

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

Minutes of the Board of Education meeting on November 15, 2016 at 6:45 p.m. in the council chambers at 3 Pimrose Street.

K. Alexander, Chair	J. Erardi
M. Ku, Vice Chair	J. Davila
D. Leidlein, Secretary (absent)	R. Bienkowski
J. Vouros	20 Staff
R. Harriman-Stites	30 Public
A. Clure (6:49 p.m.)	1 Press
D. Cruson	
S. Chand	
D. Lew	

Mr. Alexander called the meeting to order at 6:47 p.m.

MOTION: Mrs. Ku moved that the Board of Education go into executive session to discuss the BCBA contracts and interview the candidate for the Athletic Director position and invited Dr. Erardi, Mrs. Davila, Mr. Bienkowski, Mrs. Beck, Laura Conner and Matthew Memoli. Mr. Vouros seconded. Vote: 5 ayes (Mr. Clure joined the meeting after the vote.)

Item 1 – Executive Session

Executive session began at 6:48 p.m.

Item 2 – Pledge of Allegiance

Item 3 – Possible Action on the Athletic Director Position

MOTION: Mrs. Ku moved that the Board of Education appoint Matthew Memoli as the Athletic Director effective November 16, 2016 with salary per the administrators' contract. Mr. Cruson seconded. Motion passes unanimously.

Mr. Memoli thanked the Board for this appointment. It's an honor to serve in this position.

Item 4 – Consent Agenda

MOTION: Mrs. Ku moved that the Board of Education approve the consent agenda which includes the Newtown High School wrestling team field trips and the donations to Newtown High School. Mrs. Harriman-Stites seconded. Motion passes unanimously.

Item 5 – Public Participation

Michelle Garrity, 63 Toddy Hill Road, was against eighth graders going to the high school. Research shows that middle school students have developmental needs that have to be addressed. She shared information regarding when Monroe and a town in Massachusetts wanted to move the eighth grade to their high school which was voted down due to parent opposition. Monroe enrollment was projected to decline but it increased. If we don't repurpose the middle school who repays the state? She had a petition with over 100 signatures in opposition of moving the eighth grade to the high school. We need to address questions on using portables at the elementary schools or Reed. There are concerns if the projections are wrong and if we might have to open the middle school again.

Dr. Meg Martins, 168 Boggs Hill Road, teaches at Danbury High School, and is concerned about proposed grade level transitions. There is no best practice to support adding the eighth grade to the high school. Consider what can be learned from researchers, what schools have

been visited, and what curriculum changes need to be made before making a decision. She is not comfortable with a 12-year-old riding with students who are old enough to date, vote and drive.

Lynn Edwards, 3 Sand Hill Road, feels we should not separate seventh and eighth grade students and teachers. Our students have been personally affected by the tragedy. We need the most supported environment as possible. She is concerned about issues around middle school sports. The savings analysis failed to include the cost to return it to the town and maintenance. Having no middle school will negatively affect the desire to move into the community.

Kara Wanzer, 14 Surrey Trail, is an educator and central office administrator. She asked the Board to look at academic research on middle schools. Students will benefit from a K-8 configuration. It's unconventional to move eighth grade to the high school.

Jaime Peterson, 23 Hundred Acres Road, is a teacher and agrees with previous statements. She referred to Dr. Melissa Brymer's report after Hawley was being considered to close. One of her recommendations was to foster cohesion and a sense of belonging in the schools. Separating seventh and eighth grade will cause isolation. She was looking for a cost savings analysis. Where is the data to show that students will still need the same supplies in both schools, the same number of custodians and man hours to support those cost savings. There was also concern about teacher certification. She doesn't approve the closure of the middle school and suggested reconfiguring the schools in a different way if it has to be closed.

Aaron Blank, 18 Whitewood Road, opposes closing the middle school. The middle school experience prepares students to be successful in the high school. The real estate market could soften because of the school configuration. He believes the benefits of keeping the middle school open are far greater than any savings we could see.

Carolann Davis, 10 Conchord Ridge, was in favor of our excellent Reed and middle school. She likes the current configuration. There are mentoring opportunities for sixth and eighth graders. She praised the leaders and educators at both schools.

Kate Scalfani, 10 Glover Avenue, agreed with everyone. She enjoys seeing students in town. We need to let them have their rights of passage.

Tim Sullivan, 9 Clearview Drive, was looking for data on the emotional and developmental impact on students moving to the high school. Last year his 12-year-old daughter was on the bus with high school students. Because of the conversations she heard he drove her the rest of the year.

Mr. Alexander thanked everyone for writing in and speaking tonight.

Item 6 – Reports

Chair Report: Mr. Alexander mentioned that Mrs. Leidlein had a work conflict this evening. Tomorrow night was the joint meeting with the Legislative Council regarding budget priorities and concerns. Some of the Board members would be attending the CAFE convention this Friday with a presentation by Dr. Erardi and the Climate and Culture Committee. There will be a regional leadership breakfast on December 9 at Sandy Hook School.

Superintendent's Report: Dr. Erardi said it was impressive the way this community responds to issues through emails and the speakers this evening. He thanked the community for being part of this conversation.

Tomorrow at 10:00 a.m. there will be a simulation drill for reunification. At the December 6 meeting the high school assistant principal candidate will come to the Board. There were over 100 applicants with eight finalists.

Whitsons monthly report was provided.

Dr. Erardi spoke about calls last week to the administration from parents with a concern if we did due diligence in the way we presented local, state and federal legislators in our buildings and if there was a balance. State delegates are Republican affiliated and federal delegates are Democrat affiliated. It is our initial belief that the person spoke to students about the branches of government. The second concern was that parents feel their children are not as safe as they were on Monday. We have to ensure our students that the schools are safe. An informational note will be sent to parents and staff addressing both of these issues.

Mr. Alexander feels we have a loving community. He hasn't seen a better community to accept people for who they are.

Mr. Harriman-Stites thanked Dr. Erardi for his willingness to reach out to parents regarding the commitment to keeping children safe.

Committee Reports:

Mr. Vouros said that Curriculum and Instruction met with two representatives from the phys ed department from the middle school regarding project adventure. They work collaboratively and incorporated the para working with them on project adventure. Students have gained confidence in phys ed after being in project adventure.

Mrs. Ku said the policy committee has one or two left in the 3000 series. The Security committee met and she suggested that the Board have an executive session in December regarding budget.

Mr. Cruson attended two events at Head O'Meadow School which included the carnival regarding kindness that was covered by Channel 8 on November 4 and the Veteran's Day breakfast.

Mr. Vouros attended the Veteran's Day events at Hawley and the high school.

Mr. Alexander feels that being open is good for teaching and the veterans.

Student Representatives:

Simran Chand: Student government held a mock election with 63% of the students voting. Clinton was elected and all classes had a discussion on the subject.

Dylan Lew: There was a huge win for girls field hockey and another win for football. DECCA had their dodgeball tournament. November 12 was the first meeting of the National Honor Society. Veteran's Day event was also held. The Thanksgiving food drive has begun.

Simran: The homecoming dance was held. The drama department production of "Caesar" will be held this weekend.

Dylan: Winter sports will be ending soon. This Friday we have a PLC day.

High School Auditorium Project:

Mr. Bienkowski said we have a state grant commitment for the project. Bids are currently out and will be evaluated by the project manager from November 30 to December 9. December 20

Public Building & Site Commission will award the contract. They will start construction in January. The trailer and materials will be brought in over the winter break.

Mr. Alexander asked the grant commitment number.

Mr. Bienkowski said it's around \$700,000 which is what our reimbursement rate is times the eligible expenses.

Financial Report and Transfers;

MOTION: Mrs. Ku moved that the Board of Education approve the financial report and transfers.

Mr. Vouros seconded

Mr. Bienkowski presented his report. We are in good shape and no problem areas are expected at this time.

Mr. Clure asked for a chart to keep track of accounts by line items mid-year.

Mr. Bienkowski said that the end of year report has a summary of transfers with an explanation. This would include the town transfers as well. He will provide this for the next report.

