feb-26	33	1 -02-11-1005-5611 INSTRUCTIONAL SUPPLIES	\$ 1,000.00	To Purchase Classroom Supplies
Feb-26	70	1 -01-11-1016-5611 INSTRUCTIONAL SUPPLIES	\$ (35.00)	Ct Reading Assoc. Membership
Feb-26	70	1 -01-11-1016-5810 DUES & FEES	\$ 35.00	Ct Reading Assoc. Membership
Feb-26	95	1 -05-14-2320-5690 OTHER SUPPLIES	\$ 600.00	Co Office Supplies
Feb-26	95	1 -05-14-2320-5810 DUES & FEES	\$ (600.00)	Co Office Supplies
Feb-26	108	1 -02-11-1008-5611 INSTRUCTIONAL SUPPLIES	\$ 96.00	Tech Ed Supply Price Increase
Feb-26	108	1 -02-11-1015-5611 INSTRUCTIONAL SUPPLIES	\$ (96.00)	Tech Ed Supply Price Increase
Feb-26	129	1 -01-13-2220-5642 LIBRARY BOOKS & PERIODICALS	\$ (2,500.00)	Media Ctr Activity Supplies
Feb-26	129	1 -01-13-2220-5690 OTHER SUPPLIES	\$ 2,500.00	Media Ctr Activity Supplies
Feb-26	131	1 -01-13-2400-5690 OTHER SUPPLIES	\$ (15.00)	Classroom Supplies
Feb-26	131	1 -01-11-1001-5611 INSTRUCTIONAL SUPPLIES	\$ 15.00	Classroom Supplies
Feb-26	155	1 -01-11-1005-5611 INSTRUCTIONAL SUPPLIES	\$ (885.00)	Conference - Whats New In Lit
Feb-26	155	1 -05-13-2213-5581 TRAVEL - CONFERENCES	\$ 885.00	Conference - Whats New In Lit
Feb-26	174	1 -05-14-2320-5690 OTHER SUPPLIES	\$ 1,000.00	Co Office Supplies
Feb-26	174	1 -05-14-2320-5580 STAFF TRAVEL	\$ (1,000.00)	Co Office Supplies
Feb-26	190	1 -01-11-1016-5611 INSTRUCTIONAL SUPPLIES	\$ (370.00)	Reading Conference
Feb-26	190	1 -01-11-1016-5810 DUES & FEES	\$ 370.00	Reading Conference
MAR				
Mar-26	4	1 -03-13-2130-5581 TRAVEL - CONFERENCES	\$ (150.00)	Supplies For Nurses Office
Mar-26	4	1 -03-13-2130-5810 DUES & FEES	\$ (100.00)	Supplies For Nurses Office
Mar-26	4	1 -03-13-2130-5690 OTHER SUPPLIES	\$ 250.00	Supplies For Nurses Office
Mar-26	53	1 -01-11-1005-5330 PROFESSIONAL & TECH SRVC	\$ (1,000.00)	Purchase Reading Supplies
Mar-26	53	1 -01-11-1005-5611 INSTRUCTIONAL SUPPLIES	\$ 1,000.00	Purchase Reading Supplies
Mar-26	65	1 -01-11-3201-5690 OTHER SUPPLIES	\$ (1,435.00)	Tower Garden Flex Planter
Mar-26	65	1 -01-11-3201-5730 EQUIPMENT - NEW	\$ 1,435.00	Tower Garden Flex Planter
Mar-26	68	1 -03-13-2220-5810 DUES & FEES	\$ (75.00)	Professional Tech Services
Mar-26	68	1 -03-13-2220-5330 PROFESSIONAL & TECH SRVC	\$ 75.00	Professional Tech Services
Mar-26	85	1 -04-12-2151-5690 OTHER SUPPLIES	\$ (1,075.00)	Emergency Kit Lock Cabinet
Mar-26	85	1 -03-13-2130-5690 OTHER SUPPLIES	\$ 1,075.00	Emergency Kit Lock Cabinet
Mar-26	97	1 -01-13-2220-5611 INSTRUCTIONAL SUPPLIES	\$ (394.00)	Kindles For Media Center
Mar-26	97	1 -01-13-2220-5642 LIBRARY BOOKS & PERIODICALS	\$ 394.00	Kindles For Media Center
Mar-26	145	1 -01-13-2220-5690 OTHER SUPPLIES	\$ (300.00)	Books
Mar-26	145	1 -01-13-2220-5642 LIBRARY BOOKS & PERIODICALS	\$ 300.00	Books
Mar-26	146	1 -05-14-2320-5581 TRAVEL - CONFERENCES	\$ 250.00	Co Staff Conferences
Mar-26	146	1 -05-14-2320-5580 STAFF TRAVEL	\$ (250.00)	Co Staff Conferences
Mar-26	147	1 -03-13-2400-5580 STAFF TRAVEL	\$ 1,500.00	Transfer For Mileage Reimburse
Mar-26	147	1 -03-13-2400-5581 TRAVEL - CONFERENCES	\$ (1,500.00)	Transfer For Mileage Reimburse
Mar-26	151	1 -05-13-2213-5322 INSTRUCTIONAL PROG IMPROVEMENT	\$ (1,000.00)	Facilitator Stipends
Mar-26	151	1 -05-13-2213-5111 CERTIFIED SALARIES	\$ 1,000.00	Facilitator Stipends
Mar-26	161	1 -04-12-1200-5611 INSTRUCTIONAL SUPPLIES	\$ (7.49)	Special Edu Teacher Supplies
Mar-26	161	1 -04-12-1200-5690 OTHER SUPPLIES	\$ 7.49	Special Edu Teacher Supplies

Amity Regional School District No. 5 - Budget Transfers 2025-2026

MONTH/YR	JNL#	ACCOUNT NUMBER & DESCRIPTION	AMOUNT	DESCRIPTION
Mar-26	172	1 -02-14-2600-5613 MAINTENANCE/CUSTODIAL SUPPLIES	\$ (1,466.98)	Replace Fridge
Mar-26	172	1 -02-14-2600-5731 EQUIPMENT - REPLACEMENT	\$ 1,466.98	Replace Fridge
Mar-26	173	1 -04-12-1203-5690 OTHER SUPPLIES	\$ (1,980.96)	Sails Amso Equipment Homedepot
Mar-26	173	1 -04-12-1203-5731 EQUIPMENT - REPLACEMENT	\$ 1,980.96	Sails Amso Equipment Homedepot
Mar-26	214	1 -01-11-1015-5810 DUES & FEES	\$ (350.00)	Classroom Supplies
Mar-26	214	1 -01-11-1015-5611 INSTRUCTIONAL SUPPLIES	\$ 350.00	Classroom Supplies
Mar-26	215	1 -01-11-1008-5420 REPAIRS,MAINTENANCE & CLEANING	\$ (803.00)	Tech Ed Supplies
Mar-26	215	1 -01-11-1008-5810 DUES & FEES	\$ (250.00)	Tech Ed Supplies
Mar-26	215	1 -01-11-1008-5611 INSTRUCTIONAL SUPPLIES	\$ 1,053.00	Tech Ed Supplies
Mar-26	216	1 -02-11-1010-5611 INSTRUCTIONAL SUPPLIES	\$ (28.00)	Chair Rental For Concert
Mar-26	216	1 -02-11-1010-5440 RENTALS-LAND,BLDS	\$ 28.00	Chair Rental For Concert
Mar-26	223	1 -03-11-1007-5730 EQUIPMENT - NEW	\$ (748.30)	Culinary Course Supplies
Mar-26	223	1 -03-11-1007-5611 INSTRUCTIONAL SUPPLIES	\$ 748.30	Culinary Course Supplies
Mar-26	226	1 -02-11-1014-5810 DUES & FEES	\$ (50.00)	Purchase Resources-8Thgr.Curr.
Mar-26	226	1 -02-11-1014-5611 INSTRUCTIONAL SUPPLIES	\$ 50.00	Purchase Resources-8Thgr.Curr.
Mar-26	241	1 -05-13-2212-5590 OTHER PURCHASED SERVICES	\$ (2,500.00)	Retirement Gifts
Mar-26	241	1 -05-13-2213-5690 OTHER SUPPLIES	\$ 2,500.00	Retirement Gifts
Mar-26	242	1 -01-11-1014-5641 TEXTBOOKS	\$ (160.00)	Purchase History Supplies
Mar-26	242	1 -01-11-1014-5330 PROFESSIONAL & TECH SRVC	\$ (275.00)	Purchase History Supplies
Mar-26	242	1 -01-11-1014-5611 INSTRUCTIONAL SUPPLIES	\$ 435.00	Purchase History Supplies
Mar-26	249	1 -03-11-1008-5420 REPAIRS,MAINTENANCE & CLEANING	\$ (1,674.28)	Tech Ed Supplies
Mar-26	249	1 -03-11-1008-5611 INSTRUCTIONAL SUPPLIES	\$ 1,674.28	Tech Ed Supplies
Mar-26	256	1 -01-14-2600-5613 MAINTENANCE/CUSTODIAL SUPPLIES	\$ (621.18)	Diesel Delivery
Mar-26	256	1 -01-14-2600-5620 OIL USED FOR HEATING	\$ 621.18	Diesel Delivery
Mar-26	258	1 -03-14-2600-5613 MAINTENANCE/CUSTODIAL SUPPLIES	\$ (554.87)	Diesel Delivery
Mar-26	258	1 -03-14-2600-5620 OIL USED FOR HEATING	\$ 554.87	Diesel Delivery
Mar-26	287	1 -03-11-1008-5810 DUES & FEES	\$ (80.00)	Tech Ed Supplies
Mar-26	287	1 -03-11-1008-5611 INSTRUCTIONAL SUPPLIES	\$ 80.00	Tech Ed Supplies
Mar-26	308	1 -03-11-1011-5330 PROFESSIONAL & TECH SRVC	\$ (660.00)	Pe/Health Instructional Supply
Mar-26	308	1 -03-11-1011-5611 INSTRUCTIONAL SUPPLIES	\$ 660.00	Pe/Health Instructional Supply
Mar-26	311	1 -01-11-1011-5420 REPAIRS,MAINTENANCE & CLEANING	\$ (1,000.00)	Pe Supplies
Mar-26	311	1 -01-11-1011-5611 INSTRUCTIONAL SUPPLIES	\$ 1,000.00	Pe Supplies
Mar-26	377	1 -03-11-1014-5690 OTHER SUPPLIES	\$ (1,000.00)	Ap Course Training
Mar-26	377	1 -03-11-1014-5810 DUES & FEES	\$ 1,000.00	Ap Course Training
Mar-26	381	1 -03-11-1010-5440 RENTALS-LAND,BLDG,EQUIPMENT	\$ (779.00)	Music Instructional Supplies
Mar-26	381	1 -03-11-1010-5611 INSTRUCTIONAL SUPPLIES	\$ 779.00	Music Instructional Supplies
Mar-26	384	1 -03-11-1010-5810 DUES & FEES	\$ (480.00)	Instructional Supplies
Mar-26	384	1 -03-11-1010-5611 INSTRUCTIONAL SUPPLIES	\$ 480.00	Instructional Supplies
Mar-26	385	1 -03-11-1010-5330 PROFESSIONAL & TECH SRVC	\$ (1,000.00)	Instructional Supplies
Mar-26	385	1 -03-11-1010-5611 INSTRUCTIONAL SUPPLIES	\$ 1,000.00	Instructional Supplies
Mar-26	394	1 -03-11-1015-5611 INSTRUCTIONAL SUPPLIES	\$ (600.00)	Steam Day Supplies
Mar-26	394	1 -03-13-2400-5690 OTHER SUPPLIES	\$ 600.00	Steam Day Supplies
Mar-26	397	1 -03-11-1011-5330 PROFESSIONAL & TECH SRVC	\$ (242.44)	Instructional Supplies
Mar-26	397	1 -03-11-1011-5611 INSTRUCTIONAL SUPPLIES	\$ 242.44	Instructional Supplies
Mar-26	398	1 -03-11-1011-5330 PROFESSIONAL & TECH SRVC	\$ (1,000.00)	Amity Advocate Ft Transport
Mar-26	398	1 -03-14-2700-5510 PUPIL TRANSPORTATION	\$ 1,000.00	Amity Advocate Ft Transport
Mar-26	413	1 -01-13-2400-5581 TRAVEL - CONFERENCES	\$ (2,000.00)	Yr End Sup For Stepping Up Cer
Mar-26	413	1 -01-13-2400-5690 OTHER SUPPLIES	\$ 2,000.00	Yr End Sup For Stepping Up Cer
Mar-26	414	1 -01-13-2400-5581 TRAVEL - CONFERENCES	\$ (1,000.00)	Walkie Talkies
Mar-26	414	1 -01-13-2400-5731 EQUIPMENT - REPLACEMENT	\$ 1,000.00	Walkie Talkies
Mar-26	416	1 -01-13-2400-5810 DUES & FEES	\$ (350.00)	Replacemnt Furniture/Classrooms
Mar-26	416	1 -01-13-2400-5731 EQUIPMENT - REPLACEMENT	\$ 350.00	Replacemnt Furniture/Classrooms
Apr-26				
Apr-26	11	1 -03-13-2400-5330 PROFESSIONAL & TECH SRVC	\$ (1,500.00)	12-Month/Year Whiteboard-Admin
Apr-26	11	1 -03-13-2400-5731 EQUIPMENT - REPLACEMENT	\$ 1,500.00	12-Month/Year Whiteboard-Admin
Apr-26	13	1 -03-13-2400-5730 EQUIPMENT - NEW	\$ 284.95	Portable Standing Desks
Apr-26	13	1 -03-11-1009-5611 INSTRUCTIONAL SUPPLIES	\$ (284.95)	Portable Standing Desks
Apr-26	16	1 -04-12-1206-5611 INSTRUCTIONAL SUPPLIES	\$ (350.00)	Ata Unified Tournament
Apr-26	16	1 -04-12-1206-5690 OTHER SUPPLIES	\$ 350.00	Ata Unified Tournament
Apr-26	22	1 -01-11-1010-5611 INSTRUCTIONAL SUPPLIES	\$ (425.00)	Cd Player Replace Broken One
Apr-26	22	1 -01-11-1010-5731 EQUIPMENT - REPLACEMENT	\$ 425.00	Cd Player Replace Broken One

