

Please Note: These minutes are pending Board approval.
Board of Education
Newtown, Connecticut

Minutes of the Board of Education meeting held on April 23, 2024 at 7:00 p.m. in the Council Chambers, Municipal Office Building, 3 Primrose Street.

A. Plante, Chair	C. Melillo
J. Vouros, Vice Chair	A. Uberti
D. Ramsey, Secretary	T. Gouveia
S. Tomai	
C. Gilson	
D. Linnetz	
B. Leonardi	
G. Peteronjes (absent)	
I. Khazadian (absent)	

Mrs. Plante called the meeting to order at 7:02 p.m.

Item 1 – Pledge of Allegiance

Item 2 – Consent Agenda

MOTION: Mr. Gilson moved that the Board of Education approve the consent agenda which includes the donation to Newtown High School and the correspondence report. Mr. Vouros seconded. Motion passes unanimously.

Item 3 – Public Participation

Item 4 – Reports

Chair Report: Mrs. Plante offered thanks and well wishes to Mr. Melillo and appreciated his services to the Newtown schools. He helped the district focus on teaching and learning and the instructional core and wished him the best of luck on the next leg of his journey.

Superintendent's Report: Mr. Melillo spoke about the facilities work done over the April break. He mentioned Reed's production of the play *Matilda, Jr.* this weekend. He reminded the community to vote before the polls close at 8 PM. As Superintendent, he is committed to the Newtown Public Schools by actively supporting the Board of Education during this time of transition for his departure. This was a decision he has made with his family and its one that is in the best interest for him, the district and his wife and children. He thanked the Board for their support.

Committee Reports:

Mr. Gilson attended the Ridgefield Board of Education meeting where he presented the CABA award for excellence in communications and their website and newsletter stayed for their meeting. A volunteer worked on their website and offered help with any questions we might have for ours. Their Board is also having some contentious issues with adjusting their start times. CABA has a meeting next week and a wrap up session regarding legislation. Mrs. Plante said we are planning for a legislative wrap up with our State delegation at the May 21 meeting.

Mr. Gilson continued that he would be chaperoning the middle school field trip to Boston. Also, he and Mr. Ramsey attended the DEAI workshop and was impressed with the staff participation. Mr. Leonardi spoke with the Hawley PTA co-presidents and highlighted some of their work. Mr. Vouros noted that the Outstanding Educational Leader Award from the Connecticut PTA was given to Sara Wasley, Library Media Specialist at Reed.

Mr. Ramsey highlighted veteran middle school teacher Phil Cruz who developed a unit which is a mock trial of John Brown before the Civil War and applied and received a grant from Choose Your Donor and the Connecticut Department of Education. This enabled him to purchase robes, a podium, a gavel and the equipment for the trial.

Financial Report Month Ending March 31, 2024:

MOTION: Mr. Gilson moved that the Board of Education approve the financial report for the month ending March 31, 2024. Mr. Ramsey seconded.

Ms. Gouveia presented her financial report.

Motion passes unanimously.

Item 5 – Old Business

Mrs. Plante said we would not address the policies tonight.

Mrs. Linnetz reported that these policies were for second read. Because there may be possible changes to the statutes that apply to these policies we decided to wait until the May 7 meeting when we should know of any changes.

Item 6 – New Business

MOTION: Mr. Gilson moved that the Board of Education establish a Personnel Search Committee for the purpose of recommending to the Board one or more candidates for the position of Superintendent of Schools, and move further, that the Personnel Search Committee be comprised of the following individuals in their capacity as members of the Board: Alison Plante, John Vouros, Don Ramsey, Shannon Tomai, Chris Gilson, Doria Linnetz, and Brian Leonardi. Mrs. Tomai seconded.

Mrs. Plante noted that the search process will last a few months with this motion as the first step. She thanked Mr. Ramsey and Mr. Gilson for being co-chairs for that committee.

Motion passes unanimously,

MOTION: Mr. Gilson moved that the Board of Education approve the 2023-2024 Non-renewal List. Mr. Ramsey seconded. Motion passes unanimously.

MOTION: Mr. Gilson moved that the Board of Education approve the minutes of April 1, 2024. Mr. Ramsey seconded. Motion passes unanimously.

MOTION: Mr. Gilson moved that the Board of Education approve the minutes of April 2, 2024. Mr. Ramsey seconded. Mr. Leonardi noted that his name was omitted from the list of attendees at the top. Motion passes unanimously.

Item 7 – Public Participation

MOTION: Mr. Vouros moved to adjourn. Mr. Leonardi seconded. Motion passes unanimously.

Item 8 – Adjournment

The meeting adjourned at 7:32 p.m.

Respectfully submitted:

Donald Ramsey
Secretary

MEMORANDUM

TO: Chris Melillo
FROM: Matt Memoli
DATE: April 4, 2024
RE: Donation

Attached is a letter from Pennoni regarding their \$1,200 donation to the Newtown High School volleyball team for approval at the April 23 Board meeting.

Thank you.



April 1, 2024

Newtown High School

Attn.: Matthew Memoli

Newtown High School Athletic Director

memolim@newtown.k12.ct.us

RE: Newtown High School Volleyball
2024 Donation

Dear Mr. Memoli:

I am writing this letter to inform you that our company, Pennoni, is interested in donating \$1200.00 to the Newtown High School volleyball team for their upcoming season. We hope that this donation will allow the team to purchase apparel and equipment that they may need. We look forward to watching the success of the team this year!