Motion passes unanimously.

Item 7 – Old Business

Facility and Enrollment Study:

Dr. Erardi stated that security will not be in the financial document being presented. The armed officer would not be a savings to the Board of Education but would be to the town.

Mr. Bienkowski said that certified staffing was add to the scenarios but no consideration was given to what the potential cost would be if the town took over building and was responsible for it. Scenario A shows the greatest reduction to the Board of Education budget and addresses position cost reductions. The building would be sold with the roof repayment to the state being offset by the proceeds from the sale. As enrollment declines there will also be a decline in certified staff. The file server is located at the middle school so that would have to be relocated as well as storage for central office files which would mean potential space rental costs. Net first years savings to the budget would be \$829,690.

Mrs. Vadas spoke about scenario B which shows annual maintenance costs. The middle school would be designated as a closed building with minimal to no use but would remain in the Board of Education budget and continue to incur maintenance costs. The server and records storage would remain in the building. Repayment of the roof grant would only occur if the building was redirected for non-public use. Repayment for the roof project in 2018-19 would be \$781,642. Net savings to the budget the first year would be \$745,310.

Mr. Bienkowski said the roof repayment is only if there are no educational programs in the building.

Mr. Clure asked about security and total staffing and if this included how the leadership team would be affected.

Dr. Erardi said the projection within both scenarios is a 5.0 FTE reduction in staff. We would recommend that grade eight would have its own administrator so the principal would be there. The assistant principal would go to Reed. There are no cost savings for administrators. At this time it is the committee's belief that our task has been completed.

Mr. Alexander recommended that the Board discuss this tonight and make a decision at the December 6 meeting.

Mrs. Harriman-Stites wanted to remind the Board that the option of moving fifth grade to the elementary schools and six, seven and eight to Reed would cause overcrowding in the elementaries. Discussing portables there are safety concerns. This would be a long-term

problem so the committee felt it was no longer an option which is why we came to this final decision.

Mr. Alexander said with declining population in the system grade eight to the high school is doable.

Mr. Cruson said we have the options of removing the middle school from active school duty or keeping it open. We need to be clear on where the mothball option comes in. We will eventually be on the upswing with enrollment and will need a discussion on what to do when that happens.

Mrs. Ku agreed. We need to think about the education of the students and the best configuration.

Mr. Alexander said they are tied together. If we are deciding to keep the school there would be a separate discussion on reconfiguration.

Mrs. Harriman-Stites said the committee discussed suitability and sustainability. We need to go back to that option for discussion. She doesn't want to make a decision on sustainability for a short period of time.

Mr. Cruson said that regarding sustainability, no matter what happens at the middle school the building needs help. We will have to look at a renovation or a new building. Looking at K-4 projections we are already approaching the maximum capacity of our elementary schools and how to handle that such as renovations and redistricting.

Mr. Alexander said the K-4 number is a comfortable prediction over 10 years. He was not suggesting going to maximum capacity but we need to get the best projection. The age of the middle school is a relevant comment.

Mrs. Ku said it is important to understand we are having this discussion due to declining enrollment. She asked about the traffic patterns at the high school if we were transporting grade 8 to 12 students as well as additional students in the hallways.

Dr. Rodrigue said we would have to rethink the traffic pattern. We have many parents dropping off and anticipate more with eighth grade students.

Dr. Erardi stated that the initial 2018-19 projection is 200 more students but that number declines over time. The unknown issue is how many eighth grade parents will drive their children.

Mrs. Ku asked how we foresee having all grades getting to all the buses at dismissal.

Dr. Rodrigue said we could look at a specific area because the lobby is problem now.

Mr. Vouros asked if we could work with the bus company on how this could be alleviated in any way.

Dr. Erardi said that All-Star is looking forward to working with us on any decision.

Mrs. Harriman-Stites asked if all students would be entering from the same doorway.

Dr. Rodrigue said that they will all be coming in on the same buses so it would be problematic to drop off at different doors. Also, there are seniors who come in later so that might alleviate some of the traffic.

Mrs. Harriman-Stites asked for clarification regarding a school within a school.

Dr. Erardi said this was the area the Board walked through at the last meeting. There would be a designated space for the eighth grade students and staff. There will be no isolation for the

eighth grade passing through the halls with other students. There is one bell schedule. At the high school, grade eight students will stay in a cluster in that building.

Dr. Rodrigue said they would also be involved in activities like the pep rally. She doesn't want to isolate them but they could adjust their schedules.

Mr. Alexander asked about teams and sports.

Dr. Erardi said it would be difficult in the winter to house two more teams in the gym. Sandy Hook has a middle school sized gym so practices could be afterschool. That is why there is no recommendation to implement this next year.

Mr. Cruson said if we don't close the middle school and the projections hold steady the high school population will drop so there will be empty space.

Dr. Rodrigue said we looked to repurpose space and expand programs to be offered to other districts. For example, the new engineering program for freshmen needs more space.

Mr. Alexander said regarding the continuity of staff knowing the students people have commented on having fewer transitions.

Dr. Erardi said the greater challenge would be the grade eight to nine transition but having eighth grade students in the building would be a benefit. Transitions are sometimes less problematic for students than adults.

Dr. Rodrigue said that part of our research was transitions which indicated that fewer transitions are better.

Mr. Clure noted that we had the K-5 model in Newtown and asked if a study was conducted for the benefits before we added the Reed School.

Dr. Erardi said the district sent teams to observe 5-6 schools. Another enrollment study was made at the high school indicating it would reach 2200 students. The high school has not exceeded 1800 students. Due to overcrowding at the middle school they decided to add Reed.

Mr. Alexander asked if we had a list of expected benefits for the 5-6 model that are statistically measurable.

Mrs. Uberti said there was no hard data. She came to this district because of that model which she believes in. It's a unique experience. It's hard to have a two year transition and nicer to have students for three years. She would love to have sixth graders stay another year. You have to look at it socially and emotionally.

Mrs. Harriman-Stites said the students at Reed now are our most vulnerable. Are there any benefits for a seventh grader to be at Reed?

Mrs. Uberti said they would have an excellent educational experience. It's different for eighth graders.

Mrs. Ku appreciated the time everyone put into this study for two years.

Mr. Alexander thanked the administration for their honesty.

Mr. Vouros stated that this didn't start from the Board of Education. The educational justifications that could be discussed or developed have not been done yet. There is no perfect solution to the original charge when we spoke about closing Hawley School. This is the most difficult decision to make.

Mr. Alexander said we are looking at having a lot more empty seats and it's up to the Board of Education to look at that.

Mrs. Harriman-Stites said if this was truly just about declining enrollment we would come at it in a different way.

Mr. Alexander knows there is a money component but those empty seats are related to that.

Mrs. Uberti asked that the Board look at the first couple of years at Reed because she has space concerns if seventh grade moves to that building.

Dr. Rodrigue thanked her colleagues and Mr. Einhorn and his staff. Everyone on the committee put so much energy into looking into opportunities for children.

Mr. Clure thanked everyone for attending the meetings along with the emails and phone calls. We are here to find the best possible education for our children. He would like to change the seventh and eighth graders from riding with high school students. He asked why they couldn't vote tonight.

Mr. Alexander wants more discussion with the Board and Legislative Council. Since Mrs. Leidlein was absent it was important that everyone be here. He hopes that everyone can make the December 6 meeting.

Item 8 – New Business

Action on 2017 Schedule of Board of Education Meetings:

MOTION: Mrs. Ku moved that the Board of Education approve the 2017 schedule of Board of Education meetings. Mr. Cruson seconded. Motion passes unanimously.

Action on Minutes of November 1, 2016:

MOTION: Mrs. Ku moved that the Board of Education approve the minutes of November 1, 2016. Mr. Cruson seconded. Motion passes unanimously.

Item 9 – Public Participation

Jane Petersen, 23 Hundred Acres Road, said the October slide presentation figures were based on high projections. Previous reports show they were based on medium projections. She asked that the Board review the K-4 options. In the past research was done on the grade 5-6 configuration before Reed was built. She asked for another team to look at programming benefits. Our duty is to get more feedback from administrators and teachers so they have a voice on suitability. Regarding savings she asked where there was data on repurposing Reed and the high school and on the cost to renovate the middle school.