Amity Regional School District No. 5 - Budget Transfers 2025-2026

MONTH/YR	JNL#	ACCOUNT NUMBER & DESCRIPTION	AMOUNT	DESCRIPTION
Apr-26	23	1 -03-11-1011-5330 PROFESSIONAL & TECH SRVC	\$ (641.61)	Instructional Supplies
Apr-26	23	1 -03-11-1011-5611 INSTRUCTIONAL SUPPLIES	\$ 641.61	Instructional Supplies
Apr-26	80	1 -01-13-2400-5580 STAFF TRAVEL	\$ (259.00)	Btc Conference For S.S.
Apr-26	80	1 -01-13-2400-5581 TRAVEL - CONFERENCES	\$ 259.00	Btc Conference For S.S.
Apr-26	81	1 -01-13-2400-5420 REPAIRS,MAINTENANCE & CLEANING	\$ (1,450.00)	Walkie Talkies Replacement
Apr-26	81	1 -01-13-2400-5330 PROFESSIONAL & TECH SRVC	\$ (1,403.00)	Walkie Talkies Replacement
Apr-26	81	1 -01-13-2400-5731 EQUIPMENT - REPLACEMENT	\$ 2,853.00	Walkie Talkies Replacement
Apr-26	98	1 -01-11-1010-5330 PROFESSIONAL & TECH SRVC	\$ (835.00)	Spring Concert Supplies
Apr-26	98	1 -01-11-1010-5611 INSTRUCTIONAL SUPPLIES	\$ 835.00	Spring Concert Supplies
Apr-26	99	1 -04-12-2151-5330 PROFESSIONAL & TECH SRVC	\$ (750.00)	Virtual Learning Educere
Apr-26	99	1 -04-12-1200-5330 PROFESSIONAL & TECH SRVC	\$ 750.00	Virtual Learning Educere
Apr-26	123	1 -01-13-2400-5581 TRAVEL - CONFERENCES	\$ (2.00)	Transp. - Science/Uconn Trip
Apr-26	123	1 -01-11-1013-5510 PUPIL TRANSPORTATION	\$ 2.00	Transp. - Science/Uconn Trip
Apr-26	126	1 -04-13-2110-5810 DUES & FEES	\$ (46.00)	Transfer To Supply Line
Apr-26	126	1 -04-13-2110-5690 OTHER SUPPLIES	\$ 46.00	Transfer To Supply Line
Apr-26	250	1 -04-13-2110-5810 DUES & FEES	\$ 334.00	Transfer To Travel/Conf Line
Apr-26	250	1 -04-13-2140-5810 DUES & FEES	\$ 75.49	Transfer To Travel/Conf Line
Apr-26	250	1 -04-12-2150-5581 TRAVEL - CONFERENCES	\$ 409.49	Transfer To Travel/Conf Line
Apr-26	251	1 -04-12-1207-5330 PROFESSIONAL & TECH SRVC	\$ 1,174.37	Transfer To Travel/Conf Line
Apr-26	251	1 -04-13-2190-5581 TRAVEL - CONFERENCES	\$ 1,174.37	Transfer To Travel/Conf Line
May-26				
May-26	4	1 -05-13-2213-5581 TRAVEL - CONFERENCES	\$ (1,000.00)	Retirement Gift & PI Books
May-26	4	1 -05-13-2213-5690 OTHER SUPPLIES	\$ 1,000.00	Retirement Gift & PI Books
May-26	7	1 -05-13-2213-5581 TRAVEL - CONFERENCES	\$ (1,889.00)	Team Mentor Stipends
May-26	7	1 -05-13-2213-5111 CERTIFIED SALARIES	\$ 1,889.00	Team Mentor Stipends
May-26	15	1 -04-12-6130-5560 TUITION EXPENSE	\$ (1,800.00)	New Conference Table
May-26	15	1 -04-13-2190-5731 EQUIPMENT - REPLACEMENT	\$ 1,800.00	New Conference Table
May-26	45	1 -04-13-2140-5810 DUES & FEES	\$ (47.97)	Protocols
May-26	45	1 -04-12-2350-5695 TECHNOLOGY SUPPLIES	\$ 47.97	Protocols
May-26	45	1 -04-12-1208-5330 PROFESSIONAL & TECH SRVC	\$ (452.03)	Protocols
May-26	45	1 -04-12-2350-5695 TECHNOLOGY SUPPLIES	\$ 452.03	Protocols
May-26	56	1 -04-12-6110-5560 TUITION EXPENSE	\$ (2,750.00)	Voag Tuition
May-26	56	1 -04-12-6111-5560 TUITION EXPENSE	\$ 2,750.00	Voag Tuition
May-26	87	1 -02-14-2600-5420 REPAIRS,MAINTENANCE & CLEANING	\$ (2,900.00)	Install Thermal Insulation
May-26	87	1 -02-14-2600-5715 IMPROVEMENTS TO BUILDINGS	\$ 2,900.00	Install Thermal Insulation
May-26	91	1 -02-14-2219-5611 INSTRUCTIONAL SUPPLIES	\$ (644.00)	To Purchase Workbench For Tech
May-26	91	1 -02-13-2400-5330 PROFESSIONAL & TECH SRVC	\$ (140.00)	To Purchase Workbench For Tech
May-26	91	1 -02-13-2400-5731 EQUIPMENT - REPLACEMENT	\$ 784.00	To Purchase Workbench For Tech
May-26	211	1 -03-14-2219-5611 INSTRUCTIONAL SUPPLIES	\$ (1,195.00)	Cte Tools/Shed
May-26	211	1 -03-11-1008-5611 INSTRUCTIONAL SUPPLIES	\$ 1,195.00	Cte Tools/Shed

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



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

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

To: Jennifer Byars, Ed. D., Superintendent of Schools
From: Theresa Lumas, Director of Finance and Administration
Re: Budget Transfers over \$3,000 – FY26
Date: May 24, 2026

Special Education:

Mr. Brant is requesting four budget transfers this month. The first transfer is for the Amity Transition Academy (ATA). ATA is in the process of transferring locations and additional classroom furniture is required in the space to meet the needs of the students. The second is to purchase several Apple Products (IPAD, IPAD Mini, and IPAD XL) along with supporting AppleCare for students who require an Augmentative and Alternative Communication (AAC) devices and related software. The third is the remaining costs of professional services for literacy training, consultation, and assessments. The fourth transfer covers a homebound tutoring service for a medical based placement and for our third-party vendor LearnWell. This transfers funds for students who became eligible for homebound in the month of May and the projected cost of homebound for the month of a June for a medical based placement.

Transfer for classroom furniture for new location.

ACCOUNT NUMBER	ACCOUNT NAME	FROM	TO
04-12-6130-5560	Tuition – Private Out	\$6,000	
04-12-1206-5730	Equipment- New		\$6,000

Transfer for devices and software for students requiring AAC devices and software.

ACCOUNT NUMBER	ACCOUNT NAME	FROM	TO
04-13-2190-5590	Other Purchased Services	\$1,500	
04-12-2151-5690	Other Supplies	\$1,300	
04-12-1203-5611	Instructional Supplies	\$1,000	
04-12-6110-5560	Tuition- Public Out	\$1,518	
04-12-1203-5690	Other Supplies		\$5,318

Transfer for professional services for literacy training, consultation, and assessments.

ACCOUNT NUMBER	ACCOUNT NAME	FROM	TO
04-13-2130-5330	Purchased Services	\$1,072.92	
04-12-1203-5330	Purchased Services	\$ 200.00	
04-12-2140-5330	Purchased Services	\$2,900.00	
04-13-2190-5590	Other Purchases Services	\$ 247.71	
05-14-2700-5514	Transportation	\$1,590.00	
04-12-1208-5330	Other Supplies		\$6,010.63

Transfer for homebound tutoring services.

ACCOUNT NUMBER	ACCOUNT NAME	FROM	TO
04-12-6130-5560	Tuition – Private Out	\$5,000	
04-15-1204-5330	Purchased Services		\$5,000

Finance:

Bus Routing Software BOWA Districts

Four companies were contacted for a bell-time study. Two (2) of the four (4) companies confirmed the multidistrict manual system was a challenging starting point. One (1) company withdrew from further discussions and one (1) chose to submit a proposal. Overall, three proposals were received. Modernizing the bus routing system is a necessary first step. Two (2) companies made presentations on bus routes systems and were interviewed by the business managers of the BOWAs and the three (3) largest bus contractors. Both companies were deemed qualified to support our complex operation. Tyler Technologies had a multi-district option, they will load the GPS data in the software; Tyler is a vendor several of districts work with for other software modules, is in use by one of the contractors in another district and reoccurring costs are \$14,136. A representative from each district plus the bus coordinator will receive training in the system and each district representative will have access to their own district’s data. The BOW representatives agreed to budget for their share of the reoccurring costs starting in FY28.

Transfer to consolidate the for multi-district bus routing software at the implementation and first year utilization price of \$33,426.

ACCOUNT NUMBER	ACCOUNT NAME	FROM	TO
05-15-5000-5850	Contingency	\$33,426	
05-14-2510-5327	Data Processing		\$33,426

Curriculum:

IXL software:

Dr. Perry Carlson is requesting two budget transfers this month.

