

Newtown Board of Education
BOE CFF/CIP/Facilities/Finance Sub-Committee Minutes
December 15, 2022 6:00 p.m.

Call to Order: Mrs. Larkin called the meeting to order at 6:15pm.

Participants: Deborra Zukowski, Alison Plante, Chris Melillo, Superintendent, Angela Walsh, Asst. Dir of Business, Ed Schierloh, Board of Selectman, Phil Carroll, Legislative Council, Steve Goodrich Board of Finance, Absent: Bob Gerbert, Tanja Vadas

Item 1: Approval of November 10, 2022 Minutes

Mrs. Larkin made a motion to approve the BOE CFF/CIP Minutes of November 10, 2022

Ms. Zukowski moved the motion. Mrs. Plante seconds the motion.

All in favor, motion passes to approve the BOE CFF/CIP minutes of November 10, 2022.

NEW BUSINESS

Review Sub-committee Description

Mrs. Larkin presented an outlined update to the CP/Facilities/Finance Committee responsibilities. She stated in the last meeting they discussed adding into the roles and responsibilities an additional statement on oversight of contracts. The statement specifies to provide an oversight of contracts totaling \$50K or more over the duration of the contract, which would include reviewing the terms and conditions for the RFP (Request For Proposal).

Ms. Zukowski stated in early review, Mr. Melillo and Mrs. Vadas agreed with the subcommittee on what was captured in the update and now the question to this board is how much of a dollar amount do they want to add to this statement. She stated initially she proposed the amount should be comparable to what we do for the CIPs as that seems to be a trigger point at \$200K for the duration of the contract or the sum of all years. She said we currently have a policy that makes a distinction at \$50K. She thought the discussion tonight would make the dollar amount clearer. She said this committee could discuss the amount of \$50K or \$200K or somewhere in between.

Ms. Zukowski said we would agree here and then recommend to the Board. She said we could talk about the two triggers with the board so that they are aware which would base their discussion.

Mrs. Plante asked how relevant is the CIP trigger which is more capital projects, whereas projects through the subcommittee are more operating contracts.

Ms. Zukowski stated with the CIP, the \$200K point is where we need to have extra vigilance with the town when they need to go over the \$200K.

Mr. Melillo stated the only concern around the discussion was around the timing. He said we don't want to be in a position when we need to move forward with a contract and then have to wait for a board meeting to get the process through.

Mrs. Plante said she would lean towards what the decision is with Mr. Gerbert and Mrs. Vadas feel is the correct cutoff and said she would personally lean more towards the \$200K because she worries there are many \$50K contracts at that level that would slow down the processes. Ms. Zukowski stated she shares that concern as well.

Mr. Shierloh read the current policy and stated the \$50K was already there.

Ms. Zukowski stated what we are adding is that the committee would get to see the terms and conditions of the request for proposal. In the past it has only been once we get the bids the committee was able to review who actually bid and then make a recommendation. She said the bids were after the fact. She did add reviewing the conditions in terms will make the bid process longer.

Mr. Carroll stated after seeing what happened with the bus contract he would strongly suggest that the subcommittee review the terms and conditions of the bids that would apply.

Mrs. Plante stated that this would get caught in the higher threshold.

Ms. Plante stated that it makes sense for the \$200K level for this committee versus the \$50K as that will just create delays.

Ms. Larkin stated she agrees and said the subcommittee meets once a month and she would not want to see this meeting overtaken with minutia contracts. She would agree on the \$200K.

Mr. Goodrich stated he does not have a problem with the \$200K and that it covers most of the majority of the things that the committee would want to look at.

Mrs. Plante stated #2C which was an addition on the CIP/Facilities responsibilities feels like it already captures what the subcommittee is currently doing now.

Ms. Zukowski stated at this point, that is essentially what we are doing now with Hawley. She did not recreate the ad-hoc committee that we have for the Hawley HVAC as in reality it was the CFF committee that was the ad-hoc. That is why you see the HVAC update on every single agenda for the CFF committee.

The subcommittee agreed to change the amount to \$200K.

Mrs. Larkin stated this is now in Ms. Zukowski's hands.

Ms. Zukowski agreed and stated the CFF/CIP meetings would continue with 6:00pm before the 2nd board meeting of the month in terms of timing. Mrs. Larkin agreed.

Mrs. Larkin stated she would provide a CFF meeting calendar for 2023 year by the end of January.

Ms. Zukowski asked everyone who is in this meeting now if they are happy to continue to be on the committee. There were no objections.

Mrs. Larkin wanted to know about other town board member liasons and when they attend our meetings if they bring information that is talked about back to the other boards. She thought the focus was to keep other boards apprised as to what we do in this committee so that everyone feels in the loop and asked if it has been working for them.

Mr. Goodrich stated he does pass on information as it pertains. Mrs. Larkin stated we expanded it for more transparency throughout the year rather than just budget time.

Mrs. Larkin stated she wanted to add that the other boards coming are not just for their benefit but for the subcommittee's benefit as well. She said it is good to have representation to have that dialogue.

Transportation Update

Mr. Melillo stated the bus company is fully staffed and that includes a dispatcher who is a driver. We have one driver who will be testing on January 3rd, and should be ready for the road after that. One started training last week and will be ready in February. All-Star is considering reinstating their referral bonus to coincide with outcome training class of January 17th. He stated we will be sending out more flyers which includes a Superintendent newsletter on 12/23 to promote training classes. The Superintendent's office is considering a round of sign on-bonuses to coincide with the January training class. First round could include a \$2k sign on and could consider the same amount up to \$10K which is something he said we can discuss here. He stated it is an investment to sign on drivers. We currently have legal looking at our contract and will prepare a legal opinion for the Board so they can weigh their various options. He further stated, the letter can be presented and discussed in an executive session or we could bring an attorney to the executive session.

Mrs. Plante asked if we could invite legal to an executive session.

Ms. Zukowski said there is something about if the executive session has communication outside of the Board of Ed there could be difficulties in terms of whether it is considered a public meeting or not.

Mr. Melillo said we could have an executive session with our attorney giving us legal advise with the attorney, providing the Board with the information that could be shared.

Mrs. Larkin asked for an update of how many buses we have down since the first of the school year.

Mr. Melillo presented a report of the buses that have been down from September through November.

Mrs. Larkin stated transportation has been on the agenda and there have been buses down and we are seeing more due to illness, drivers or other personal issues. She said we will leave the buses on the agenda for the next few months until we feel good about taking it off the agenda. She said we know there are a lot of variables and as a public school we have an obligation to get our children to school and we want to meet those obligations but there are some factors that are somewhat outside of our control and some within our control.

Mrs. Larkin asked Mr. Melillo if this report was from All-Star. Mr. Melillo stated his report was provided by the Business Office.

Ms. Zukowski questioned about the contract and how it specifies a number of substitutes. She asked if anyone has gone out to talk with other districts to find out how many substitutes they actually have.

Mr. Melillo stated Mrs. Vadas is compiling a list of districts across the state on how many are fully staffed, how many are short, and how many times drivers have called out on runs.

Ms. Zukowski asked if fully staffed meant number of drivers to number of buses. Or does the term fully staffed mean number of drivers plus number of substitutes. She said the reason she is asking is we can all be fully staffed but some districts might have six substitutes.

Mr. Melillo stated the issue we are dealing with is not so much the drivers who have routes its more about the tier system.

The conversation continued around the issues of substitutes and whether or not other districts have them and why we don't.

Ms. Zukowski asked for a number of substitutes across districts to look at.

Mrs. Plante asked if we have any sense how this compares to last year.

Mr. Melillo stated although he was not here last year his reviews were there was a daily occurrence, and those words do not help with people who don't have transportation.

The conversation continued around the accountability of the transportation company.

Ms. Plante stated that the committee hears the sentiment and the next step is to get the legal guidance.

Mr. Shierloch stated he thought the documentation was good but asked to also include the documentation of what legal says is out of the contract.

Mrs. Larkin asked how much has it cost the district to rectify or meet our obligations in charter fees and are we in the negative due to their inability to provide drivers.

Mr. Melillo said we are not in the negative.