If you have any questions or need additional information, please call me at 203-554-1249. Thank you.

Sincerely,

PENNONI ASSOCIATES INC.



James Twitchell

Senior Industrial Hygienist / Office Director

Correspondence Report
04/02/2024 – 04/22/2024

Date	Name	Subject
04/02/2024	Ramsey, Donald	Correspondence Report for the BOE meeting 04/02/2024
04/02/si2024	Christopher Gilson	Potential upgrade of the District Website
04/03/2024	Hiscavich, Michelle	District Art Show – Congratulations
04/03/2024	Hiscavich, Michelle	Best Communities Award
04/07/2024	Melillo, Christopher	4/7/24 Superintendent Sunday Update
04/07/2024	Plante, Alison	April 7 th – Week in Preview
04/08/2024	Melillo, Christofer	Middle Gate
04/09/2024	John Knaq	Student and Teacher Accessibility Devices (Elevators, Wheel Chair Lifts, etc) Newtown Board of Education
04/09/2024	Hiscavich, Michelle	Press Release – Best Communities Award
04/10/2024	Prescott, Dean	Interview Request from CCSU Student Journalist
04/10/2024	Plante, Alison	Fwd: Resignation
04/11/2024	Plante, Alison	Fwd: Statement re: Superintendent's resignation
04/11/2024	Susan Marcinak	BOS agenda 4-15-2024
04/12/2024	Melillo, Christopher	Sharing Thoughts and Comments
04/14/2024	Melillo, Christopher	4/14 Superintendent's Sunday Update
04/16/2024	Susan Marcinak	BOS 4/15/24 min/att
04/18/2024	June, Kathy	BOE Mailing – April 23, 2024
04/18/2024	June, Kathy	Budget Summary Detail
04/21/2024	Plante, Alison	April 21 – Week in Preview

**NEWTOWN BOARD OF EDUCATION
MONTHLY FINANCIAL REPORT
MARCH 31, 2024**

SUMMARY

The ninth financial report for the year continues to provide year to date expenditures, encumbrances and information for anticipated obligations. Many of the accounts within our major objects have been forecasted as “full budget spend” in order to more accurately project an estimated year-end balance. These balances are monitored closely and adjusted each month in order to capture any changes and fluctuations that occur throughout the year.

During the month of February, the district spent approximately \$5.0M for all operations. About \$4.3M was spent on salaries with the remaining balance of \$700,000 spent on all other objects (this includes a special revenue deposit of \$1.2M from the state for our excess cost grant.)

The change over the last month’s projection has resulted in a slight increase of \$35,638; now showing a year-end projected balance of \$401,759. There were slight changes throughout the majority of the major objects with the most notable being found in other purchased services and supplies.

Our salary and supply accounts continue to drive the year-end projected balance.

- We continue to experience a large balance in our Paraeducator accounts for unfilled positions;
- The supply account balance is driven by the virtual net metering program (found in electricity), we have used less natural gas due to warmer winter months; and we received a check in the amount of \$76,883 from the government for the use of alternative fuel.

SALARY OBJECT

The overall salary object currently displays a positive position of \$179,531; decreasing over the prior month by -\$34,193.

- **CERTIFIED SALARIES** – the overall balance in this sub-object is showing a positive position of \$71,804, increasing slightly over the prior month projection by \$9,197. All accounts have been adjusted for teachers on leave along with substitutes.
- **NON-CERTIFIED SALARIES** – the overall balance in this sub-object is also showing a positive position of \$107,727, decreasing over the prior month by -\$43,390. The drivers behind this decrease can be found in the custodial accounts as we have filled an opening at our Head O’Meadow School; special education services, as we accounted for additional hours needed in our ESY program; adjustments that we have made in our overtime account, basing the new projection on additional coverage hours needed for employees out on workers comp as outlined in their contract.

EMPLOYEE BENEFITS - the overall balance in this object is showing negative balance of -\$34,221, not changing much from the prior month. We are still anticipating additional unemployment costs to come in and have included these estimates in the year-end projection.

PROFESSIONAL SERVICES – now showing a negative balance of -\$73,537, having incurred an additional -\$13,683 in costs over the prior month.

- The negative balance here is driven by the SLP services that are in place to cover two teachers out on leave. We are anticipating an additional \$15,000 of costs for services that will continue through the end of the school year.

PURCHASED PROPERTY SERVICES – now showing a positive position of \$36,260; increasing by \$15,974 over the prior month.

- We are now anticipating a small balance in our building & grounds contracted service account. This is mostly due to contractual changes that our Director of Facilities put in place when he began last June by consolidating and eliminating some contracts by utilizing our maintenance staff to perform some of these duties.
- Our water accounts continue to show a balance, now at \$24,200. About \$14,000 of this balance is attributed to lower irrigation costs for the Reed and High School. The remaining balance is coming from our sewer accounts which can be attributed to the high school.
- The negative balance of -\$11,955 has emerged in our equipment repair line. This can be attributed to the B&G general repair line. These costs are typically related to specific repair projects at the building level and the overage we see here will be reviewed before year-end and reclassified to the appropriate accounts if needed.

OTHER PURCHASED SERVICES – the overall position of this object is displaying a negative balance of -\$97,753, incurring an additional \$53,995 in costs over the prior month.