Janet Ziperstein 5 Charter Ridge, is opposed to the eighth grade being at the high school or on their own schedule. If we sell the middle school what happens to the field which is used every day. Regarding too many transitions, she grew up on what we have now. She doesn't see the financial benefit.

MOTION: Mr. Clure moved to adjourn. Mr. Cruson seconded. Motion passes unanimously.

Item 10 – Adjournment

The meeting adjourned at 10:12 p.m.

Respectfully submitted:

Keith Alexander
Chair



31 Pecks Lane
Newtown, CT 06470
(203) 304 - 9778
Fax: (203) 304 - 9776

Principal Approval:

L. Rodriguez

No Bus Needed

CHARTER BUS REQUEST

Person requesting: Matt Memoli School: Newtown High

Class: Athletics (Wrestling) Date of trip: 12/27 / 12/28/16 one night

Pickup time: N/A AM / PM Destination: Lowell, MA

Address of destination: Tsongas Center 300 Arcand Dr. Lowell MA 01852

Leave time from destination: N/A AM / PM Snow/Rain date: N/A

Teacher in charge of trip: Coach Chris Bray

No. students: 25 No. staff: 3 No. parents (if applicable): N/A

Do any students have special needs for transportation? Yes / No

If **yes**, what is required? (wheel chair, harness, etc): N/A

If multiple students have special needs requirements, please list: N/A

Party responsible for payment: N/A

Contact person: Chris Bray Phone No.: 203-586-9870

If additional space required for listing, please include separate page

- A minimum of **two weeks** is needed to place a reservation. Please understand that availability of a date decreases the later you wait.
- Average capacity is 50 students per bus. Capacity decreases for older students and adult-sized passengers.
- Students with special needs requirements (wheel chair, harness) will require a Type II bus as full-size buses cannot accommodate.
- If trip is being paid through a grant, school is still **responsible for payment for service**.
- Please fax this request with all completed information. A confirmation will be faxed back to you with all costs.
- We reserve the right to have buses back in town for school dismissal schedule.
- Cancellation or postponement of a reserved trip requires a minimum of two hours' notice on a school day; one day prior if a weekend trip. Failure to notify may incur a cost for time bus ran.



All-Star Transportation

31 Pecks Lane
Newtown, CT 06470
(203) 304 - 9778
Fax: (203) 304 - 9776

Principal Approval: L. Rodriguez ✓

No BUS needed

CHARTER BUS REQUEST

Person requesting: Matt Memoli School: Newtown High

Class: wrestling Team Date of trip: 2/4/17 - 2/5/17 one way

Pickup time: N/A AM / PM Destination: Mt. Anthony Union H.S

Address of destination: 301 Park Street Bennington VT 05201

Leave time from destination: N/A AM / PM Snow/Rain date: N/A

Teacher in charge of trip: Coach Chris Boy

No. students: 25 No. staff: 3 No. parents (if applicable): N/A

Do any students have special needs for transportation? Yes / No

If **yes**, what is required? (wheel chair, harness, etc): N/A

If multiple students have special needs requirements, please list: _____

Party responsible for payment: _____

Contact person: Matt Memoli Phone No.: 203-231-2401

If additional space required for listing, please include separate page

- A minimum of **two weeks** is needed to place a reservation. Please understand that availability of a date decreases the later you wait.
- Average capacity is 50 students per bus. Capacity decreases for older students and adult-sized passengers.
- Students with special needs requirements (wheel chair, harness) will require a Type II bus as full-size buses cannot accommodate.
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November 9, 2016

TO: Dr. Erardi

FROM: Lorrie Rodrigue

Please accept the donations from The Weller Foundation to the Newtown High School Math Department (\$1,000), the Science Department (\$500), the High School Performing Arts (\$500), the Auto tech Department (\$500), and the Library Media Center (\$500). Newtown High School students will certainly benefit from these very generous donations.

Thank you.



Encl.

Administrative Report

Tuesday, November 15th

1. Wednesday, November 16th
 - a. Reunification – NYA 10:00 a.m.
 - b. Tri-Board Meeting 7:30 p.m.

2. Admin Hiring Update
 - a. NHS Assistant Principal December 6th

3. Whitson Report (Attachment #1)

4. EdAdvance Legislative Breakfast (Attachment #2)
 - a. December 9th

5. CABE/CAPSS Conference November 18th
 - a. *Reclaiming Climate and Culture*
 - i. NFT Leadership
 - ii. John Vorous – Founding Member of the Committee

6. Parent / Community Concern Post-Election


11/15/16



Newtown School District
September- October 2016
Monthly Dining Review

Luiza Emery
Food Service Director
Whitsons Culinary
Group
203-426-7637



Newtown School –September

Dining Services Monthly Report



Below is a summary of our accomplishments this month, as well as open action items. Please feel free to call me at 203-426-7637 with any questions or concerns.

Support Visitation

Part of our services include on-site visitation from our top level management team. Below are the dedicated Whitsons personnel who came onsite last month to support our team and operations:

- District Manager, Karen Gersbeck
- Senior Vice President, John Gersbeck
- Corporate Chef Rich Sandmann
- Chef Manager, Joe Stango

Accomplishments/Completed Projects

We are proud to announce that the following projects have been successfully completed or implemented:

- Pilot Program “Fresh Fruit and Veggie Program Started this month Wednesday September 14th, 2016
- New Marketing Posters in every school cafeteria
- The Opening of the New Sandy Hook Cafeteria



Nutrition Awareness

Our ongoing goal is to ensure the most nutritious program for your students through our menus and education/awareness programs. Some of the highlights of last month's efforts included:

- Nutrition Awareness, Presentation for Reed Intermediate School
- Developed Principal Letter/ Sent out Letter/ Met with Principals
- Attended Principal Meeting at Hawley on October 21st, 2016
- Created a memo for food service staff with instructions on safe handling procedures while using peanut butter in the kitchens.
- Corresponded with parents regarding menus and allergens



Marketing Promotions

Whitsons likes to keep our menus exciting with quarterly and monthly promotions. The promotions that were featured last month included:

- Ramen Noodle Bar with Chef Sandmann and The Burger Bar with Chef Stango.



- October 7th, was a fun day at the elementary schools. We celebrated “Back to School” with Pepperoni Pizza topping. What better way than to celebrate with pizza? It’s always fun and this was a big hit across the board.
- We had a great roll out of our quarterly SPICE program. The theme for the quarter is Fall Farm stand, and we will continue to discover the bounty of the fall harvest throughout the next few months. Fall root vegetables, squash, corn, cabbage and broccoli, combined with sweet tastes of pumpkins, apples, grapes and berries, provide a flavorful variety from which to create tantalizing dishes. Menu offerings featuring fresh locally available vegetables and fruits will delight your taste buds with the naturally delicious and wholesome flavors of fall.
- The Produce of the Month was corn. We made sure to rotate corn into the menu, at least once per week, through fun and exciting new menu options. We used graphical posters and detailed flyers to help promote the taste and health benefits of eating fresh tomatoes.
- Our Smart Choices™ day was promoted at the secondary levels on September 29rd. The theme was “National 5 a Day”. We took this opportunity to show students all the health benefits that fruits and veggies have to offer. We offered things like: **Fresh Grapes, Blueberries, Cantaloupe and Fresh Strawberries.**
- Our Nutrition Safari™ day was promoted on September 29th at the elementary level. This month’s theme was “Luke Celebrates National Chicken Month”, and we served various chicken options like: **Chicken Tenders and Chicken Nuggets**
- Our “Brunch for Lunch” is always a big favorite at the elementary level. This month we served brunch for lunch on September 13th and 27th. October 11th and 25th.
- “Lucky Fruit or Veggie Day” is a fun way to promote the purchase of fresh fruits and vegetables. The lucky elementary school student who selects the pre-wrapped produce with a sticker on it gets it for free!

