

Southington Board of Education Meeting

Thursday, January 11, 2018 6:30 PM

John Weichsel Municipal Center Public Assembly Room, 200 North Main Street, Southington, CT 06489

200 North Main Street
Southington, CT 06489



SOUTHINGTON BOARD OF EDUCATION MEETING

1. CALL TO ORDER
2. Executive Session ~ 6:30 p.m.
 - a. Negotiations Update
 1. OT/PT
 2. Unaffiliated Wages ~ Executive Assistant ~ Assistant Superintendent of Schools
 - b. Student Matter
3. Reconvene Meeting ~ Regular Session ~ 7:00 p.m.
4. Pledge of Allegiance
5. Approval of Minutes ~ December 14, 2017
6. Communications
 - a. Communications from Audience
 - b. Communications from Board Members
 - c. Communications from Administration
 - d. Communications from Student Representatives
7. Superintendent's Report
 - a. Personnel Report
8. Committee Reports
 - a. Finance Committee Meeting ~ December 18, 2017
 1. Transfer of Funds
9. Old Business
 - a. Town Government Communications
 - b. 2018-2019 Proposed School Calendar ~ Second Reading
10. New Business
 - a. Unaffiliated Wages ~ Executive Assistant ~ Assistant Superintendent of Schools
11. Adjournment

The minutes presented within this document provide a summary of the discussion that took place at the Board of Education meeting. For the complete discussion of the agenda items, please view the video of the Board meeting on our website at www.southingtonschools.org. These minutes are considered a draft until approved at the following regular Board of Education meeting.

SOUTHINGTON BOARD OF EDUCATION

SOUTHINGTON, CONNECTICUT

REGULAR MEETING

DECEMBER 14, 2017

The regular meeting of the Southington Board of Education was held on Thursday, December 14, 2017 at 7:00 p.m. in the John Weichsel Municipal Center Public Assembly Room, 200 North Main Street, Southington, Connecticut with Executive Session scheduled for 6:30 p.m.

1. CALL TO ORDER

Mr. Brian Goralski, Chairperson, called the meeting to order at 6:33 p.m.

Board members present: Mr. Joseph Baczewski, Mr. Robert Brown, Ms. Lisa Cammuso, Mrs. Terri Carmody, Mrs. Colleen Clark (*arrived 6:55 p.m.*), Mr. Brian Goralski, Mr. Zaya Oshana, and Mrs. Patricia Queen. Absent was Mr. David Derynoski.

Administration present: Mr. Timothy Connellan, Superintendent of Schools; Mr. Steven Madancy, Assistant Superintendent; and Mrs. Sherri DiNello, Director of Business & Finance (*left at 6:45 p.m.*)

2. EXECUTIVE SESSION TO DISCUSS AFSCME AND UPSEU CONTRACT NEGOTIATIONS AND A STUDENT MATTER ~ 6:30 p.m.

MOTION: by Mrs. Carmody, seconded by Mr. Brown:

"Move to go into Executive Session, excluding the public and the press, for the purpose of discussing AFSCME and UPSEU Contract Negotiations and a Student Matter, and upon conclusion reconvene to public session."

Motion carried unanimously by voice vote.

Mr. Goralski declared Executive Session ended at 7:07 p.m.

3. RECONVENE MEETING ~ REGULAR SESSION

Mr. Goralski, Chairperson, reconvened the regular session at 7:10 p.m.

Board members present: Mr. Joseph Baczewski, Mr. Robert Brown, Ms. Lisa Cammuso, Mrs. Terri Carmody, Mrs. Colleen Clark, Mr. Brian Goralski, Mr. Zaya Oshana, and Mrs. Patricia Queen. Absent was Mr. David Derynoski.

Administration present: Mr. Timothy Connellan, Superintendent of Schools; Mr. Steven Madancy, Assistant Superintendent; Mrs. Sherri DiNello, Director of Business and Finance; and Ms. Margaret Walsh, Director of Special Services.

Student Representatives present were Joseph Martin, Sean Young and Bianca Spataro.

4. PLEDGE OF ALLEGIANCE

The student representatives led in reciting the Pledge of Allegiance.

Mr. Goralski called for a moment of silence in memory of Helene Triano who recently passed away. She was a school nurse for the Southington Public Schools from September 1958 through June 1993.

5. CELEBRATION OF EXCELLENCE

a. The Board of Education presented a Certificate of Excellence to the 2017 CAPSS (Connecticut Association of Public School Superintendents) student award recipients, seniors Evan Bender and Lydia Yu. Mr. Connellan read resumes of their leadership and academic accomplishments.

b. The Board of Education recognized Walgreen's and John O'Donnell, Southington Store Manager, for their generous donation of school supplies to the students of the Southington Public Schools.

The celebration concluded at 7:18 p.m. and Mr. Goralski, Chair, called for a recess.

Mr. Goralski, Chair, reconvened the regular meeting at 7:34 p.m.

6. APPROVAL OF MINUTES ~ November 9, 2017

MOTION: by Mr. Oshana, seconded by Mrs. Carmody:

“Move to approve the Regular Board of Education minutes of November 9, 2017, as submitted.”

Motion carried unanimously by voice vote.

7. COMMUNICATIONS

a. Communications from Audience:

There was no audience communication.

b. Communication from Board Members

Mr. Brown addressed the negativity discussed on social media and that state legislators were trying to balance the current state budget on the backs of teachers.

Mrs. Queen thanked the Southington Education Foundation (SEF) for supporting the vision of our educators and awarding four grants. She explained what the four grants were for in detail.

MOTION: by Mrs. Carmody, seconded by Mr. Oshana:

“Move Agenda Item 10.b ‘2016-2017 School Resource Officer Annual Report’ to Agenda Item 8.b. and move Agenda Item 11.e ‘Approval of Out-of-State / Overnight Field Trips’ to Agenda Item 8.c’.”

Motion carried unanimously by voice vote.

Mr. Goralski explained that the foundation of everything that STEPS does is based on the facts of what the students need and how to keep them safe. The STEPS annual survey will be conducted on Thursday, January 25, 2018 with a snow date of January 26, 2018. Parents are welcome to talk to administration if they have any questions or concerns.

Mr. Goralski announced that the YMCA fundraiser “Polar Plunge” into Sloper Pond, which benefits students to attend Camp Sloper, is on January 2, 2018. Board members participating will be Mr. Goralski and Mr. Baczewski. Mr. Madancy agreed to participate along with Mr. Connellan, Mr. Stranieri and Mr. Lasbury. Mr. Goralski challenged every school to have a staff member participate.

Mr. Goralski announced the Board of Education members who will serve on sub-committees along with the chairperson of the sub-committee. The list of the sub-committees will be posted on the district website.

c. Communication from Administration

1. Introduction of Adult Education Director: Mr. Madancy welcomed and introduced the new Adult Education Director Mrs. Kim Palmer. Mrs. Palmer gave a brief summary of some new courses that will be offered under her leadership. A course offered to parents will address the new math their children are learning in school. The courses offered will be advertised on the district website, social media and through other means. On January 3, 2018, through a grant, Mr. Greg Tang will be presenting at DePaolo Middle School on understanding and teaching the new math.
2. State Award – Vocational Programs: Mr. Connellan deferred this item to the Student Representatives to present under their report.
3. Healthy & Wise Committee: Mrs. DiNello gave an update on the work of this committee. She announced the top five winners of the Fall Step-Up Challenge that involved 325 participants between the town and Southington Public Schools with Central Office being the building that won. She explained the upcoming Winter Challenge “Lose to Win” that is scheduled January 2, 2018 through February 14, 2018.
4. World Language – Seal of Bi-Literacy: Mr. Madancy explained that if a student meets the guidelines and criteria set forth by the State Department of Education, they would be awarded the seal of bi-literacy. A criterion a student would have to meet is a proficient level of performance on an oral interview. Southington High School will be hosting the Eastern U.S. National World Language Training in February and many of the Southington world language teachers will be trained at a discounted rate in administering

the oral proficiency interviews. The remaining cost will be covered by a grant. A goal for Southington students is to be proficiently bi-lingual.

5. PTO Executive Leadership Team Meeting: In November, Mr. Connellan and Mrs. Clark met with members of the PTO Executive Leadership Team regarding sharing resources and collaboration across the district. Mrs. Clark explained that in the past, the PTO Leadership met regularly to share ideas and hoped that this new collaboration will continue.

6. Board and Town Collaboration – Human Resources Manager Position: Mr. Connellan explained that the Town Human Resource Generalist and the Board of Education Personnel Manager positions have now merged to be one Human Resources Manager. Interviews will be conducted in the near future with the individual serving both the Town and Board of Education in that role.