- **Contracted Services** – this account is now showing a negative balance of -\$49,295. This is due to an additional \$35,000 in costs for behavioral tech services. This is still an area of concern as we currently have 4-5 positions open. These positions are required by the students IEP; and therefore, the district must comply and provide these services for our students. Year to date we have spent \$120,000 out of our operating budget (we had budgeted \$87,367 for this line item) and an additional \$140,000 from our IDEA grant, estimating a full year expense of \$260,000.
- **Transportation** – continues to show a negative balance due to costs for families that have been temporarily displaced. These costs are currently projected to continue through the end of the school year.
- **Insurance, Property & Liability** – we received the quote for our annual cyber insurance that has come in less than budget. This is really good news as insurance costs will typically

increase. However, our Director of Technology has been working diligently on creating cyber safety protocols which can be attributed to this decrease.

- **Out-of-District Tuition** – this line item continues to show a small positive balance. We did incur an additional \$100,000 in mediated agreements and tuition; however, these additional costs were offset by the reduction of encumbrances for specialized services. These services are provided by the out of district schools and required by the students IEP. Often, the services will change throughout the year and adjustments to encumbrances will be required.
- **Our Excess Cost Grant has once again been adjusted by the State as they have inadequately funded their budget.** We were in line to receive a 70% reimbursement; however, the state has now lowered this to 66.71%, leaving us on the hook for an additional \$77,997 in costs for out of district special education tuition.

SUPPLIES – the overall position of this object is showing a positive balance of \$287,949, having increased over the prior month by \$113,471. This increase can be attributed to plant supplies and our fuel account.

- **Plant Supplies** – we are now experiencing a small balance in this area of the budget which can be mostly attributed to new purchasing methods as well as new vendors. Our Director of Facilities was able to locate new vendors with lower costs and better products.
- **Fuel for Vehicles** – we are very pleased to inform the Board that we just received our excise tax credit check from the government in the amount of \$76,883. This check has been deposited and the credit has been applied to our account for the use of alternative fuel in our buses. Last month we were anticipating a small balance in this account and now combined with the credit, we have an anticipated year-end balance of \$90,000.
- **Electric** – this account continues to drive our surplus, still showing an estimated year-end balance of \$120,000. This surplus can be attributed to our virtual net metering program.

ALL OTHER OBJECTS

Our account-by-account analysis will continue throughout the year and we will keep the board apprised of any issues or concerns as they arise.

REVENUE

The board of education received \$1369.75 in local tuition.

Tanja Gouveia
Director of Business
April 18, 2024

**NEWTOWN BOARD OF EDUCATION
2023-24 BUDGET SUMMARY REPORT
FOR THE MONTH ENDING MARCH 31, 2024**

OBJECT CODE	EXPENSE CATEGORY	2023-2024 APPROVED BUDGET	YTD TRANSFERS 2023-2024	CURRENT BUDGET	YTD EXPENDITURE	ENCUMBER	BALANCE	ANTICIPATED OBLIGATIONS	PROJECTED BALANCE	% EXP
<u>GENERAL FUND BUDGET</u>										
100	SALARIES	\$ 55,194,736	\$ 60,633	\$ 55,255,369	\$ 35,338,995	19,050,718	\$ 865,656	\$ 686,125	\$ 179,531	99.68%
200	EMPLOYEE BENEFITS	\$ 12,775,678	\$ 21,500	\$ 12,797,178	\$ 12,112,429	6,830	\$ 677,919	\$ 712,141	\$ (34,221)	100.27%
300	PROFESSIONAL SERVICES	\$ 597,698	\$ 21,725	\$ 619,423	\$ 462,383	135,199	\$ 21,841	\$ 95,378	\$ (73,537)	111.87%
400	PURCHASED PROPERTY SERV.	\$ 1,807,982	\$ (3,180)	\$ 1,804,802	\$ 1,163,057	379,243	\$ 262,503	\$ 226,243	\$ 36,260	97.99%
500	OTHER PURCHASED SERVICES	\$ 10,779,567	\$ 77,367	\$ 10,856,934	\$ 7,910,376	2,623,092	\$ 323,467	\$ 421,220	\$ (97,753)	100.90%
600	SUPPLIES	\$ 3,177,330	\$ 2,060	\$ 3,179,390	\$ 2,093,964	107,379	\$ 978,047	\$ 690,098	\$ 287,949	90.94%
700	PROPERTY	\$ 560,749	\$ (180,105)	\$ 380,644	\$ 158,786	8,664	\$ 213,195	\$ 209,664	\$ 3,530	99.07%
800	MISCELLANEOUS	\$ 75,911	\$ -	\$ 75,911	\$ 70,778	2,852	\$ 2,281	\$ 2,281	\$ -	100.00%
910	SPECIAL ED CONTINGENCY	\$ 100,000	\$ -	\$ 100,000	\$ -	-	\$ 100,000	\$ -	\$ 100,000	0.00%
TOTAL GENERAL FUND BUDGET		\$ 85,069,651	\$ -	\$ 85,069,651	\$ 59,310,767	22,313,975	\$ 3,444,908	\$ 3,043,149	\$ 401,759	99.53%
900	TRANSFER NON-LAPSING <i>this amount has been recommended for transfer into the BoE's Non-Lapsing Fund</i>	\$ 85,069,651	\$ -	\$ 85,069,651	\$ 59,310,767	22,313,975	\$ 3,444,908	\$ 3,043,149	\$ 401,759	99.53%
GRAND TOTAL		\$ 85,069,651	\$ -	\$ 85,069,651	\$ 59,310,767	22,313,975	\$ 3,444,908	\$ 3,043,149	\$ 401,759	99.53%