The first transfer request is \$8,200 to cover the cost of IXL software renewal. The number of students using the program increased significantly, as did the price.

Transfer for IXL Math instructional support software.

ACCOUNT NUMBER	ACCOUNT NAME	FROM	TO
05-13-2212-5322	Program Improvement	\$8,200	
05-13-2213-5611	Instructional Supplies		\$8,200

Curriculum writing:

The second transfer request is \$10,638 to cover the 194 hours of curriculum writing for revisions in 10 courses. It would also ensure that our Curriculum Council members have dedicated time to review materials and provide meaningful feedback, for which they are compensated.

In addition, this funding would support the consistent, in-person presence of our Curriculum Council chairs throughout the writing process. Their ability to confer with writers in real time will strengthen the quality, coherence, and alignment of the curriculum as it is developed.

This investment directly supports the integrity and effectiveness of our instructional program and curriculum cycle, ensuring that the work is both rigorous and responsive to our district priorities.

Transfer for curriculum writing hours.

ACCOUNT NUMBER	ACCOUNT NAME	FROM	TO
03-11-1027-5111	Certified Salaries	\$10,638	
05-13-2212-5111	Certified Salaries		\$10,638

Facilities:

Mr. Martoni is requesting two transfers this month.

First is a transfer of \$19,000 is to cover the cost of purchasing a greenhouse for the high school. The two middle schools have greenhouses already. The high school culinary program has incorporated composting organic waste and farm-to-table components into the curriculum. The greenhouse will be a key addition to growing this program. The greenhouse will be located on the side of ARHS building near the composting section.

Transfer for a greenhouse at ARHS

ACCOUNT NUMBER	ACCOUNT NAME	FROM	TO
05-15-5000-5850	Contingency	\$19,000	
03-14-2600-5715	Improvements to Buildings		\$19,000

The second transfer of \$32,330 is to cover the cost of completing the power-washing, mortar repair and caulking project that was started last summer. Most of the funds available for the transfer are from the remaining balances in the repair & maintenance accounts and the lower cost on the storage buildings at the middle school. There is a request to approve the project for \$79,880 with other funds coming from the DRIP grant and the FY27 budgeted amount in the packet.

Transfer for power-washing and caulking at ARHS

ACCOUNT NUMBER	ACCOUNT NAME	FROM	TO
01-11-1010-5420	Repair & Maintenance	\$ 840.00	
01-14-2600-5420	Repair & Maintenance	\$ 4,000.00	
02-14-2600-5420	Repair & Maintenance	\$ 4,421.26	
02-13-2400-5420	Repair & Maintenance	\$ 638.56	
03-11-1001-5420	Repair & Maintenance	\$ 107.81	
03-11-3202-5420	Repair & Maintenance	\$ 1,000.00	
05-14-2350-5420	Repair & Maintenance	\$ 583.40	
05-14-2600-5420	Repair & Maintenance	\$3,705.00	
02-14-2600-5715	Improvements to Buildings	\$ 45.09	
02-14-2600-5720	Improvements to Sites	\$16,988.88	
03-14-2600-5715	Improvements to Buildings		\$32,330

Board of Education:

Dr. Byars is requesting one budget transfer this month.

The proposed budget transfer of \$57,500 will support the development of a comprehensive Board-led strategic planning process designed to establish a shared vision and long-term direction for Amity Regional School District #5. This year-long initiative will include multiple Board and stakeholder engagement sessions, focus groups, surveys, interviews, document reviews, and analysis of district and community data to ensure that strategic priorities are informed by broad input and evidence-based decision-making. The process is designed to strengthen Board ownership of district goals, build consensus around future priorities, and create a clear framework to guide decision-making, resource allocation, and accountability. In addition to producing a new strategic plan, the work will support accreditation efforts, inform future district initiatives, and provide practical tools for monitoring progress and measuring success over time. This investment will help ensure that future decisions remain aligned with community values, student needs, and the Board’s collective vision for the district.

Transfer for strategic planning support.

ACCOUNT NUMBER	ACCOUNT NAME	FROM	TO
05-15-5000-5850	Contingency	\$57,500	
05-14-2310-5330	Prof & Tech Services		\$57,500

A motion to take all the transfers at once -

For the Amity Finance Committee:

Recommend the Amity Board of Education ...

For the Amity Board of Education:

Approve all the transfers listed above for special education, finance, facilities, curriculum and Board of Education.

Instruction

Electronic Resources – Generative AI (Artificial Intelligence)

Purpose

The Amity Regional School District No. 5 (District) Board of Education (Board) is committed to providing students with innovative and effective educational experiences to foster high levels of learning and opportunities for self-expression. As schools prepare students for a future that demands adaptability, critical thinking, and increased digital literacy, the District recognizes the potential of artificial intelligence (AI) and other related technologies.

The Amity Regional School District No. 5 (District) Board of Education (Board) acknowledges that technology is ever-changing and that artificial intelligence, including generative forms of AI, is becoming more a part of our everyday lives. The responsible integration of AI into the District's educational environment is a necessary condition as technology continues to evolve.

The District recognizes both the opportunities and challenges presented by AI and seeks to promote its thoughtful and responsible use to support student learning, creativity, and future readiness.

AI systems shall support, not replace, professional judgment and decision-making. Final responsibility for instructional, evaluative, and operational decisions remains with District personnel. AI is not a substitute for human creativity, judgement, and creation. AI may be used to enhance professional practice, improve efficiency, and support teaching, learning, and district operations.

This policy establishes a framework for the responsible, equitable, and effective integration of artificial intelligence technologies in district schools to enhance both administrative functions and teaching and learning for all students and educators.

Definitions

Artificial Intelligence (AI): is any computer/program that demonstrates the ability to learn, to imitate human or animal language or behaviors, in any manner possible and/or to understand human/animal behavior.

Responsible Use: The transparent and accountable use of artificial intelligence (AI) in a manner that supports teaching, learning, and District operations while upholding academic integrity, protecting student and staff privacy, and complying with all applicable laws, regulations, and District policies.

Role in Curriculum and Instruction

Policy Adopted:

AMITY REGIONAL SCHOOL DISTRICT NO. 5
Woodbridge, Connecticut

Instruction

Electronic Resources – Generative AI (Artificial Intelligence)

The District shall provide educators with high-quality, multifaceted, ongoing professional learning opportunities that help increase their AI literacy and understand what, how, and why specific AI is being used in their educational settings.

The District shall take steps to ensure all students and educators become AI literate and develop a sense of competency with these technologies. AI may be used as a resource across all subject areas and disciplines.

The District shall provide grade-appropriate instruction for students on the safe and responsible use of artificial intelligence and digital technologies. Instruction shall include digital citizenship, online safety, protection of personal information, awareness of misinformation and bias, and responsible use of AI-enabled tools and platforms.

Artificial intelligence tools may produce inaccurate or incomplete information. The accuracy of AI-generated content is never guaranteed, and users are responsible for reviewing and verifying all outputs/content. When employees or students use AI in the performance of their work, they remain accountable for the quality of their work product.

Student Data Privacy

All AI tools shall comply with the Family Educational Rights Act (FERPA), Connecticut student privacy laws, and other applicable federal and state requirements.

Selection of AI Platforms

The District shall establish a review and approval process for artificial intelligence tools that considers instructional value, developmental appropriateness, equity, data privacy, and alignment with District goals. Only AI platforms that meet established criteria and receive District authorization shall be permitted for use, and such tools shall be subject to periodic review to ensure continued effectiveness and compliance. AI tools may be adopted on a pilot or trial basis. The Superintendent or their designee shall periodically inform the Board of Education, through the Curriculum Committee, of artificial intelligence tools approved for use in the District, including any significant additions or changes.

The District shall inform educators, parents, and students of the AI tools approved for use in the schools.

Prohibited Uses

AI use by students must align with district policies and regulations around academic integrity, such that students may not misrepresent AI or partially AI-generated work as their own.

Policy Adopted:

AMITY REGIONAL SCHOOL DISTRICT NO. 5
Woodbridge, Connecticut

Instruction

Electronic Resources – Generative AI (Artificial Intelligence)

AI use by administrators, teachers, and staff must be done in a manner consistent with applicable professional codes of conduct and district policies.

The District prohibits the use of AI as the sole factor in making the final determination on student assessments, evaluations, or grades.

The District prohibits the entering of employee or student images and Protected Personal Information (PPI) into any AI tools and/or resources.

AI notetakers or similar technologies (collectively “AI notetakers”) are not permitted in meetings that discuss individual student matters, legal matters, or other sensitive matters. If AI notetakers will be used in meetings, their presence must be disclosed. If any participant in the meeting objects to the participation of the AI notetaker, the notetaker shall be removed from the meeting.

Establishment of an AI Council

The District shall establish an AI Council as a subset of the District Technology Committee to monitor AI use, address interest holder concerns, and recommend improvements. The AI Council shall conduct, at minimum, an annual evaluation of AI tools and practices to ensure they meet district goals. The AI Council may engage educators, students, families, and local associations to gather input on AI use in schools.

Development of an Administrative Regulation

A regulation, developed by the superintendent, for utilizing AI for innovative, organizational, and management uses shall be established in order to keep pace with technology advancements across the field of Artificial Intelligence.

As with any new technology, the understanding of appropriate use may evolve with time, and it is expected that the Superintendent will review and update the regulation as warranted.

Review and Resolution of Concerns Related to AI Use

Concerns regarding the use of artificial intelligence in instructional practices, student work, or decision-making shall be addressed through the District’s established chain of communication for curriculum and instruction matters. Individuals are expected to seek resolution at the appropriate level and follow the established process for escalation when concerns are not resolved.

Concerns related to artificial intelligence tools, systems, or broader implementation practices may also be referred to the District’s AI Council for review and consideration, as appropriate.

Ongoing Review

Policy Adopted:

AMITY REGIONAL SCHOOL DISTRICT NO. 5
Woodbridge, Connecticut

Instruction

Electronic Resources – Generative AI (Artificial Intelligence)

Given the rapidly evolving nature of artificial intelligence, this policy shall be reviewed periodically and updated as necessary to reflect changes in technology, law, and educational practice.

- c.f. (4118.22 – Code of Professional Responsibility)
- (4118.5 – Acceptable Computer Network Use)
- (5131 – Conduct and Discipline)
- (6141.32 – Computer Literacy)
- (6141.321 – Acceptable Use of Computers and Technology)
- (6146.1 – Grading/Assessment System)

Legal Reference: Public Act 23-16 An Act Concerning Artificial Intelligence, Automated Decision-Making and Personal Data Privacy

Public Act 24-151 An Act Authorizing and Adjusting Bonds of the State and Concerning Provisions Related to State and Municipal Tax Administration, General Government and School Building Projects

Public Act 26-15 An Act Concerning Online Safety

Students

Conduct and Discipline

The Amity Board of Education supports a positive and safe learning environment where each students' academic potential can be achieved. Students have a role in creating a positive and safe environment by treating others with respect and promoting kindness. Students are expected to adhere to the policies regarding conduct and discipline established by the Board for all students in all public schools of the District.

Areas of Responsibility

Board of Education – The Amity Regional School District No. 5 (ARSD/District) Board of Education (Board) holds the certified personnel responsible for the proper conduct and control of students while legally under the supervision and jurisdiction of the school.

Principals – The Principals and their designees implement necessary procedures and rules and regulations to render effective the policies of the Board of Education relating to standards of student behavior. The Principal may involve representatives of all areas of school personnel, students, parents, and citizens of the community.