7. School Tours with Board of Finance Members: On December 6, 2017, Ms. Walsh escorted Mrs. Queen and members of the Town Board of Finance to observe some in-district special education programs at Southington High School. There currently are nine in-district programs serving 90 students in kindergarten through age with significant disabilities. She plans to set-up two more visits to include tours of Hatton Elementary School and Kennedy and DePaolo Middle Schools.

d. Communication from Student Representatives

Sean Young reported on the following:

- Parent-Teachers Conferences were held on November 16, 2017.
- Homecoming Dance was held on November 17, 2017 with over 400 students in attendance. Before the event, a breathalyzer was used.
- On November 20, 2017, a transition meeting was held at the high school for middle school students and parents.

Joseph Martin reported on the following:

- The Southington High School Co-op Experience and Project-Lead-the-Way were both honored by the State as outstanding CTE (Career and Technical Education) programs. This is the seventh consecutive honor and plaque received by the high school.
- For extra credit or assignments, students made two or three dimensional paper snowflakes that are decorating each department of the high school to make a winter wonderland.
- The Winter Music Concert at the high school takes place on December 20 with a snow date of December 21 and starting at 6:00 p.m.

Bianca Spataro reported on the following:

- The winter recess starts on December 22 through January 2.
- The high school is decorated very festive and gets the students in the mood for the holiday season.
- The American Legion Oratorical Contest will be held at the high school on January 8, 2018 revolving around the United States Constitution.
- The annual SHS Course Fair will be held on January 10, 2018; it allows middle school students to map out extra-curricular activities that they would like to join.

On behalf of the Board of Education, Mr. Goralski will be sending a holiday letter to staff to thank them for their hard work.

8. SUPERINTENDENT'S REPORT

a. Personnel Report

MOTION: by Mr. Oshana, seconded by Mrs. Carmody:

“Move to approve the Personnel Report, as presented.”

Mr. Goralski thanked Mrs. Passamano, Interim Personnel Manager, for her first report.

Motion carried unanimously by voice vote.

b. 2016-2017 School Resource Officer Annual Report

Officer Kevin Naranjo stated that this was his second year out of four years as the Southington High School Resource Officer. He gave a brief explanation of his background as a police officer for 11 years and stated that he was a product of the Southington school system. He has children of his own and is aware of the issues of today's students. As a Resource Officer, he wears many hats of police officer, father figure, confidant, resource, and counselor. There were 114 student cases in the 2016-2017 school year and he hoped to bring those numbers down this school year.

b.2 Approval of Out-of-State Field Trips (*Formerly Agenda Item 11.e*)

The Assistant Boy's Wrestling Coach explained that the team would be attending the Lowell Holiday Tournament in Massachusetts on December 28 and 29 with the team going by bus and the transportation paid for by the Booster Club. The wrestlers will be going home with their parents who are responsible for their lodging. The Timberlane Invitational is in Plaistow, New Hampshire on January 20 and 21, 2018.

MOTION: by Mr. Oshana, seconded by Mrs. Clark:

“Move that the Board of Education approves the field trip requests for the Southington High School Wrestling Team to attend tournaments in Massachusetts and New Hampshire as presented by the administration.”

Motion carried unanimously by voice vote.

9. COMMITTEE REPORTS

a. Middle School Activities Committee Meeting ~ November 20, 2017

Mrs. Queen reported that the committee discussed the wrap up of the fall season and the start of the winter season and recognized the additional work on the part of administration to make activities work. Mr. Connellan will communicate with parents to resolve the issue of outstanding activity fees owed by parents. The committee addressed revenue and expenses, fundraisers, donations, grants, enhanced programming, and the feasibility of any funds being restored for middle school sports in the upcoming budget, which is highly unlikely due to the fiscal situation for 2018-2019.

The Board recognized Mr. Mike DeFeo, as President of the SMSAA, for his leadership and congratulated him for receiving the YMCA award of Person of the Year for his contributions and commitment to youth sports in the community and as a member of the Parks & Recreation Board. It was noted that Mr. DeFeo does not have children in the middle schools and is leading this committee.

b. Policy and Personnel Committee Meeting ~ November 30, 2017

Mrs. Queen reported that the committee reviewed Policy 1324, *Community Relations, and Soliciting Funds from and by Students*. The impetus behind revising this policy was with teachers who were fundraising using technology applications such as “GoFundMe.” This policy will just be for fundraising by staff and students. Fundraising by booster clubs and PTOs will be addressed within Policy 1320, *Community Relations, Other School Connected Organizations, Booster Clubs*, which will be revised. The committee discussed the approval process for fundraising. Mrs. Queen stated that the committee also reviewed a draft job description for the Human Resource Manager with the help of Mr. Oshana who offered his expertise in this field.

MOTION: by Mrs. Carmody, seconded by Mrs. Clark:

“Move to move Agenda Item 11.c ‘Acceptance of PTO Gift to Joseph A. DePaolo Middle School’ to Agenda Item 10.b’.”

Motion carried unanimously by voice vote.

c. Curriculum & Instruction Committee Meeting ~ December 7, 2017

Mrs. Carmody reported that the committee reviewed the district’s current graduation requirements of 22 credits that are two credits above the current state requirements of 20. Effective for the Class of 2023, the state requirements will be 25 credits affecting our current seventh graders. The high school administration will review the changes needed and develop a proposal to go before the Curriculum and Instruction Committee and Policy & Personnel Committee. This revision will be a long process.

10. OLD BUSINESS

a. Town Government Communications

Mr. Christopher Palmieri, Chair of the Town Council, presented the two new elected Board of Education members, Ms. Cammuso and Mr. Baczewski, with an official Town of Southington lapel pin. This was a tradition that started several years ago.

Mr. Goralski reported that the Committee of the Chairs met to discuss the 2018-2019 budget and the many unknowns still present regarding the state budget. On December 20, 2018, Mr. Connellan and Mrs. DiNello from Central Office will meet with Mr. Sciota and Mrs. Portelinha from the town to compare “apple to apples” with this year’s budget and what will be received from the state. This needs to be done before any appropriation request is made from the Board of Education to the Town Boards in order to balance the education budget.

b. 2016-2017 School Resource Officer Annual Report (Moved to Agenda Item 8.b)

b.2 Acceptance of PTO Gift to Joseph A. DePaolo Middle School *(Formerly Agenda Item 11.c)*

Mr. Palmieri, Assistant Principal of DePaolo Middle School, explained that during the school renovation project there originally was a pond feature in the courtyard that was removed and PTO funds for this were directed elsewhere. This year, DePaolo Middle School will be celebrating their 50th anniversary and it is a perfect time for the PTO to add the concept of a water feature in the courtyard as part of this celebration and to do something special for the school. It will enhance aesthetics and provide a tranquil environment for the students.

MOTION: by Mrs. Clark, seconded by Mrs. Queen:

“Move to accept the DePaolo Middle School PTO gift and installation of a water wall in the DePaolo courtyard.”

The DePaolo School Garden Club members will provide the maintenance and care of this feature.

Motion carried unanimously by voice vote.

c. Budget 2017-2018

Mrs. DiNello explained that since the early November Board meeting where she explained a revenue analysis of what was to be an anticipated appropriation request of \$6.9 million, Governor Malloy implemented what he called a “holdback” for Southington regarding the Excess Cost Sharing Education Grant, which is just over \$1.7 million. Mrs. Queen stated that it was confusing and clarified that the \$6.9 million was a revenue grant that used to go directly to the town and with the Governor’s original proposal it was going to go directly to the Board of Education, which is why the Town Board of Finance reduced the BOE budget by that amount. Now, with the final budget, that Excess Cost money is going back to the town. Mrs. DiNello stated there are two grants that are specifically impacted. The Board of Education will continue to get the Special Education Excess Cost Grant directly and the Educational Cost Sharing (ECS) money in entirety will go to the municipality.

11. NEW BUSINESS

a. Capital Improvement Plan ~ 2018-2019 to 2022-2023 ~ Second Reading

MOTION: by Mr. Oshana, seconded by Mrs. Carmody:

“Move to approve the five-year Capital Improvement Plan, as submitted.”

Mrs. DiNello stated that this document explains the school system’s needs for the next five years and that the capital items that were approved by the Town for this year are currently on hold. If it is deferred, then these items may be pushed back a year. The Board liked Mr. Romano’s improved layout and description of the school building roofs and through the collaboration between Mrs. Mellitt, Mrs. DiNello and Mr. Romano made this a very clear Capital Plan document and easy to understand. Mrs. Queen clarified that a capital item over \$1 million has to go to referendum.