Special Catering Events

At times, our services extend to include managing special catering events for your faculty, administration, staff and community members. We were proud to serve the following events last month:

- District Convocation on August 24th, for 650 people
- Teacher Breakfast on August 25th for 150 people
- Teacher Lunch on August 24th for 175 people
- New Teacher Breakfast on August 15th, 16th, 18th, 19th for 25 people





Training and Education

We are committed to ensuring total quality management and adherence to company standards at every location we serve. We implemented the following training programs last month to reinforce this commitment:

- Core Training and Civil Rights Training with Chef Rich Sandmann with all team members
- Breathing Ammonia and Back injury training with Chef Joe Stango
- Toolbox Training Burn Safety October 20th 2016

Health Department Inspections and Facility Issues

Below is an update on recent Board of Health and/or general facility issues:

- Newtown High School received a score of 100
- Newtown Middle School received a score of 97
- Hawley received a score of 99
- Head O'Meadow received a score of 98
- Sandy Hook Received a score of 100
- Middle Gate received a score of 100
- Reed received a score of 98



Personnel Changes

As per our agreement, we would like to notify you of the following changes in personnel:

- Eric Rey as Chef Manager
- Rebecca O'Brien as our Registered Dietitian
- Elizabeth Catterson as Food Service Worker at Hawley Elementary School
- Grace Ramirez as Food Service Worker at Newtown High School
- Victoria Kulowiec as Food Service Worker at Newtown High School

Coming Next Month...

Look for these exciting new changes next month!

- November 11th catering a High School Brunch
- Chef Joe's Special Promo "Dumplings with Ramen Broth Bar"
- Chef Joe's "Brunch for Lunch Promo"
- Toolbox Training – Slip, Trip and Fall
- Toolbox Training – Knife Safety



Thank you for your continued support and partnership. It is our pleasure to serve your district and community.

Western Connecticut Regional Leadership Breakfast

Friday, December 9, 2016 | 7:30-8:45 AM

Sandy Hook Elementary School
12 Dickinson Drive | Newtown, CT

This event is designed for superintendents, board of education and town/city leadership, regional councils of government, and elected local and state officials.

The upcoming Connecticut legislative session has the potential to be one of the most impactful in years. There is little doubt that the state budget will dominate political conversations throughout the session. However, beyond the budget, there are other issues such as regional cooperation/efficiency efforts, unfunded mandates placed on municipalities and school districts, and current bureaucratic structures, to name a few, that often negatively impact cities, towns and schools. The focus of this event will be on those important issues which might be viewed as outside the state budget debate directly, but are still deserving of significant attention.

Our primary goal for this event is to begin a regional dialogue among community and elected leaders. In addition, we hope to develop a list of key policy issues that are of regional importance and have the potential to positively impact our communities. As a Regional Educational Service Agency, EdAdvance is uniquely positioned to facilitate this focused discussion, and to work collaboratively to champion solutions within this region. Your participation in this critical first step is essential, so please consider joining your colleagues on December 9th.

We will begin with coffee and breakfast at 7:30 AM, followed by a structured focus group discussion starting promptly at 8:00 AM and ending by 8:45 AM.

Should you have any questions, please contact Jeffrey Kitching, EdAdvance Executive Director, at (860) 567-0863.

Please RSVP by December 1st to Carol Montory, Administrative Assistant to the Executive Director, by email (montory@edadvance.org) or phone (860) 567-0863, ext. 114.

This event is collaboratively organized by EdAdvance and CABE Region 5.

EdAdvance
Educate • Collaborate • Innovate



CONNECTICUT ASSOCIATION OF BOARDS OF EDUCATION

**NEWTOWN BOARD OF EDUCATION
MONTHLY FINANCIAL REPORT
OCTOBER 31, 2016**

SUMMARY

This fourth report of the 2016-17 school year continues to provide year to date actual expenditures, encumbrances, and anticipated obligations. Account-by-account analysis will continue to review these estimates. Beyond salaries and benefits many of the anticipated obligations are listed as full budget spend. Once the excess cost calculation gets underway there may be some shifts in the projected balance.

During the month of October, the Board of Education spent approximately \$7.2M; \$3.5M on salaries; \$2.3M for employee benefits (the second \$2M+ deposit to self-insured fund); and \$1.4M on all other objects.

This report includes transfer recommendations for salary accounts to reflect the most current student needs. These include primarily special education paraeducators and adjusting the nursing salaries to reflect current hires.

The budget, at this time, appears to be in an overall balanced position. Salary balances overall, are positive, tuitions and transportation may exceed budget based on special needs costs. We continue to monitor the operating costs of the new school.

On the revenue side we are showing receipts for local tuition and some miscellaneous fees.

The budget will be closely monitored with any important issues identified as soon as we become aware of them.

Ron Bienkowski
Director of Business
November 8, 2016

TERMS AND DEFINITIONS

The Newtown Board of Education's Monthly Financial Report provides summary financial information in the following areas:

- Object Code – a service or commodity obtained as the result of a specific expenditure defined by eight categories: Salaries, Employee Benefits, Professional Services, Purchased Property Services, Other Purchased Services, Supplies, Property, and Miscellaneous.
- Expense Category – further defines the type of expense by Object Code
- Expended 2015-16 – unaudited expenditures from the prior fiscal year (for comparison purposes)
- Approved Budget – indicates a town approved financial plan used by the school district to achieve its goals and objectives.
- YTD Transfers – identified specific cross object codes requiring adjustments to provide adequate funding for the fiscal period. This includes all transfers made to date. (None at this time)
- Current Transfers – identifies the recommended cross object codes for current month action. (None proposed at this time)
- Current Budget – adjusts the Approved Budget calculating adjustments (+ or -) to the identified object codes.
- Year-To-Date Expended – indicates the actual amount of cumulative expenditures processed by the school district through the month-end date indicated on the monthly budget summary report.
- Encumbered – indicates approved financial obligations of the school district as a result of employee salary contracts, purchasing agreements, purchase orders, or other identified obligations not processed for payment by the date indicated on the monthly budget summary report.
- Balance – calculates object code account balances subtracting expenditures and encumbrances from the current budget amount indicating accounts with unobligated balances or shortages.
- Anticipated Obligation - is a column which provides a method to forecast expense category fund balances that have not been approved via an encumbrance, but are anticipated to be expended or remain with an account balance to maintain the overall budget funding level. Receivable revenue (i.e., grants) are included in this column which has the effect of netting the expected expenditure.
- Projected Balance - calculates the object code balances subtracting the Anticipated Obligations. These balances will move up and down as information is known and or decisions are anticipated or made about current and projected needs of the district.

The monthly budget summary report also provides financial information on the State of Connecticut grant reimbursement programs (Excess Cost and Agency Placement Grants and Magnet Grant Transportation). These reimbursement grants/programs are used to supplement local school district budget programs as follows:

Excess Cost Grant – this State of Connecticut reimbursement grant is used to support local school districts for education costs of identified special education students whose annual education costs exceed local prior year per pupil expenditure by 4 ½. Students placed by the Department of Child and Family Services (DCF) are reimbursed after the school district has met the prior year’s per pupil expenditure. School districts report these costs annually in December and March of each fiscal year. State of Connecticut grant calculations are determined by reimbursing eligible costs (60%-100%) based on the SDE grant allocation and all other town submittals.

Magnet Transportation Grant – provides reimbursement of \$1,300 for local students attending approved Magnet school programs. The budgeted grant is \$62,400 for this year.

The last portion of the monthly budget summary reports school generated revenue that are anticipated revenue to the Town of Newtown. Fees and charges include:

- Local Tuition – amounts the board receives from non-residents who pay tuition to attend Newtown schools. Primarily from staff members.
- High school fees for three identified programs 1) high school sports participation fees, 2) parking permit fees and 3) child development fees.
- The final revenue is miscellaneous fees, which constitute refunds, rebates, prior year claims, etc.

