

**Board of Education
Newtown, Connecticut**

Minutes of the Board of Education meeting on Tuesday, April 9, 2013 at 7:30 p.m. in the council chambers at 3 Primrose Street.

D. Leidlein, Chair	J. Robinson
L. Roche, Vice Chair	L. Gejda
C. McCubbin, Secretary	R. Bienkowski
R. Gaines	2 Staff
W. Hart	1 Public
K. Alexander	3 Press
J. Vouros	

Mrs. Leidlein called the meeting to order at 7:38 p.m.

Item 1 – Consent Agenda

MOTION: Mr. Hart moved that the Board of Education approve the consent agenda which included the minutes of April 2, 2013, various donations to Sandy Hook School and the district, the donation of equipment from Advanced Security Technologies valued at \$172,067, the resignation of Catherine Sosnowski, teacher at Newtown High School, the resignation of Eric Colon-Rodriguez, special education supervisor, and the resignation of Dorothea Panayotou, teacher at Newtown High School. Mr. Vouros seconded. Vote: 7 ayes

Item 2 – Public Participation - none

Item 3 – Reports

Correspondence: Mr. McCubbin stated that the Board received 8 miscellaneous correspondence.

Chair Report: Mrs. Leidlein attended the first task force meeting for Sandy Hook School which addressed the process for possible solutions for Sandy Hook School. It is important for as many Board members to attend as possible.

Superintendent's Report:

Dr. Robinson stated that 12 teams went to the Odyssey of the Mind competition held on April 6. Eight teams placed fourth or higher with five qualifying for the national competition in Michigan.

We are putting extra emphasis on transition meetings in schools and between schools and have added support with the larger group going into 9th grade. We will also have extra emphasis on 4th grade students going to 5th grade. Melissa Brymer would be here for these discussions.

Mr. Hart presented the plaque that he and Mr. Vouros received last Friday from Congregation Adath Israel commemorating the donation of 2,200 trees planted in Israel for those lost from Sandy Hook School.

Mrs. Leidlein asked if there were special considerations on how to divide Sandy Hook students in the clusters at Reed.

Dr. Robinson said this transition will have some assistance from the therapists who have been with us. We don't want to keep an identified group going in alone.

Mrs. Leidlein questioned whether some therapists would transition to Reed next year.

Dr. Robinson said they were. Wellmore is in charge of the mental health services at Reed.

Financial Report and Transfers:

MOTION: Mr. Hart moved to approve the financial report and transfers for the month ending March 31, 2013. Mr. McCubbin seconded.

Mr. Bienkowski presented the financial report. All main object accounts are positive and there were limited transfers. The salary balance declined by over \$149,000 due to vacation accruals, departing administrators, the interim administrator position and a number of leaves for maternity. Estimated offsets include \$80,000 for insurance, \$167,000 from the Serv Grant in certified salaries, clerical and EA accounts, and \$58,000 anticipated from the Department of Justice. He recommended transferring \$15,000 from dental to professional services and \$24,000 from unemployment to workers comp. Regarding donations, when the town receives revenues they are deposited to other accounts for things like books, the Hawley School Project, the Sandy Hook School library and various others.

Mr. Vouros asked why we couldn't spend money for the schools and then get reimbursed from the Department of Justice Grant.

Mr. Bienkowski said that grant has different categories. One is for the immediate response to control the crisis such as police department overtime and traffic control. The next part was setting up another school. Some components will be eligible for that and also go for insurance. We also have to use other sources of revenue we have first such as insurance. Part of the delay is sequestration. The government reduced a lot of money going to different agencies. It's a slow turnaround process. We don't have the authority to just spend the money. There are procurement standards to abide by. Bob Tait was meeting with DOJ on Wednesday.