Motion carried unanimously by voice vote.

b. Job Description Approval ~ Human Resources Manager

MOTION: by Mr. Oshana, seconded by Mrs. Queen:

“Move that the Board of Education approve the revised job description for Human Resource Manager, as recommended by the Policy and Personnel Committee.”

Motion carried unanimously by voice vote.

c. Acceptance of PTO Gift to Joseph A. DePaolo Middle School (Moved to Agenda Item

d. 2018-2019 Proposed School Calendar ~ First Reading

Mr. Connellan explained that there were two versions of the calendar and the difference is where the April recess falls. In Version A, the April recess is during the week of April 15 with April 19 being Good Friday. In Version B, the April recess falls during the week of April 8. There is no longer the requirement to use the CREC Common Calendar. The Board discussed any commonality with the magnet schools, out-of-district schools, and other school districts. Mr. Connellan will do more research on the two calendar versions.

Mrs. Queen addressed Columbus Day and how to handle that day in the schools. Mr. Goralski stated that he would follow the lead of the state and federal governments that made it a holiday. Mr. Brown suggested waiting to see if the public has comments about it before the Board addresses it.

MOTION: by Mrs. Carmody, seconded by Mr. Oshana:

“Move to add the Expulsion of Student 2017-2018-03 to the agenda as Agenda Item 11.f.”

Motion carried unanimously by voice vote.

e. Approval of Out-of-State /Overnight Field Trips (Moved to Agenda Item 8.c)

f. Expulsion ~ Student 2017-2018-03

MOTION: by Mrs. Carmody, seconded by Mr. Oshana:

“Move to expel Student 2017-2018-03 as stipulated by the Superintendent of Schools.”

Motion carried unanimously by voice vote.

12. ADJOURNMENT

MOTION: by Mr. Oshana, seconded by Mrs. Clark:

“Move to adjourn.”

Motion carried unanimously by voice vote.

The meeting adjourned at 9:00 p.m.

Respectfully submitted,
Linda Blanchard
Recording Secretary

Board of Education

Administrative Report

January 11, 2018



- 1. Introduction Human Resource Manager**
- 2. Family Math Night**
- 3. AP District Honor Roll**
- 4. Webster Bank Mentoring Program**

**BOARD OF EDUCATION
SOUTHINGTON, CONNECTICUT**

Informational Only _____ Board Meeting Date January 11, 2018

Decision Requested X Agenda Code 7. a.

AGENDA REPORTING FORM

Agenda Topic: Personnel Report

Summary of Issue: This Personnel Report includes appointments, resignations, retirements, and transfers for certified and classified personnel for 2017 – 2018.

Background: The attached report lists personnel activity from December 1, 2017, through December 31, 2017.

Alternative Strategies: _____

Cost (if applicable): N/A **Funding Source:** Board of Education

Beginning Date of Program or Project: N/A

Ending Date of Program or Project: N/A

Recommendation or Comment: Recommend that the Personnel Report be approved as submitted.



Signature of Staff Member Submitting Report



Signature of Superintendent of Schools

Titles of Attachments:

1. Personnel Report

Agenda – January 2018

PERSONNEL ACTIVITY REPORT

FOR: January 2018

APPOINTMENTS

Certified

Name	Position	School	FTE if Less Than 1.0	Effective Date	Highest Degree	University / School	Salary
No certified appointment in the month of December							

Classified

Name	Position	School	Hours Per Week	Effective Date	Salary / Hourly Rate
Meccariello, Marymargaret	Special Education Paraeducator	JAD	27.50	TBD	\$15.36
Coviello, Kasandra	Special Education Paraeducator	JAD	27.50	TBD	\$15.36
Pare, Kelly	Special Education Paraeducator	JAD	31.25	January 2, 2018	\$15.36
Scanlon, Marykate	Grant Funded Math Tutor	SHS	12.00	January 2, 2018	\$20.12
McDonald, Colin	Special Education Paraeducator	Hatton	31.25	January 2, 2018	\$15.36

ASSIGNMENT CHANGE

Certified

Name	From Position	To Position	School	Effective Date
No certified assignment change in the month of December				

Classified

Name	From Position	Hours per Week	To Position	Hours per Week	School	Effective Date
Noonan, Michelle	Special Ed Paraeducator	15.75	Special Ed Paraeducator	27.50	Thalberg	December 5, 2017
O'Neill, Catherine	Special Ed Paraeducator	27.50	Special Ed Paraeducator	31.25	Thalberg	December 5, 2017

RESIGNATIONS

Certified

Name	Position	School	Effective Date	Years of Service	Retire
Krutz, Michelle	Physical Education/Health Teacher	SHS	December 22, 2017	9 years	No
Arroyo, Michelle	World Language Teacher	JAD	June 30, 2018	10 years	No

Classified

Name	Position	School	Effective Date	Years of Service	Retire
Needham, Heather	ABA Therapist	Hatton	December 22, 2017	2 years	No
Swanson, Stacie	Part-Time Special Education Paraeducator	JFK	December 23, 2017	4 years	No
Pare, Kelly	Part-Time Special Education Paraeducator	JAD	December 23, 2017	2 months	No
McDonald, Colin	ABA Therapist	Hatton	December 23, 2017	2 months	No

TRANSFERS

Certified

Name	From Position	From School		To Position	To School	Effective Date
No certified transfers in the month of December						

Classified

Name	From Position	From School		To Position	To School	Effective Date
Moran, Mark	Custodian, evening shift	Strong		Custodian, evening shift	Flanders	December 18, 2017
Kowalski, Paul	Head Custodian, day shift	SHS		Custodian, evening shift	Plantsville	January 2, 2018
Scranton, Michael	Custodian, evening shift	Plantsville		Custodian, evening shift	Strong	January 2, 2018

UNPAID LEAVES OF ABSENCE

Name	Position	School	Start Date	End Date	Reason
No unpaid leaves of absence in the month of December					

COACHING / STIPENDS

Appointments

Name	To Position	School	Effective Date	Stipend
Soltys, Katherine	Student Council Advisor	JFK	December 4, 2017	\$601.00 prorated
Curtin, Elizabeth	Student Council Co-Advisor	JAD	December 8, 2017	\$300.50
Bass-Lamberto, Heidi	Student Council Co-Advisor	JAD	December 8, 2017	\$300.50
Devona, Kiah	Year Book Advisor	JAD	December 12, 2017	\$1,086.00
Lasky, Colleen	Math Teacher, Learning Academy	SHS	December 15, 2017	\$35.00 per hour
O'Brien, Debra	Science Teacher, Learning Academy	SHS	December 15, 2017	\$35.00 per hour
Curtis, Kevin	Social Studies Teacher, Learning Academy	SHS	December 15, 2017	\$35.00 per hour

Resignations

Name	From Position	School	Effective Date
Disantis, Catherine	Co-Advisor National Honor Society	SHS	December 15, 2017
Disantis, Catherine	English Teacher, Learning Academy	SHS	December 15, 2017



SOUTHINGTON BOARD OF EDUCATION
Southington, Connecticut

FINANCE COMMITTEE MEETING

Monday, December 18, 2017, 6:00 p.m.

John Weichsel Municipal Center

Conference Room #2

200 North Main Street

Southington, CT 06489

Board Members Present: Colleen Clark, David Derynoski, Joseph Baczewski, Zaya Oshana
Present from Administration: Sherri DiNello, Director of Business & Finance; Jennifer Mellitt,
Account Manager

The Finance Committee meeting was called to order at 6:02 p.m.

1. **SELF INSURANCE:**

Mrs. DiNello reviewed the June 30, 2017 Self Insurance Summary Report that shows the fund balance increasing by \$1 million due to claims being less than budgeted. The changes to the High Deductible Health Plan (HDHP) and wellness are having a positive impact. Mrs. DiNello also shared the current year claims through November are \$5.8 million for the Board of Education, which is \$719,000 less than budgeted; however, Hartford Healthcare claims for October and November were not processed due to the contract dispute. We can anticipate December claims to be very high once Anthem does process and pay them along with the December claims.

2. **TRANSFER OF FUNDS:**

The committee reviewed a request to transfer funds and recommends approval. There was some discussion about the rationale for employing the teacher for the hearing impaired versus outsourcing.

3. **MIDDLE SCHOOL ATHLETICS – FUNDING UPDATE:**

Mrs. DiNello shared a revenue and expense report from September through November for middle school athletics with the committee. This was the first meeting of the Finance Committee since the Southington Middle School Athletic Association (SMSAA) was formed so the business office wanted to provide an update of how the process was working.