**NEWTOWN BOARD OF EDUCATION
2023-24 BUDGET SUMMARY REPORT
FOR THE MONTH ENDING MARCH 31, 2024**

OBJECT CODE	EXPENSE CATEGORY	2023-2024 APPROVED BUDGET	YTD TRANSFERS 2023-2024	CURRENT BUDGET	YTD EXPENDITURE	ENCUMBER	BALANCE	ANTICIPATED OBLIGATIONS	PROJECTED BALANCE	% EXP
100	SALARIES									
	Administrative Salaries	\$ 4,253,224	\$ 84,655	\$ 4,337,879	\$ 3,088,532	\$ 1,249,821	\$ (474)	\$ 9,591	\$ (10,065)	100.23%
	Teachers & Specialists Salaries	\$ 35,332,530	\$ (201,126)	\$ 35,131,404	\$ 21,641,007	\$ 13,385,664	\$ 104,734	\$ 60,923	\$ 43,811	99.88%
	Early Retirement	\$ 13,000	\$ -	\$ 13,000	\$ 13,000	\$ -	\$ -	\$ -	\$ -	100.00%
	Continuing Ed/Summer School	\$ 112,606	\$ 1,583	\$ 114,189	\$ 97,689	\$ 14,632	\$ 1,868	\$ 1,868	\$ -	100.00%
	Homebound & Tutors Salaries	\$ 198,460	\$ -	\$ 198,460	\$ 107,345	\$ 34,139	\$ 56,976	\$ 28,452	\$ 28,524	85.63%
	Certified Substitutes	\$ 760,023	\$ -	\$ 760,023	\$ 533,848	\$ 132,475	\$ 93,700	\$ 85,701	\$ 8,000	98.95%
	Coaching/Activities	\$ 688,567	\$ -	\$ 688,567	\$ 390,854	\$ 4,034	\$ 293,679	\$ 291,356	\$ 2,322	99.66%
	Staff & Program Development	\$ 130,250	\$ -	\$ 130,250	\$ 44,309	\$ 73,934	\$ 12,008	\$ 12,795	\$ (788)	100.60%
	CERTIFIED SALARIES	\$ 41,488,660	\$ (114,888)	\$ 41,373,772	\$ 25,916,583	\$ 14,894,700	\$ 562,489	\$ 490,686	\$ 71,804	99.83%
	Supervisors & Technology Salaries	\$ 1,020,284	\$ 27,057	\$ 1,047,341	\$ 709,092	\$ 278,881	\$ 59,367	\$ 57,390	\$ 1,978	99.81%
	Clerical & Secretarial Salaries	\$ 2,420,059	\$ 53,116	\$ 2,473,175	\$ 1,750,754	\$ 731,096	\$ (8,675)	\$ -	\$ (8,675)	100.35%
	Paraeducators	\$ 3,023,349	\$ -	\$ 3,023,349	\$ 1,887,471	\$ 940,560	\$ 195,318	\$ 42,626	\$ 152,692	94.95%
	Nurses & Medical Advisors	\$ 957,221	\$ -	\$ 957,221	\$ 592,089	\$ 356,918	\$ 8,214	\$ 7,275	\$ 939	99.90%
	Custodial & Maint. Salaries	\$ 3,391,717	\$ 72,039	\$ 3,463,756	\$ 2,418,246	\$ 1,042,400	\$ 3,111	\$ 24,743	\$ (21,632)	100.62%
	Non-Certified Adj	\$ 191,783	\$ (191,783)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
	Career/Job Salaries	\$ 180,335	\$ 1,714	\$ 182,049	\$ 112,997	\$ 76,095	\$ (7,043)	\$ (15,000)	\$ 7,957	95.63%
	Special Education Svcs Salaries	\$ 1,437,033	\$ 203,378	\$ 1,640,411	\$ 1,128,995	\$ 503,429	\$ 7,987	\$ 1,627	\$ 6,359	99.61%
	Security Salaries & Attendance	\$ 700,574	\$ -	\$ 700,574	\$ 499,247	\$ 216,872	\$ (15,545)	\$ 3,111	\$ (18,656)	102.66%
	Extra Work - Non-Cert.	\$ 115,721	\$ 10,000	\$ 125,721	\$ 84,761	\$ 9,767	\$ 31,194	\$ 26,145	\$ 5,048	95.98%
	Custodial & Maint. Overtime	\$ 236,000	\$ -	\$ 236,000	\$ 204,836	\$ -	\$ 31,164	\$ 51,448	\$ (20,285)	108.60%
	Civic Activities/Park & Rec.	\$ 32,000	\$ -	\$ 32,000	\$ 33,926	\$ -	\$ (1,926)	\$ (3,926)	\$ 2,000	93.75%
	NON-CERTIFIED SALARIES	\$ 13,706,076	\$ 175,521	\$ 13,881,597	\$ 9,422,413	\$ 4,156,018	\$ 303,167	\$ 195,439	\$ 107,727	99.22%
	SUBTOTAL SALARIES	\$ 55,194,736	\$ 60,633	\$ 55,255,369	\$ 35,338,995	\$ 19,050,718	\$ 865,656	\$ 686,125	\$ 179,531	99.68%