Mrs. Leidlein asked Mr. Bienkowski to send her a dollar amount for recommended improvements for the various schools that can't be accomplished due to lack of funds.
Vote: 7 ayes

Item 4 – Old Business

Professional Growth Plan:

Dr. Robinson introduced Mr. Dumais who is the facilitator of this project. This is the draft of the new teacher evaluation plan which was mandated by the state and will be submitted in May. The committee includes teachers, administrators and central office. This is a teacher growth plan which will show some element of growth each year. It is an enhanced support program for teachers.

Mr. Vouros asked wanted to know the impact on the high school if an assistant principal was not added.

Mr. Dumais said with the current structure it is overwhelming to perform observations but the new plan with increased observations will put more of a burden on the existing staff.

The state will send feedback on our plan in May.

Mrs. Leidlein asked to see the final plan that is sent to the state.

Policy 3-202 Budget Procedures and Major Object Code Transfers:

MOTION: Mr. McCubbin moved that the Board of Education approve the revisions to Policy 3-202 Budget Procedures and Major Object Code Transfers as discussed.

Mr. McCubbin said this requires our check registers to be put on line.

Mr. Bienkowski said Trumbull's report is by vendor but does not list what the expense was for. His current list has more information. We have to be careful to eliminate student information. We do check runs a minimum of three times per month the alternate weeks to payroll processing.

Mr. McCubbin said the current schedule was fine or could be expanded to six weeks or two months.

After some discussion Mr. Bienkowski felt the financial reports automatically go on our web site for the public. We will just add the check registers.

The following sentence was added to the fourth paragraph:

The financial report and check registers will be published on the district website.

Mr. Bienkowski said this would take the place of sending it to the Board.

Vote: 7 ayes

Serv Grant Update:

Dr. Robinson said we have had some issues with allowable fees for some sub-contractors but changes have been made to meet the federal guidelines. The final budget was sent in yesterday but it had a mistake and was sent back. Hopefully it will be fixed by tomorrow to be sent in. We expect a quick turnaround as we have remediated everything they brought up. The reimbursement for everything from December 14 through this summer will be in the first immediate needs grant. The second immediate needs Serv grant will be from August. We had requested it for years 3 and 4 but they asked us to request those years separately. The amount was \$4M for 3-1/2 years. We expected to have a clean copy tomorrow and will send it to the Board.

Laura expressed concern that the Board has not seen it and it didn't make sense to not be involved.

Dr. Robinson said Melissa Brymer met with Mrs. Leidlein regarding the grant. We were told to keep it confidential.

Mr. Alexander asked that if the things we are requesting in the Serv grant are not provided if we would need them in our budget. It would be helpful to know this before the budget vote.

Dr. Robinson feels the changes we made would be eligible for coverage.

Mr. Vouros asked about the private schools.

Dr. Robinson said they told us we were required to work with our private schools to get what they needed. They have greater concerns about hardening their facilities. One school didn't want to be included and two asked for mental health services. She isn't sure how much money they would get but would research that information.

Item 5 – New Business

Minute of April 4, 2013:

MOTION: Mr. Hart moved to approve the minutes of April 4, 2013. Mr. McCubbin seconded.

Vote: 5 ayes, 2 abstained (Mr. Gaines, Mr. Alexander)

Funding Authorization:

MOTION: Mr. Hart moved that the Board of Education authorize an expenditure of \$60,000 from the Sandy Hook Special Revenue Fund, town account #33 402, for the purpose of providing a school building facilitator/consultant and that said expenditure may be reduced by any future corporate donations to this fund. Mrs. Roche seconded.

Mr. Hart questioned why this was coming for Board approval as this is on the town's books.

Mr. Bienkowski deposited \$120,616.50 in the Sandy Hook School account from donations the town received.

Mrs. Roche said the original fee was \$75,000 plus expenses but was reduced to \$60,000 plus expenses. Another \$20,000 was applied to this donation.

Mr. Hart questioned the \$12,000 fee per meeting and how many of their staff was involved.

Mrs. Leidlein said this money was for meetings of the Sandy Hook Task Force composed of 28 members to move forward with a decision for Sandy Hook School.

Mr. Alexander asked for clarification on what this money was for and a specific name.