4. **BUDGET 2017-2018 – STATE REVENUES:**

Mrs. DiNello provided some background information for the benefit of new members to the Finance Committee regarding state grants. She explained the Educational Cost Sharing (ECS) versus Special Education Excess Cost grant. Mrs. DiNello provided an update of anticipated funding for state grants based on the most recent information. She also reviewed the need for an appropriation of \$6,898,970 to balance our current budget. This amount represents the difference between the \$8,360,766 ECS funds and \$1,461,796 of the special Excess Cost grant now that the grant revenue stream is remaining in place as in previous years.

Mrs. DiNello shared that the Committee of the Chairs meeting included some discussion of making the appropriation in three installments. Discussion followed and Mrs. DiNello explained that she and the Superintendent were meeting with the Town Manager and Town Finance Director to discuss state revenues and the rationale for the appropriation being paid in installments.

5. **FINANCIAL UPDATE:**

A financial update was provided to the committee through November showing a projected deficit of \$162,000. This estimate is based on the assumption that the Board of Education budget is funded in full by receiving the appropriation of \$6.9 million. There are also projections of a 65% cap on the Excess Cost grant. There are still many variables this early in the year; but, the 25% hold back and soft freeze that was implemented will assist in covering the deficit.

Mrs. DiNello also shared information on an additional invoice from Noresco in the amount of \$31,006 of which \$22,461 is the Board of Education share. This bill will be an additional annual expense and is part of the Noresco contract considered an annual performance fee. This information was not shared with the Board of Education during budget preparation. Discussion took place about requesting an appropriation to cover the cost. The committee agreed that we should wait on the original budget appropriation before asking for more funding.

6. **MISCELLANEOUS:**

There was no discussion under this agenda item.

The meeting adjourned at 7:25 p.m.

Respectfully submitted,



Sheri DiNello
Director of Business & Finance

Southington Board of Education
Operating Budget
2017-18

ACCTNUM	Adopted Budget	Ytd Adjustments	Adj Budget YTD	Encumbrance YTD	Expenditures YTD	Available YTD	Surplus/Deficit
10 - REGULAR EDUCATION							
11110 - ADMINISTRATIVE SALARIES	799,610	-	799,610	437,874	362,299	(563)	(563)
11120 - CLERICAL SALARIES	379,995	-	379,995	169,941	171,702	38,352	
11135 - DATA PROCESSING SALARIES	642,090	-	642,090	306,589	265,994	69,507	
11140 - FISCAL SALARIES	381,281	-	381,281	203,273	177,081	927	
11210 - PRINCIPALS & COORDINATORS SALARIES	3,128,470	-	3,128,470	1,711,364	1,456,075	(38,969)	(38,969)
11300 - TEACHER SALARIES	30,216,154	-	30,216,154	20,429,960	9,723,949	62,244	
11400 - Grant Salaries	-	-	-	217,776	184,901	(402,676)	46,452
11500 - LIBRARY/MEDIA SALARIES	621,146	-	621,146	430,930	206,008	(15,792)	
11600 - SCHOOL SECRETARY SALARIES	1,534,638	-	1,534,638	860,668	598,455	75,515	
11710 - SCHOOL PHYSICIAN SALARY	15,200	-	15,200	9,107	6,373	(280)	
11715 - STUDENT PHYSICAL FEES	2,600	-	2,600	-	2,019	581	
11720 - REGISTERED NURSES SALARIES	741,934	-	741,934	417,280	219,679	104,975	-
11740 - LICENSED PRAC. NURSES SALARIES	161,570	-	161,570	192,820	44,277	(75,527)	-
11810 - CUSTODIAL SALARIES	1,638,859	-	1,638,859	784,894	727,103	126,862	
11820 - MAINTENANCE SALARIES	1,015,887	-	1,015,887	566,493	488,105	(38,711)	
11900 - GUIDANCE SALARIES	1,444,881	-	1,444,881	886,857	459,833	98,191	98,191
11910 - COACHING SALARIES	342,073	-	342,073	-	126,996	215,077	
11915 - ATHL. ATTENDENTS SALARIES	9,603	-	9,603	-	3,384	6,219	
11916 - EVENT SUPERVISOR & CHAPERONES	31,825	-	31,825	-	14,586	17,239	
11920 - STIPEND SALARIES	70,104	-	70,104	-	33,853	36,251	
11922 - DETENTION SALARIES	7,500	-	7,500	-	2,728	4,772	
12100 - PARAPROFESSIONAL SALARIES	624,345	-	624,345	263,704	189,590	171,051	
12110 - CUSTODIAL OVERTIME	-	-	-	-	(2,397)	2,397	
12150 - RETIREMENT COMPENSATION	274,359	-	274,359	-	15,001	259,358	
12200 - TEACHER SUBSTITUTES	481,380	-	481,380	84,000	217,823	179,557	
12205 - TEACHER SUBST:SCHOOL BUSINESS	30,000	-	30,000	-	-	30,000	
12220 - SECRETARY SUBSTITUTES	4,500	-	4,500	-	-	4,500	

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12230 - CUSTODIAL SUBSTITUTES	20,000	-	20,000	-	27,800	(7,800)
12400 - PARAPROFESSIONAL SUBSTITUTES	2,000	-	2,000	-	-	2,000
12510 - ATHLETIC TRAINER SERVICES	15,000	-	15,000	10,000	5,000	-
12700 - NURSE SUBSTITUTES	47,000	-	47,000	60,684	67,371	(81,054)
12820 - SUMMER MAINT. SALARIES	25,656	-	25,656	-	10,868	14,788
12830 - CROSSING GUARD SALARIES	105,905	-	105,905	-	35,505	70,400
12840 - SECUR. ATTENDANTS SALARIES	161,423	-	161,423	104,537	49,805	7,081
14100 - WORK STUDY SALARIES	4,500	-	4,500	-	3,366	1,134
20110 - MUNICIPAL RETIREMENT ADMIN. FEE	963,186	-	963,186	-	377,661	585,525
20210 - SOCIAL SECURITY FEES	421,022	-	421,022	-	192,970	228,052
20230 - MEDICARE FEES	596,519	-	596,519	-	216,560	379,959
20310 - HEALTH INSURANCE	10,316,516	-	10,316,516	7,024,875	2,771,682	519,959
20320 - LIFE & DISABILITY INSURANCE	83,080	-	83,080	51,595	29,452	2,033
20410 - UNEMPLOYMENT INSURANCE	71,016	-	71,016	46,310	11,774	12,932
20510 - WORKERS' COMPENSATION	586,992	-	586,992	142,997	428,990	15,006
31200 - PROFESSIONAL DEVELOPMENT	140,489	-	140,489	1,650	59,916	78,923
31300 - TUITION REIMBURSEMENT-SEA	20,000	-	20,000	-	-	20,000
31800 - LEGAL FEES	92,300	-	92,300	-	24,744	67,556
31900 - PROFESSIONAL & TECHNICAL SERVICES	53,945	-	53,945	8,605	36,026	9,314
32110 - WATER AND SEWER	95,900	-	95,900	44,101	38,570	13,229
32120 - ELECTRICITY	1,561,084	-	1,561,084	1,011,134	617,149	(67,199)
32125 - ENERGY MGMT SYST MAINTENANCE	33,320	-	33,320	16,660	16,660	-
32135 - ENERGY PERFORMANCE CONTRACT	691,572	-	691,572	691,572	1,499	(1,499)
32140 - CONTRACTED REFUSE	82,355	-	82,355	41,033	31,528	9,794
32200 - CONTRACTED CUSTODIAL SERVICES	299,477	-	299,477	155,751	124,587	19,139
32201 - HVAC REPAIRS & MAINTENANCE	45,528	-	45,528	1,323	23,897	20,308
32301 - UPKEEP OF GROUNDS	29,500	-	29,500	500	5,373	23,628
32302 - MAINTENANCE OF ATHLETIC FIELDS	82,000	-	82,000	660	20,797	60,543
32303 - REPL. OF WINDOW COVERINGS	2,500	-	2,500	815	545	1,140
32304 - REPAIR OF GLASS	4,000	-	4,000	300	1,635	2,065

Surplus/Deficit

10,000

(68,000)

(23,999)