NEWTOWN BOARD OF EDUCATION

BUDGET SUMMARY REPORT

FOR THE MONTH ENDING 10/31/2016

OBJECT CODE	EXPENSE CATEGORY	EXPENDED 2015 - 2016	YTD				YTD EXPENDITURE	ENCUMBER	BALANCE	ANTICIPATED OBLIGATIONS	PROJECTED BALANCE
			APPROVED BUDGET	TRANSFERS 2016 - 2017	CURRENT TRANSFERS	CURRENT BUDGET					
GENERAL FUND BUDGET											
100	SALARIES	\$ 44,955,721	\$ 46,048,050	\$ (30,000)	\$ -	\$ 46,018,050	\$ 10,076,078	\$ 34,183,790	\$ 1,758,182	\$ 1,572,343	\$ 185,839
200	EMPLOYEE BENEFITS	\$ 10,643,499	\$ 11,516,836	\$ -	\$ -	\$ 11,516,836	\$ 5,657,588	\$ 4,591,461	\$ 1,267,787	\$ 1,256,733	\$ 11,054
300	PROFESSIONAL SERVICES	\$ 993,988	\$ 861,317	\$ -	\$ -	\$ 861,317	\$ 248,851	\$ 189,900	\$ 422,566	\$ 422,566	\$ 0
400	PURCHASED PROPERTY SERV.	\$ 1,866,180	\$ 2,086,253	\$ (21,292)	\$ -	\$ 2,064,961	\$ 697,367	\$ 571,607	\$ 795,986	\$ 799,839	\$ (3,853)
500	OTHER PURCHASED SERVICES	\$ 8,556,307	\$ 8,620,624	\$ 86,142	\$ -	\$ 8,706,766	\$ 2,984,431	\$ 5,536,224	\$ 186,111	\$ 233,440	\$ (47,329)
600	SUPPLIES	\$ 3,788,596	\$ 3,751,068	\$ (34,850)	\$ -	\$ 3,716,218	\$ 1,118,492	\$ 202,760	\$ 2,394,966	\$ 2,394,579	\$ 387
700	PROPERTY	\$ 720,520	\$ 715,626	\$ -	\$ -	\$ 715,626	\$ 448,260	\$ 6,808	\$ 260,558	\$ 253,194	\$ 7,364
800	MISCELLANEOUS	\$ 60,602	\$ 65,291	\$ -	\$ -	\$ 65,291	\$ 51,995	\$ 2,154	\$ 11,142	\$ 11,142	\$ (0)
TOTAL GENERAL FUND BUDGET		\$ 71,585,413	\$ 73,665,065	\$ -	\$ -	\$ 73,665,065	\$ 21,283,062	\$ 45,284,704	\$ 7,097,299	\$ 6,943,836	\$ 153,463
900	TRANSFER NON-LAPSING	\$ 2,533									
GRAND TOTAL		\$ 71,587,946	\$ 73,665,065	\$ -	\$ -	\$ 73,665,065	\$ 21,283,062	\$ 45,284,704	\$ 7,097,299	\$ 6,943,836	\$ 153,463

(Unaudited)

NEWTOWN BOARD OF EDUCATION

BUDGET SUMMARY REPORT

FOR THE MONTH ENDING 10/31/2016

OBJECT CODE	EXPENSE CATEGORY	EXPENDED 2015 - 2016	YTD			YTD EXPENDITURE	ENCUMBER	BALANCE	ANTICIPATED OBLIGATIONS	PROJECTED BALANCE	
			APPROVED BUDGET	TRANSFERS 2016 - 2017	CURRENT TRANSFERS						CURRENT BUDGET
100	SALARIES										
	Administrative Salaries	\$ 3,151,698	\$ 3,279,499	\$ 145,112		\$ 3,424,611	\$ 1,127,024	\$ 2,214,887	\$ 82,700	\$ 84,977	\$ (2,277)
	Teachers & Specialists Salaries	\$ 30,052,327	\$ 30,360,859	\$ (239,211)	\$ (62,000)	\$ 30,059,648	\$ 5,788,199	\$ 24,040,106	\$ 231,343	\$ 34,881	\$ 196,462
	Early Retirement	\$ 92,500	\$ 92,500	\$ -		\$ 92,500	\$ 84,500	\$ -	\$ 8,000	\$ -	\$ 8,000
	Continuing Ed./Summer School	\$ 86,725	\$ 93,673	\$ 905		\$ 94,578	\$ 48,920	\$ 30,189	\$ 15,470	\$ -	\$ 15,470
	Homebound & Tutors Salaries	\$ 270,422	\$ 313,957	\$ 1,766		\$ 315,723	\$ 28,082	\$ 52,025	\$ 235,616	\$ 235,616	\$ 0
	Certified Substitutes	\$ 541,936	\$ 612,194	\$ -		\$ 612,194	\$ 114,603	\$ 226,005	\$ 271,586	\$ 304,834	\$ (33,248)
	Coaching/Activities	\$ 533,857	\$ 552,240	\$ -		\$ 552,240	\$ -	\$ 108,061	\$ 444,179	\$ 444,179	\$ -
	Staff & Program Development	\$ 147,350	\$ 118,642	\$ 3,000		\$ 121,642	\$ 48,961	\$ 41,841	\$ 30,839	\$ 30,839	\$ 0
	CERTIFIED SALARIES	\$ 34,876,815	\$ 35,423,564	\$ (88,428)	\$ (62,000)	\$ 35,273,136	\$ 7,240,289	\$ 26,713,113	\$ 1,319,734	\$ 1,135,326	\$ 184,407
	Supervisors/Technology Salaries	\$ 762,380	\$ 774,426	\$ 10,238		\$ 784,664	\$ 246,320	\$ 508,958	\$ 29,386	\$ 29,386	\$ 0
	Clerical & Secretarial salaries	\$ 2,077,293	\$ 2,113,795	\$ 21,213		\$ 2,135,008	\$ 608,032	\$ 1,520,030	\$ 6,947	\$ 11,250	\$ (4,303)
	Educational Assistants	\$ 2,081,240	\$ 2,195,075	\$ -	\$ 73,000	\$ 2,268,075	\$ 480,488	\$ 1,717,984	\$ 69,602	\$ 67,784	\$ 1,818
	Nurses & Medical advisors	\$ 689,039	\$ 740,966	\$ 1,010	\$ (11,000)	\$ 730,976	\$ 139,021	\$ 548,027	\$ 43,928	\$ 40,646	\$ 3,282
	Custodial & Maintenance Salaries	\$ 2,856,536	\$ 2,937,449	\$ 5,057		\$ 2,942,506	\$ 906,487	\$ 1,992,546	\$ 43,473	\$ 40,200	\$ 3,273
	Non-Certified Salary Adjustment	\$ -	\$ 37,240	\$ (37,240)		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Career/Job salaries	\$ 195,433	\$ 177,557	\$ 3,814		\$ 181,371	\$ 1,524	\$ 157,192	\$ 22,655	\$ 22,655	\$ (0)
	Special Education Services Salaries	\$ 905,457	\$ 1,038,077	\$ 39,913		\$ 1,077,990	\$ 247,117	\$ 803,415	\$ 27,458	\$ 27,458	\$ 0
	Attendance & Security Salaries	\$ 245,476	\$ 299,909	\$ 6,423		\$ 306,332	\$ 86,212	\$ 219,758	\$ 362	\$ 3,000	\$ (2,638)
	Extra Work - Non-Cert	\$ 73,181	\$ 74,902	\$ 8,000		\$ 82,902	\$ 52,642	\$ 2,767	\$ 27,493	\$ 27,493	\$ (0)
	Custodial & Maintenance. Overtime	\$ 160,542	\$ 199,090	\$ -		\$ 199,090	\$ 65,487	\$ -	\$ 133,603	\$ 133,603	\$ (0)
	Civic activities/Park & Rec	\$ 32,329	\$ 36,000	\$ -		\$ 36,000	\$ 2,458	\$ -	\$ 33,542	\$ 33,542	\$ (0)
	NON-CERTIFIED SALARIES	\$ 10,078,907	\$ 10,624,486	\$ 58,428	\$ 62,000	\$ 10,744,914	\$ 2,835,789	\$ 7,470,676	\$ 438,449	\$ 437,017	\$ 1,432
	SUBTOTAL SALARIES	\$ 44,955,721	\$ 46,048,050	\$ (30,000)	\$ -	\$ 46,018,050	\$ 10,076,078	\$ 34,183,790	\$ 1,758,182	\$ 1,572,343	\$ 185,839