Mr. McCubbin said it was for the Harwood Institute.

Mrs. Leidlein said Mr. Tait sent her the cost. It was voted on at a Board of Selectman meeting.

Mr. Bienkowski said a town account can be designated for school purposes. They could have turned it over to us. For convenience purposes they commingled the money into one fund.

They want the Board's direction in agreeing to spend the money for this purpose.

Mrs. Leidlein stated that Mr. Tait said the \$20,000 has been approved by the Board of Selectman. The rest is for the Sandy Hook line item for Board of Education approval.

Mr. Hart felt it was a large amount of money to facilitate five meetings.

Mrs. Leidlein said it also includes pre-meetings and focus group meetings.

Mr. Hart requested more detail.

Mr. Alexander was concerned because people donated money but didn't specify where it should go. He feels this amount should come out of the undesignated item.

Mrs. Leidlein stated these meetings are specific to Sandy Hook School.

Mr. Gaines said the meetings are about what to do with Sandy Hook School and he posed an amendment that the Board of Education request the town authorize an expenditure of \$60,000 from the Sandy Hook Special Revenue Fund, town account #33 402, for the purpose of providing a facilitator/consultant for the Sandy Hook School Task Force and associated activities and that said expenditure may be reduced by any future individual/corporate donations to this fund.

Mr. McCubbin saw the concern that we didn't hire these people but have to pay for them.

Mr. Hart felt we didn't have a budget for this and was concerned about what else may be needed.

Mr. Alexander seconded the amendment. It makes more sense to have the town authorize the money.

Mr. Bienkowski said the town builds for the district and controls the process. This amendment would have to go back to the Board of Selectman who already acted and it is set to go to the Legislative Council. It would set them back if we don't approve it. They are looking at us to help expedite this process.

Mr. Alexander said they need to provide sufficient detail.

Attorney Floyd Dugas stated we are being asked to accept the funds for the designated purpose.

Mr. Alexander said the disagreement is over the word authorize. He wants to assure the public that the Board of Education didn't spend \$60,000 they didn't know about.

Mr. Hart was opposed to the amendment if we use the word authorize.

Amended motion: Mr. Gaines moved to amend the motion to move that the Board of Education request the town authorize an expenditure of \$60,000 from the Sandy Hook Special Revenue Fund, town account #33 402, for the purpose of providing a facilitator/consultant for the Sandy Hook School Task Force and associated activities and that said expenditure may be reduced by any future individual/corporate donations to this fund.

Vote: 1 aye, 6 nays (Mrs. Leidlein, Mrs. Roche, Mr. McCubbin, Mr. Hart, Mr. Alexander, Mr. Vouros) Motion fails.

Additional amended motion:

MOTION: Mr. Alexander moved to amend the motion to move that the Board of Education authorize an expenditure of up to \$60,000 from the Sandy Hook Special Revenue Fund, town account # 33 402, for the purpose of providing a school building facilitator/consultant for the Sandy Hook School Task Force and that said expenditure may be reduced by any future individual/corporate donations to this fund. Mr. Gaines seconded.

Vote on amendment: 7 ayes

Vote on main motion: 6 ayes, 1 nay (Mr. Hart)

Mr. Hart questioned one consultant getting \$12,000 per meeting.

Item 6 – Public Participation

Karyn Holden, 68 Berkshire Road, thanked the Board for the emails on the budget and asked if another could be sent prior to the vote to explain the budget again and any implications of the \$750,000 removed by the Board of Finance. She also said there was a rumor that full day kindergarten had been taken off the table.

MOTION: Mr. Alexander moved to go into executive session to discuss the personnel item Superintendent's contract and invited Dr. Janet Robinson and Attorney Floyd Dugas.

Mr. McCubbin seconded. Vote: 7 ayes

Item 7 – Executive Session

Executive session began at 9:40 p.m.

Item 8 – Public Session

The Board moved out of executive session at 11:10 p.m.