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32305 - BURNER/BOILER REPAIR SERVICES	17,080	-	17,080	400	13,999	2,681	
32306 - CONTRACTED SERVICE HEAT REPAIR	54,125	-	54,125	5,507	24,136	24,482	
32307 - CONTRACTED CLOCK & BELL REPAIR	4,100	-	4,100	-	735	3,365	
32308 - CONTRACTED PUBLIC ADDRESS SYSTEM	17,913	-	17,913	2,975	890	14,048	
32309 - CONTRACT SERVICE ELEVATORS	36,330	-	36,330	400	35,128	802	
32310 - OTHER EXPENSES FOR REPAIR	15,000	-	15,000	200	11,555	3,245	
32313 - COPIER REPAIR	53,376	-	53,376	39,194	27,996	(13,814)	
32317 - MUSICAL INSTRUMENT REPAIR	15,000	-	15,000	680	10,690	3,630	
32318 - INSTRUCTIONAL EQUIPMENT REPAIRS	10,236	-	10,236	-	10,565	(329)	
32319 - OTHER EQUIPMENT REPAIR	50,000	-	50,000	16,979	26,457	6,565	
32320 - SPECIAL EQUIPMENT REPAIR	27,000	-	27,000	726	18,838	7,436	
32322 - ROOF REPAIR	30,000	-	30,000	-	5,815	24,185	
32323 - DISTRICTWIDE COMPUTER MAINTENANCE	48,563	-	48,563	8,583	19,278	20,701	
32324 - DISTRICTWIDE COMPUTER SOFTWARE	10,000	-	10,000	484	383	9,133	
32325 - DISTRICTWIDE SOFTWARE	266,721	-	266,721	45,250	205,959	15,512	
32405 - PROPERTY/LIABILITY/ AUTO INSURANCE	248,751	-	248,751	63,025	182,628	3,098	
32415 - STUDENT INSURANCE	59,180	-	59,180	-	48,999	10,181	
32510 - RENTAL & LEASING OF EQUIPMENT	637,988	-	637,988	119,159	497,227	21,603	
32520 - RENTAL OF FACILITIES	246,057	-	246,057	119,305	106,741	20,010	
32800 - RAVE AND OTHER AV REPAIRS	1,500	-	1,500	-	-	1,500	
32900 - CARE OF GROUNDS	57,903	-	57,903	16,227	14,743	26,933	
32910 - CARE OF DRIVES & WALKS	207,190	-	207,190	26,542	29,840	150,808	
33100 - SYSTEMWIDE TRANSPORTATION	2,051,170	-	2,051,170	1,427,706	614,444	9,020	
33300 - VOCATIONAL EDUCATION TRANPORTATION	183,703	-	183,703	115,647	53,903	14,153	
33700 - NON-PUBLIC SCHOOL TRANSPORTATION	170,598	-	170,598	119,323	51,138	137	
33800 - MAGNET SCHOOL TUITIONS	657,264	-	657,264	-	-	657,264	47,264
33810 - PRINCIPALS / TEACHERS PROF. CONFERENCES	12,500	-	12,500	-	2,345	10,155	
33900 - BOARD OF EDUCATION EXPENSES	6,500	-	6,500	-	1,519	4,981	
33905 - ADMINISTRATIVE EXPENSES	1,000	-	1,000	-	-	1,000	
33910 - CENTRAL OFFICE CONFERENCES AND TRAVEL	8,500	-	8,500	-	7,477	1,023	

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33920 - BUSINESS OFFICE TRAVEL EXPENSES	1,000	-	1,000	-	81	919	
33925 - OTHER ADMINISTRATIVE TRAVEL EXPENSES	21,000	-	21,000	12,717	8,183	100	
33930 - TEACHERS' TRAVEL EXPENSES	9,165	-	9,165	-	1,443	7,722	
33950 - NURSES' TRAVEL EXPENSES	150	-	150	-	-	150	
33960 - MAINTENANCE TRAVEL EXPENSES	4,050	-	4,050	-	1,453	2,597	
34100 - POSTAGE	45,500	-	45,500	1,452	29,990	14,058	
34200 - TELEPHONE	260,000	-	260,000	98,667	100,270	61,063	
35100 - RECRUITING	3,500	-	3,500	-	495	3,005	
35200 - ADVERTISING	3,100	-	3,100	-	1,382	1,718	
36100 - PRINTING EXPENSES	12,300	-	12,300	1,520	5,237	5,543	
36200 - RECYCLING SERVICES	4,680	-	4,680	2,850	2,072	(242)	
39200 - MIDDLE SCHOOL ATHLETIC TRANSPORTATION	4,275	-	4,275	-	8,901	(4,626)	
39300 - HIGH SCHOOL ATHLETIC TRANSPORTATION	105,805	-	105,805	-	28,088	77,717	
39440 - BAND & ORCHESTRA FIELD TRIPS	24,350	-	24,350	-	15,104	9,246	
39450 - SYSTEMWIDE FIELD TRIPS	24,720	-	24,720	1,079	10,651	12,990	
39470 - STUDENT ACTIVITIES	18,000	-	18,000	-	7,300	10,700	
40110 - CENTRAL OFFICE CLERICAL SUPPLIES	15,965	-	15,965	1,022	7,502	7,441	
40210 - AUDIO VISUAL SUPPLIES	27,465	-	27,465	586	9,066	17,813	
40300 - GENERAL TEACHING SUPPLIES	221,196	-	221,196	21,034	88,052	112,111	
40305 - CONTENT AREA LITERACY SUPPORT	38,700	-	38,700	1,309	9,020	28,371	
40310 - KINDERGARTEN CLASSROOM SUPPLIES	11,500	-	11,500	-	7,170	4,330	
40320 - COORDINATORS PROGRAM SUPPLIES	14,500	-	14,500	368	1,892	12,240	
40400 - ART SUPPLIES	58,953	-	58,953	2,963	30,414	25,576	
40600 - TECHNOLOGY EDUCATION SUPPLIES	45,165	-	45,165	4,286	21,140	19,738	
40700 - FAMILY & CONSUMER SCIENCE SUPPLIES	26,384	-	26,384	1,039	7,136	18,209	
40800 - OCCUPATIONAL SERVICES	3,256	-	3,256	-	-	3,256	
40900 - MUSIC SUPPLIES	37,891	-	37,891	2,074	10,216	25,600	
40910 - INSTRUMENTAL MUSIC SUPPLIES	11,780	-	11,780	83	4,204	7,493	
40920 - PHYSICAL EDUCATION SUPPLIES	16,125	-	16,125	63	4,922	11,139	
41100 - TESTING SUPPLIES	82,800	-	82,800	3,390	78,893	517	

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41150 - MATH SUPPLIES	22,179	-	22,179	365	3,346	18,468	
41200 - SCIENCE SUPPLIES	73,106	-	73,106	2,277	33,511	37,318	
41300 - HEALTH SUPPLIES	19,840	-	19,840	634	8,839	10,367	
41410 - CUSTODIAL SUPPLIES	183,280	-	183,280	16,862	84,354	82,064	
41420 - OPERATION OF VEHICLES	39,000	-	39,000	2,217	7,604	29,179	
41430 - REPAIR OF BUILDINGS	190,000	-	190,000	17,167	76,324	96,509	
41440 - ENVIRONMENTAL & SAFETY	28,000	-	28,000	375	11,562	16,063	
41500 - OIL HEAT	89,926	-	89,926	-	90,857	(931)	(931)
41650 - GAS HEAT	301,000	-	301,000	303,016	79,514	(81,530)	(81,350)
41800 - MISCELLANEOUS EXPENSES	15,000	-	15,000	199	2,237	12,564	
41850 - GRADUATION EXPENSES	15,614	-	15,614	-	-	15,614	
41950 - COPIER SUPPLIES	27,872	-	27,872	20,280	16,695	(9,103)	
42100 - TEXTBOOK REPLACEMENT	100,626	-	100,626	2,583	31,016	67,027	
42200 - NEW PROGRAM TEXTBOOKS	97,772	-	97,772	7,614	62,102	28,055	
42250 - MATH CONSUMABLE WORKBOOKS	67,000	-	67,000	-	-	67,000	
42300 - CONSUMABLE ACTIVITY BOOKS	92,762	-	92,762	236	44,598	47,927	
42400 - PERIODICALS	825	-	825	-	534	291	
42500 - SCHOOL BASED SOFTWARE	79,431	-	79,431	-	69,452	9,979	
42600 - SCHOOL BASED COMPUTER SUPPLIES	61,600	-	61,600	318	15,916	45,366	
42800 - HEALTH EDUCATION SUPPLIES	3,761	-	3,761	0	1,596	2,165	
43100 - LIBRARY BOOKS	45,210	-	45,210	3,265	17,191	24,755	
43200 - OTHER LIBRARY EXPENSES	6,501	-	6,501	680	2,654	3,167	
44100 - SUBSCRIPTIONS	9,520	-	9,520	-	3,839	5,681	
44200 - NEW MUSIC EQUIPMENT	11,000	-	11,000	-	-	11,000	
46200 - ATHLETIC EQUIPMENT HIGH SCHOOL	13,000	-	13,000	8,100	(625)	5,525	
46470 - HIGH SCHOOL FIRST AID SUPPLIES	5,420	-	5,420	-	3,396	2,024	
46472 - AWARDS AND PROGRAMS	11,700	-	11,700	10	1,915	9,775	
46473 - OFFICIATING EXPENSES	25,780	-	25,780	-	10,000	15,780	
46800 - ATHLETIC SUPPLIES HIGH SCHOOL	31,000	-	31,000	5,295	12,995	12,710	
46700 - ATHLETIC UNIFORMS	25,750	-	25,750	1,928	5,310	18,512	