Teachers – Teachers are responsible for the instruction of students in rules and regulations of proper conduct, as well as be responsible for proper and adequate control of students. The responsibility and authority of any teacher extends to all students of the school district under the assigned supervision of the teacher and to other students so situated with respect to the teacher as to be subject to the teacher's control.

Support Staff - Support staff are responsible for reporting to teachers and administrators, any inappropriate student behavior, to preserve their personal safety, the safety of other students and/or staff, and to safeguard District property as well as to preserve the orderly operation of school.

Parents – Parents are expected to cooperate with school authorities regarding the behavior of their children. Parents shall be held responsible for the willful misbehavior of their children.

Students - Students are expected to comply with school rules and regulations, as well as Board policies and administrative regulations. Students who fail to comply are subject to disciplinary action including, but not limited to, suspension and expulsion.

I. Definitions

- A. **Exclusion** means any denial of public-school privileges to a student for disciplinary purposes.
- B. **Emergency** means a situation in which the continued presence of the student in school poses such a danger to persons or property or a disruption of the educational process that a hearing may be delayed until a time as soon after the exclusion of such student as possible.

Students

Conduct and Discipline

- C. **School-Sponsored Activity** means any activity sponsored, recognized or authorized by the Board and includes activities conducted on or off school property.
- D. **Removal** is the exclusion of a student for a class period of ninety minutes or less.
- E. **In-School Suspension** means an exclusion from regular classroom activity for no more than ten (10) consecutive school days, but not exclusion from school, provided such exclusion shall not extend beyond the end of the school year in which such in-school suspension was imposed. No student shall be placed on in-school suspension more than fifteen (15) times or a total of fifty (50) days in one school year, whichever results in fewer days of exclusion.
- F. **Suspension (also referred as Out-of-School Suspension or Bus Suspension)** means the exclusion of a student from school and/or transportation services for not more than ten (10) consecutive school days, provided such suspension shall not extend beyond the end of the school year in which such suspension is imposed; and further provided no student shall be suspended more than ten (10) times or a total of fifty (50) days in one school year, whichever results in fewer days of exclusion, unless such student is granted a formal hearing as provided below.

All suspensions shall be in-school suspensions unless the administration determines for any student enrolled in grades three through twelve, inclusive, that (1) the student being suspended poses such a danger to persons or property or such a disruption of the educational process that the student shall be excluded from school during the period of suspension or (2) that an out-of-school suspension is appropriate based on evidence of previous disciplinary problems that have led to suspensions or expulsion of the student and efforts by the administration to address such disciplinary problems through means other than out-of-school suspension or expulsion, including positive support strategies.

- G. **Expulsion** means the exclusion of a student, grades three to twelve inclusive, from school privileges for more than ten (10) consecutive school days. The expulsion period may not extend beyond one calendar year.
- H. **Dangerous Instrument** means any instrument, article, or substance which, under the circumstances in which it is used or attempted or threatened to be used, is capable of causing death or serious physical injury, and includes a “vehicle.”
- I. **Deadly Weapon** means any weapon, whether loaded or unloaded, from which a shot may be discharged, or a switchblade knife, gravity knife, billy, blackjack, bludgeon or metal knuckles. It may also include pellet guns and/or air soft pistols.
- J. **Firearm**, as defined in 18 U.S.C. §921, means a) any weapon (including a starter gun) that will, is designed to, or may be readily converted to expel a projectile by the action of an explosive, b) the frame or receiver of any such weapon, c) a firearm muffler or silencer, or d)

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Conduct and Discipline

any destructive device. (A firearm; currently defined by 18 U.S.C. 921, is any weapon that can expel a projectile by an explosive action and includes explosive devices, incendiaries, poison gases, and firearm frames, receivers, mufflers, or silencers.) A firearm, as defined by C.G.S. 53a-3 includes any sawed-off shotgun, machine gun, rifle, shotgun, pistol, revolver, or other weapon, whether loaded or unloaded from which a shot may be discharged. The term firearm does not include an antique firearm.

- K. **Destructive device** includes any explosive, incendiary, or poisonous gas device, including a bomb, a grenade, a rocket having a propellant charge of more than four ounces, a missile having an explosive or incendiary charge of more than one-quarter ounce, a mine, or any other similar device; or any weapon (other than a shotgun or shotgun shell which the Attorney General finds is generally recognized as particularly suited for sporting purposes) that will, or may be readily converted to, expel a projectile by explosive or other propellant, and which has a barrel with a bore of more than ½" in diameter. The term "destructive device" also includes any combination of parts either designed or intended for use in converting any device into any destructive device and from which a destructive device may be readily assembled. A "destructive device" does not include an antique firearm; a rifle intended to be used by the owner solely for sporting, recreational, or cultural purposes; or any device which is neither designed nor redesigned for use as a weapon.
- L. **Martial Arts Weapon** means a nunchaku, kama, kasari-fundo, octagon sai, tonfa, or Chinese star.
- M. **Weapon** means any BB gun, any blackjack, any metal or brass knuckles, any police baton or nightstick, any dirk knife or switch knife, any knife having an automatic spring release device by which a blade is released from the handle, having a blade of over one and one-half inches (1½") in length, any stiletto, any knife the edged portion of the blade of which is four (4) inches and over in length, any martial arts weapon or electronic defense weapon, or any other dangerous or deadly weapon or instrument, unless permitted by law under Connecticut General Statute § 29-38.
- N. **Hazing** means any action which recklessly or intentionally endangers the health or safety of a person for the purpose of initiation, admission into or affiliation with, or as a condition for continued membership in a student organization.
- O. **School Days** shall mean days when school is in session for students.
- P. **Seriously Disruptive of the Educational Process** means any conduct that markedly interrupts or severely impedes the day-to-day operation of a school.
- Q. **Alternate education** means a school or program maintained and operated by the Board of Education that is offered to students in a nontraditional setting and addresses their social, emotional, behavioral, and academic needs. Such program must conform to SBE guidelines

Students

Conduct and Discipline

and conform to C.G.S. 10-15 and 16 (180 days/900 hours).

II. Scope of the Student Discipline Policy

A. Conduct on School Grounds or at a School-Sponsored Activity

Students will be disciplined for conduct on school grounds or at any school-sponsored activity that endangers persons or property, is seriously disruptive of the educational process, or that violates a publicized policy of the Board.

B. Conduct off School Grounds

1. Students will be disciplined for conduct off school grounds if such conduct is seriously disruptive of the educational process and violative of a publicized policy of the Board. In making a determination as to whether such conduct is seriously disruptive of the educational process, the Administration and the Board of Education may consider, but shall not be limited to the following factors: (1) whether the incident occurred within close proximity of a school; (2) whether other students from the school were involved or whether there was any gang involvement; (3) whether the conduct involved violence, threats of violence, or the unlawful use of a weapon, as defined in section C.G.S. § 29-38, and whether any injuries occurred; and (4) whether the conduct involved the use of alcohol. The Administration and/or the Board of Education may also consider whether such off-campus conduct involved the use of drugs.
2. Students are subject to suspension or expulsion for conduct off school property and outside of school-sponsored activities in accordance with law, for conduct that violates a publicized policy of the Board and is seriously disruptive of the educational process, including but not limited to the following:

Conduct leading to a violation of any federal or Connecticut state law that indicates that the student presents a danger to any person in the school community or school property and/or the conduct resulted in an arrest. Adjudication as a delinquent or a youthful offender as the result of a felony if the conduct leading to the adjudication is determined to pose a danger to the student themselves, other students, school employees or school property.

III. Actions Leading to Disciplinary Action, including Suspension and/or Expulsion

Conduct which leads to disciplinary action (including but not limited to suspension and/or expulsion) includes conduct on school grounds or at a school-sponsored activity, and conduct off school grounds, as set forth above. Conduct includes, but is not limited to, the following:

1. Possession of any weapon, weapon facsimile, deadly weapon, pistol, knife, blackjack,

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Conduct and Discipline

- bludgeon, box cutter, metal knuckles, pellet gun, explosive device, firearm, whether loaded or unloaded, whether functional or not, or any other dangerous object. This also includes pellet guns and/or air soft pistols.
2. Unauthorized possession, sale, distribution, use or consumption of tobacco, drugs, narcotics or alcoholic beverages. For the purposes of this Paragraph 2, the term “drugs” shall include, but shall not be limited to, any medicinal preparation (prescription and non-prescription) and any controlled substance whose possession, sale, distribution, use or consumption is illegal under state and/or federal law.
 3. Possession of paraphernalia used or designed to be used in the consumption, sale or distribution of drugs, alcohol or tobacco, as described in subparagraph (2) above.
 4. Striking or assaulting a student, members of the school staff or other persons.
 5. Threatening in any manner any member of the school community, including any teacher, a member of the school administration, any other employee, or a fellow student, including, but not limited to, threats made orally, in writing, or via electronic communication.
 6. Blackmailing, threatening or intimidating school staff or students.
 7. Any act of harassment that is based on, inclusive of, but not limited to, an individual’s race, religion, color, disability, national origin, ancestry, ethnic background, gender, sexual orientation, gender identity or expression, or socioeconomic status or membership in any other protected class.
 8. Bullying on school grounds; at a school-sponsored or school-related activity, function, or program; at a school bus stop; on a school bus or other vehicle owned, leased, or used by the Board; or through the use of an electronic device or an electronic mobile device owned, leased, or used by the Board.
 9. Bullying outside of the school setting if it creates a hostile environment at school for the victim, infringes on the rights of the victim at school, or substantially disrupts the education process or orderly operation of a school.
 10. Use of artificial intelligence tools to create or distribute content that harasses, threatens, intimidates, or harms another individual, including but not limited to altered images, synthetic media, or impersonations.
 11. Engaging in teen dating violence, defined as any act of physical, emotional or sexual abuse, including stalking, harassing and threatening, that occurs between two students who are currently in or who have been in a dating relationship.

Students

Conduct and Discipline

12. Hazing.
13. Theft.
14. The destruction of real, personal or school property such as, cutting, defacing or otherwise damaging property in any way.
15. Possession or ignition of any fireworks or other explosive materials, or ignition of any material causing a fire.
16. Unauthorized and/or reckless and/or improper operation of a motor vehicle on school grounds or at any school-sponsored activity.
17. Leaving school grounds, school transportation vehicle or a school-sponsored activity without authorization.
18. A walk-out from or sit-in within a classroom or school building or school grounds. At the discretion of school administration, student protest activities may be permitted if such activities are planned to be minimally disruptive to the educational environment.
19. Use of or copying of the academic work of another individual and presenting it as the student's own work, without proper attribution.
20. Use of artificial intelligence tools to generate or substantially complete academic work and presenting such work as one's own without permission or proper attribution, in violation of District expectations for academic integrity.
21. Making an untrue statement of fact about a staff member or member of the school community with malice or reckless disregard for the truth.
22. Use of artificial intelligence to create, alter, or distribute false or misleading content, including images, audio, or video, that misrepresents individuals or events.
23. The possession and/or display of obscenity or pornographic images or the unauthorized or inappropriate possession and/or display of images, pictures, or photographs depicting nudity on school property or at a school-sponsored activity.
24. Inappropriate displays of public affection of a sexual nature and/or sexual activity on school grounds or at a school-sponsored activity.
25. Possession and/or use of a radio, walkman, beeper, paging device, cellular telephone, walkie-talkie or similar electronic device on school grounds or at a school-sponsored