NEWTOWN BOARD OF EDUCATION

BUDGET SUMMARY REPORT

FOR THE MONTH ENDING 10/31/2016

OBJECT CODE	EXPENSE CATEGORY	EXPENDED 2015 - 2016	YTD			YTD EXPENDITURE	ENCUMBER	BALANCE	ANTICIPATED OBLIGATIONS	PROJECTED BALANCE	
			APPROVED BUDGET	TRANSFERS 2016 - 2017	CURRENT TRANSFERS						CURRENT BUDGET
200	EMPLOYEE BENEFITS										
	Medical & Dental Expenses	\$ 8,184,758	\$ 8,835,765	\$ -	\$ 8,835,765	\$ 4,459,846	\$ 4,342,847	\$ 33,072	\$ 33,000	\$ 72	
	Life Insurance	\$ 84,732	\$ 86,329	\$ -	\$ 86,329	\$ 27,326	\$ -	\$ 59,003	\$ 59,000	\$ 3	
	FICA & Medicare	\$ 1,344,106	\$ 1,400,448	\$ -	\$ 1,400,448	\$ 338,390	\$ -	\$ 1,062,058	\$ 1,062,058	\$ 0	
	Pensions	\$ 501,410	\$ 572,848	\$ 25,000	\$ 597,848	\$ 562,567	\$ 8,211	\$ 27,070	\$ 27,100	\$ (30)	
	Unemployment & Employee Assist.	\$ 25,567	\$ 92,000	\$ (5,000)	\$ 87,000	\$ 6,975	\$ -	\$ 80,025	\$ 75,575	\$ 4,450	
	Workers Compensation	\$ 502,926	\$ 529,446	\$ (20,000)	\$ 509,446	\$ 262,485	\$ 240,403	\$ 6,558	\$ -	\$ 6,558	
	SUBTOTAL EMPLOYEE BENEFITS	\$ 10,643,499	\$ 11,516,836	\$ -	\$ -	\$ 11,516,836	\$ 5,657,588	\$ 4,591,461	\$ 1,267,787	\$ 1,256,733	\$ 11,054
300	PROFESSIONAL SERVICES										
	Professional Services	\$ 870,115	\$ 647,822	\$ -	\$ 647,822	\$ 180,037	\$ 168,385	\$ 299,399	\$ 299,399	\$ 0	
	Professional Educational Ser.	\$ 123,873	\$ 213,495	\$ -	\$ 213,495	\$ 68,814	\$ 21,514	\$ 123,167	\$ 123,167	\$ (0)	
	SUBTOTAL PROFESSIONAL SVCS	\$ 993,988	\$ 861,317	\$ -	\$ -	\$ 861,317	\$ 248,851	\$ 189,900	\$ 422,566	\$ 422,566	\$ 0
400	PURCHASED PROPERTY SVCS										
	Buildings & Grounds Services	\$ 612,204	\$ 714,500	\$ -	\$ 714,500	\$ 276,291	\$ 316,243	\$ 121,966	\$ 121,966	\$ (0)	
	Utility Services - Water & Sewer	\$ 131,078	\$ 125,000	\$ -	\$ 125,000	\$ 44,381	\$ -	\$ 80,619	\$ 86,700	\$ (6,081)	
	Building, Site & Emergency Repairs	\$ 406,991	\$ 460,850	\$ -	\$ 460,850	\$ 105,507	\$ 36,084	\$ 319,259	\$ 319,259	\$ 0	
	Equipment Repairs	\$ 220,021	\$ 291,511	\$ -	\$ 291,511	\$ 97,249	\$ 7,548	\$ 186,714	\$ 186,714	\$ (0)	
	Rentals - Building & Equipment	\$ 297,461	\$ 302,392	\$ (21,292)	\$ 281,100	\$ 71,700	\$ 149,354	\$ 60,046	\$ 55,000	\$ 5,046	
	Building & Site Improvements	\$ 198,425	\$ 192,000	\$ -	\$ 192,000	\$ 102,239	\$ 62,379	\$ 27,382	\$ 30,200	\$ (2,818)	
	SUBTOTAL PUR PROPERTY SVCS	\$ 1,866,180	\$ 2,086,253	\$ (21,292)	\$ -	\$ 2,064,961	\$ 697,367	\$ 571,607	\$ 795,986	\$ 799,839	\$ (3,853)

NEWTOWN BOARD OF EDUCATION

BUDGET SUMMARY REPORT

FOR THE MONTH ENDING 10/31/2016

OBJECT CODE	EXPENSE CATEGORY	EXPENDED 2015 - 2016	YTD			YTD EXPENDITURE	ENCUMBER	BALANCE	ANTICIPATED OBLIGATIONS	PROJECTED BALANCE	
			APPROVED BUDGET	TRANSFERS 2016 - 2017	CURRENT TRANSFERS						CURRENT BUDGET
500	OTHER PURCHASED SERVICES										
	Contracted Services	\$ 463,370	\$ 463,861	\$ 56,142	\$ 520,003	\$ 270,510	\$ 65,445	\$ 184,048	\$ 184,048	\$ (0)	
	Transportation Services	\$ 4,005,405	\$ 4,193,260	\$ -	\$ 4,193,260	\$ 958,698	\$ 2,539,496	\$ 695,066	\$ 708,130	\$ (13,064)	
	Insurance - Property & Liability	\$ 351,478	\$ 368,060	\$ 14,000	\$ 382,060	\$ 215,234	\$ 164,244	\$ 2,582	\$ 2,280	\$ 302	
	Communications	\$ 125,067	\$ 140,705	\$ 16,000	\$ 156,705	\$ 39,730	\$ 88,305	\$ 28,671	\$ 28,671	\$ (0)	
	Printing Services	\$ 31,424	\$ 36,627	\$ -	\$ 36,627	\$ 5,706	\$ 2,970	\$ 27,951	\$ 27,951	\$ (0)	
	Tuition - Out of District	\$ 3,340,004	\$ 3,191,564	\$ -	\$ 3,191,564	\$ 1,443,964	\$ 2,585,817	\$ (838,218)	\$ (803,652)	\$ (34,566)	
	Student Travel & Staff Mileage	\$ 239,559	\$ 226,547	\$ -	\$ 226,547	\$ 50,589	\$ 89,946	\$ 86,012	\$ 86,012	\$ (0)	
	SUBTOTAL OTHER PUR SERVICES	\$ 8,556,307	\$ 8,620,624	\$ 86,142	\$ -	\$ 8,706,766	\$ 2,984,431	\$ 5,536,224	\$ 186,111	\$ 233,440	\$ (47,329)
600	SUPPLIES										
	Instructional & Library Supplies	\$ 699,031	\$ 860,268	\$ (34,100)	\$ 826,168	\$ 383,468	\$ 68,257	\$ 374,442	\$ 374,442	\$ 0	
	Software, Medical & Office Sup.	\$ 147,019	\$ 189,520	\$ (750)	\$ 188,770	\$ 51,681	\$ 56,416	\$ 80,673	\$ 80,673	\$ (0)	
	Plant Supplies	\$ 288,981	\$ 411,000	\$ -	\$ 411,000	\$ 155,878	\$ 67,562	\$ 187,560	\$ 187,560	\$ 0	
	Electric	\$ 1,513,972	\$ 1,348,936	\$ -	\$ 1,348,936	\$ 384,052	\$ -	\$ 964,884	\$ 964,884	\$ 0	
	Propane & Natural Gas	\$ 250,512	\$ 343,667	\$ -	\$ 343,667	\$ 47,138	\$ -	\$ 296,529	\$ 296,529	\$ 0	
	Fuel Oil	\$ 475,015	\$ 210,944	\$ -	\$ 210,944	\$ 3,212	\$ -	\$ 207,732	\$ 207,732	\$ (0)	
	Fuel For Vehicles & Equip.	\$ 290,269	\$ 209,268	\$ -	\$ 209,268	\$ 32,183	\$ -	\$ 177,085	\$ 176,699	\$ 386	
	Textbooks	\$ 123,796	\$ 177,465	\$ -	\$ 177,465	\$ 60,880	\$ 10,525	\$ 106,060	\$ 106,060	\$ 0	
	SUBTOTAL SUPPLIES	\$ 3,788,596	\$ 3,751,068	\$ (34,850)	\$ -	\$ 3,716,218	\$ 1,118,492	\$ 202,760	\$ 2,394,966	\$ 2,394,579	\$ 387