Mrs. Larkin then asked if we were paying teachers extra to stay waiting for the sweep buses. Mr. Melillo stated in the morning yes as we decided to have people there when parents drop their children off. In the afternoon we are not paying staff to stay for the sweep buses as people are usually still there.

Ms. Zukowski stated we could add how much money we are accumulating and add in the activities and how much we are paying that should have been covered in the contract.

Mrs. larkin stated there are three things affecting busing right now. Our labor, challenges, our vendor, and our two tier system.

The conversation continued with the two tier system and rates of pay and hours.

Mrs. Larkin stated we have a short term problem and compounding with sickness which you can't control, and if we think we will be in a transportation bind going forward then we would be irresponsible if we don't try and put a long term solution in place.

Mrs. Larkin asked Mr. Melillo if there was anything through his network that can be done to fix this.

Mr. Melillo stated he would reach out to CAPSS.

Mr. Shierloh stated he thought Mr. Melillo & Mrs. Vadas are at a good start and moving in the right direction.

Ms. Larkin stated we will keep this on the agenda for a couple of months and wanted Mr. Melillo to let her know when the committee can start to brain storm some recommendations. She said she did not want to put everything onto him or Mrs. Vadas.

Ms. Zukowski left the meeting at 7pm.

Hawley HVAC Update

Mrs. Larkin stated that Bob Gerbert, Director of Facilities was not available for tonight's meeting but he provided his updates which she would read from.

Updates are attached to these minutes.

Mrs. Larkin asked Mr. Melillo if things were going well.

Mr. Melillo stated all was on budget and on time.

Update on State HVAC Grant, Status and Timeline

Mr. Melillo stated the state came out with an HVAC grant. He stated the problem with the grant is the turnaround time and it would not make it feasible to add a new project such as the Middle school or Middle Gate to get it up to speed. He said the grant does allow for us any previous year past projects which Hawley does fit in. We wrote the grant for it and we will see if we are awarded.

Mrs. Larkin asked if this committee would be the place for grant updates to do periodically throughout the year.

Mr. Melillo stated yes, and we could put it on the agenda and present a report.

Lunch Program Update and Possible Extension

Mrs. Larkin said the free lunches are scheduled to end in January. She said we have a fund setup for only lunch related or equipment related. She stated the free lunches were extended through December and suggested that we extend it through January.

Mr. Melillo stated the balance of the lunch program looks good and the costs to us is \$7K / day. This program is overseen by the FDA. The fund is created through the lunch program. During COVID the reimbursement per meal from the FDA was at a higher rate and every student received free lunch.

Therefore we have a surplus. The funds from this can only be spent on food or upgrades to cafeterias. The Federal Food Grant is ending mid December, so we decided to use some of this money to provide free lunches and get families through the MLK holiday.

Mrs. Plante asked what our current balance says. Mrs. Vadas had informed Mr. Melillo that we are in a very good place.

Mrs. Plante stated she would like to know where we are relative to that \$500K fund and what are the opportunity costs and do we need to do improvements in any of our kitchens. She said if we are in a good spot and we do not need updates to any of our kitchens then we should extend the program.

Mr. Melillo talked about 'sharing tables' a program that happened in a previous district he worked at which the program would use leftover food going to food pantries and cutting the costs of trash removal as food scraps would go to a local compost.

Mrs. Larkin stated she would love to see a program like that here.

Mr. Melillo stated meals continue to come in above estimate. He said if the funds are allowed he would like to get a read on how the board feels about subsidized meals. He said our reserve is approximately \$500K. He continued that food service was hit hard with illness. They have done a fabulous job in keeping the lunch lines moving and pitching in to help one another.

He also added that Chartwells decided to start the Mood Boost program after the school break due to illnesses. NHS is having the different chefs and are doing a 'chopped' luncheon where they are making their own soups which the students will vote on.

Mrs. Larkin asked if the funds expire. Mr. Melillo stated he thought they could carry over the \$500k into the next year.

Mr. Melillo also stated there is a window to apply for free & reduced lunch. He thought many families that do qualify have not applied due to the free lunch program. Once this program ends he believes there will be families that will have a hard time.

The sub committee agreed to recommend the extension of the free meals until March 3rd and will continue the discussion at the next meeting.

Mr. Goodrich added he thought the extension was a good idea and said we should be looking at if we are going to need new kitchen equipment down the road and to jump ahead of that before the next school year.

Facilities Update

Mrs. Larkin stated Mr. Gerbert included any updates in his handout which is attached to these minutes.

Financial Report and Transfers

Angela Walsh in Mrs. Vadas's absence presented a draft of the financial report. She said the overall year-end balance has increase by \$67,675, bringing our new projection to \$470,021.

She stated during the month of November the work was on tightening anticipated obligations and encumbrances while making adjustments for actual and anticipated expenditures.

She stated our last change over prior month was in certified salaries which has increased by \$134K with a balance of \$640K. Salaries have been a major contributor to our year-end balance.

Object codes in red are employee benefits at \$15k, other purchased services \$275,874.

In certified salaries majority comes from tutors and sublines where we have adjusted these accounts to capture the actuals. We have forecasted our estimated cost of our daily sub activity as well as adjustments to include the pro-rated cost to fill our open building sub positions.

In non-certified we have tightened encumbrances and made adjustments to open positions. This area is driven behind our year end projections and due to unfilled positions found within the unions.

Some of these accounts have been include in our transfer requests.

Benefits are still showing a negative balance of \$15K due to defined contribution plan that was discussed last month. This balance has only changed slightly to prior accounts. We will most likely request a transfer in the upcoming months.

In other purchased services there is a large deficit of \$275K. Contracted services account has not changed much to the prior month. The drive behind the balance is outside services that we had to hire to cover Behavioral Therapists positions.

Transportation still shows a positive balance of \$185K and we have asked for a transfer within the accounts to provide to the increase in contractual costs.

For local SpEd transportation we have asked for a transfer from our local required transportation account to cover the deficit.

The tuition out of district has been adjusted to include up to date information of our outplacements as well as our first estimate of our excess cost grant that was submitted to the state on December 1st. This round included 4 additional outplacements and a variety of other changes. After consideration we estimate an additional \$190,659 in excess cost funding. The Excess Cost Grant reimbursement rate was budgeted for 75% but the actual rate is 70%.

These are the major changes for the month of November.

Mrs. Larkin asked Mr. Melillo regarding staff if there is any end in sight for contracted services.

Mr. Melillo stated we have positions that just can't be filled. We have paraprofessionals, behavioral therapists, lunch workers unfilled.

She then asked how many of those positions are we actually contracting to a third party.

Mr. Melillo stated mainly therapists and in some cases a position that we don't have in the district.

He said the problem is supply and demand and there is a lot of demand at this time so you are paying top dollar.

Mrs. Walsh then talked about the requested transfers.

Requesting transfers totaling \$524,301. In account 100 they are requesting a transfer of \$84,481 of certified and non-certified salary accounts which would cover teacher reassignments, certified salary adjustments, salary for ELL tutors, and academic resource tutors. \$136,275 to cover increased hours to a float nurse, realignment of nurses salaries, overages in salary plus for summer school program, teachers previously paid curriculum rate, MOU in place of pay per diem rate and B&G salary adjustments. \$70,841 to cover increase in the contractual hourly rate of paraeducators, \$12,626 from benefits to other purchased services, transferring balances in workers comp to cover overage LAP policy. Both policies are under CIRMA. Workers comp came in less than anticipated and vis-versa for LAP. \$126,578 all in other purchased services transferring from local transportation to cover the increase in cost per the contract in local SpEd transportation. \$93,500 in supplies accounts, \$53,500 from electricity to cover increase in cost and oil mostly at HOM, and \$40,000 from electricity to cover increase costs in natural gas heating all of the schools.

Superintendent Update

Mr. Melillo stated we have some significant budget hurdles that we are addressing to our budget process that he wanted the committee to be aware of. He stated we have a \$950K Esser grant that is ending this year that was addressing learning loss. He stated learning loss will still be there when the grant ends. We

also have an unfunded reading mandate that we have to account for, there are contractual increases, along with increases in utilities that we are looking at and inflation that is impacting some of our services. With that he stated he would be coming in with a budget that is going to meet the needs of our schools while being cognizant of the fact that our community can't bear the weight of all of this. He stated he is trying to find the happy medium of meeting the needs of our students and meeting the needs of our community. He said we are trying to come in the tag line of protecting the instructional core, the instruction of our students, and to look at ancillary cuts that need to be made in order to come in with a number that is doable.