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46910 - MEDICAL SERVICES	2,968	-	2,968	2,800	2,450	(2,282)	
48100 - PETTY CASH	2,200	-	2,200	-	1,675	525	
49310 - BUSINESS EDUCATION SUPPLIES	12,378	-	12,378	1,190	3,339	7,849	
49600 - ALTERNATIVE EDUCATION PROGRAM	15,000	-	15,000	1,343	2,545	11,112	
49700 - GUIDANCE SUPPLIES	11,464	-	11,464	32	4,038	7,394	
54100 - EQUIPMENT ADMINISTRATION	10,000	-	10,000	-	1,192	8,808	
54200 - SCHOOL BASED EQUIPMENT	36,091	-	36,091	2,040	24,294	9,756	
54300 - TECHNOLOGY EQUIPMENT CONTING.	15,000	-	15,000	57,479	3,296	(45,775)	erate funding
64000 - DUES & MEMBERSHIP FEES	54,840	-	54,840	400	51,518	2,922	
70126 - MAINTENANCE DEPARTMENT SPECIAL PROJECTS	16,402	-	16,402	2,850	-	13,552	holding
74400 - MAJOR PROJECTS & EQUIPMENT	306,464	-	306,464	-	132,712	173,752	
80100 - SUMMER SCHOOL	-	-	-	-	39,488	(39,488)	-
80200 - JUMPSTART	24,950	-	24,950	-	22,548	2,402	
81112 - SALARIES- DIRECTOR	9,067	-	9,067	8,824	1,868	(1,625)	grant
81113 - SALARIES- TEACHERS	10,500	-	10,500	-	11,625	(1,125)	
81116 - SALARIES- CLERICAL	8,137	-	8,137	-	3,858	4,279	
81418 - INSTRUCTIONAL SUPPLIES	5,176	-	5,176	-	2,624	2,552	
81450 - LEARNING ACADEMY	18,772	-	18,772	-	2,720	16,053	
82113 - AGSCI - TEACHER SALARIES	447,604	-	447,604	240,749	206,587	268	
82116 - AGSCI - CLERICAL SALARIES	39,655	-	39,655	23,459	14,251	1,945	
82117 - AGSCI - TECHNOLOGY ASSISTANT	19,584	-	19,584	-	12,304	7,280	
82118 - AGSCI - CUSTODIAL SALARIES	109,586	-	109,586	59,144	49,956	486	
82119 - AGSCI - SECURITY SALARIES	26,632	-	26,632	17,043	8,709	880	
82203 - AGSCI - HEALTH INSURANCE	179,688	-	179,688	134,766	44,922	-	
82319 - AGSCI - WATER & SEWER	1,985	-	1,985	1,185	1,500	(700)	
82320 - AGSCI - GAS	15,764	-	15,764	12,885	3,066	(187)	
82321 - AGSCI - ELECTRICITY	36,467	-	36,467	21,198	15,147	122	
82323 - AGSCI - PROPERTY SERVICES	10,000	-	10,000	1,289	1,603	7,108	
82324 - AGSCI - PROPERTY INSURANCE	6,490	-	6,490	-	6,490	-	
82338 - AGSCI - PROFESSIONAL TRAVEL	2,150	-	2,150	-	955	1,195	

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82339 - AGSCI - TEACHER TRAVEL	200	-	200	-	257	(57)	
82342 - AGSCI - TELEPHONE	450	-	450	-	-	450	
82394 - AGSCI - FIELD TRIPS	3,000	-	3,000	-	4,295	(1,295)	
82401 - AGSCI - OFFICE SUPPLIES	600	-	600	-	496	104	
82402 - AGSCI - AUDIO VISUAL SUPPLIES	2,000	-	2,000	-	1,452	548	
82403 - AGSCI - TEACHING SUPPLIES	17,000	-	17,000	948	7,751	8,301	
82414 - AGSCI - CUSTODIAL SUPPLIES	4,500	-	4,500	-	2,407	2,093	
82421 - AGSCI - TEXTBOOKS	1,500	-	1,500	-	-	1,500	
82423 - AGSCI - WORKBOOKS	1,320	-	1,320	-	128	1,192	
82425 - AGSCI - COMPUTER SOFTWARE	1,750	-	1,750	-	425	1,325	
82426 - AGSCI - COMPUTER SUPPLIES	2,000	-	2,000	54	-	1,946	
82431 - AGSCI - LIBRARY BOOKS	300	-	300	-	-	300	
82440 - AGSCI - PERIODICALS	780	-	780	62	28	690	
82445 - AGSCI EQUIPMENT	5,000	-	5,000	-	1,092	3,908	
90000 - UNALLOCATED RECIEPTS	-	-	-	-	(46,874)	46,874	
90100 - APPROPRIATED REVENUES	(8,360,766)	-	(8,360,766)	-	-	(8,360,766)	Appropriation needed
Total Regular Education	62,440,435	-	62,440,435	40,656,603	24,796,325	(3,012,493)	(11,905)
15 - SPECIAL EDUCATION							
20110 - MUNICIPAL RETIREMENT ADMIN. FEE	557,048	-	557,048	-	243,206	313,842	
20210 - SOCIAL SECURITY FEES	304,878	-	304,878	-	118,353	186,525	
20230 - MEDICARE FEES	177,954	-	177,954	-	66,767	111,187	
83110 - CLERICAL SALARIES	244,652	-	244,652	135,096	94,111	15,446	
83111 - PRINCIPAL SALARY	36,936	-	36,936	19,124	16,392	1,420	
83112 - ADMINISTRATIVE SALARIES	543,029	-	543,029	361,959	308,690	(127,620)	IDEA grant
83113 - TEACHER SALARIES	4,089,203	-	4,089,203	2,912,625	1,331,851	(155,273)	
83114 - PHYSICAL/OCCUPATIONAL STAFF SALARIES	501,974	-	501,974	309,537	154,145	38,291	
83115 - SPEECH PATHOLOGISTS SALARIES	584,603	-	584,603	390,021	182,666	11,916	
83116 - PSYCHOLOGISTS SALARIES	640,846	-	640,846	433,319	189,152	18,375	
83117 - SOCIAL WORKERS SALARIES	470,052	-	470,052	353,025	161,788	(44,761)	(38,190)

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83118 - GUIDANCE SALARIES	238,547	-	238,547	156,504	81,147	896	
83119 - IDEA PART B SALARIES	-	-	-	804,966	375,128	(1,180,094)	IDEA grant
83120 - PRESCHOOL TEACHER SALARIES	293,007	-	293,007	229,156	109,311	(45,460)	IDEA grant
83121 - PARAPROFESSIONAL SALARIES	4,440,901	-	4,440,901	2,467,700	1,630,002	343,199	
83122 - SUBSTITUTES SALARIES	157,070	-	157,070	-	-	157,070	
83123 - HOMEBOUND INSTRUCTOR SALARIES	100,000	-	100,000	-	17,350	82,650	
83124 - PARAPROFESSIONAL SUBSTITUTES	30,388	-	30,388	-	17,897	12,491	
83125 - EXTENDED SCHOOL YEAR SALARIES	125,000	-	125,000	-	144,232	(19,232)	(19,232)
83126 - FAMILY RESOURCE SALARIES	-	-	-	22,638	28,060	(50,698)	
83129 - BCBA & ABA THERAPISTS SALARIES	643,894	-	643,894	402,897	221,396	19,601	
83203 - HEALTH INSURANCE	3,597,812	-	3,597,812	2,698,359	899,453	-	
83205 - WORKERS' COMPENSATION	156,004	-	156,004	38,012	114,036	3,956	
83206 - LIFE & DISABILITY INSURANCE	33,934	-	33,934	14,259	14,762	4,913	
83313 - OCCUPATIONAL / PHYSICAL THERAPY	2,000	-	2,000	-	65	1,935	
83314 - EVALUATION & DIAGNOSTIC	60,000	-	60,000	-	9,725	50,275	
83315 - VOCATIONAL SERVICES	10,000	-	10,000	-	3,705	6,295	
83318 - LEGAL SERVICES	65,000	-	65,000	-	18,923	46,077	
83319 - PURCHASED SERVICES	34,566	-	34,566	57,456	45,567	(68,457)	
83320 - DIAGNOSTIC CENTER	112,500	-	112,500	-	141,000	(28,500)	
83332 - IN-TOWN TRANSPORTATION	579,768	-	579,768	270,007	241,919	67,841	
83335 - OUT OF TOWN TRANSPORTATION	1,297,048	-	1,297,048	523,487	482,500	291,062	
83336 - OUT-OF-TOWN GIFTED TRANSPORTATION	2,500	-	2,500	-	-	2,500	
83337 - PROFESSIONAL DEVELOPMENT	18,000	-	18,000	4,820	4,180	9,000	
83338 - PROFESSIONAL MEETINGS	1,236	-	1,236	-	530	706	
83339 - ADMINISTRATIVE TRAVEL	9,100	-	9,100	4,608	2,929	1,563	
83340 - TRAVEL FOR INSTRUCTION	3,400	-	3,400	825	811	1,764	
83350 - AUDIOLOGICAL SERVICES	197,279	-	197,279	-	82,856	114,423	
83369 - APPLIED BEHAVIOR ANALYSIS PROGRAM	103,000	-	103,000	-	3,971	99,029	
83370 - OUT OF TOWN TUITION	4,110,132	-	4,110,132	2,321,458	1,622,117	166,557	(93,052)
83371 - AGENCY PLACEMENT TUITION	128,442	-	128,442	468,229	194,699	(534,486)	