NEWTOWN BOARD OF EDUCATION

BUDGET SUMMARY REPORT

FOR THE MONTH ENDING 10/31/2016

OBJECT CODE	EXPENSE CATEGORY	EXPENDED 2015 - 2016	YTD				YTD EXPENDITURE	ENCUMBER	BALANCE	ANTICIPATED OBLIGATIONS	PROJECTED BALANCE
			APPROVED BUDGET	TRANSFERS 2016 - 2017	CURRENT TRANSFERS	CURRENT BUDGET					
700	PROPERTY										
	Capital Improvements (Sewers)	\$ 124,177	\$ 124,177	\$ -	\$ 124,177	\$ 116,813	\$ -	\$ 7,364	\$ -	\$ 7,364	
	Technology Equipment	\$ 549,253	\$ 525,000	\$ -	\$ 525,000	\$ 322,303	\$ 5,017	\$ 197,680	\$ 197,680	\$ 0	
	Other Equipment	\$ 47,090	\$ 66,449	\$ -	\$ 66,449	\$ 9,144	\$ 1,790	\$ 55,514	\$ 55,514	\$ 0	
	SUBTOTAL PROPERTY	\$ 720,520	\$ 715,626	\$ -	\$ -	\$ 715,626	\$ 448,260	\$ 6,808	\$ 260,558	\$ 253,194	\$ 7,364
800	MISCELLANEOUS										
	Memberships	\$ 60,602	\$ 65,291	\$ -	\$ 65,291	\$ 51,995	\$ 2,154	\$ 11,142	\$ 11,142	\$ (0)	
	SUBTOTAL MISCELLANEOUS	\$ 60,602	\$ 65,291	\$ -	\$ -	\$ 65,291	\$ 51,995	\$ 2,154	\$ 11,142	\$ (0)	
	TOTAL LOCAL BUDGET	\$ 71,585,413	\$ 73,665,065	\$ -	\$ -	\$ 73,665,065	\$ 21,283,062	\$ 45,284,704	\$ 7,097,299	\$ 6,943,836	\$ 153,463

NEWTOWN BOARD OF EDUCATION

BUDGET SUMMARY REPORT

FOR THE MONTH ENDING 10/31/2016

OBJECT CODE	EXPENSE CATEGORY	EXPENDED 2015 - 2016	APPROVED BUDGET	YTD TRANSFERS 2016 - 2017	CURRENT TRANSFERS	CURRENT BUDGET	YTD EXPENDITURE	ENCUMBER	BALANCE	ANTICIPATED OBLIGATIONS	PROJECTED BALANCE
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<u>BOARD OF EDUCATION FEES & CHARGES - SERVICES</u>				2016-17 APPROVED BUDGET	RECEIVED	BALANCE	% RECEIVED
LOCAL TUITION				\$30,800	\$9,700.00	\$21,100.00	31.49%
<u>HIGH SCHOOL FEES</u>							
PAY FOR PARTICIPATION IN SPORTS				\$77,450	\$0.00	\$77,450.00	0.00%
PARKING PERMITS				\$20,000	\$0.00	\$20,000.00	0.00%
CHILD DEVELOPMENT				\$8,000	\$0.00	\$8,000.00	0.00%
				\$105,450	\$0	\$105,450	0.00%
MISCELLANEOUS FEES				\$2,750	\$764.40	\$1,985.60	27.80%
TOTAL SCHOOL GENERATED FEES				\$139,000	\$10,464	\$128,536	7.53%

NEWTOWN BOARD OF EDUCATION

BUDGET SUMMARY REPORT

FOR THE MONTH ENDING - OCTOBER 31, 2016

OFFSETTING REVENUE INCLUDED IN ANTICIPATED OBLIGATIONS

OBJECT	EXPENSE CATEGORY	BUDGETED	1st ANTICIPATED	Change From 1st	2nd ANTICIPATED	FEB RECEIVED	MAY EXPECTED	BALANCE
100	SALARIES	\$ (91,331)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
200	EMPLOYEE BENEFITS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
300	PROFESSIONAL SERVICES	\$ (71,540)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
400	PURCHASED PROPERTY SERV.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
500	OTHER PURCHASED SERVICES	\$ (1,470,522)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
600	SUPPLIES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
700	PROPERTY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
800	MISCELLANEOUS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL GENERAL FUND BUDGET		\$ (1,633,393)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
100	SALARIES							
	Administrative Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Teachers & Specialists Salaries	\$ (14,509)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Early Retirement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Continuing Ed./Summer School	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Homebound & Tutors Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Certified Substitutes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Coaching/Activities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Staff & Program Development	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	CERTIFIED SALARIES	\$ (14,509)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Supervisors/Technology Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Clerical & Secretarial salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Educational Assistants	\$ (17,599)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Nurses & Medical advisors	\$ (1,807)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Custodial & Maint Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Non Certified Salary Adjustment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Career/Job salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Special Education Svcs Salaries	\$ (57,416)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Attendance & Security Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Extra Work - Non-Cert	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Custodial & Maint. Overtime	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Civic activities/Park & Rec	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	NON-CERTIFIED SALARIES	\$ (76,822)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	SUBTOTAL SALARIES	\$ (91,331)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

FOR THE MONTH ENDING - OCTOBER 31, 2016

OFFSETTING REVENUE INCLUDED IN ANTICIPATED OBLIGATIONS

OBJECT	EXPENSE CATEGORY	BUDGETED	1st ANTICIPATED	Change From 1st	2nd ANTICIPATED	FEB RECEIVED	MAY EXPECTED	BALANCE
200	EMPLOYEE BENEFITS							
	SUBTOTAL EMPLOYEE BENEFITS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
300	PROFESSIONAL SERVICES							
	Professional Services	\$ (71,540)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Professional Educational Ser.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	SUBTOTAL PROFESSIONAL SVCS	\$ (71,540)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
400	PURCHASED PROPERTY SVCS							
	SUBTOTAL PUR. PROPERTY SER.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
500	OTHER PURCHASED SERVICES							
	Contracted Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Transportation Services	\$ (333,870)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Insurance - Property & Liability	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Communications	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Printing Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Tuition - Out of District	\$ (1,136,652)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Student Travel & Staff Mileage	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	SUBTOTAL OTHER PURCHASED SER.	\$ (1,470,522)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
600	SUPPLIES							
	SUBTOTAL SUPPLIES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
700	PROPERTY							
	SUBTOTAL PROPERTY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
800	MISCELLANEOUS							
	Memberships				\$ -			\$ -
	SUBTOTAL MISCELLANEOUS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	TOTAL LOCAL BUDGET	\$ (1,633,393)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Excess Cost and Agency placement Grants are budgeted at 75%.