He stated we have had the Esser grants and other grants that have floated us for a while. We are working on our end to do what is right and hopefully will come in with something we can work together to make happen.

Mr. Shierloh asked if it was more than one unfunded mandate.

Mr. Melillo stated we always have lots of unfunded mandates but the large one we are looking at and may try to use any surplus from this year's budget. He stated the legislature passed a bill that says all districts need to buy one of six reading programs which would be in place next year. That is estimated somewhere between \$400-\$700K. He stated he is for this program as he feels our students need a program that would help them to be better readers. The issue is a short turn around time. He stated if a timeline was in place and money attached to it we would be in a better place. We are keeping track of this year's budget as it means to help supplement that program so it won't be a heavy lift moving forward.

He said one of the main drivers that districts have leaned on in the last 5 years is the decrease in enrollment, and COVID has changed the patterns of our residents in CT. NESDEC has provided a enrollment study which indicates our enrollment will rise over time.

Mrs. Larkin commented that regardless with what we end up with we are charged with what to do which is to deliver the best education possible within the budget that we have.

Public Participation

None.

Adjournment

Mrs. Larkin made a motion to adjourn the meeting

Mrs. Plante seconds the motion. All in favor. Meeting was adjourned at 7:40

Respectfully Submitted,

Joanne Morris

THESE ARE DRAFT MINUTES AND ARE SUBJECT TO THE APPROVAL OF THE BOE CFF/CIP SUB COMMITTEE.

Newtown Board of Education
BOE CFF/CIP/Facilities/Finance Sub-Committee Minutes
November 10, 2022 6:00 p.m.

Call to Order: Mrs. Larkin called the meeting to order at 6:00 p.m.

Participants: Jennifer Larkin, Deborra Zukowski, Alison Plante, Bob Gerbert, Tanja Vadas, Chris Melillo, Superintendent, Lisa Kessler, Legislative Council, Steven Goodridge, Board of Finance, Ed Schierloh, Board of Selectman

Ms. Zukowski made a motion to add the agenda item “Review and Amend CFF’s Responsibilities”.
Mrs. Plante seconded.

All in favor, motion passes to approve adding the agenda item “Review and Amend CFF’s Responsibilities”.

Ms. Zukowski made a motion to add the agenda item “Discuss Middle Gate Playground”
Mrs. Larkin seconded.

All in favor, motion passes to approve adding the agenda item “Discuss Middle Gate Playground”

Item 1: Approval of BOE CFF/CIP Minutes of October 13, 2022

Mrs. Plante made a motion to approve the BOE CFF/CIP minutes of October 13, 2022.

Ms. Zukowski seconds the motion.

Two in favor (Zukowski, Plante) and one abstained (Larkin). Motion passes.

NEW BUSINESS

Hawley HVAC Update:

Mr. Gerbert presented an updated summary sheet from Downes of the overall project budget. This information is from the Building and Site Committee meeting in October. He reported that they have been minimizing changeover. A highlight has been their retention of a Commissioning Agent. The commissioning process is a “check out” of all of the installed equipment. The original budget in the project for this was \$30,000. The low bid was \$36,000 with a local company, CES. Through some back and forth and reducing the amount of meetings, we were able to get the price down to \$30,000 and they are now on board. As mentioned in our previous meeting, the switch gear and transformer are still long lead items. There were discussions about relocating the switch gear to other parts of the building, however, they decided to keep in the old boiler room of the 21 building but it will be built on a platform to keep dry from potential flooding.

He continued with stating that another milestone is two roof top units were installed so all the roof curbs are in on the 97 wing. Everything is remaining on time and on budget.

Mrs. Plante asked for an update on the timing for the switch gear and transformer.

Mr. Gerbert said they believe it is June. He does not have any other information to report on timing.

Ms. Zukowski asked if there was a flooding issue in the basement of the 21 building and if we have a subpump.

Mr. Gerbert answered that they do and there has only be one or two issues since he has been here.

Ms. Zukowski asked if there is a backup.

Mr. Gerbert said they are having conversations about obtaining a backup and battery backup.

Mrs. Larkin asked how much needs to be completed after the switch gear comes in.

Mr. Gerbert said it would only take a week of work once we receive the switch gear. It would become an issue if we did not receive the switch gear until late July because we need to start moving everyone back in before school.

Mr. Melillo spoke about the Hawley Moving Committee that was established. The plan now is to move everyone in three days. They would like to shield the students from the packing because it can be overwhelming. Some plans are in the works and will be communicated once the plan is finalized. We have an advantage because we are moving everyone back into an empty building.

Mr. Schierloh asked if they did an exploration of the structural steel in the attic to make sure it will work. Mr. Gerbert said they have a structural engineer and was vetted as much as they could to confirm it will be supported. They put in three beams in the multipurpose room.

Mrs. Larkin asked for Mr. Gerbert to discuss the state grant, Ed Specs.

Mr. Gerbert said it was approved at the previous Board meeting and sent to our new Grants Specialist, Judy, will be submitting the application by the 20th of November. Everything that needed to be approved was approved during the planning and hiring point of the project.

Middle Gate Playground Update:

Mr. Gerbert provided an update on obtaining a new playground for Middle Gate Elementary School. He stated that while looking at other schools, Middle Gate actually has quite a bit more equipment in comparison to other schools.

Mrs. Larkin stated that there is a lot of equipment but it is not rated for the younger kids. It shouldn't be compared the other playground because the younger students can't go on it and only compare playgrounds rated for K-2. Mr. Gerbert agrees that the equipment is old and needs to be replaced.

Mr. Gerbert said that space is also an issue and the design that was shared with the Middle Gate PTA is the best that can be done. He is hoping that he can buy the equipment as a sale item which would be 25% less expensive. The vendor stated that it is likely there will be a sale in January/February.

Ms. Zukowski stated that the original price that was quoted was \$85,000. Ms. Zukowski's concern is making sure the schools are equitable. Unfortunately, the field at Middle Gate is not ADA compliant and cannot be used during recess. That causes a different experience for recess. Ms. Zukowski wonders if the high price can be justified given the circumstances that Middle Gate is one of the larger schools and does not have a field for recess.

Mr. Gerbert doesn't know if it is fair to compare each school because the space is different.

Mr. Melillo reminded the committee that they have to look at this purchase as safety first. If it is not safe then it can be a liability. He does not want students to be unsafe.

Mrs. Plante agrees being equitable is important, however, she believes the safety is the number one priority.

Ms. Zukowski asked who is responsible of paying for a new playground.

Mr. Gerbert answered that is a combination. PTAs hold fundraisers and typically have money left over to purchase additional things for their school's playground. It would be a hybrid approach where the Board

would come up with a set amount and the PTA would need to make up the difference. The discount can be up to \$15,000-\$20,000.

Mrs. Plante asked how much money was in the budget for Middle Gate.

Mr. Gerbert answered that they have \$20,000. There is some flexibility around that number because it is in their projects line item.

Mrs. Larkin asked what ground work would need to happen.

Mr. Gerbert said the vendor is responsible for the equipment, installation and the resurfacing. We are responsible for the demo. It just on our time and we can get assistance from Parks and Rec.

Mrs. Larkin asked what happens if we need more money.

Mr. Melillo said there are two options. He can put it in next year's budget or we can see how this year's budget holds up and use money towards the end of the year.

Ms. Gerbert reminded the committee that the sale for the playscape would only be available in January/February.

Mrs. Vadas said that the money could possibly come from the non-lapsing account.

Mrs. Plante recommends revisiting this at the next meeting (January).

The committee agreed.

Financial Report and Transfers

Mrs. Vadas presented the October financial report. She stated that it was a busy month and a more realistic look at our Budget. The adjustments that were made over the prior month have produced a projected year-end balance of \$411,346 with the majority of adjustments being made in other purchased services, primarily transportation and out-of-district tuition, to adjust for the excess cost grant.

The energy account needs to be analyzed. Mrs. Vadas reminded the committee that she lost someone in her department who was forecasting this. She anticipates some savings, whoever natural gas prices are rising.