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- activity in a manner that is not in accordance with the District Technology and District Acceptable Use policies.
26. Using computer systems, including email, instant messaging, text messaging, blogging or the use of social media, or other forms of electronic communications, to engage in any conduct prohibited by this policy.
 27. Engaging in a plan to stage or create a violent situation for the purposes of recording it by photographing, audio, or video; or recording by photographic audio, or video acts of violence for purposes of later publication. Engaging in a plan to stage sexual activity for the purposes of recording it by photographing, audio, or video; or recording by photographing, audio, or video sexual acts for purposes of later publication.
 28. Unauthorized use of or tampering with any school computer, computer system, computer software, Internet connection or similar school property or system, or the use of such property or system for inappropriate purposes.
 29. **Unauthorized use of artificial intelligence tools or platforms that have not been approved by the District or use of artificial intelligence tools to bypass school safeguards, filtering systems, or monitoring protocols.**
 30. Violation of the District's "Acceptable Use Agreement/Internet Use" for the applicable grade level.
 31. **Any misuse of artificial intelligence tools or technologies that violates District policies, disrupts the educational environment, infringes on the rights of others, or is inconsistent with expectations for responsible use.**
 32. Possession and/or use of a laser pointer.
 33. Lying, misleading or being deceitful to a school employee or person having authority over the student during any school investigation including knowingly making a false written statement or the filing of a false complaint.
 34. **Use of artificial intelligence to generate, possess, or distribute inappropriate, obscene, or sexually explicit content, including artificially generated or altered images of individuals.**
 35. Refusal to obey redirection by a member of the school staff or law enforcement authorities for disruptive classroom behavior.
 36. Defiance of school rules and the valid authority of teachers, supervisors,

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Conduct and Discipline

- administrators, other staff members and/or law enforcement authorities.
37. Refusal by a student to identify themselves to a staff member when asked.
 38. Violation of smoking; dress; transportation regulations, or other regulations and/or policies governing student conduct.
 39. The use of obscene or profane language or gestures.
 40. Unauthorized entrance into any school facility or portion of a school facility or aiding or abetting an unauthorized entrance.
 41. Trespassing on school grounds while on out-of-school suspension or expulsion.
 42. Throwing snowballs, rocks, sticks and/or similar objects.
 43. Accumulation of offenses such as school and class tardiness, class or study hall or failure to attend detention.
 44. Any other violation of school rules or regulations or a series of violations which makes the presence of the student in school seriously disruptive of the educational process and/or a danger to persons or property.
 45. Any action prohibited by any Federal or State law which would indicate that the student presents a danger to any person in the school community or school property.

IV. Progressive Discipline

Through progressive discipline, principal/designee determines appropriate consequences and/or support to help students improve their behavior, while taking into account the details of each individual circumstance. The goal of all discipline is to teach students why the behavior is inappropriate and to prevent inappropriate student behavior from happening again. Providing students with the opportunity to reflect on their own actions and the impact of these actions is essential to student learning. The following may be taken into consideration when employing progressive discipline:

1. The student's age, grade level, stage of social development, and /or special education needs;
2. The nature and severity of the misbehavior;
3. The impact of the misbehavior on the learning environment and school climate; and
4. Prior referrals for inappropriate behavior.

Within this context, more serious consequences may be considered for inappropriate

Students

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behavior that escalates or is repeated.

The principal/designee shall consider a range of options to determine the consequences for each situation and to help the student learn from their choices. Possible consequences include, but are not limited to:

1. A conversation with student and/or student's parent/guardian;
2. A review of expectations for student's behavior;
3. Restorative conversations and actions;
4. Recommendation for counseling support;
5. After school detention;
6. Saturday School detention;
7. Loss of privileges (i.e., extracurricular participation, field trips, parking);
8. Suspension or expulsion; and/or
9. A consequence that fits the student's misbehavior.

Each decision on discipline is unique for each student, as it will depend upon the strengths and challenges of the student and the circumstances of the misbehavior. Parent/guardian notification for consequences 1 through 3 (as noted above) is at the discretion of the administrator addressing the violation. Parent notification will be provided for consequences 4 through 9 (as noted above). Notification is generally provided in the form of a phone call, a letter, or an electronic communication which state the nature of the violation and the consequence.

V. Procedures Governing Removal

- A. All teachers are hereby authorized to remove a student from class when such student causes a serious disruption of the educational process within the classroom.
- B. Such teacher shall send the student to a designated area and shall immediately inform the building Principal or their designee as to the name of the student and the reason for removal.
- C. No student shall be removed from class more than six (6) times in any year nor more than twice in one week, unless such student is referred to the Building Principal or their designee and granted an informal hearing in accordance with the provisions of this policy.
- D. A school principal or other school administrator shall notify a parent or guardian of a student whose behavior has caused a serious disruption to the instruction of other students, caused self-harm or caused physical harm to a teacher, another student or other school employee not later than twenty-four hours after such behavior occurs. Such notice shall include, but not be limited to, informing such parent or guardian that the teacher of record in the classroom in which such behavior occurred may request a behavior intervention meeting.

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- E. Any teacher of record in a classroom may request a behavior intervention meeting with the crisis intervention team for the school, for any student whose behavior has caused a serious disruption to the instruction of other students or caused self-harm or physical harm to such teacher or another student or staff member in such teacher's classroom. The crisis intervention team shall, upon the request of such teacher and notifying such student's parent or guardian, convene a behavior intervention meeting regarding such student. The participants of such behavior intervention meeting shall identify resources and support to address such student's social, emotional and instructional needs. Not later than seven days after the behavior intervention meeting, the crisis intervention team shall submit to the parent or guardian of such student, in the dominant language of such parent or guardian, a written summary of such meeting, including, but not limited to, the resources and supports identified.

VI. Procedures Governing Out-of-School Suspension

- A. The Principal of a school, or designee on the administrative staff of the school, shall have the right to suspend out of school any student for breach of conduct as noted in Section III of this policy for not more than ten (10) consecutive school days.

All suspensions shall be in-school suspensions, except the Board of Education may authorize the administration of schools under its direction to impose an out-of-school suspension on any student if, resulting from a due process hearing:

1. The administration determines that the student being suspended poses such a danger to persons or property or such a disruption of the educational process that the student shall be excluded from school during the period of suspension;
2. The administration determines that an out-of-school suspension is appropriate for such student based on evidence of:
 - a. Previous disciplinary problems that have led to suspensions or expulsion of such student, and
 - b. Efforts by the administration to address such disciplinary problems through means other than out-of-school suspension or expulsion, including positive behavioral support strategies;
3. The administration determines that an out-of-school suspension is appropriate for such student based on evidence that such student's conduct on school grounds is behavior that causes physical harm;
4. Requires that such student receives services that are trauma-informed and developmentally appropriate and align with any behavioral intervention plan, individualized education program, or plan pursuant to Section 504 of the Rehabilitation Act of 1973, as amended from time to time, for such student upon

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such student's return to school immediately following the out-of-school suspension;
and

5. Considers whether to convene a planning and placement team meeting for the purposes of conducting an evaluation to determine whether such student may require special education or related services.

An out-of-school suspension shall not exceed ten school days.

B. In such cases, the following procedures shall be followed:

1. Unless an emergency situation exists, no student shall be suspended prior to having an informal hearing before the Principal or designee at which the student is informed of the charges and given an opportunity to respond. In the event of an emergency, the informal hearing shall be held as soon after the suspension as possible.
2. Evidence of past disciplinary problems which have led to removal from a classroom, suspension, or expulsion of a student who is the subject of an informal hearing may be received by the Principal, but only considered in the determination of the length of suspension.
3. By telephone, the Principal or designee shall notify the parent or guardian of a student and the Superintendent of Schools not later than 24 hours of the suspension following the suspension and state the cause(s) leading to the suspension.
4. Whether or not home contact is made with the parent or guardian of such student, the Principal or designee shall forward a letter promptly to such parent or guardian to the last address reported on school records (or to a newer address if known by the Principal or designee), offering the parent or guardian an opportunity for a conference to discuss same.
5. Notice of the original suspension shall be transmitted by the Principal or designee to the Superintendent of Schools or designee by the close of the school day following the commencement of the suspension, but not later than 24 hours after the commencement of the suspension.
6. The student shall be allowed to complete any classwork, including examinations, missed while under suspension, without penalty.
7. Notice of the suspension shall be recorded in the student's cumulative educational record. Such notice shall be expunged from the cumulative educational record by the Board if the student graduates from high school. For any student for whom a suspension has been waived or the length of suspension has been shorten pursuant to

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- number 9 below, the student's suspension shall be expunged from the cumulative education record if the student graduates from high school, or if the administration so chooses, at the time the student completes any administration-specified program and meets any other conditions required by the administration, whichever is earlier.
8. The decision of the Principal or designee with regard to disciplinary actions up to and including suspensions shall be final.
 9. For any student who is suspended for the first time and who has never been expelled, the school administration may shorten the length of or waive the suspension period if the student successfully completes an administration-specified program and meets any other administration-required conditions. Such program shall be at no expense to the student or their parents/guardians.
- B. In cases where the student has already been suspended, or such suspension will result in the student's being suspended, more than ten (10) times or fifty (50) days in a school year, whichever results in fewer days of exclusion, the student shall, prior to suspension, be granted a formal hearing before the Board of Education. The Principal or designee shall report the student to the Superintendent or designee and request a formal Board hearing.
- C. The reassignment of a student from one regular education classroom in the district to another regular education classroom program in the school district shall not constitute a suspension or expulsion.

VII. Procedures Governing In-School Suspension

- A. The Principal or designee may impose in-school suspension in cases where a student's conduct endangers persons or property, violates school policy, seriously disrupts the educational process or in other appropriate circumstances as determined by the Principal or designee. All suspensions shall be in-school suspensions unless the administration determines that for a student enrolled in grades three through twelve, inclusive, (1) the student being suspended poses such a danger to persons or property or such a disruption of the educational process that the student shall be excluded from school during the period of suspension or (2) that an out-of-school suspension is appropriate based on evidence of previous disciplinary problems that have led to suspensions or expulsion of the student and efforts by the administration to address such disciplinary problems through means other than out-of-school suspension or expulsion, including positive support strategies.
- B. The Principal of a school, or designee on the administrative staff of the school, shall have the right to suspend any student in-school for breach of conduct as noted in Section III of this policy for not more than five (5) consecutive school days.
- C. In-school suspension may not be imposed on a student without an informal hearing by the

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building Principal or designee.

- D. In-school suspensions shall be served in the school attended by the student.
- E. An in-school suspension may be served in the student's school or any school building under the jurisdiction of the local or regional board of education, as determined by such board.
- F. No student shall be placed on in-school suspension more than fifteen (15) times or a total of fifty (50) days in one school year, whichever results in fewer days of exclusion.

VIII. Expulsion Recommendation Procedure

- A. A Principal may consider recommendation or expulsion of a student enrolled in grades three through twelve, inclusive, in a case where they have reason to believe the student has engaged in conduct described at Sections IIA and IIB above.
- B. A Principal must recommend expulsion proceedings in all cases against any student in grades kindergarten through grade twelve, inclusive, whom the administration has reason to believe:
 - 1) The student, on grounds or at a school-sponsored activity, was in possession of a firearm, as defined in 18 U.S.C. 921*, as amended from time to time, or deadly weapon, dangerous instrument or martial arts weapon, as defined in C.G.S. 53A-3; or the student, off school grounds, did possess such firearm in violation of C.G.S. 29-35 or did possess and use such a firearm, instrument or weapon in the commission of a crime under chapter 952 of the Connecticut General Statutes; or the student, on or off school grounds offered for sale or distribution a controlled substance, as defined in subdivision (9) of C.G.S. 21a-240, whose manufacture, distribution, sale, prescription, dispensing, transporting or possessing with intent to sell or dispense, offering or administering is subject to criminal penalties under C.G.S. 21-277 and 21a-278.
 - 2) In keeping with C.G.S. §10-233d and the Gun Free Schools Act, such a student shall be expelled for one calendar year if the Board of Education or impartial hearing board finds that the student did so possess or so possess and use, as appropriate, such a weapon or firearm, instrument or weapon; or did so offer for sale or distribution such a controlled substance.
 - 3) The Board may modify the period of a mandatory expulsion on a case-by-case basis.
 - 4) A preschool student enrolled in a Board provided preschool program is subject to mandatory expulsion whenever there is reason to believe that the child was in possession of a firearm, as defined in 18 USC 921, as amended from time to time, on or off school grounds or at a preschool program-sponsored event. Such child shall be expelled for one calendar year if, at the expulsion hearing it is determined, that the

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child did so possess such a firearm. The Board may modify the period of expulsion on a case-by-case basis.