The 1st Anticipated is at xx% which equals

The 2nd Anticipated is at xx% which equals

2016 - 2017

11/8/2016

**NEWTOWN BOARD OF EDUCATION
TRANSFERS RECOMMENDED
NOVEMBER 15, 2016**

AMOUNT	FROM		TO		REASON
	CODE	DESCRIPTION	CODE	DESCRIPTION	
ADMINISTRATIVE					
\$22,000	100	CLERICAL & SECRETARIAL SALARIES	100	CLERICAL & SECRETARIAL SALARIES	TO REALLOCATE HIGH SCHOOL CLERICAL FUNDS
\$20,000	100	NURSES & MEDICAL ADVISOR SALARIES	100	NURSES & MEDICAL ADVISOR SALARIES	TO REALLOCATE NURSE SALARIES BASED ON ACTUAL HIRES TO EXTRA WORK FOR NURSES
\$62,000	100	TEACHERS & SPECIALISTS SALARIES	100	EDUCATIONAL ASSISTANTS	TO COVER REQUIRED EDUCATIONAL ASSISTANTS FOR SPECIAL EDUCATION
\$11,000	100	NURSES & MEDICAL ADVISOR SALARIES			

2016

Newtown Middle School

Closing Scenarios

Scenario A

<i>Closing NMS</i> Estimated Cost Savings			
People Costs		2016-17 Budget	
Position	F.T.E	Salaries	
Certified Staff	5.0	\$284,965	
Custodial	7.0	\$361,809	
Custodial Overtime		\$20,000	
Nurse	0.5	\$26,067	
Clerical	2.3	\$83,164	
		\$776,004	
Building Costs			
Purchased Services		Costs	
Telephone		\$16,421	
Water (\$200 per month service fee)		\$7,300	
Sewer		\$6,600	
Operation & Maintenance		\$7,280	
		\$37,601	
Plant Operation			
Service Contracts		\$49,824	
Refuse & Recycling		\$19,929	
Bldg. & Emer. Repairs		\$95,100	
Property Insurance		\$24,483	
Custodial Supplies		\$42,117	
Maintenance Supplies		\$31,498	
Electricity		\$136,504	
Fuel Oil		\$112,599	
Natural Gas		\$4,400	
Sewer Assessment		\$26,779	
		\$543,232	
Contingency			
BOE Cost Savings		\$1,356,838	

- Greatest reduction to the Board of Education budget.
- Building is no longer owned by the Town of Newtown.
- Roof repayment to the State is offset by proceeds from sale.

<i>Closing NMS</i> Estimated 1st-year Costs	
Technology costs (includes moving of the server)	-\$53,300
Moving costs & furniture disposal (\$236k - \$350k)	-\$307,000
Extra packing days for staff	-\$38,925
Estimated internal moves within RIS & NHS	-\$20,000
Moving smartboards (55 boards @ \$400 ea.)	-\$22,000
CO records storage	-\$19,000 *
Technology storage	-\$19,000 *
Contingency @ 10% costs	-\$47,923
* possible recurring costs	
Net 1st Year Savings to the Budget	\$829,690



Scenario B

Closing NMS Estimated Cost Savings			Annual Maintenance Costs	
			%	Costs
People Costs			2016-17 Budget	
<u>Position</u>	<u>F.T.E</u>	<u>Salaries</u>	<u>F.T.E</u>	<u>Salaries</u>
Certified Staff	5.0	\$284,965		
Custodial	7.0	\$361,809		
Custodial Overtime		\$20,000		
Nurse	0.5	\$26,067		
Clerical	2.3	\$83,164		
		\$776,004		\$0
Building Costs			2016-17 Budget	
<u>Purchased Services</u>			<u>Costs</u>	
Telephone		\$16,421	20%	-\$3,284
Water (\$200 per month service fee)		\$7,300	34%	-\$2,482
Sewer		\$6,600	10%	-\$660
Operation & Maintenance		\$7,280	0%	\$0
		\$37,601		-\$6,426
<u>Plant Operation</u>				
Service Contracts		\$49,824	25%	-\$12,456
Refuse & Recycling		\$19,929	0%	\$0
Bldg. & Emer. Repairs		\$95,100	15%	-\$14,265
Property Insurance		\$24,483	100%	-\$24,483
Custodial Supplies		\$42,117	0%	\$0
Maintenance Supplies		\$31,498	0%	\$0
Electricity		\$136,504	20%	-\$27,301
Fuel Oil		\$112,599	50%	-\$56,299
Natural Gas		\$4,400	0%	\$0
Sewer Assessment		\$26,779	100%	-\$26,779
		\$543,232		-\$161,583
Contingency			10%	-\$16,801
BOE Cost Savings			Annual Costs	-\$184,810
Annual Costs to Maintain the Building				-\$184,810
Annual BOE Cost Savings				\$1,172,028

Maintaining NMS Estimated 1st-year Costs	
Moving costs & furniture disposal (\$236k - \$350k)	-\$307,000
Extra packing days for staff	-\$38,925
Estimated internal moves within RIS & NHS	-\$20,000
Moving smartboards (55 boards @ \$400 ea.)	-\$22,000
Contingency @ 10% costs	-\$38,793
Net 1st Year Savings to the Budget	\$745,310

- The Newtown Middle School will be designated as a “closed” building with minimal to zero use.
- Building will remain in Board of Education budget and will continue to incur maintenance costs.
- Server and records storage will remain in the building.
- Repayment of the roof grant would **ONLY OCCUR** if the building is redirected for non-public use.
- Repayment for roof project in 2018-19 totals \$781,642.

Mill Rate Reduction

- A reduction to the mill rate *could* occur IF the total budget (Town & BOE) remain flat with NO increase.
- The following shows reductions based on scenarios.

REDUCTION TO CURRENT BUDGET	CURRENT TAXES	TAX LEVY	MILL RATE	TAX DECREASE	CHANGE IN TAX BILL*	CHANGE IN TAX BILL**	
	(99.0% of Levy)	(Billed Amount)			\$8,000 (ANNUAL)	\$10,000 (ANNUAL)	
AMOUNT OF REDUCTION	100,571,352	101,587,224	33.60	CURRENT MILL RATE			
(100,000)	100,471,352	101,486,214	33.57	-0.10%	\$ (8)	\$ (10)	
(200,000)	100,371,352	101,385,204	33.54	-0.20%	\$ (16)	\$ (20)	
(300,000)	100,271,352	101,284,194	33.50	-0.30%	\$ (24)	\$ (30)	
(400,000)	100,171,352	101,183,184	33.47	-0.40%	\$ (32)	\$ (40)	
(500,000)	100,071,352	101,082,174	33.44	-0.50%	\$ (40)	\$ (50)	
(600,000)	99,971,352	100,981,164	33.40	-0.60%	\$ (48)	\$ (60)	
(700,000)	99,871,352	100,880,154	33.37	-0.70%	\$ (56)	\$ (70)	
(745,310)	99,826,042	100,834,386	33.36	-0.74%	\$ (59)	\$ (74)	Scenario B
(800,000)	99,771,352	100,779,143	33.34	-0.80%	\$ (64)	\$ (80)	
(829,690)	99,741,662	100,749,154	33.33	-0.82%	\$ (66)	\$ (82)	Scenario A
(900,000)	99,671,352	100,678,133	33.30	-0.89%	\$ (72)	\$ (89)	
(946,175)	99,625,177	100,631,492	33.29	-0.94%	\$ (75)	\$ (94)	
(1,000,000)	99,571,352	100,577,123	33.27	-0.99%	\$ (80)	\$ (99)	
(1,500,000)	99,071,352	100,072,073	33.10	-1.49%	\$ (119)	\$ (149)	
(2,000,000)	98,571,352	99,567,022	32.94	-1.99%	\$ (159)	\$ (199)	

**NEWTOWN BOARD OF EDUCATION
2017 SCHEDULE OF MEETINGS**

Meetings will be held in the Council Chambers in the Newtown Municipal Center, 3 Primrose Street, at 7:30 p.m. with the exception of the January 17, February 21 and September 5 meetings which will be held in the Reed Intermediate School library.

January 3 (budget overview)
January 5 (budget)
January 10 (budget)
January 17 – *Reed Intermediate School Library*
January 31 (public hearing & discussion)
February 2 (budget adoption)
February 7
February 21 – *Reed Intermediate School Library*
March 7
March 21
April 4
April 18
May 2
May 16
June 6
June 20
July 18
August 15
September 5 – *Reed Intermediate School Library*
September 19
October 3
October 17
November 7
November 21
December 5
December 19

January 2, 2018
January 16, 2018 – *Reed Intermediate School*

Approved November 15, 2016