Mrs. Vadas reported that there are still about 10-12 open positions for non-certified staff. There are also open positions for Behavior Therapists, although we are using a contracted service, it is very costly. As of date, there is \$180,000 worth of encumbrances in. The good news is that some of it will be offset by grants.

Mrs. Larkin wonders why no one is applying to be behavioral therapists and asked what the rate of pay is.

Mrs. Vadas answered that it can range from \$21-\$36/hr depending on their step.

Mrs. Larkin does not believe that it is a Covid issue.

Mr. Melillo agrees and believes it is a workforce issue.

Mrs. Kessler asked if the \$180,000 encumbrance for the contracted company was for all of the schools.

Mrs. Vadas said there are currently 5 open positions but the services are charging \$60/hr.

Ms. Zukowski asked if they are union.

Mrs. Vadas answered that BTs are non-union and Paraeducators are union.

Mrs. Vadas reported on the sub accounts. The certified salary account is still producing a negative balance and that is mostly due to our large budgeted turnover account. A transfer was requested this month of \$1.1 million to adjust the teach re-assignments. Non-Certified positions have seen a lot of turnover but the balance is \$81,000. The overall salary counts have a positive balance of \$500,000. It is less than last month but they have been tightening up the accounts.

Mrs. Vadas stated that the pension account has some stress because the run rate is \$24,000/month for this account. It is difficult to budget because it is unknown when employees will retire or resign and be replaced by whom.

There are a lot of changes in the other purchase services account. Contracted Services currently displays a negative balance of -\$126,431. The majority of this balance is due to the inclusion of an outside service that provides behavioral therapists for our students. These students require this service as outlined in their I.E.P. We are currently contracting anywhere from 5-7 therapists as the needs do vary. The two encumbrances that are currently active total \$180,000. However, we will be reallocating a portion of this cost towards our ARP IDEA grant fund. It is still early to provide an accurate projection; although, it appears we may have approximately \$140,000 to use towards this service.

Transportation currently displays a positive balance of \$210,000. We are still in the process of analyzing our out-of-district accounts as well as a portion of the excess cost grant that is associated with these costs. Expect a change in this balance next month as the out-of- district costs will require adjustments.

Mrs. Kessler asked if anyone was keeping track of the bus runs that are not happening and keep track of the reimbursement.

Mrs. Larkin asked Mrs. Vadas how much the reimbursement is if a bus does not run.

Mrs. Vadas said it would be \$180.

Mrs. Larkin asked the status of drivers.

Mr. Melillo said they anticipate a full roster with three back up drivers in December.

Mrs. Vadas said that Brookfield is fully staffed but they pay less. They are on a three tier which is more attractive.

Mrs. Larkin asked if the sports teams are using the buses again.

Mrs. Vadas said there are some but again, we do not have the drivers. All of the drivers that we do have are busy doing school runs.

Mrs. Vadas reported that the District has used the majority of the sports transportation budget for the year because of the price of coach buses.

Mrs. Larkin encourages the District to keep the account in check at All Star.

To go hand in hand with transportation, Mrs. Vadas is noticing a surplus in the fuel accounts because we are not using as much. A bid will be prepared in December while trying to watch the market.

Mrs. Vadas told the committee that they will receive the transfers in their packet.

Review and Amend CFF's Responsibilities

Ms. Zukowski reminded the committee that it is not their purview to actually vote and make the amendment. It is our purview to make the recommendation to the full Board.

In the past, whenever there has been a CIP project, there has been an ad-hoc that was assigned to the project. Ms. Zukowski recommended adding “provide oversight to BOE Capital Improvement Projects working with the Director of Facilities, and as needed, the Town public building and site and other Town commissions.” This committee will be responsible for following up on the work. This amendment will be brought to the Board in December.

Ms. Zukowski continued by recommending amending the financial responsibilities of the committee. Mrs. Vadas said that she brings all of the contracts to the committee. She mentioned that the District now has a new purchasing agent that can handle the RFPs.

Mrs. Larkin recommends bringing the RFPs to the committee on the larger bids.

Mrs. Vadas said the next big bid is propane.

Mrs. Plante does not believe they should be in the service of reviewing every RFP.

Ms. Zukowski stated that she and Mr. Melillo will put together language for the committee to review.

Mrs. Kessler noticed in the minutes that were related to the Food Service and there was a \$700,000 surplus.

Mrs. Vadas said it is a fund outside of the general fund. It is money that can only be used towards food service. Most districts all have large surpluses because of Covid.

Mrs. Larkin reminded the committee that while we were still receiving the free lunches, students were still purchasing other lunches and became revenue.

Superintendent Report

Mr. Melillo reported that Veteran’s Day is the following day and he will be having breakfast at Newtown Middle School, going to the parade at Sandy Hook and the assembly at Newtown High School. He is excited about the day.

Mr. Melillo will confirm that the high school announces Veteran’s Day ceremonies during morning announcements.

Public Participation

None

Adjournment

Mrs. Plante made a motion to resign to adjourn.

Ms. Zukowski seconds the motion. All in favor. Meeting was adjourned at 7:27 pm.

Respectfully Submitted,
Sarah Connell

THESE ARE DRAFT MINUTES AND ARE SUBJECT TO THE APPROVAL OF THE BOE CFF/CIP SUB COMMITTEE.

CIP/FACILITIES/FINANCE COMMITTEE (CFF)

1. Financial Responsibilities

- a) Time permitting, review monthly line item expenditure report from the BOE Business Director;
- b) Time permitting, review all budget transfers between line items and make recommendations for such transfers;
- c) Review financial reporting mechanisms and yearly budget documentation for clarity and content and present any recommendations;
- d) Provide oversight of contracts totaling \$50,000 (??) or more over the duration of the contract
 1. Review the terms and conditions for the Request For Proposals (RFP);
 2. Review contract bids prior to recommendation to the Board; [was d)]
 3. Review reports from contracted services as needed. [was e)]

2. CIP/Facilities Responsibilities

- a) Review capital expenditures and proposals for the Town's five and ten year capital improvement plan (CIP) in accordance with the Town's CIP Regulation timeline;
- b) Review quarterly, building and maintenance needs with the Building and Grounds Facility Director;
- c) Provide oversight to BOE Capital Improvement Projects, working with the Director of Facilities and, as needed, the Town Public Building and Site and other Town commissions.

Thu, Dec 15, 12:46 PM

Hi All,

My apologies, I am not going to be able to attend tonight.

Some brief updates:

Hawley - Progress is continuing in all aspects of the work. The focus now is on the 1921 attic and temporary framing is in place to support the roof rafters to allow for the modifications for rigging in units, ductwork, and the outside air louvers. Demo of the shed dormers has already started. Controls vendor has started and is running communication wires for all of the new control devices. We had a kickoff meeting with the Commissioning Agent on Tuesday. We reviewed their scope of work and discussed scheduling.

HVAC Grant - We submitted the grant on-time to the State. We will hear from the State at some point in January.

Other updates - Greenleaf Energy completed the lighting work at Newtown High. This replaced all of the parking lot lights and many exterior wall mounted lights with LED. There are a few items that were backordered and once those arrive, will be installed. Trane completed the replacement of the Newtown High A-wing rooftop a/c units. The units are all operational. Our controls vendor is working on connecting the new units to our building management system.

Happy Holidays!