MOTION: Mr. McCubbin moved that the Board shall enter into an amendment of the superintendent's contract stating the following: The Superintendent will begin vacation effective May 6th through June 28th and will be paid out for 21 days of unused vacation time at the end of her employment. Dr. John Reed will be the acting superintendent and take over all the roles and responsibilities of the Superintendent from May 6th through June 28th. The Board chair is authorized to enter into an MOU with the Superintendent memorializing these terms.

Mrs. Roche seconded. Vote: 7 ayes

MOTION: Mr. Alexander moved to adjourn. Mr. Vouros seconded. Vote: 7 ayes

Item 9 – Adjournment

The meeting adjourned at 11:20 p.m.

Respectfully submitted:

Cody McCubbin
Secretary

**Board of Education
Newtown, Connecticut**

Minutes of the Board of Education meeting on Tuesday, April 2, 2013 at 7:30 p.m. in the council chambers at 3 Primrose Street.

D. Leidlein, Chair	L. Gejda
L. Roche, Vice Chair	R. Bienkowski
C. McCubbin, Secretary	2 Staff
R. Gaines	3 Public
W. Hart	2 Press
K. Alexander (8:30 p.m.)	
J. Vouros	

Mrs. Leidlein called the meeting to order at 7:45 p.m.

Item 1 – Consent Agenda

MOTION: Mr. Hart moved that the Board of Education approve the consent agenda which included the minutes of March 19, 2013, the high school Junior State Club field trip, the \$500 grant for books for the Hawley School book club, the donation of \$500 to the Newtown High School baseball team from Newtown Babe Ruth, Alex Konneker as assistant girls track coach, the child-rearing leave of absence for Liza Eleoff, teacher at Head O'Meadow School, the child-rearing leave of absence for Melissa Cacioppo, teacher at Newtown High School, the children rearing leave of absence for Joanna English, teacher at Newtown High School, and the resignation of Nancy Benzing, nurse at Middle Gate School. Mr. Gaines seconded. Vote: 6 ayes

Item 2 – Public Participation - none

Item 5 – New Business

Dr. Gejda spoke about the implementation of the Common Core State Standards and the State Department of Education providing a practice test to help districts better determine their readiness. We would like to participate in this online practice assessment in math, reading and writing this April through May. The administrators are also interested. The benefits of this testing is to help monitor the progress of the Common Core State Standards at the district level, students will be exposed to the common core material, and it allows the district to conduct an online trail run of the computer-based assessment. She introduced Dr. Dianna Roberge-Wentzell, Chief Academic Officer of the Connecticut State Department of Education, who was there to answer questions.

Mrs. Roche asked what type of preparation was involved and how students would be picked to take the tests.

Dr. Roberge-Wentzell said students are not expected to prepare for the test. The district will receive feedback on how students do. For most students this will be the first time taking a Smarter Balanced assessment and taking a test on a computer. The choice is full district participation for grades 3 through 11. If there are students where participation is not advisable we will remove them from the sample. Newtown has large middle and high schools so it wouldn't be necessary for all students to take the test.

Mr. Gaines asked if we had enough computers for the testing and if they fit within our standard platform.

Dr. Gejda said we have been using MIST for 4 years. The only issue is that all students in the same grade level can't take the test at one time.

Dr. Roberge-Wentzell said grades 3 through 5 take one test for 60 minutes, grades 6, 7 and 8 take one test for 60 minutes and one for 90 minutes. For grade 11 both tests are 90 minutes. We need between 100 and 200 students to be tested.

Mr. Hart asked how Smarter Balanced differed from other tests.

Dr. Roberge-Wentzell stated it's a computer adaptive test and students will achieve in 3 hours what they achieved in days with other tests. Students with special needs will get more precise results regarding their abilities. The content is aligned to common core so it will assess what the standards teach. The practice assessments are timed but the new assessments will be untimed.

Mr. Vouros was concerned about students running out of time before they were finished.

Dr. Roberge-Wentzell said the pilots have shown that it takes students less time that is given to complete the tests.