- C. Upon receipt of an expulsion recommendation, the Superintendent may conduct an inquiry concerning the expulsion recommendation.

If the Superintendent or their designee determines that a student should or must be expelled, they shall forward their recommendation to the Board of Education so that the Board of Education can consider and act upon this recommendation.

IX. Expulsion Hearing Procedure

A. Emergency Exception

Except in an emergency situation, the Board of Education shall, prior to expelling the student, conduct a hearing to be governed by the procedures outlined herein. Whenever an emergency exists, the hearing provided for above shall be held as soon as possible after the expulsion.

B. Hearing Panel

1. Expulsion hearings conducted by the Board will be heard by any three or more Board members. A decision to expel a student must be supported by a majority of the Board members present, provided that no less than three affirmative votes to expel are cast.
2. Alternatively, the Board may appoint an impartial hearing board composed of one or more persons to hear and decide the expulsion matter, provided that no member of the Board may serve on such panel.

C. Notice

1. Written notice of the expulsion hearing must be given to the student, and, if the student is a minor to their parent(s) or guardian(s) at least five business days prior the time of the hearing, not including the day of such hearing.
2. The written notice of the expulsion hearing shall inform the student of the following:
 - a) The date, time, and location of the hearing.
 - b) A short, plain description of the conduct alleged by the administration.
 - c) The student may present as evidence, testimony and documents concerning the conduct alleged and the appropriate length and conditions of expulsion, as well as

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notice that the expulsion hearing will be the student's sole opportunity to present such evidence.

- d) The student may cross-examine witnesses called by the administration.
- e) The student may be represented by any third party of their choice, including an attorney, at their expense or at the expense of their parents.
- f) The notice shall include information concerning the parent/guardian and the student's legal rights regarding expulsion hearings and the legal services that are provided free of charge or at a reduced rate that are available locally (CT Legal Service or source of such services) and how to access such services. An attorney or other advocate may represent any student subject to expulsion proceedings. The student's parent/guardian shall have the right to have the expulsion hearing postponed for up to one week to allow time to obtain representation, except that if an emergency exists, such hearing shall be held as soon after the expulsion as possible.
- g) A student is entitled to the services of a translator or interpreter, to be provided by the Board of Education, whenever the student or their parent(s) or guardian(s) do(es) not speak the English language or is disabled.
- h) The conditions under which the Board is not legally required to give the student an alternative educational opportunity (if applicable).

D. Hearing Procedures

1. The hearing will be conducted by the Presiding Officer, who will call the meeting to order, introduce the parties, Board members and counsel, briefly explain the hearing procedures, and swear in any witnesses called by the administration or the student.
2. The hearing will be conducted in executive session. A verbatim record of the hearing will be made, either by tape recording or by a stenographer.
3. Formal rules of evidence will not be followed. The Board has the right to accept hearsay and other evidence if it deems that evidence relevant or material to its determination. The presiding officer will rule on testimony or evidence as to it being immaterial or irrelevant.
4. The hearing will be conducted in two parts. In the first part of the hearing, the Board will receive and consider evidence regarding the conduct alleged by the administration.

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5. In the first part of the hearing, the charges will be introduced into the record by the Superintendent or their designee.
6. Each witness for the administration will be called and sworn. After a witness has finished testifying, they will be subject to cross-examination by the opposite party or their legal counsel and by Board members.
7. After the Administration has presented its case, the student will be asked if they have any witnesses or evidence to present. If so, the witnesses will be sworn, will testify, and will be subject to cross examination and to questioning by the Board. The student may also choose to make a statement at this time. If the student chooses to make a statement, they will be sworn and subject to cross examination and questioning by the Board. Concluding statements will be made by the administration and then by the student and/or their representative.
8. In cases where the respondent has denied the allegation, the Board must determine whether the respondent committed the offense(s) as charged by the Superintendent.
9. If the Board determines that the student has committed the conduct as alleged, then the Board shall proceed with the second portion of the hearing, during which the Board will receive and consider evidence regarding the length and conditions of expulsion.
10. When considering the length and conditions of expulsion, the Board may review the student's attendance, academic and past disciplinary records. The Superintendent will make a recommendation as to the discipline to be imposed.
11. Evidence of past disciplinary problems which have led to removal from a classroom, suspension or expulsion of a student being considered for expulsion may be considered only during the second portion of the hearing, during which the Board is considering length of expulsion and nature of alternative educational opportunity to be offered.
12. Where administrators presented the case in support of the charges against the student, such administrative staff shall not be present during the deliberations of the Board either on questions of evidence or on the final discipline to be imposed. The Superintendent may, after reviewing the incident with administrators, and reviewing the student's records, make a recommendation to the Board as to the appropriate discipline to be applied.
13. The Board shall make findings as to the truth of the charges, if the student has denied them, and, in all cases, the disciplinary action, if any, to be imposed. The Board shall report its final decision in writing to the student, or if such student is a minor, also to

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the parent(s) or guardian(s), stating the reasons on which the decision is based, and the disciplinary action to be imposed. Said decision shall be based solely on evidence presented at the hearing.

14. For any student who is suspended for the first time and who has never been expelled, the school administration may shorten the length of or waive the suspension period if the student successfully completes an administration- specified program and meets any other administration-required conditions. Such program shall be at no expense to the student or their parents/guardians.

X. Alternative Educational Program for Expelled Students

A. Students under sixteen (16) years of age:

Whenever the Board of Education expels a student under sixteen years of age, it shall offer any such student an alternative educational program, which shall be (1) alternative education, as defined, by C.G.S. 10-74j or (2) in accordance with the standards adopted by the State Board of Education (SBE) with an individualized learning plan.

B. Students sixteen (16) to eighteen (18) years of age:

The Board of Education will provide an alternative education as defined or in accordance with SBE standards to a sixteen- to eighteen-year-old student expelled for the first time if they request it and if they agree to the conditions set by the Board of Education. The alternative education may include placement in an adult education program for students who are at least seventeens of age. Students participating in an adult education program during a period of expulsion shall not be required to withdraw from school prior to participation. The Board of Education is not required to offer an alternative program to any student between the ages of sixteen and eighteen who is expelled for the second time.

C. Students eighteen (18) years of age or older:

The Board of Education is not required to offer an alternative educational program to expelled students eighteen years of age or older.

D. Students identified as eligible for services under the Individuals with Disabilities Education Act (IDEA):

If the Board of Education expels a student who has been identified as eligible for services under the Individuals with Disabilities Education Act (“IDEA”), it shall offer an alternative educational program to such student in accordance with the requirements of IDEA, as it may be amended from time to time.

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XI. Notice of Student Expulsion on Cumulative Record

- A. Notice of expulsion and the conduct for which the student was expelled shall be included on the students' cumulative educational record. Such notice, except for the notice of an expulsion of a student in grades 9 through 12 inclusive, based on possession of a firearm or deadly weapon, may be expunged from the cumulative educational record by the Board if the Board determines that the conduct and behavior of the student in the years following the expulsion warrants an expungement. Such notice shall be expunged from the cumulative educational record by the Board if the student graduates from high school.
- B. If a student's expulsion is shortened or the expulsion period waived based upon the fact that the student was expelled for the first time, had never been suspended, and successfully completed a Board specified program and/or met other conditions required by the Board, the notice of expulsion shall be expunged from the cumulative educational record if the student graduates from high school or, if the Board so chooses, at the time the student completes the Board specified program and meets any other conditions required by the Board.

XII. Change of Residency During Expulsion Proceedings

A. Student moving into the school district:

1. If a student enrolls in the district while an expulsion hearing is pending in another district, such student shall not be excluded from school pending completion of the expulsion hearing unless an emergency exists, as defined above. The Board shall retain the authority to suspend the student and/or to conduct its own expulsion hearing.
2. Where a student enrolls in the district during the period of expulsion from another school district, the Board may adopt the decision of the student expulsion hearing conducted by such other school district. The Board shall make its determination based upon a hearing held by the Board which shall be limited to a determination of whether the conduct which was the basis of the expulsion would also warrant expulsion by the Board.

B. Student moving out of the school district:

Where a student withdraws from school after having been notified that an expulsion hearing is pending, but before a decision has been rendered by the Board, the notice of the pending expulsion hearing shall be included on the student's cumulative record and the Board shall complete the expulsion hearing and render a decision. If the Board subsequently renders a decision to expel the student, a notice of the expulsion shall be included on the student's cumulative record.

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XIII. Procedures Governing Suspension and Expulsion of Students Identified as Eligible for Services under the Individuals with Disabilities Education Act (IDEA)

A. Suspension of IDEA students:

Notwithstanding the foregoing, if the administration suspends a student identified as eligible for services under the IDEA, as reauthorized in 2004, (an “IDEA student”) who has engaged in conduct that violated any rule or code of conduct of the school district that applies to all students, the following procedures shall apply:

1. The administration shall not later than the date on which the decision to take disciplinary action is made, notify the parents of the student of the decision to suspend and a copy of the special education procedural safeguards must either be hand delivered or sent by mail to the parents on the date that the decision to suspend was made.
2. During the period of suspension, the school district is not required to provide any educational services to the IDEA student beyond that which is provided to all students suspended by the school district.

B. Expulsion and Suspensions that Constitute Changes in Placement for IDEA students:

Notwithstanding any provision to the contrary, if the administration recommends for expulsion an IDEA student who has engaged in conduct that violated any rule or code of conduct of the school district that applies to all students, the procedures described in this section shall apply. The procedures described in this section shall also apply for students whom the administration has suspended in a manner that is considered under the IDEA, as it may be amended from time to time, to be a change in placement.

1. The parents of the student must be notified of the decision to suspend on the date on which the decision to suspend was made, and a copy of the special education procedural safeguards must either be hand-delivered or sent by mail to the parents on the date that the decision to suspend was made.
2. The school district shall immediately convene the IEP team, but in no case later than ten (10) school days after the recommendation for expulsion or the suspension which constitutes a change in placement was made. The relevant members of the student’s IEP team shall consider the relationship between the student’s disability and the behavior that led to the recommendation for expulsion or the suspension which constitutes a change in placement, in order to determine whether the student’s behavior was a direct manifestation of their disability.
3. If the IEP team finds that the behavior was a direct manifestation of the student’s

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- disability, the administration shall not proceed with the recommendation for expulsion. The IEP team shall consider the student's misconduct and revise the IEP to prevent a recurrence of the misconduct and to provide for the safety of other students and staff.
4. Prior to placing any student in an out-of-district placement due to the challenging behavior of such student, the Board of Education shall conduct a functional behavior assessment of such student and develop or update a behavioral intervention plan for such student. A functional behavior assessment and a behavioral intervention plan shall not be required if the time required to conduct such assessment or develop or update such plan would put the safety of such student, any other student, or any staff at such student's school at risk. Not later than two business days following the decision to not conduct such assessment or develop or update such plan for such student, the Board shall file a notice with the Department of Education of the reasons that such assessment was not conducted or such plan was not developed or updated.
 5. If the IEP team finds that the behavior was not a manifestation of the student's disability, the administration may proceed with the recommended expulsion or suspension that constitutes a change in placement.
 6. During any period of expulsion, or suspension of greater than ten (10) days per school year, the administration shall provide the student with an alternative education program in accordance with the provisions of the IDEA.
 7. The special education records and disciplinary records of the student must be transmitted to the individual(s) who will make the final determination regarding a recommendation for expulsion or a suspension that results in a change in placement.
 8. School personnel may remove a disabled student who has violated the conduct code from their current placement for up to 10 school days without a hearing.