--

Bob Gerbert, PE

Director of Facilities

Newtown Public Schools

3 Primrose St, Newtown CT 06470

Office: 203-426-7615 / Cell: 203-914-9385

**NEWTOWN BOARD OF EDUCATION
2022-23 BUDGET SUMMARY REPORT
FOR THE MONTH ENDING NOVEMBER 30, 2022**

OBJECT CODE	EXPENSE CATEGORY	EXPENDED 2021 - 2022	2022 - 2023 APPROVED BUDGET	YTD TRANSFERS 2022 - 2023	CURRENT BUDGET	YTD EXPENDITURE	ENCUMBER	BALANCE	ANTICIPATED OBLIGATIONS	PROJECTED BALANCE	% EXP
<u>GENERAL FUND BUDGET</u>											
100	SALARIES	\$ 51,681,024	\$ 53,701,233	\$ -	\$ 53,701,233	\$ 15,777,534	\$ 36,060,905	\$ 1,862,794	\$ 1,216,761	\$ 646,033	98.80%
200	EMPLOYEE BENEFITS	\$ 11,744,808	\$ 11,955,016	\$ -	\$ 11,955,016	\$ 5,926,756	\$ 4,523,197	\$ 1,505,063	\$ 1,520,202	\$ (15,139)	100.13%
300	PROFESSIONAL SERVICES	\$ 543,087	\$ 687,141	\$ (14,000)	\$ 673,141	\$ 156,339	\$ 68,511	\$ 448,290	\$ 448,290	\$ -	100.00%
400	PURCHASED PROPERTY SERV.	\$ 2,093,569	\$ 1,814,663	\$ -	\$ 1,814,663	\$ 630,139	\$ 538,153	\$ 646,371	\$ 637,371	\$ 9,000	99.50%
500	OTHER PURCHASED SERVICES	\$ 9,327,010	\$ 10,095,326	\$ 14,000	\$ 10,109,326	\$ 4,387,247	\$ 6,203,975	\$ (481,895)	\$ (206,021)	\$ (275,874)	102.73%
600	SUPPLIES	\$ 3,474,903	\$ 3,365,464	\$ -	\$ 3,365,464	\$ 1,217,593	\$ 258,401	\$ 1,889,470	\$ 1,874,470	\$ 15,000	99.55%
700	PROPERTY	\$ 536,285	\$ 339,710	\$ -	\$ 339,710	\$ 67,029	\$ 16,975	\$ 255,706	\$ 255,706	\$ -	100.00%
800	MISCELLANEOUS	\$ 59,271	\$ 76,086	\$ -	\$ 76,086	\$ 59,872	\$ 3,116	\$ 13,098	\$ 13,098	\$ -	100.00%
910	SPECIAL ED CONTINGENCY	\$ -	\$ 100,000	\$ -	\$ 100,000	\$ -	\$ -	\$ 100,000	\$ -	\$ 100,000	0.00%
TOTAL GENERAL FUND BUDGET		\$ 79,459,957	\$ 82,134,639	\$ -	\$ 82,134,639	\$ 28,222,507	\$ 47,673,233	\$ 6,238,898	\$ 5,759,878	\$ 479,021	99.42%
900	TRANSFER NON-LAPSING <i>(unaudited)</i>	\$ 237,879									
GRAND TOTAL		\$ 79,697,836	\$ 82,134,639	\$ -	\$ 82,134,639	\$ 28,222,507	\$ 47,673,233	\$ 6,238,898	\$ 5,759,878	\$ 479,021	99.42%

**NEWTOWN BOARD OF EDUCATION
2022-23 BUDGET SUMMARY REPORT
FOR THE MONTH ENDING NOVEMBER 30, 2022**

OBJECT CODE	EXPENSE CATEGORY	EXPENDED 2021 - 2022	2022 - 2023 APPROVED BUDGET	YTD TRANSFERS 2022 - 2023	CURRENT BUDGET	YTD EXPENDITURE	ENCUMBER	BALANCE	ANTICIPATED OBLIGATIONS	PROJECTED BALANCE	% EXP
100	SALARIES										
	Administrative Salaries	\$ 4,245,732	\$ 4,312,038	\$ (121,271)	\$ 4,190,767	\$ 1,600,554	\$ 2,595,215	\$ (5,001)	\$ 4,310	\$ (9,311)	100.22%
	Teachers & Specialists Salaries	\$ 32,745,539	\$ 33,817,522	\$ 121,271	\$ 33,938,793	\$ 9,243,015	\$ 24,801,953	\$ (106,175)	\$ (173,800)	\$ 67,625	99.80%
	Early Retirement	\$ 81,000	\$ 81,000	\$ -	\$ 81,000	\$ 89,000	\$ -	\$ (8,000)	\$ -	\$ (8,000)	109.88%
	Continuing Ed./Summer School	\$ 96,279	\$ 97,846	\$ -	\$ 97,846	\$ 67,244	\$ 31,269	\$ (667)	\$ (1,161)	\$ 494	99.49%
	Homebound & Tutors Salaries	\$ 104,026	\$ 189,413	\$ -	\$ 189,413	\$ 36,499	\$ 90,917	\$ 61,997	\$ 41,997	\$ 20,000	89.44%
	Certified Substitutes	\$ 677,354	\$ 742,610	\$ -	\$ 742,610	\$ 213,873	\$ 246,803	\$ 281,935	\$ 291,552	\$ (9,617)	101.29%
	Coaching/Activities	\$ 659,048	\$ 737,184	\$ -	\$ 737,184	\$ 220,906	\$ 4,000	\$ 512,278	\$ 512,278	\$ -	100.00%
	Staff & Program Development	\$ 188,833	\$ 155,128	\$ -	\$ 155,128	\$ 42,718	\$ 8,636	\$ 103,775	\$ 100,025	\$ 3,749	97.58%
	CERTIFIED SALARIES	\$ 38,797,811	\$ 40,132,741	\$ -	\$ 40,132,741	\$ 11,513,808	\$ 27,778,792	\$ 840,141	\$ 775,200	\$ 64,941	99.84%
	Supervisors & Technology Salaries	\$ 1,010,203	\$ 1,103,470	\$ -	\$ 1,103,470	\$ 368,427	\$ 526,417	\$ 208,625	\$ 114,588	\$ 94,037	91.48%
	Clerical & Secretarial Salaries	\$ 2,305,020	\$ 2,361,178	\$ -	\$ 2,361,178	\$ 790,655	\$ 1,542,849	\$ 27,673	\$ (14,661)	\$ 42,334	98.21%
	Educational Assistants	\$ 2,751,027	\$ 2,965,151	\$ -	\$ 2,965,151	\$ 828,444	\$ 2,080,641	\$ 56,066	\$ (58,874)	\$ 114,940	96.12%
	Nurses & Medical Advisors	\$ 939,312	\$ 902,273	\$ -	\$ 902,273	\$ 241,094	\$ 621,355	\$ 39,824	\$ 38,701	\$ 1,123	99.88%
	Custodial & Maint. Salaries	\$ 3,218,689	\$ 3,395,484	\$ -	\$ 3,395,484	\$ 1,200,968	\$ 1,978,964	\$ 215,553	\$ 35,619	\$ 179,934	94.70%
	Non-Certied Adj & Bus Drivers Salaries	\$ -	\$ 155,981	\$ -	\$ 155,981	\$ -	\$ -	\$ 155,981	\$ 155,981	\$ -	100.00%
	Career/Job Salaries	\$ 122,065	\$ 171,116	\$ -	\$ 171,116	\$ 61,187	\$ 137,020	\$ (27,091)	\$ (29,604)	\$ 2,513	98.53%
	Special Education Svcs Salaries	\$ 1,348,349	\$ 1,456,181	\$ -	\$ 1,456,181	\$ 417,481	\$ 943,429	\$ 95,271	\$ (20,937)	\$ 116,208	92.02%
	Security Salaries & Attendance	\$ 684,773	\$ 679,888	\$ -	\$ 679,888	\$ 202,708	\$ 448,435	\$ 28,745	\$ 3,912	\$ 24,833	96.35%
	Extra Work - Non-Cert.	\$ 119,364	\$ 109,770	\$ -	\$ 109,770	\$ 49,537	\$ 3,003	\$ 57,231	\$ 52,059	\$ 5,171	95.29%
	Custodial & Maint. Overtime	\$ 356,554	\$ 236,000	\$ -	\$ 236,000	\$ 98,271	\$ -	\$ 137,729	\$ 137,729	\$ -	100.00%
	Civic Activities/Park & Rec.	\$ 27,857	\$ 32,000	\$ -	\$ 32,000	\$ 4,953	\$ -	\$ 27,047	\$ 27,047	\$ -	100.00%
	NON-CERTIFIED SALARIES	\$ 12,883,213	\$ 13,568,492	\$ -	\$ 13,568,492	\$ 4,263,726	\$ 8,282,113	\$ 1,022,653	\$ 441,561	\$ 581,092	95.72%
	SUBTOTAL SALARIES	\$ 51,681,024	\$ 53,701,233	\$ -	\$ 53,701,233	\$ 15,777,534	\$ 36,060,905	\$ 1,862,794	\$ 1,216,761	\$ 646,033	98.80%
200	EMPLOYEE BENEFITS										
	Medical & Dental Expenses	\$ 8,538,506	\$ 8,790,863	\$ -	\$ 8,790,863	\$ 4,434,307	\$ 4,321,589	\$ 34,968	\$ 22,843	\$ 12,125	99.86%
	Life Insurance	\$ 88,568	\$ 87,000	\$ -	\$ 87,000	\$ 36,875	\$ -	\$ 50,125	\$ 50,125	\$ -	100.00%
	FICA & Medicare	\$ 1,624,911	\$ 1,706,549	\$ -	\$ 1,706,549	\$ 520,940	\$ -	\$ 1,185,609	\$ 1,185,609	\$ -	100.00%
	Pensions	\$ 954,029	\$ 852,347	\$ -	\$ 852,347	\$ 711,111	\$ 500	\$ 140,736	\$ 168,000	\$ (27,264)	103.20%
	Unemployment & Employee Assist.	\$ 102,469	\$ 81,600	\$ -	\$ 81,600	\$ 600	\$ -	\$ 81,000	\$ 81,000	\$ -	100.00%
	Workers Compensation	\$ 436,325	\$ 436,657	\$ -	\$ 436,657	\$ 222,923	\$ 201,108	\$ 12,626	\$ 12,626	\$ 0	100.00%
	SUBTOTAL EMPLOYEE BENEFITS	\$ 11,744,808	\$ 11,955,016	\$ -	\$ 11,955,016	\$ 5,926,756	\$ 4,523,197	\$ 1,505,063	\$ 1,520,202	\$ (15,139)	100.13%