Southington Board of Education
Operating Budget
2017-18

ACCTNUM	Adopted Budget	Ytd Adjustments	Adj Budget YTD	Encumbrance YTD	Expenditures YTD	Available YTD	Surplus/Deficit
83400 - CLERICAL SUPPLIES	1,990	-	1,990	94	988	908	
83401 - OFFICE SUPPLIES	2,000	-	2,000	-	138	1,862	
83402 - AUDIO VISUAL SUPPLIES	450	-	450	-	324	126	
83403 - GENERAL TEACHING SUPPLIES	6,174	-	6,174	78	2,207	3,889	
83404 - ART SUPPLIES	2,650	-	2,650	-	1,214	1,436	
83410 - PHYSICAL EDUCATION SUPPLIES	352	-	352	-	224	128	
83411 - TESTING SUPPLIES	20,000	-	20,000	148	18,134	1,718	
83412 - SCIENCE SUPPLIES	1,144	-	1,144	110	709	326	
83414 - MATH SUPPLIES	228	-	228	-	-	228	
83417 - PROFESSIONAL MATERIALS	450	-	450	-	-	450	
83421 - TEXTBOOK REPLACEMENT	2,575	-	2,575	-	1,705	870	
83422 - NEW PROGRAM TEXTS	2,500	-	2,500	-	-	2,500	
83423 - CONSUMABLE TEXTS	1,408	-	1,408	-	912	496	
83425 - COMPUTER SOFTWARE	46,000	-	46,000	8,130	25,980	11,890	
83494 - SYSTEMWIDE SPEECH SUPPLIES	2,050	-	2,050	-	-	2,050	
83495 - INSTRUCTIONAL SUPPLIES	14,500	-	14,500	582	2,922	10,996	
83496 - SPECIALIZED MATERIALS	18,000	-	18,000	-	649	17,351	
83497 - VOCATIONAL SUPPLIES	2,500	-	2,500	-	566	1,934	
83498 - PRESCHOOL SPEECH SUPPLIES	1,000	-	1,000	-	952	48	
83499 - PRESCHOOL PROGRAM SUPPLIES	8,000	-	8,000	683	905	6,412	
83542 - EQUIPMENT FOR INSTRUCTION	33,830	-	33,830	363	16,839	16,628	
Total Special Education	24,869,504		24,869,504	15,410,276	9,450,759	8,469	(150,474)
Total Operating Budget	87,309,939	-	87,309,939	56,066,879	34,247,084	(3,004,024)	(162,379)

Total Outplaced tuition cost projections	4,525,168
Anticipated Excess Cost Grant @ 65% cap	<u>(1,655,338)</u>
Net cost to District	<u>2,869,830</u>

Total Outplaced tuition budget	4,238,574
Less the net of originally anticipated Excess Cost Grant (budget)	<u>(1,461,796)</u>
Corrected net budget after Appropriation	<u>2,776,778</u>

Deficit- special education tuitions (93,052)

Southington Public Schools
Southington, Connecticut

2017-2018
TRANSFERS OF FUNDS
RECOMMENDED TO FINANCE COMMITTEE
December 18, 2017

SCHOOL	FUND	ACCOUNT	KEY #	DESCRIPTION	AMOUNT TRANSFERRED FROM	AMOUNT TRANSFERRED TO
Central Office	15	83350	7051	Audiological Services	(92,366.00)	
	15	83113	3318	Teacher's Salaries		92,366.00
Total					(92,366.00)	92,366.00

Southington Public Schools

200 North Main Street
Southington, CT 06489



To: **DIRECTOR OF BUSINESS & FINANCE**

From: Sherri DiNello

Location: Central Office

Subject: **REQUEST FOR TRANSFER OF FUNDS**

Please authorize the following transfers within the accounts assigned to my program location:

	FUND	ACCOUNT NUMBER	NAME OF ACCT.	OBJECT CODE	FUNCTION	SITE CODE	KEY #	AMOUNT
FROM:	15	83350	Audiological Services	300	1200	500	7051	(\$92,366)
TO:	15	83113	Teacher Salaries	111	1000	500	3318	\$92,366
FROM:								
TO:								
FROM:								
TO:								
FROM:								
TO:								

BRIEFLY JUSTIFY YOUR REASONS FOR MAKING THE ABOVE REQUEST.

To fund teacher hired for hearing impaired. This
Service was previously contracted.

Signature: Principal - Administrator

12/14/17

Date

BUSINESS OFFICE USE ONLY

Approved

Denied

- Insufficient balance
- Outstanding encumbrance
- Other (See COMMENTS)

COMMENTS

Director of Business & Finance

12/14/17

Date

**BOARD OF EDUCATION
SOUTHINGTON, CONNECTICUT**

Informational Only Board Meeting Date January 11, 2018

Decision Requested _____ Agenda Code 9 a.

AGENDA REPORTING FORM

Agenda Topic: Town Government Communications

Summary of Issue: Communications (when applicable) will be discussed.

Background: N/A

Alternative Strategies: N/A

Cost (if applicable): N/A **Funding Source:** N/A

Beginning Date of Program or Project: N/A

Ending Date of Program or Project: N/A

Recommendation or Comment: N/A

Timothy J. Connellan

Signature of Superintendent of Schools

**BOARD OF EDUCATION
SOUTHINGTON, CONNECTICUT**

Informational Only _____ Board Meeting Date January 11, 2018

Decision Requested x Agenda Code 9 b.

AGENDA REPORTING FORM

Agenda Topic: Proposed 2018-2019 School Calendar ~ Second Reading

Summary of Issue: The attached school calendars, Version "A" and Version "B" is provided to the Board for their comments and recommendations.

Background: The calendar was discussed at the December 14, 2017 board meeting.

Alternative Strategies: 1) Modify starting date; 2) Modify recess periods; 3) Modify professional development days

Cost (if applicable): N/A **Funding Source:** N/A

Beginning Date of Program or Project: N/A

Ending Date of Program or Project: N/A

Recommendation or Comment: The administration is prepared to discuss and encourages the Board of Education to take action on the recommendations for the 2018-2019 school calendar.

Title of Attachment

1. Proposed School Calendar for the 2018-2019 School Year
 - a. Version "A" and Version "B"

Timothy J. Connellan

Signature of Superintendent of Schools

**BOARD OF EDUCATION
SOUTHINGTON, CONNECTICUT**

Informational Only Board Meeting Date December 14, 2017

Decision Requested _____ Agenda Code 11 d.

AGENDA REPORTING FORM

Agenda Topic: Proposed 2018-2019 School Calendar ~ First Reading

Summary of Issue: The attached school calendar is provided to the Board for their comments and recommendations in two versions.

Background: The calendar will be brought back to the Board for approval at the January 11, 2018 Board meeting.

Alternative Strategies: 1) Modify starting date; 2) Modify recess periods; 3) Modify professional development days

Cost (if applicable): N/A **Funding Source:** N/A

Beginning Date of Program or Project: _____

Ending Date of Program or Project: _____

Recommendation or Comment: Board members may wish to comment on the Proposed School Calendar for the 2018-2019 School Year. Version "A" and "B" with the options for the April Vacation.