**NEWTOWN BOARD OF EDUCATION
2023-24 BUDGET SUMMARY REPORT
FOR THE MONTH ENDING MARCH 31, 2024**

OBJECT CODE	EXPENSE CATEGORY	2023-2024 APPROVED BUDGET	YTD TRANSFERS 2023-2024	CURRENT BUDGET	YTD EXPENDITURE	ENCUMBER	BALANCE	ANTICIPATED OBLIGATIONS	PROJECTED BALANCE	% EXP
200	EMPLOYEE BENEFITS									
	Medical & Dental Expenses	\$ 9,556,747	\$ -	\$ 9,556,747	\$ 9,542,943	\$ 705	\$ 13,099	\$ 9,739	\$ 3,360	99.96%
	Life Insurance	\$ 88,000	\$ -	\$ 88,000	\$ 66,087	\$ -	\$ 21,913	\$ 21,913	\$ -	100.00%
	FICA & Medicare	\$ 1,702,277	\$ -	\$ 1,702,277	\$ 1,149,614	\$ -	\$ 552,663	\$ 552,663	\$ -	100.00%
	Pensions	\$ 931,687	\$ 21,500	\$ 953,187	\$ 869,697	\$ 6,125	\$ 77,365	\$ 81,000	\$ (3,635)	100.38%
	Unemployment & Employee Assist.	\$ 81,600	\$ -	\$ 81,600	\$ 68,739	\$ -	\$ 12,861	\$ 46,826	\$ (33,965)	141.62%
	Workers Compensation	\$ 415,367	\$ -	\$ 415,367	\$ 415,349	\$ -	\$ 18	\$ -	\$ 18	100.00%
	SUBTOTAL EMPLOYEE BENEFITS	\$ 12,775,678	\$ 21,500	\$ 12,797,178	\$ 12,112,429	\$ 6,830	\$ 677,919	\$ 712,141	\$ (34,221)	100.27%
300	PROFESSIONAL SERVICES									
	Professional Services	\$ 436,643	\$ 22,000	\$ 458,643	\$ 357,965	\$ 120,483	\$ (19,805)	\$ 53,732	\$ (73,537)	116.03%
	Professional Educational Serv.	\$ 161,055	\$ (275)	\$ 160,780	\$ 104,418	\$ 14,716	\$ 41,646	\$ 41,646	\$ -	100.00%
	SUBTOTAL PROFESSIONAL SERV.	\$ 597,698	\$ 21,725	\$ 619,423	\$ 462,383	\$ 135,199	\$ 21,841	\$ 95,378	\$ (73,537)	111.87%
400	PURCHASED PROPERTY SERV.									
	Buildings & Grounds Contracted Svc.	\$ 691,550	\$ -	\$ 691,550	\$ 495,171	\$ 114,934	\$ 81,445	\$ 61,445	\$ 20,000	97.11%
	Utility Services - Water & Sewer	\$ 135,620	\$ -	\$ 135,620	\$ 63,164	\$ -	\$ 72,456	\$ 48,256	\$ 24,200	82.16%
	Building, Site & Emergency Repairs	\$ 475,000	\$ -	\$ 475,000	\$ 297,778	\$ 176,866	\$ 356	\$ (3,406)	\$ 3,762	99.21%
	Equipment Repairs	\$ 249,170	\$ (3,180)	\$ 245,990	\$ 141,657	\$ 40,477	\$ 63,856	\$ 75,811	\$ (11,955)	104.86%
	Rentals - Building & Equipment	\$ 256,642	\$ -	\$ 256,642	\$ 165,287	\$ 46,965	\$ 44,390	\$ 44,137	\$ 253	99.90%
	Building & Site Improvements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
	SUBTOTAL PUR. PROPERTY SERV.	\$ 1,807,982	\$ (3,180)	\$ 1,804,802	\$ 1,163,057	\$ 379,243	\$ 262,503	\$ 226,243	\$ 36,260	97.99%
500	OTHER PURCHASED SERVICES									
	Contracted Services	\$ 904,744	\$ 77,367	\$ 982,111	\$ 819,578	\$ 80,180	\$ 82,353	\$ 131,648	\$ (49,295)	105.02%
	Transportation Services	\$ 4,907,573	\$ -	\$ 4,907,573	\$ 3,368,176	\$ 1,075,838	\$ 463,559	\$ 548,559	\$ (85,000)	101.73%
	Insurance - Property & Liability	\$ 446,219	\$ -	\$ 446,219	\$ 435,965	\$ -	\$ 10,254	\$ -	\$ 10,254	97.70%
	Communications	\$ 174,170	\$ -	\$ 174,170	\$ 151,214	\$ 36,352	\$ (13,396)	\$ 4,453	\$ (17,849)	110.25%
	Printing Services	\$ 22,966	\$ -	\$ 22,966	\$ 9,642	\$ 1,965	\$ 11,359	\$ 12,415	\$ (1,057)	104.60%
	Tuition - Out of District	\$ 4,072,363	\$ -	\$ 4,072,363	\$ 2,974,068	\$ 1,419,595	\$ (321,300)	\$ (366,494)	\$ 45,194	98.89%
	Student Travel & Staff Mileage	\$ 251,532	\$ -	\$ 251,532	\$ 151,732	\$ 9,161	\$ 90,639	\$ 90,639	\$ -	100.00%
	SUBTOTAL OTHER PURCHASED SERV.	\$ 10,779,567	\$ 77,367	\$ 10,856,934	\$ 7,910,376	\$ 2,623,092	\$ 323,467	\$ 421,220	\$ (97,753)	100.90%