**NEWTOWN BOARD OF EDUCATION
2022-23 BUDGET SUMMARY REPORT
FOR THE MONTH ENDING NOVEMBER 30, 2022**

OBJECT CODE	EXPENSE CATEGORY	EXPENDED 2021 - 2022	2022 - 2023 APPROVED BUDGET	YTD TRANSFERS 2022 - 2023	CURRENT BUDGET	YTD EXPENDITURE	ENCUMBER	BALANCE	ANTICIPATED OBLIGATIONS	PROJECTED BALANCE	% EXP
300	PROFESSIONAL SERVICES										
	Professional Services	\$ 404,089	\$ 493,643	\$ -	\$ 493,643	\$ 125,500	\$ 48,228	\$ 319,915	\$ 319,915	\$ -	100.00%
	Professional Educational Serv.	\$ 138,998	\$ 193,498	\$ (14,000)	\$ 179,498	\$ 30,840	\$ 20,283	\$ 128,375	\$ 128,375	\$ -	100.00%
	SUBTOTAL PROFESSIONAL SERV.	\$ 543,087	\$ 687,141	\$ (14,000)	\$ 673,141	\$ 156,339	\$ 68,511	\$ 448,290	\$ 448,290	\$ -	100.00%
400	PURCHASED PROPERTY SERV.										
	Buildings & Grounds Contracted Svc.	\$ 672,697	\$ 683,600	\$ -	\$ 683,600	\$ 301,819	\$ 305,869	\$ 75,912	\$ 75,912	\$ -	100.00%
	Utility Services - Water & Sewer	\$ 160,597	\$ 144,770	\$ -	\$ 144,770	\$ 48,427	\$ -	\$ 96,343	\$ 87,343	\$ 9,000	93.78%
	Building, Site & Emergency Repairs	\$ 710,231	\$ 450,000	\$ -	\$ 450,000	\$ 129,414	\$ 44,531	\$ 276,056	\$ 276,056	\$ -	100.00%
	Equipment Repairs	\$ 289,596	\$ 269,051	\$ -	\$ 269,051	\$ 93,669	\$ 42,449	\$ 132,932	\$ 132,932	\$ -	100.00%
	Rentals - Building & Equipment	\$ 260,448	\$ 267,242	\$ -	\$ 267,242	\$ 56,810	\$ 145,304	\$ 65,128	\$ 65,128	\$ -	100.00%
	Building & Site Improvements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
	SUBTOTAL PUR. PROPERTY SERV.	\$ 2,093,569	\$ 1,814,663	\$ -	\$ 1,814,663	\$ 630,139	\$ 538,153	\$ 646,371	\$ 637,371	\$ 9,000	99.50%
500	OTHER PURCHASED SERVICES										
	Contracted Services	\$ 1,019,495	\$ 886,545	\$ 61,900	\$ 948,445	\$ 588,325	\$ 316,384	\$ 43,736	\$ 172,382	\$ (128,645)	113.56%
	Transportation Services	\$ 4,229,179	\$ 4,919,428	\$ (47,900)	\$ 4,871,528	\$ 1,388,925	\$ 2,414,485	\$ 1,068,118	\$ 883,118	\$ 185,000	96.20%
	Insurance - Property & Liability	\$ 425,660	\$ 422,766	\$ -	\$ 422,766	\$ 232,511	\$ 208,131	\$ (17,876)	\$ (10,790)	\$ (7,086)	101.68%
	Communications	\$ 189,488	\$ 152,524	\$ -	\$ 152,524	\$ 78,414	\$ 79,335	\$ (5,225)	\$ (225)	\$ (5,000)	103.28%
	Printing Services	\$ 19,859	\$ 24,789	\$ -	\$ 24,789	\$ 5,279	\$ 1,233	\$ 18,277	\$ 18,277	\$ -	100.00%
	Tuition - Out of District	\$ 3,252,787	\$ 3,450,187	\$ -	\$ 3,450,187	\$ 1,972,638	\$ 3,143,461	\$ (1,665,912)	\$ (1,344,669)	\$ (321,243)	109.31%
	Student Travel & Staff Mileage	\$ 190,540	\$ 239,087	\$ -	\$ 239,087	\$ 121,154	\$ 40,946	\$ 76,986	\$ 75,886	\$ 1,100	99.54%
	SUBTOTAL OTHER PURCHASED SERV.	\$ 9,327,010	\$ 10,095,326	\$ 14,000	\$ 10,109,326	\$ 4,387,247	\$ 6,203,975	\$ (481,895)	\$ (206,021)	\$ (275,874)	102.73%
600	SUPPLIES										
	Instructional & Library Supplies	\$ 799,649	\$ 854,242	\$ -	\$ 854,242	\$ 422,780	\$ 156,973	\$ 274,488	\$ 274,488	\$ -	100.00%
	Software, Medical & Office Supplies	\$ 217,455	\$ 194,940	\$ -	\$ 194,940	\$ 85,634	\$ 42,350	\$ 66,956	\$ 66,956	\$ -	100.00%
	Plant Supplies	\$ 423,279	\$ 366,100	\$ -	\$ 366,100	\$ 166,430	\$ 37,266	\$ 162,405	\$ 162,405	\$ -	100.00%
	Electric	\$ 995,294	\$ 1,022,812	\$ -	\$ 1,022,812	\$ 285,048	\$ -	\$ 737,764	\$ 644,264	\$ 93,500	90.86%
	Propane & Natural Gas	\$ 415,377	\$ 424,980	\$ -	\$ 424,980	\$ 94,203	\$ -	\$ 330,777	\$ 370,777	\$ (40,000)	109.41%
	Fuel Oil	\$ 88,194	\$ 63,000	\$ -	\$ 63,000	\$ 4,982	\$ -	\$ 58,018	\$ 111,518	\$ (53,500)	184.92%
	Fuel for Vehicles & Equip.	\$ 191,173	\$ 216,258	\$ -	\$ 216,258	\$ 54,875	\$ -	\$ 161,383	\$ 146,383	\$ 15,000	93.06%
	Textbooks	\$ 344,482	\$ 223,132	\$ -	\$ 223,132	\$ 103,640	\$ 21,812	\$ 97,680	\$ 97,680	\$ -	100.00%
	SUBTOTAL SUPPLIES	\$ 3,474,903	\$ 3,365,464	\$ -	\$ 3,365,464	\$ 1,217,593	\$ 258,401	\$ 1,889,470	\$ 1,874,470	\$ 15,000	99.55%