Title of Attachment

1. Proposed School Calendar for the 2018-2019 School Year
 - a. Version "A" and Version "B"

Timothy J. Connellan

Signature of Superintendent of Schools

Southington Public Schools

2018



2019

VERSION A

FIRST DAY OF SCHOOL: AUG 30

PROPOSED SCHOOL CALENDAR

SCHOOL ENDS: JUNE 12

M	T	W	TH	F
AUGUST 2018				2 DAYS
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
WD	PD	PD	FD	31

M	T	W	TH	F
SEPTEMBER 2018				19 DAYS
3	4	5	6	7
10	11	12	13	14
17	<PD>	19	20	21
24	25	26	27	28

M	T	W	TH	F
OCTOBER 2018				22 DAYS
1	2	3	4	5
8	9	10	11	12
15	<PD>	17	18	19
22	23	24	25	26
29	30	31		

M	T	W	TH	F
NOVEMBER 2018				17 DAYS
5	PD	7	1	2
12	13	14	15*	16
19	20	21	22	23
26	27	28	29	30

M	T	W	TH	F
DECEMBER 2018				15 DAYS
3	4*	5*	6	7
10	11	12	13	14
17	18	19	20	<21>
24	25	26	27	28
31				

M	T	W	TH	F
JANUARY 2019				21 DAYS
1	2	3	4	
7	8	9	10	11
14	<PD>	16	17	18
21	22	23	24	25
28	29	30	31	

AUG 27	Convocation/Work Day
AUG 28	Professional Development Day
AUG 29	Professional Development Day
AUG 30	FIRST DAY OF SCHOOL ~ FULL DAY
SEPT 3	Labor Day
SEPT 18	Professional Development Day—Early Dismissal
OCT 8	Columbus Day
OCT 16	Professional Development Day—Early Dismissal
NOV 6	Election Day/Prof. Dev. Day
NOV 12	Veterans Day
NOV 15*	High School Conferences - Early Dismissal
NOV 21-23	Thanksgiving Recess
DEC 4*	Elem/Mid.School Conf./HS PD – Early Dismissal
DEC 5*	Elementary School Conferences - Early Dismissal
DEC 21	Early Dismissal for Students
DEC 24 -	Holiday Recess
JAN 1	(Includes Christmas and New Year's Day)
JAN 15	Elem/Mid School Prof. Dev. - Early Dismissal
JAN 21	Martin Luther King Day
FEB 15	Professional Development Day - Early Dismissal
FEB 18	Presidents' Day
FEB 19	Professional Development Day
MAR 18-19*	Elementary School Conferences - Early Dismissal
MAR 26	Professional Development – Early Dismissal
APR 15-19	Spring Break (Includes Good Friday)
APR 23	Professional Development – Early Dismissal
MAY 14	Professional Development – Early Dismissal
MAY 27	Memorial Day
JUNE 12	Projected Last Day

- = Holiday/School Recess - No School for Students and Staff
- PD = Professional Development – No School for Students
- <PD> = <PD> Professional Development – Early Dismissal for Students
- < > = Early Dismissal for Students
- * = Early Dismissal Only for Designated School

M	T	W	TH	F
18 DAYS				FEBRUARY 2019
				1
4	5	6	7	8
11	12	13	14	<PD>
18	PD	20	21	22
25	26	27	28	

M	T	W	TH	F
21 DAYS				MARCH 2019
				1
4	5	6	7	8
11	12	13	14	15
18*	19*	20	21	22
25	<PD>	27	28	29

M	T	W	TH	F
17 DAYS				APRIL 2019
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	<PD>	24	25	26
29	30			

M	T	W	TH	F
21 DAYS				MAY 2019
			1	2
6	7	8	9	10
13	<PD>	15	16	17
20	21	22	23	24
27	28	29	30	

M	T	W	TH	F
8 DAYS				JUNE 2019
				7
3	4	5	6	7
10	11	<LD>	13	14
17	18	19	20	21
24	25	26	27	28

Projected Last Day ~ JUNE 12

If weather or other emergencies require the closing of school, these days will be made up after the projected last day to June 28th. If additional weather related days are needed beyond these 13 days we will begin with April 18th and move backward.

Southington Public Schools

VERSION B

2018



2019

FIRST DAY OF SCHOOL: AUG 30

PROPOSED SCHOOL CALENDAR

SCHOOL ENDS: JUNE 13

M	T	W	TH	F
AUGUST 2018 2 DAYS				
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
WD	PD	PD	FD	31

M	T	W	TH	F
SEPTEMBER 2018 19 DAYS				
3	4	5	6	7
10	11	12	13	14
17	<PD>	19	20	21
24	25	26	27	28

M	T	W	TH	F
OCTOBER 2018 22 DAYS				
1	2	3	4	5
8	9	10	11	12
15	<PD>	17	18	19
22	23	24	25	26
29	30	31		

M	T	W	TH	F
NOVEMBER 2018 17 DAYS				
5	PD	7	8	9
12	13	14	15*	16
19	20	21	22	23
26	27	28	29	30

M	T	W	TH	F
DECEMBER 2018 15 DAYS				
3	4*	5*	6	7
10	11	12	13	14
17	18	19	20	<21>
24	25	26	27	28
31				

M	T	W	TH	F
JANUARY 2019 21 DAYS				
1	2	3	4	
7	8	9	10	11
14	<PD>	16	17	18
21	22	23	24	25
28	29	30	31	

AUG 27	Convocation/Work Day
AUG 28	Professional Development Day
AUG 29	Professional Development Day
AUG 30	FIRST DAY OF SCHOOL ~ FULL DAY
SEPT 3	Labor Day
SEPT 18	Professional Development Day—Early Dismissal
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NOV 21-23	Thanksgiving Recess
DEC 4*	Elem/Mid.School Conf./HS PD – Early Dismissal
DEC 5*	Elementary School Conferences - Early Dismissal
DEC 21	Early Dismissal for Students
DEC 24 -	Holiday Recess
JAN 1	(Includes Christmas and New Year's Day)
JAN 15	Elem/Mid School Prof. Dev. - Early Dismissal
JAN 21	Martin Luther King Day
FEB 15	Professional Development Day - Early Dismissal
FEB 18	Presidents' Day
FEB 19	Professional Development Day
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MAR 26	Professional Development – Early Dismissal
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APR 19	Good Friday
APR 23	Professional Development – Early Dismissal
MAY 14	Professional Development – Early Dismissal
MAY 27	Memorial Day
JUNE 13	Projected Last Day

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- PD = Professional Development – No School for Students
- <PD> = <PD> Professional Development – Early Dismissal for Students
- < > = Early Dismissal for Students
- * = Early Dismissal Only for Designated School

M	T	W	TH	F
FEBRUARY 2019 18 DAYS				
				1
4	5	6	7	8
11	12	13	14	<PD>
18	PD	20	21	22
25	26	27	28	

M	T	W	TH	F
MARCH 2019 21 DAYS				
				1
4	5	6	7	8
11	12	13	14	15
18*	19*	20	21	22
25	<PD>	27	28	29

M	T	W	TH	F
APRIL 2019 16 DAYS				
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	<PD>	24	25	26
29	30			

M	T	W	TH	F
MAY 2019 21 DAYS				
		1	2	3
6	7	8	9	10
13	<PD>	15	16	17
20	21	22	23	24
27	28	29	30	

M	T	W	TH	F
JUNE 2019 9 DAYS				
3	4	5	6	7
10	11	12	<LD>	14
17	18	19	20	21
24	25	26	27	28

Projected Last Day ~ JUNE 13

If weather or other emergencies require the closing of school, these days will be made up after the projected last day to June 28th. If additional weather related days are needed beyond these 12 days we will begin with April 12th and move backward.

**BOARD OF EDUCATION
SOUTHINGTON, CONNECTICUT**

Informational Only _____ Board Meeting Date January 11, 2018

Decision Requested x Agenda Code 10 a.

AGENDA REPORTING FORM

Agenda Topic: Unaffiliated Wages ~ Executive Assistant ~ Assistant Superintendent of Schools

Summary of Issue: It is necessary to adopt a new hourly wage for this position.

Background: The position is currently vacant.

Alternative Strategies: _____

Cost (if applicable): TBD **Funding Source:** Operating budget

Beginning Date of Program or Project: Upon Board adoption

Ending Date of Program or Project: N/A

Recommendation or Comment: _____

Timothy J. Connellan

Signature of Superintendent of Schools