**NEWTOWN BOARD OF EDUCATION
2023-24 BUDGET SUMMARY REPORT
FOR THE MONTH ENDING MARCH 31, 2024**

OBJECT CODE	EXPENSE CATEGORY	2023-2024	YTD	YTD	CURRENT BUDGET	YTD EXPENDITURE	ENCUMBER	BALANCE	ANTICIPATED OBLIGATIONS	PROJECTED BALANCE	% EXP
		APPROVED BUDGET	TRANSFERS 2023-2024	2023-2024							
600	SUPPLIES										
	Instructional & Library Supplies	\$ 792,074	\$ 2,060	\$ 570,521	\$ 794,134	\$ 60,839	\$ 162,774	\$ 162,774	\$ -	\$ -	100.00%
	Software, Medical & Office Supplies	\$ 198,452	\$ -	\$ 159,991	\$ 198,452	\$ 16,454	\$ 22,007	\$ 22,007	\$ -	\$ -	100.00%
	Plant Supplies	\$ 365,600	\$ -	\$ 236,249	\$ 365,600	\$ 27,059	\$ 102,293	\$ 73,270	\$ 29,023	\$ 29,023	92.06%
	Electric	\$ 950,982	\$ -	\$ 704,630	\$ 950,982	\$ -	\$ 246,352	\$ 126,352	\$ 120,000	\$ 120,000	87.38%
	Propane & Natural Gas	\$ 469,981	\$ -	\$ 244,964	\$ 469,981	\$ -	\$ 225,017	\$ 178,017	\$ 47,000	\$ 47,000	90.00%
	Heating Oil	\$ 94,098	\$ -	\$ 64,666	\$ 94,098	\$ -	\$ 29,432	\$ 27,505	\$ 1,926	\$ 1,926	97.95%
	Fuel for Vehicles & Equip.	\$ 238,356	\$ -	\$ 74,374	\$ 238,356	\$ -	\$ 163,982	\$ 73,982	\$ 90,000	\$ 90,000	62.24%
	Textbooks	\$ 67,787	\$ -	\$ 38,569	\$ 67,787	\$ 3,027	\$ 26,191	\$ 26,191	\$ -	\$ -	100.00%
	SUBTOTAL SUPPLIES	\$ 3,177,330	\$ 2,060	\$ 2,093,964	\$ 3,179,390	\$ 107,379	\$ 978,047	\$ 690,098	\$ 287,949	\$ 287,949	90.94%
700	PROPERTY										
	Technology Equipment	\$ 422,996	\$ (181,500)	\$ 127,267	\$ 241,496	\$ 4,100	\$ 110,129	\$ 110,129	\$ -	\$ -	100.00%
	Other Equipment	\$ 137,753	\$ 1,395	\$ 31,519	\$ 139,148	\$ 4,564	\$ 103,066	\$ 99,535	\$ 3,530	\$ 3,530	97.46%
	SUBTOTAL PROPERTY	\$ 560,749	\$ (180,105)	\$ 158,786	\$ 380,644	\$ 8,664	\$ 213,195	\$ 209,664	\$ 3,530	\$ 3,530	99.07%
800	MISCELLANEOUS										
	Memberships	\$ 75,911	\$ -	\$ 70,778	\$ 75,911	\$ 2,852	\$ 2,281	\$ 2,281	\$ -	\$ -	100.00%
	SUBTOTAL MISCELLANEOUS	\$ 75,911	\$ -	\$ 70,778	\$ 75,911	\$ 2,852	\$ 2,281	\$ 2,281	\$ -	\$ -	100.00%
910	SPECIAL ED CONTINGENCY										
		\$ 100,000	\$ -	\$ -	\$ 100,000	\$ -	\$ 100,000	\$ -	\$ 100,000	\$ 100,000	0.00%
	TOTAL LOCAL BUDGET	\$ 85,069,651	\$ -	\$ 59,310,767	\$ 85,069,651	\$ 22,313,975	\$ 3,444,908	\$ 3,043,149	\$ 401,759	\$ 401,759	99.53%
900	Transfer to Non-Lapsing										
	GRAND TOTAL	\$ 85,069,651	\$ -	\$ 59,310,767	\$ 85,069,651	\$ 22,313,975	\$ 3,444,908	\$ 3,043,149	\$ 401,759	\$ 401,759	99.53%