Mrs. Leidlein said the window starts in 20 days to May 17. She is concerned about asking students and teachers to go through this testing because we don't know if they are psychologically ready and questioned the validity of the results. She wanted to know if the teacher feels the students are ready to take the test and how the administrators feel about testing at this time. She wants to know school by school if the principals feel their students are ready to take these tests.

Dr. Gejda said she became aware of interest in this at an administrators meeting. One concern is in the middle school where projects are due at the same time as well as being able to maintain activities during that time period. We worked with the state and were assured of getting a sample size for the middle school. If this will not be a positive experience for certain students they can be excused. Her expectation that was one elementary school would not participate which was fine with the state. She sees this as an opportunity for us but we will also be sensitive to see how people respond. As a district it will provide us information on our implementation of the math program and literacy piece. Technology is being looked at as the students need to be able to navigate on the screen. Keyboarding was a concern also. Grades 2 through 8 have an online keyboarding program to practice at home.

Dr. Roberge-Wentzell said they needed to let the vendor know if we will participate but we can reverse our decision to test.

Mrs. Leidlein was concerned about the validity of the results and if it would cause additional stress in the lower grades.

Dr. Roberge-Wentzell stated the testing is on track for 2015. We are working to support our districts to be ready. The practice assessment will only provide feedback to the individual districts.

Mrs. Roche asked if test monitors will help students who are struggling with the computer.

Dr. Roberge-Wentzell said the purpose for this test is to get practice. In 2015 we won't need to worry about test security because each student will have different questions. Help will be available if needed.

Mrs. Roche asked if this should first be offered to teachers to see if they are able at this time.

Dr. Gejda said that based on conversations we felt this was something we would do. She feels staff puts confidence in their leadership. One school will not test. The state would let us know

the smallest number of students to be tested at each grade level if we would like a smaller number tested.

Mr. Vouros asked what would happen if a child was not chosen for the test but the parent wanted them to participate.

Dr. Roberge-Wentzell said the state would allow additional students if that's what the district wanted.

Mrs. Leidlein sees the value of these tests for students and teachers and wants to be sure teachers and administrators are comfortable with the testing. She also wants them to be able to recommend removing certain students if necessary.

Mrs. Amodeo said we were ready for this practice assessment but will need to do the testing over several days to get all students.

MOTION: Mrs. Roche moved that the Board of Education support district participation in the practice assessment as presented. Mr. Hart seconded. Vote: 7 ayes

Tool for Technology Readiness for Assessments:

Dr. Gejda said the testing window in 2015 is 3 months. We looked at the possibility of decreasing the testing window but the building principals have to be part of the conversation.

Mrs. Amodeo provided an analysis of possibilities for reducing the testing window. The question is how to administer the test. Using Ipads or laptops would have 2 sessions per day for 10 days.

Dr. Gejda is looking at what the shortest window would be. She assumed the state or Smarter Balanced would set a limit on testing per day. We have to speak with principals.

Mrs. Leidlein asked what we would need to purchase for the testing to which Mrs. Amodeo responded that we are limited for wireless in our buildings. We need to maintain the technology in place to keep it functioning well for the testing. We also have to look at building out.

Dr. Gejda mentioned that the testing will now allow tablets to be used.

Mrs. Leidlein asked about technology costs for this testing.

Mrs. Amodeo said she has what she needed but we can't make any cuts which will allow us to fall behind. We need to maintain where we are for this testing.

Item 3 – Reports

Correspondence: Mr. McCubbin received a total of 11 emails with 3 regarding security, 3 condolences and 5 miscellaneous.

There was no chair or superintendent's report. Dr. Robinson was not at the meeting to attend a speaking engagement.

Item 4 – Old Business

Teacher Growth Plan Update:

Our district committee has been working over 3 years on our district plan. The state model is called SEED. We will submit a plan to the state for approval to meet legislation mandates. This plan will take effect July 1 and has to be submitted by April 15. Mr. Dumais will be at the next meeting to answer any questions and asked the Board to send any to her or Mr. Dumais.