C. Transfer of IDEA students for Certain Offenses:

School personnel may transfer an IDEA student to an appropriate interim alternative educational setting for not more than forty-five (45) school days if the student:

1. Was in possession of a dangerous weapon, as defined in 18 U.S.C. 930(g)(2), as amended from time to time, on school grounds or at a school-sponsored activity, or
2. Knowingly possessed or used illegal drugs or sold or solicited the sale of a controlled substance while at school or at a school-sponsored activity; or
3. Inflicted serious bodily injury to another person at school, on school premises or at a

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school function.

As used in this subsection XIIC., the term “dangerous weapon” means a weapon, device, instrument, material, or substance, animate or inanimate, that is used for, or is readily capable of, causing death or serious bodily injury, except that such term does not include a pocket knife with a blade of less than 2.5 inches in length.

The term “serious bodily injury” means a substantiated risk of death, extreme physical pain, protracted loss or impairment of the function of a bodily member, organ, or mental faculty.

XIV. Procedures Governing Suspension and Expulsion of Students Identified as Eligible for Educational Accommodations under Section 504 of the Rehabilitation Act of 1973

A. Expulsion of students identified as eligible for educational accommodations under Section 504 of the Rehabilitation Act of 1973:

Notwithstanding any provision to the contrary, if the administration recommends for expulsion a student identified as eligible for educational accommodations under Section 504 of the Rehabilitation Act of 1973 (a “Section 504 Student”) who has engaged in conduct that violated any rule or code of conduct of the school district that applies to all students, the following procedures shall apply:

1. The parents of the student must be notified of the decision to recommend the student for expulsion.
2. The district shall immediately convene the student’s Section 504 team (504 team), for the purpose of reviewing the relationship between the student’s disability and the behavior that led to the recommendation for expulsion, in order to determine whether the student’s behavior was a manifestation of their disability.
3. If the 504 team finds that the behavior was a manifestation of the student’s disability, the administration shall not proceed with the recommendation for expulsion. The 504 team shall consider the student’s misconduct and revise the 504 plan to prevent a recurrence of the misconduct and to provide for the safety of other students and staff.
4. If the 504 team finds that the behavior was not a manifestation of the student’s disability, the administration may proceed with the recommendation for expulsion.

XV. Procedures Governing Suspension and Expulsion of Students Identified as Homeless under the McKinney-Vento Homeless Act

Prior to conducting any hearing regarding the suspension of a student, an administrator, school

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counselor or school social worker at the school in which the student is enrolled, shall contact the local homeless education liaison designated by the local or regional board of education for the school district, pursuant to Subtitle B of Title VII of the McKinney-Vento Homeless Assistance Act, 42 USC 11431 et seq., as amended from time to time, to determine whether such student is a homeless child or youth, as defined in 42 USC 11343a, as amended from time to time. If it is determined that such student is a homeless child or youth, the administration shall consider the impact of homelessness on the behavior of the student during the hearing.

XVI. Notification to Parents or Guardian

- A. The parents or guardian of any minor student either expelled or suspended or removed from class shall be given notice of such disciplinary action within twenty- four (24) hours of the time of the institution of the period of expulsion, suspension or removal from class.
- B. The Superintendent of Schools shall forward to the student concerned and their parents, or the student if they have attained the age of 18, a copy of this Board policy on student discipline at the time the Superintendent sends out the notice that an expulsion hearing will be convened.

XVII. Early Readmission to School

An expelled student may apply for early readmission to school. The Board delegates the authority to make decisions on readmissions to the Superintendent. Students desiring readmission to school shall direct such readmission requests to the Superintendent. The Superintendent has the discretion to approve or deny such readmission requests and may condition readmission on specified criteria.

XVIII. Exclusion from Co-Curricular and Extra-Curricular Activities

Participation in co-curricular and extra-curricular activities is a privilege and not an entitlement. Students involved in such programs are expected to follow all school rules and demonstrate good citizenship. Failure to do so may result in partial or complete exclusion from said activities and programs. Activities include, but are not limited to, athletic programs, musical or drama productions, clubs, class activities, proms and school dances, graduation ceremonies, field trips, and school trips out-of-state and abroad.

XIX. Expulsion and Readmission of a Student Placed in a Diversionary Program, Juvenile Residential Center or Other Residential Placement

1. Any student who commits an expellable offense and is subsequently placed in a juvenile residential center or any other residential placement for such offense may be expelled by the Board. The period of expulsion shall run concurrently with the period of placement in a juvenile residential center or other residential placement.

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2. If a student who committed an expellable offense seeks to return to the school district after participating in a diversionary program or having been placed in a juvenile residential center or any other residential placement and such student has not been expelled by the board of education for such offense, the board of education shall allow such student to return and may not expel the student for additional time for such offense.

XX. Dissemination of Student Conduct and Discipline Policy

The Board of Education shall, at the beginning of each school year and at such other times as it may deem appropriate, provide for an effective means of informing all students, parent(s) and/or guardian(s) of this policy.

XXI. Compliance with Reporting Requirements

- A. The Board of Education shall report all suspensions and expulsions to the State Department of Education.
- B. If the Board of Education expels a student for sale or distribution of a controlled substance, the Board shall refer such student to an appropriate state or local agency for rehabilitation, intervention or job training and inform the agency of its action.
- C. If the Board of Education expels a student for possession of a deadly weapon or firearm, as defined in C.G.S. §53a-3, the violation shall be reported to the local police.

(cf. 5128.1 – Plagiarism)

(cf. 5131.1 – Bus Conduct)

(cf. 5131.21 – Threats or Acts of Violence)

(cf. 5131.5 – Vandalism)

(cf. 5131.6 – Drugs, Alcohol, Tobacco)

(cf. 5131.7 – Weapons and Dangerous Instruments)

(cf. 5131.8 – Off-School Grounds Misconduct)

(cf. 5131.81 – Use of Cell Phones and Other Electronic Communication Devices)

(cf. 5131.91 – Hazing)

(cf. 5131.911 – Bullying Regulation and Teen Dating Violence)

(c.f. 5144.12 – Student Discipline: Restorative Practice)

(c.f. 5145.45 – Non-Discrimination)

(c.f. – 5145.5 – Prohibition Against Sexual Harassment)

Legal References: Connecticut General Statutes

4-177 – 4-180 Contested cases. Notice. Record, as amended

10-74j Alternative education (PA 15-133)

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10-233a through 10-233f Suspension, removal and expulsion of students, as amended by PA 95-304, PA 96-244, PA 98-139, PA 07-66, PA 07-122, PA 08-160, PA 09-82, PA 09-6 (September Special Session), PA 10-111, PA 14-229, PA 15-96, PA 16-147, PA 17-220, PA 19-91, , PA 25-67 and PA 25-93.

10-233f In-school suspension of students

Packer v. Board of Educ. of the Town of Thomaston, 246 Conn.89 (1998).
Public Act 98-139

Honig v. Doe, (United States Supreme Court 1988)

Individuals with Disabilities Act, 20 U.S.C. 1400 et seq. as amended by the
Individuals with Disabilities Education Act Amendments of 1997 (P.L. 105-
17). Section 504 of the Rehabilitation Act of 1973, 29 U.S.C. § 794(a)

P.L. 108-446 Individuals with Disabilities Education Improvement Act of
2004

State v. Hardy, 896 A.2d 755, 278 Conn. 113 (2006)

Public Act 24-45 An Act Concerning Education Mandate Relief, School
Discipline and Disconnected Youth, Sections 13-14

Public Act 24-93 An Act Concerning Various and Assorted Revisions to the
Education Statutes, Section 11 and Section 12

Public Act 25-67 An Act Concerning the Quality and Delivery of Special
Education Services in Connecticut (Section 13)

Public Act 25-93 An Act Increasing Resources for Students, Schools and
Special Education (Sections 38 & 39)

Public Act 26-15 An Act Concerning Online Safety

Instruction

Grading/Assessment Systems

Philosophy of Grading and Assessment

It is the philosophy of this district that students respond more positively to the opportunity for success than to the threat of failure. The district seeks, therefore, through learner objectives and its instructional program, to make achievement both recognizable and possible for students. Achievement will be emphasized in the process of evaluating student performance.

Responsibilities in Evaluation and Communication

Evaluation of student progress is a primary responsibility of the teacher. The highest possible level of student achievement is a common goal of both school and home. A close working relationship between home and school is essential to the accomplishment of this goal. Regular communication with parents or guardians, utilizing a variety of means, about the scholastic progress of their student is a basic component of this working relationship.

Use of Artificial Intelligence in Grading and Assessment

Artificial intelligence tools may be used to support instructional planning, feedback, and assessment practices; however, such tools shall not be used as the sole basis for evaluating student work, determining grades, or making decisions regarding student performance. Final responsibility for grading and assessment rests with the educator, who must exercise professional judgment in all evaluation decisions.

Educators shall review and verify any AI-assisted analysis, scoring, or feedback to ensure accuracy, appropriateness, and alignment with established grading criteria and District expectations. When artificial intelligence tools are used to assist in providing feedback or evaluating student work, such use shall support transparency and maintain clear communication with students regarding expectations and evaluation criteria.

Grading and Reporting Practices

It is the responsibility of the school and individual staff members to keep parents or guardians well informed. Regularly used report cards, combined with scheduled parent-teacher conferences, and other communications vehicles helps promote a process of continuous evaluation of student performance. The curriculum contains a wide variety of courses at various levels of academic challenge. Students are allowed considerable choice and are encouraged to strive for academic excellence. A system of grade weighting recognizes the differences in student achievement. Grade weighting encourages and rewards students for selecting courses at more challenging levels of difficulty.

The grading and reporting systems as developed by the administration and faculty are subject to the

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Grading/Assessment Systems

approval of the Superintendent and Board of Education.

For the Classes of 2019 and beyond, the following shall be used for calculation of weighted GPA (WGPA) and unweighted GPA (GPA).

Grade Point Average (GPA)

A Grade Point Average shall be implemented for the high school in accordance with the guidelines set forth and published annually in the high school parent/student handbook. Parents and students shall be advised annually, via the school's parent/student handbook, of this position and the specifics of the weighted grading program.

All credit-bearing courses will be included in weighted and unweighted Grade Point Average calculations.

Weighted and Unweighted Grade Point Average Modifications/Exclusions

N Grades: N Grades will be counted as an F in all weighted GPA and unweighted GPA calculations.

Summer School: Summer school grades will be excluded from all weighted GPA and unweighted GPA calculations.

Pass/Fail: Pass/Fail grades will be excluded from all weighted GPA and unweighted GPA calculations.

Transfer Courses: All transfer course grades will be excluded from all weighted GPA and unweighted GPA calculations.

Unweighted Grade Point Average (GPA)

An Unweighted Grade Point Average (GPA) will be calculated for each student. The following scale will be used to calculate an Unweighted Grade Point Average (GPA).

Instruction**Grading/Assessment Systems****Unweighted GPA Scale**

Letter Grade	Number Grade	Scale
A+	97-100	4.30
A	93-96	4.00
A-	90-92	3.70
B+	87-89	3.30
B	83-86	3.00
B-	80-82	2.70
C+	77-79	2.30
C	73-76	2.00
C-	70-72	1.70
D+	67-69	1.30
D	63-66	1.00
D-	60-62	0.70
F	0-59	0.00
N	0	0.00

Course credit value (i.e. full-credit, half-credit, quarter-credit, etc.) will be factored in Unweighted Grade Point Average calculations.