**NEWTOWN BOARD OF EDUCATION
2022-23 BUDGET SUMMARY REPORT
FOR THE MONTH ENDING NOVEMBER 30, 2022**

OBJECT CODE	EXPENSE CATEGORY	EXPENDED 2021 - 2022	2022 - 2023 APPROVED BUDGET	YTD TRANSFERS 2022 - 2023	CURRENT BUDGET	YTD EXPENDITURE	ENCUMBER	BALANCE	ANTICIPATED OBLIGATIONS	PROJECTED BALANCE	% EXP
700	PROPERTY										
	Technology Equipment	\$ 278,825	\$ 156,024	\$ -	\$ 156,024	\$ 37,351	\$ 5,210	\$ 113,463	\$ 113,463	\$ -	100.00%
	Other Equipment	\$ 257,460	\$ 183,686	\$ -	\$ 183,686	\$ 29,678	\$ 11,765	\$ 142,243	\$ 142,243	\$ -	100.00%
	SUBTOTAL PROPERTY	\$ 536,285	\$ 339,710	\$ -	\$ 339,710	\$ 67,029	\$ 16,975	\$ 255,706	\$ 255,706	\$ -	100.00%
800	MISCELLANEOUS										
	Memberships	\$ 59,271	\$ 76,086	\$ -	\$ 76,086	\$ 59,872	\$ 3,116	\$ 13,098	\$ 13,098	\$ -	100.00%
	SUBTOTAL MISCELLANEOUS	\$ 59,271	\$ 76,086	\$ -	\$ 76,086	\$ 59,872	\$ 3,116	\$ 13,098	\$ 13,098	\$ -	100.00%
910	SPECIAL ED CONTINGENCY	\$ -	\$ 100,000	\$ -	\$ 100,000	\$ -	\$ -	\$ 100,000	\$ -	\$ 100,000	0.00%
	TOTAL LOCAL BUDGET	\$ 79,459,957	\$ 82,134,639	\$ -	\$ 82,134,639	\$ 28,222,507	\$ 47,673,233	\$ 6,238,898	\$ 5,759,878	\$ 479,021	99.42%
900	Transfer to Non-Lapsing	\$ 237,741									
	GRAND TOTAL	\$ 79,697,698	\$ 82,134,639	\$ -	\$ 82,134,639	\$ 28,222,507	\$ 47,673,233	\$ 6,238,898	\$ 5,759,878	\$ 479,021	99.42%

SPECIAL REVENUES

EXCESS COST GRANT REVENUE	EXPENDED 2021-2022	APPROVED BUDGET	INTERNAL PROJ 1-Dec	PROJECTED 1-Mar	ESTIMATED Total	VARIANCE to Budget	FEB DEPOSIT	MAY DEPOSIT	% TO BUDGET
51266 Special Education Svcs Salaries ECG	\$ (7,170)				\$ -	\$ -			#DIV/0!
54116 Transportation Services - ECG	\$ (333,218)	\$ (320,028)	\$ (466,502)		\$ (466,502)	\$ 146,474			145.77%
54160 Tuition - Out of District ECG	\$ (1,193,144)	\$ (1,300,484)	\$ (1,344,669)		\$ (1,344,669)	\$ 44,185			103.40%
Total	\$ (1,533,532)	\$ (1,620,512)	\$ (1,811,171)	\$ -	\$ (1,811,171)	\$ 190,659	\$ -	\$ -	111.77%
							Total*	\$ -	\$ -
SDE MAGNET TRANSPORTATION GRANT	\$ (9,100)	\$ (13,000)	\$ (11,700)		\$ (11,700)	\$ (1,300)			90.00%

OTHER REVENUES

BOARD OF EDUCATION FEES & CHARGES - SERVICES

	APPROVED BUDGET	ANTICIPATED	RECEIVED	BALANCE	% RECEIVED
LOCAL TUITION	\$32,430	\$32,430		\$32,430	0.00%
HIGH SCHOOL FEES FOR PARKING PERMITS	\$30,000	\$30,000		\$30,000	0.00%
MISCELLANEOUS FEES	\$6,000	\$6,000		\$6,000	0.00%
TOTAL SCHOOL GENERATED FEES	\$68,430	\$68,430	\$0	\$68,430	0.00%

OTHER GRANTS

	TOTAL BUDGET	21-22 EXPENSED	YTD EXPENSE	ENCUMBER	BALANCE	% EXPENSED
214 ESSER II	\$625,532	\$573,735	\$18,068	\$18,465	\$15,264	97.56%
ESSER III (estimated \$809k for 21-22 use)	\$1,253,726	\$709,840	\$64,577	\$427,742	\$51,567	95.89%

2022 - 2023
NEWTOWN BOARD OF EDUCATION
TRANSFERS RECOMMENDED
NOVEMBER 30, 2022

AMOUNT	FROM		TO		REASON
	CODE	DESCRIPTION	CODE	DESCRIPTION	
ADMINISTRATIVE					
\$19,488	100	TEACHERS & SPECIALISTS SALARIES	100	TEACHERS & SPECIALISTS SALARIES	TO APPLY TEACHER BALANCE AGAINST BUDGETED SAVINGS FROM TURNOVER
\$1,161	100	NON-CERTIFIED ADJ	100	CONTINUING ED./SUMMER SCHOOL	TRANSFERS FOR SALARY AND BUGET ADJUSTMENTS
\$2,460			100	HOMEBOUND & TUTORS SALARIES	
\$4,960			100	SUPERVISORS/TECHNOLOGY SALARIES	
\$200			100	CLERICAL & SECRETARIAL SALARIES	
\$1,257			100	CAREER/JOB SALARIES	
\$11,937			100	SPECIAL EDUCATION SVCS SALARIES	
\$293			100	ATTENDANCE & SECURITY SALARIES	
\$22,268					
\$42,725	100	CUSTODIAL & MAINT. SALARIES	100	HOMEBOUND & TUTORS SALARIES	FOR NEW ELL TUTOR AND MIDDLE SCHOOL ARC STAFF COMING OFF A GRANT
\$52,065	100	NURSES & MEDICAL ADVISORS	100	NURSES & MEDICAL ADVISORS	TO ADJUST NURSES BUDGETS FOR TURNOVER AND CHANGES IN LOCATION
\$31,615	100	NON-CERTIFIED ADJ	100	NURSES & MEDICAL ADVISORS	TO COVER COST OF FLOATER NURSE
\$6,095	100	CUSTODIAL & MAINT. SALARIES	100	CUSTODIAL & MAINT. SALARIES	TO ADJUST CUSTODIAL & MAINT. SALARIES
\$28,000	100	NON-CERTIFIED ADJ	100	TEACHERS & SPECIALISTS SALARIES	TRANSFER FUNDS FOR SPECIAL EDUCATION SUMMER PROGRAMS
\$2,000			100	EDUCATIONAL ASSISTANTS	
\$3,000			100	CAREER/JOB SALARIES	
\$9,000			100	SPECIAL EDUCATION SVCS SALARIES	
\$4,500			100	EXTRA WORK - NON-CERT.	
\$46,500					
\$12,364	100	EDUCATIONAL ASSISTANTS	100	EDUCATIONAL ASSISTANTS	TO COVER COST OF PARAEDUCATORS
\$55,598	100	NON-CERTIFIED ADJ			
\$2,879	100	CUSTODIAL & MAINT. SALARIES			
\$70,841					
\$12,626	200	WORKERS COMPENSATION	500	INSURANCE - PROPERTY & LIABILITY	TRANSFER FOR INSURANCE INCREASES

2022 - 2023
NEWTOWN BOARD OF EDUCATION
TRANSFERS RECOMMENDED
NOVEMBER 30, 2022

AMOUNT	FROM		TO		REASON
	CODE	DESCRIPTION	CODE	DESCRIPTION	
\$126,578	500	TRANSPORTATION SERVICES	500	TRANSPORTATION SERVICES	TO ADJUST FUNDS BETWEEN TRANSPORTATION ACCOUNTS
\$53,500	600	ELECTRIC	600	FUEL OIL	TO PROVIDE FUNDS FOR THE HIGH COST OF FUEL OIL
\$40,000	600	ELECTRIC	600	PROPANE & NATURAL GAS	TO PROVIDE FUNDS FOR THE HIGH COST OF PROPANE
\$93,500					
\$524,301	TOTAL TRANSFERS REQUESTED				