Mrs. Leidlein spoke about the Legislative Council subcommittee which met the night before. They voted 4 to 2 to pass forward to the full council the Board of Education budget brought forward to them by the Board of Finance. There was an amendment to reduce it by \$350,000

but that failed. Tomorrow night is the full Legislative Council meeting with a possible vote on the full budget.

Mrs. Roche mentioned that the PTAs wrote a letter asking the public to speak on behalf of the education budget. By Charter the budget has to be adopted by April 10.

Approval of January 23, 2013 Minutes:

Mrs. Leidlein stated that the Board believed there was a majority vote to go into executive session but discovered that a 2/3 vote was necessary so minutes need to be added for that portion of the meeting.

MOTION: Mrs. Roche moved that the Board of Education approved the minutes of January 23, 2013 as amended by Mr. Alexander. Mr. Alexander seconded.

Mr. Alexander said notes were not taken during that time and felt it best for the Board to agree on the items that were discussed as it was hard to recreate the actual discussion from that night.

Mr. Gaines said we were aware of the discussion. He doesn't think this amendment lends any information to the nature of those conversations so it is a disservice to the public to not provide as much information as we can. This amendment is not adequate.

Vote: 6 ayes, 1 nay (Mr. Gaines)

Item 6 – Public Participation

Karyn Holden, 68 Berkshire Road, asked if there were any updates in the Serv Grant and to have it on the agenda next Tuesday.

Mrs. Leidlein said they would provide more information as soon as they had a finalized document as they are working on some revisions.

Michelle Asante, 16 Wendover Road, said the Serv Grant was being revised because 2 private schools wanted to take part in it. This will be a huge concern for the referendum because we have no information on grants and private donations. The public will ask why certain things will not be covered. She asked why 1 private school didn't want to participate, if the grant covered security guards that were in the budget, and if the Yale services were not covered by the Serv Grant would the Board of Education cover the costs.

Mr. Gaines said we have security guards in the budget that was reduced by one guard.

Between our budget and the Serv Grant we would have enough for security of the schools.

Mr. Hart asked if the Serv Grant displaced what we have in the budget.

Mrs. Leidlein said it would not and that what is on the town side for security is different than what the Board of Education needs.

MOTION: Mrs. Roche moved to adjourn. Mr. Alexander seconded. Vote: 7 ayes

Item 7 - Adjournment

The meeting adjourned at 9:30 p.m.

Respectfully submitted:

Cody McCubbin
Secretary

**NEWTOWN BOARD OF EDUCATION
MONTHLY FINANCIAL REPORT
MARCH 31, 2013**

SUMMARY

This ninth report for the fiscal year 2012-13 has changed in three major object classifications from the prior month.

We have spent \$3.9M for operations in the month of March. \$3.2M for salaries and the balance of \$0.7M for all other expenses necessary for operations. All object categories have been offset by the excess cost grant receipt which has the effect of lowering the year to date expenditures. There are very significant changes this month that have encumbered the prior predicted balance.

All the main object accounts remain in a positive balance position for this month (indicated by the shading in column eight).

The majority of the sub-account balances are in positive positions except for those which are expected to be offset by other grant and insurance receipts.

There are limited transfer recommendations this month.

This report projects essentially a break even situation at this time.

EXPENSE CATEGORY CONDITIONS

100 SALARIES

The total salary budget balance has declined by over \$149,000 due to vacation accruals for departing administrators, the interim administrator position, and a number of LOA's for maternity and other reasons, along with degree adjustments. This category of expense includes estimated offsets as follows; Insurance \$80,000, SERV \$167,000 and DOJ \$58,000.

200 EMPLOYEE BENEFITS

The balance in dental benefits \$15,000 is recommended to be transferred to Professional Services while \$24,000 from unemployment is recommended to be transferred to the workers compensation account for the additional premium required.