**NEWTOWN BOARD OF EDUCATION
2023-24 BUDGET SUMMARY REPORT
FOR THE MONTH ENDING MARCH 31, 2024**

OBJECT CODE	EXPENSE CATEGORY	2023-2024	YTD	YTD	YTD	BALANCE	ANTICIPATED OBLIGATIONS	PROJECTED BALANCE	% EXP
		APPROVED BUDGET	TRANSFERS 2023-2024	CURRENT BUDGET	EXPENDITURE				
<u>SPECIAL REVENUES</u>									
	EXCESS COST GRANT REVENUE								
51266	Special Education Svcs Salaries ECG	\$ -	\$ (48,339)	\$ (48,339)	\$ (48,339)	\$ 48,339	\$ 33,747	\$ 14,592	#DIV/0!
54116	Transportation Services - ECG	\$ (408,408)	\$ (394,619)	\$ (386,778)	\$ (386,778)	\$ (21,630)	\$ 270,026	\$ 116,752	94.70%
54160	Tuition - Out of District ECG	\$ (1,423,941)	\$ (1,338,441)	\$ (1,311,846)	\$ (1,311,846)	\$ (112,095)	\$ 915,852	\$ 395,994	92.13%
	Total	\$ (1,832,349)	\$ (1,782,379)	\$ (1,746,963)	\$ (1,746,963)	\$ (85,386)	\$ 1,219,625	\$ 527,338	95.34%
							Total*		
							*75% of Jan Proj		
	SDE MAGNET TRANSPORTATION GRANT	\$ (15,600)			\$ (15,600)	\$ -			100.00%
<u>OTHER REVENUES</u>									
	BOARD OF EDUCATION FEES & CHARGES - SERVICES								
	LOCAL TUITION	\$37,620	\$37,620	\$34,089	\$3,531	\$3,531			90.62%
	HIGH SCHOOL FEES FOR PARKING PERMITS	\$30,000	\$30,000	\$30,000	\$0	\$30,000			0.00%
	MISCELLANEOUS FEES	\$6,000	\$6,000	\$5,167	\$833	\$833			86.12%
	TOTAL SCHOOL GENERATED FEES	\$73,620	\$73,620	\$39,256	\$34,364	\$34,364			53.32%
<u>OTHER GRANTS</u>									
214	ESSER II - 9/30/2023	\$625,532	\$51,797	\$51,797	\$0	\$0			100.00%
218	ESSER III (estimated \$809k for 21-22 use) 9/30/2024	\$1,253,726	\$709,840	\$535,658	\$8,229	\$8,229			99.34%
	TOTAL BUDGET		21-22 EXPENSED	22-23 EXPENSED	ENCUMBER	BALANCE	% EXPENSED		
			\$625,532	\$51,797	\$0	\$0	100.00%		
			\$1,253,726	\$535,658	\$8,229	\$8,229	99.34%		

**NON-RENEWAL LIST
2023-24**

Non-Renewals for Budgetary Reasons

none

Non-renewal for Performance Reasons

none

**Non-Renewals as a Matter of Protocol
One Year Contracted Positions/Long-term Substitutes**

Hawley Elementary School Gabrielle Sheppard – 1 year contract

Reed Intermediate Yvette Babson – 1 year contract
Kaitlin Miller – LT Sub

Middle School Lindsay Jones – LT Sub
Allison Montague – 1 year contract

**Board of Education
Newtown, Connecticut**

Minutes of the Board of Education special meeting on April 1, 2024 at 6:00 p.m. in Board of Education Conference Room, 3 Primrose Street.

A. Plante, Chair
J. Vouros, Vice Chair
D. Ramsey, Secretary
S. Tomai (absent)
C. Gilson
D. Linnetz
B. Leonardi

Item 1 – Call to Order

Mrs. Plante call the meeting to order at 6:05 p.m.

MOTION: Mr. Vouros moved that the Board of Education go into executive session to discuss the Superintendent's mid-year evaluation. Mr. Gilson seconded. Motion passes unanimously.

Item 2 – Executive Session

The Board discussed the Superintendent's mid-year evaluation and exited executive session at 7:36 p.m.

MOTION: Mr. Vouros moved to adjourn. Mr. Gilson seconded. Motion passes unanimously.

Item 3 – Adjournment

The meeting adjourned at 7:36 p.m.

Respectfully Submitted:



Donald Ramsey
Secretary

**Board of Education
Newtown, Connecticut**

Minutes of the Board of Education meeting held on April 2, 2024 at 7:00 p.m. in the Council Chambers, Municipal Office, Building, 3 Primrose Street.

A. Plante, Chair	C. Melillo
J. Vouros, Vice Chair	A. Uberti
D. Ramsey, Secretary	T. Vadas
S. Tomai	3 Staff
C. Gilson	6 Public
D. Linnetz	1 Press
G. Peteronjes	
I. Khazadian	

MOTION: Mrs. Tomai moved that the Board of Education go into executive session to discuss two personnel leave of absence requests and invite Mr. Melillo. Mr. Ramsey seconded. Motion passes unanimously.

Item 1 – Executive Session

Executive session began at 6:50 p.m. and ended at 6:55 p.m.
Mrs. Plante called the meeting to order at 7:00 p.m.

Item 2 – Pledge of Allegiance

Item 3 – Vote on Executive Session Items

MOTION: Mrs. Tomai moved that the Board of Education approve the one-year leave of absence for Katie Mauro. Mr. Gilson seconded. Motion passes unanimously.

MOTION: Mrs. Tomai moved that the Board of Education approve the one-year leave of absence for Abbey Clements. Mr. Gilson seconded. Motion passes unanimously.

Item 4 – Consent Agenda

MOTION: Mrs. Tomai moved that the Board of Education approve the consent agenda which includes the donations to Sandy Hook School and the correspondence report. Mrs. Linnetz seconded. Motion passes unanimously.

Item 5 – Public Participation

Item 6 – Reports

Chair Report: Mrs. Plante gave a budget update. The Legislative Council put forth the Board of Finance recommendation for the Board of Education budget. The referendum is April 23 and she urged everyone to vote. She also thanked those who attended the budget meetings.

Superintendent's Report: Mr. Melillo spoke about preparation for the April 8 partial solar eclipse. We will emphasize safety and provide certified eclipse glasses for students and all athletic activities will not be held outdoors until after 4:00. Middle School walkers must have a form from their parents saying they can do so. He contacted other districts, our weather person, and Dr. Machado who feel it is important to embrace this educational opportunity for students. Principals also have plans in place during dismissal times.

Committee Reports: Mrs. Linnetz attended a Bandorama at the high school with 450 students playing in the gym. She also attended an event at the middle school on Thursday when an author spoke to 7th and 8th grade students about how his primary school experiences helped him learn about creating stories.