**2022 - 2023
 NEWTOWN BOARD OF EDUCATION
 DETAIL OF TRANSFERS RECOMMENDED
 NOVEMBER 30, 2022**

OBJECT CODE	FROM			OBJECT CODE	TO		
	AMOUNT				AMOUNT		
100	\$19,488	TEACHERS & SPECIALISTS SALARIES \$19,488 001600390000 - 51121 H.S. - TAP	TEACHERS	100	\$19,488	TEACHERS & SPECIALISTS SALARIES \$19,488 001840880000 - 51152 DISTRICT - OTHER SERV	SAVINGS FROM TURNOVER
100	\$22,268	NON-CERTIFIED ADJ \$22,268 001840880000 - 51271 DISTRICT - OTHER SERV	NON-CERT SALARY ADJ	100	\$1,161	CONTINUING ED./SUMMER SCHOOL \$1,161 001940840000 - 51143 DISTRICT - CONT. ED.	DIR OF CONTINUING ED
				100	\$2,460	HOMEBOUND & TUTORS SALARIES \$2,460 001600260000 - 51313 H.S. - READING	TUTORS
				100	\$4,960	SUPERVISORS/TECHNOLOGY SALARIES \$4,960 001900920000 - 51210 B&G - ADMIN.	SUPERVISORS
				100	\$200	CLERICAL & SECRETARIAL SALARIES \$200 001840860000 - 51222 DISTRICT - BUS SERV	SECRETARIAL SALARIES
				100	\$1,257	CAREER/JOB SALARIES \$1,257 001600320000 - 51261 H.S. - SPORTS	ATHLETIC TRAINER
				100	\$11,937	SPECIAL EDUCATION SVCS SALARIES \$6,569 001750510000 - 51263 SP ED - SERV FOR BLIND \$5,368 001750610000 - 51263 SP ED - PREK-8 SP ED	THERAPISTS BEHAVIORAL ANALYSTS
				100	\$293	ATTENDANCE & SECURITY SALARIES \$293 001840880000 - 51261 DISTRICT - OTHER SERV	SUB CALLING
100	\$42,725	CUSTODIAL & MAINT. SALARIES \$42,725 001900960000 - 51259 B&G - CUSTODIAL	DIST CUSTODIAL	100	\$42,725	HOMEBOUND & TUTORS SALARIES \$19,793 001500380000 - 51313 M.S. - CLASSROOM \$22,932 001600260000 - 51313 H.S. - READING	TUTORS TUTORS
100	\$52,065	NURSES & MEDICAL ADVISORS \$10,519 001770420000-51240 HEALTH/MED - NONPUBLIC \$20,341 001770430000-51245 HEALTH/MED - ELEM/INT \$21,205 001770490000-51240 HEALTH/MED - H.S.	NURSES SALARIES NURSES - RIS NURSES SALARIES	100	\$52,065	NURSES & MEDICAL ADVISORS \$42,429 001770430000-51242 HEALTH/MED - ELEM/INT \$9,636 001770480000-51240 HEALTH/MED - M.S.	NURSES - SH NURSES SALARIES
100	\$31,615	NON-CERTIFIED ADJ \$31,615 001840880000 - 51271 DISTRICT - OTHER SERV	NON-CERT SALARY ADJ	100	\$31,615	NURSES & MEDICAL ADVISORS \$31,615 001770410000-51240 HEALTH/MED - ADMIN/FLOA'	NURSES SALARIES
100	\$6,095	CUSTODIAL & MAINT. SALARIES \$6,095 001900960000 - 51259 B&G - CUSTODIAL	DIST CUSTODIAL	100	\$6,095	CUSTODIAL & MAINT. SALARIES \$6,095 001900940000 - 51259 B&G - MAINTENANCE	COURIER SALARY
100	\$46,500	NON-CERTIFIED ADJ \$46,500 001840880000 - 51271 DISTRICT - OTHER SERV	NON-CERT SALARY ADJ	100	\$28,000	TEACHERS & SPECIALISTS SALARIES \$28,000 001750790000 - 51121 SP ED - SUMMER PROGRAM	TEACHERS
				100	\$2,000	EDUCATIONAL ASSISTANTS \$2,000 001750790000 - 51232 SP ED - SUMMER PROGRAM	ED ASSISTANTS
				100	\$3,000	CAREER/JOB SALARIES \$3,000 001750790000 - 51262 SP ED - SUMMER PROGRAM	JOB COACH/OTHER SP ED
				100	\$9,000	SPECIAL EDUCATION SVCS SALARIES \$4,000 001750790000 - 51263 SP ED - SUMMER PROGRAM \$5,000 001750790000 - 51266 SP ED - SUMMER PROGRAM	BEHAVIORAL ANALYSTS BEHAVIORAL THERAPISTS
				100	\$4,500	EXTRA WORK - NON-CERT. \$4,500 001750790000 - 51423 SP ED - SUMMER PROGRAM	EXTRA WORK - NON-CERT
100	\$12,364	EDUCATIONAL ASSISTANTS \$12,364 001750610000 - 51232 SP ED - PREK-8 SP ED	ED ASSISTANTS - SH	100	\$70,841	EDUCATIONAL ASSISTANTS \$13,167 001750610000 - 51231 SP ED - PREK-8 SP ED	ED ASSISTANTS - HAW
100	\$55,598	NON-CERTIFIED ADJ \$55,598 001840880000 - 51271 DISTRICT - OTHER SERV	NON-CERT SALARY ADJ			\$8,493 001400380000 - 51232 HOM. - CLASSROOM \$12,684 001600380000 - 51232 H.S. - CLASSROOM	ED ASSISTANTS ED ASSISTANTS
100	\$2,879	CUSTODIAL & MAINT. SALARIES \$2,879 001900960000 - 51259 B&G - CUSTODIAL	DIST CUSTODIAL			\$36,497 001750610000 - 51236 SP ED - PREK-8 SP ED	ED ASSISTANTS - MS

2022 - 2023
NEWTOWN BOARD OF EDUCATION
DETAIL OF TRANSFERS RECOMMENDED
NOVEMBER 30, 2022

OBJECT CODE	FROM			OBJECT CODE	TO		
	AMOUNT				AMOUNT		
200	\$12,626	WORKERS COMPENSATION \$12,626 001860900000 - 52700 DISTRICT - BENEFITS	WORKERS COMP	500	\$12,626	INSURANCE - PROPERTY & LIABILITY \$4,013 001840830000 - 5412 DISTRICT - BOE \$8,613 001900960000 - 5412 B&G - CUSTODIAL	INSURANCE INSURANCE
500	\$126,578	TRANSPORTATION SERVICES \$126,578 001920870000-54110 DISTRICT - TRANSPORT	TRANS - LOCAL REG ED	500	\$126,578	TRANSPORTATION SERVICES \$126,578 001920870000-54115 DISTRICT - TRANSPORT	TRANS - LOCAL SP ED
600	\$53,500	ELECTRIC \$53,500 001900960000 - 56207 B&G - CUSTODIAL	ELECTRICITY - HS	600	\$53,500	FUEL OIL \$4,500 001900960000 - 56400 B&G - CUSTODIAL \$43,500 001900960000 - 56404 B&G - CUSTODIAL \$5,500 001900960000 - 56407 B&G - CUSTODIAL	FUEL OIL - GEN FUEL OIL - HOM FUEL OIL - HS
600	\$40,000	ELECTRIC \$40,000 001900960000 - 56205 B&G - CUSTODIAL	ELECTRICITY - RIS	600	\$40,000	PROPANE & NATURAL GAS \$6,000 001900960000 - 56503 B&G - CUSTODIAL \$5,000 001900960000 - 56505 B&G - CUSTODIAL \$9,000 001900960000 - 56506 B&G - CUSTODIAL \$20,000 001900960000 - 56507 B&G - CUSTODIAL	PROPANE & NATURAL GAS-MG PROPANE & NATURAL GAS-RIS PROPANE & NATURAL GAS-MS PROPANE & NATURAL GAS-HS
	\$524,301	TOTAL TRANSFER REQUEST			\$524,301	TOTAL TRANSFER REQUEST	