Weighted Grade Point Average (WGPA)

A Weighted Grade Point Average will be calculated for each student. Course credit value (i.e. full-credit, half-credit, quarter-credit, etc.) and level will be factored in Weighted Grade Point Average calculations.

Level Description

1. Level Honors/Advanced Placement courses are those which are most rigorous and require superior scholarship.
2. Level 1 courses require demonstrated, sound scholarship and study skills. The curriculum is comprehensive, very challenging, and provides advanced college and career preparation.
3. Level 2 courses offer a challenging and comprehensive curriculum requiring above-average academic ability.
4. Level 3 courses provide a foundation for academic work in post-secondary schools and

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colleges.

5. Combined Level/Contract Level courses create a heterogeneous learning environment in which students contract, depending on the course, for Honors, Level 1, Level 2, or Level 3 work. The contracted weight determines the value of the course for Weighted Grade Point Average calculation.
6. Level Elective courses are challenging and provide a comprehensive curriculum which requires above-average academic ability. Level Elective courses are calculated as L2 in Weighted Grade Point Average Calculation.

The Weighted GPA and Grading System is applicable to grades 9-12 and is described as follows:

Weighted Grade Point Average Scale

The following scale will be used to calculate a Weighted Grade Point Average:

GPA	GPA	LH	L1	L2	L3
A+	4.3	5.6	5.16	4.73	4.3
A	4	5.3	4.86	4.43	4
A-	3.7	5	4.56	4.13	3.7
B+	3.3	4.6	4.16	3.73	3.3
B	3	4.3	3.86	3.43	3
B-	2.7	4	3.56	3.13	2.7
C+	2.3	3.6	3.16	2.73	2.3
C	2	3.3	2.86	2.43	2
C-	1.7	3	2.56	2.13	1.7
D+	1.3	2.6	2.16	1.73	1.3
D	1	2.3	1.86	1.43	1
D-	0.7	2.0	1.56	1.13	0.7
F	0	0	0	0	0

Legal Reference: Connecticut General Statutes

Sec. 10-220g. Policy on weighted grading for honors and advanced placement classes

P.A. 99-81 An Act Concerning Weighted Grading for

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Honors Classes

P.A. 26-25 An Act Concerning Online Safety

Business/Non-Instructional Operations

Accounting for Compensated Absences

Purpose

The purpose of this policy is to ensure that the Amity Regional School District No. 5 (the “District”) complies with Governmental Accounting Standards Board (GASB) Statement No. 101 and other applicable standards regarding the recognition, measurement, and disclosure of liabilities for compensated absences.

This policy establishes a consistent framework for the accounting and financial reporting of employee leave obligations in the District’s financial statements.

Scope

This policy applies to all District employees whose earned leave benefits may result in a financial obligation of the District.

Policy Statement

The District shall recognize liabilities for compensated absences in accordance with GASB standards. A liability shall be recorded when all of the following conditions are met:

- ***Attributable to Services Rendered:*** The leave has been earned as a result of services already performed.
- ***Accumulates:*** The leave is carried forward to future reporting periods and may be used for paid time off or settled through payment.
- **More Likely Than Not to Be Used or Paid:** It is more likely than not that the leave will be used or paid, based on applicable agreements, historical patterns, and other relevant factors.

The District shall apply these criteria consistently across all categories of compensated absences.

Measurement of Liability

The District shall measure compensated absence liabilities in accordance with GASB Statement No. 101 as follows:

- ***Pay Rate:*** Liabilities shall be measured using the employee’s rate of pay in effect as of the financial statement date.
- ***Alternative Payment Provisions:*** When compensated absences are more likely than not to be settled at a rate other than the current pay rate, the expected settlement rate shall be used.
- ***Salary-Related Payments:*** The liability shall include applicable salary-related payments, such as employer contributions for Social Security, Medicare, and retirement, to the extent they are directly associated with the leave.

Business/Non-Instructional Operations

Accounting for Compensated Absences

Types of Compensated Absences

Vacation Leave: A liability shall be recognized for vacation leave that accumulates and is payable upon separation from employment.

Sick Leave: A liability shall be recognized for sick leave only when it meets the recognition criteria established in this policy. Sick leave that accumulates and is more likely than not to be used for future absences or paid upon separation, in accordance with collective bargaining agreements or employment contracts, shall be recognized as a liability.

Sick leave that does not accumulate, or that is not expected to be used or paid, shall not be recognized as a liability.

The terms governing the accrual, use, and payment of sick leave shall be defined by applicable collective bargaining agreements, individual employment contracts, and District administrative procedures.

Financial Statement Disclosures

The District shall include in its financial statement disclosures, in accordance with GASB requirements:

- The change in the compensated absences liability during the reporting period, and
- A description of the policies governing the accrual, use, and settlement of compensated absences.

Administration and Reporting

The Director of Finance shall be responsible for implementing this policy and ensuring that compensated absences are properly recorded and reported in the District's financial statements in accordance with GASB standards.

The Director of Finance shall apply appropriate and consistent valuation methodologies and assumptions in the calculation of liabilities, including the incorporation of salary-related costs.

The Superintendent shall present compensated absences information as part of the District's annual financial statements and provide updates to the Board of Education as appropriate.

Legal and Regulatory References: GASB Pronouncements on Compensated Absences
 Summary – Statement No. 101

Policy Adopted:

AMITY REGIONAL SCHOOL DISTRICT NO. 5
Woodbridge, Connecticut

Personnel – Certified

Tutoring

The instruction of students in a teacher’s class shall be part of his/her regular duty. These students shall be entitled to all the reasonable amount of time that is needed or can be given to them.

No teacher shall teach privately (tutor) students who are currently enrolled in their own classes. This shall not apply to teachers employed by the Board of Education (Board) who are providing homebound instruction to Amity Regional School District No. 5 (ARSD) students.

A District employee may provide academic tutoring for students for pay during the school year or during the summer vacation period, provided that:

- a. The student is not currently enrolled in such employee’s class;
- b. The parent/guardian has requested such employee to tutor or provide lessons for their child;
- c. The employee has not initiated such tutoring or lessons for pay;
- d. District equipment, digital platforms, or instructional materials may not be used for paid tutoring, except for those materials that are publicly available or have been provided to the student as part of regular classroom instruction; and
- e. All tutoring must take place off school grounds.

When providing private tutoring, any district employee shall maintain the confidentiality of student information in accordance with the Family Educational Rights and Privacy Act (FERPA) and applicable Board policies. A district employee serving as a private tutor shall not access, use, or disclose student education records, or discuss a student’s progress with the student’s classroom teacher or other district staff, unless the parent/guardian has provided prior express written consent.

(cf. 6174 – Summer School re: Tutoring)

Legal Reference: Connecticut General Statutes

53-392a - 53-392e All related to academic crimes.

53-392b - Preparation of assignments for students attending educational institutions prohibited.

Personnel

Recruitment and Selection of Administrative Staff

In accordance with Connecticut General Statutes §10-151, the Amity Regional School District No. 5 (District) Board of Education (Board) delegates to the Superintendent the authority to employ all certified professional staff below the rank of superintendent, including school administrators, supervisors, and directors, as well as certified and non-certified support staff.

The Superintendent, as the chief executive officer of the Board, shall be responsible for providing the professional leadership and administrative skills necessary to translate the Board's goals and policies into effective educational practice. In fulfilling this role, the Board recognizes the Superintendent's responsibility for leading and maintaining a highly qualified administrative team.

The Superintendent shall be responsible for posting administrative positions, recruiting, and screening candidates. When conducting an administrative search, the Superintendent shall keep the Board of Education informed and may solicit advice regarding desired leadership qualities or district needs. A minimum of two members of the Board of Education shall be invited to participate in the interview and selection process for senior administrative staff. Senior administrative staff includes the Assistant Superintendent, all district-level Directors requiring CSDE Certification, and school principals.

Prior to selection of a finalist, the Superintendent shall present, in Executive Session at a regular or special meeting of the of the Personnel Committee, a summary of the qualifications and interview results of at least two and no more than three candidates to the Board of Education. The Personnel Committee shall provide feedback on the candidates' qualifications prior to the final reference check. Upon completion of the final reference check, the Superintendent shall present a recommended finalist to the full Board for approval by vote. Such presentation shall include the title of the position, the appointee's name, and a brief summary of the individual's professional background.

All appointments shall be made in accordance with state law, Board policies, applicable collective bargaining agreements, and equal employment opportunity requirements.

Legal Reference: Connecticut General Statutes

10-151 Employment of teachers. Notice and hearing on termination of contract (as amended by P.A. 12-116 An Act Concerning Educational Reform)

10-153 Discrimination on account of marital status.

10-183v Reemployment of teachers, as amended by P.A. 10-111, An Act Concerning Education Reform in Connecticut, P.A. 16-91, An Act Making Changes to the Teachers' Retirement System, and PA 17-173 An Act Concerning Minor Revisions and Additions to the Education Statutes and

Policy Updated:

AMITY REGIONAL SCHOOL DISTRICT NO. 5
Woodbridge, Connecticut

Personnel

Recruitment and Selection of Administrative Staff

PA 18-42 An Act Concerning a Provision Concerning Reemployment of Certain Teachers.

10-220 Duties of Boards of Education.

31-126 Unfair Employment Practices.

46a-60 Discriminatory employment practices prohibited.

Title IV Equal Employment Opportunities.

34 C.F.R. 200.55 Federal Regulations.

P.L. 114-95 Every Student Succeeds Act, S.1177-55, 56.

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



Dr. Jennifer P. Byars
Superintendent of Schools

jennifer.byars@amityregion5.org
203.392.2106

June 8, 2026

To: Members of the Board of Education

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

Re: Personnel Report

+ NEW HIRES-CERTIFIED:

• Amity Regional High School:

Joaquin Rodriguez – F/T CTE-Automotive Teacher – Joaquin brings to Amity close to 25 years of experience as an educator, most recently from Milford Public Schools. He holds multiple teaching certifications in Technology Education, Spanish Language, as well as Library Media Specialist. Joaquin earned a Bachelor's Degree in Spanish Education and a Master's Degree's in Library Media Science both from Southern CT State University. He also earned his 092 Certification in Educational Leadership from Quinnipiac University.

• Amity Regional Middle School – Bethany:

Carolyn Maher – F/T Special Education Teacher – Carolyn completed her student teaching in the Coventry Public School District and her internship as an interventionist in the East Haven Public School District. She also served as a substitute teacher for the past 5 years in the Monroe School District. Carolyn is a recent graduate of University of Connecticut's NEAG School of Education where she obtained a Bachelor's Degree in Special Education and is currently pursuing her Master's Degree in Educational Psychology, also from University of Connecticut.

• Amity Regional Middle School – Orange: NONE

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

+ NEW HIRES-NON-CERTIFIED:

Austin Burr – School Security Officer – Amity Regional High School, eff 05/18/2026

Ann Testa – School Security Officer – Amity Regional High School, eff 05/20/2026

+ NEW HIRES-COACHES: NONE

+ TRANSFERS:

William Henry – F/T ISS Tutor at District Office to the position of F/T English Teacher at Amity Middle School-Bethany, effective 8/25/2026.

+ RESIGNATIONS:

Lisa Toto – Asst. Girls Volleyball Coach – Amity Regional High School, eff 5/7/26

Katherine Stavens – School Nurse-12 month – Amity Middle School-Bethany, eff 6/12/26

Gunnar Poulimas – PE/Health Teacher – Amity Regional High School, eff 6/17/26

Danielle Carbone – Biology Teacher – Amity Regional High School, eff 6/17/26

+ RETIREMENTS: NONE