Mr. Ramsey reported on the Curriculum and Instruction meeting on March 26 with Mrs. Uberti updating them on new state guidelines on the teacher evaluation program. The 2024-25 school year will remain status quo and we will work on implementing the program for the following year. The kindergarten enrollment is at 17 students in the K readiness program. Mrs. Uberti and Mrs. DiBartolo will be creating a webinar on the K-5 reading program.

Mr. Gilson reported that CABE will be sending out information on the legislative session. He's going to Ridgefield because they received an award for their district website. Danbury also won this award. He would like to look at ways to improve our website.

Mr. Melillo suggested a meeting with Dennis Colclough who is working on updating our website. We recognize the need to modernize the design.

Student Reports:

Mr. Peteronjes reported that last Wednesday underclassmen took the SATS. Last Thursday Families United in Newtown hosted the Barbi and Ken Dream Night Prom. Yesterday the girls' softball team had their season opener.

Ms. Khazadian noted that it was Autism Awareness Day so many students wore blue in support of autism science and advocacy. Some of our students left for Spain today and will meet with the students who came to Newtown in the fall. On Wednesday, student government is hosting a debate on gun violence between students from Junior Newtown Action Alliance and the Debate Club. Friday is the junior prom at the Aqua Turf.

Item 7 – Old Business

Facilities Study:

MOTION: Mrs. Tomai moved that the Board of Education approve Bureau Veritas to conduct the facilities study. Mrs. Linnetz seconded. Motion passes unanimously.

John Barlow, Director of Facilities, spoke about the process for choosing Bureau Veritas.

Mr. Ramsey asked when it would begin.

Mr. Barlow said students will be in the building during some of this work, it will involve two or four people touring the facilities, and begin two weeks after the contract is signed. He received the contract today to start reviewing so it could start by the end of April. They will also look at the enrollment projections over 10 years and our space needs.

Mr. Gilson asked if he had any experience with their cost estimates and how much the cost will actually be.

Mr. Barlow said they could be between 5 and 15 percent on the estimates.

Mrs. Tomai recalled it was between 15 and 20 percent but they won't always know what the real costs were but this works for budgetary purposes.

Mr. Leonardi asked if they have experience working in a similar district like Newtown where enrollment has declined.

Mr. Barlow said they have done studies across the country so it is possible they have.

Mr. Leonardi asked to explain the scope of a space needs analysis.

Mr. Barlow said the State doesn't have a standard for existing space requirements. We have to see if our space meets the current educational standards.

Mr. Leonardi asked if that could include a recommendation to consolidate buildings. Mr. Barlow said there would be no recommendations. They will just bring back data on the buildings.

Mr. Leonardi asked if this group would reach out to departments like technology before the assessment begins and who manages the output of it to share with the stakeholders. Mr. Barlow said we would reconvene as a committee and share the draft copy with the stakeholders to make adjustments to the report.

Mr. Ramsey said there has been a lot of discussion about the air conditioning issue in the upper wing of the middle school and putting in an electrical infrastructure to enable portable air conditioners to help with the heat.

Mr. Barlow refused to spend \$450,000 through the CIP for air conditioners without knowing more about the facility. They will look into the electrical system and putting air conditioning in the building. There's been talk about putting things in on a temporary level. He wants to see where the study lands before we start upgrading the electrical system.

Mrs. Linnetz spoke about the high school roof issues which is ongoing. We know we have to replace the roof because there are pretty regular disruptions. She asked how he prioritized the roof solution.

Mr. Barlow said a replacement roof would not be able to be done over the summer because it's a complete removal of the roof first. We are actively making repairs and doing inspections. The goal would be to apply for a non-priority grant through the State of Connecticut and make adjustments in the CIP for next summer. We could make a temporary repair to C-wing for \$93,000 but we also have leaks in A and B wings and the auditorium. The roof has gotten brittle over the years and cracks with the temperature changes.

Mrs. Linnetz confirmed replacing the roof for next summer.
Mrs. Plante asked if the Municipal Center and Central Office is in the scope.

Mr. Barlow said it was not but Jeff Capeci was involved, is impressed with the pricing that came through for the study and is thinking about checking all of the town buildings.

Mrs. Plante asked if they would be looking at the middle school first.
Mr. Barlow said they will be putting data in for each school and will go school by school with follow-up meetings where we get draft copies. It will take 12 weeks for the report. The CIP is in July and August. Upon the approval tonight, Jeff Capeci was authorized to sign the final contract.

Motion passes unanimously.

Item 8 – New Business

First Read of Policies:

Mrs. Linnetz referred to Policy 6114 Emergencies and Disaster Preparedness. We received a CABE model policy and also included feedback from Mark Pompano, Chris Melillo, Anne Uberti, and the District Safety and Security Committee as well as from principals. It is very detailed on how we handle emergencies in the district.

Mrs. Linnetz said they took the same approach on Policy 6114.1 Fire Emergency (Drills) Crisis Response Drills/Bus Safety Drills and reviewed the CAFE model and contacted the same stakeholders. She also thanked Todd Higgins for his many hours working on these policies.

Approval of Minutes:

MOTION: Mrs. Tomai moved that the Board of Education approve the minutes of March 19, 2024. Mr. Ramsey seconded. Motion passes unanimously.

Item 9 – Public Participation

John Barlow shared cards he received from students from the greenhouse because his crew did an amazing job putting automation into the greenhouse through a grant.

MOTION: Mr. Ramsey moved to adjourned. Mrs. Linnetz seconded. Motion passes unanimously.

Item 10 – Adjournment

The meeting adjourned at 8:01 p.m.

Respectfully submitted:



Donald Ramsey
Secretary