300 PROFESSIONAL SERVICES

Expenses for legal services for both special education and regular have increased significantly along with many more medical and psychological evaluations occurring. Additional speech services are also necessary. This account is recommended to receive the \$15,000 transfer recommended above.

400 PURCHASED PROPERTY SERVICES

Current estimates continue to be on track with no change.

500 OTHER PURCHASED SERVICES

Current estimates are that this account shortage will increase by \$21,000 for a Special Education placement.

600 SUPPLIES

Current estimates continue to be on track with no change.

700 PROPERTY

Current estimates continue to be on track with no change.

800 MISCELLANEOUS

Current estimates continue to be on track with no change.

900 REVENUES

No additional receipts were booked in March.

The budget will continue to be carefully monitored and any subsequent issues or opportunities will be presented as necessary. It is extremely tight at this time.

Following the Monthly are:

1. The detail transfer from last month and the one administrative as well.
2. The current cash donations and their designations received by the Business office for Sandy Hook.

Note on last month's Financial Report (February). Other Purchased Services 500 was noted as being in a negative position (\$149,227) with the comment in the Narrative that it "will be covered when the final excess cost revenue arrives". This statement warrants further clarification. The first excess cost revenue check was received by the Town on March 29th. It was a deposit in transit which was not booked to the expenditure line by month end. It was however taken into account in the anticipated obligations column as a negative offset of (\$559,086). This amount exceeds the negative amount stated. This -2% position in this amount should not be characterized as a violation of the Transfer policy simply because the receipt was not booked when the report was generated. You can see by looking at this month's report that the 500 object Other Purchased Services is in a positive \$380,310 position in spite of the projected balance declining by another \$21,000. The final excess cost grant receipt expected June 28th should be approximately \$172,000.

Ron Bienkowski
Director of Business
April 5, 2013

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 (of the nine) 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
- Approved Budget – indicates a town approved financial plan used by the school district to achieve its goals and objectives.
- Current Budget – adjusts the Approved Budget calculating adjustments (+ or -) to the identified object codes via transfers.
- 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.
- Encumber – 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 anticipated deficits.

The monthly budget summary report also provides financial information on the following:

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 meet or exceed local education tuition rates by 4 ½. Students placed by the Department of Child and Family Services (DCF) are reimbursed after the school district has meet the initial local education tuition rates. 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. Current year detail changes will be forthcoming in future report narratives

Magnet Transportation Grant – provides reimbursement of \$1,300 for local students attending approved magnet school programs.

These reimbursement grants/programs are used to supplement local school district budget programs.

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

- High school fees for three identified program with the highest amount of fees anticipated from the high school sports participation fees,
- Building related fees for the use of the high school pool facility, and
- Miscellaneous fees.

Providing current financial information to the Board of Education is essential in order to remain within the allotted budget while maintaining a financial spending plan that meets the mission and goals of Newtown Board of Education.

NEWTOWN BOARD OF EDUCATION

BUDGET SUMMARY REPORT

FOR THE MONTH ENDING MARCH 31,2013

OBJECT CODE	EXPENSE CATEGORY	EXPENDED 2011 - 2012	APPROVED BUDGET	YTD TRANSFERS 2012 - 2013	CURRENT TRANSFERS	CURRENT BUDGET	YTD EXPENDITURE	ENCUMBER	BALANCE	ANTICIPATED OBLIGATIONS	PROJECTED BALANCE
GENERAL FUND BUDGET											
100	SALARIES	\$ 42,849,552	\$ 44,136,246	\$ (269,411)	\$ -	\$ 43,866,835	\$ 27,930,132	\$ 15,571,498	\$ 365,205	\$ 390,216	\$ (25,011)
200	EMPLOYEE BENEFITS	\$ 10,386,515	\$ 10,425,010	\$ (10,000)	\$ (15,000)	\$ 10,400,010	\$ 8,288,264	\$ 1,510,264	\$ 601,482	\$ 600,253	\$ 1,229
300	PROFESSIONAL SERVICES	\$ 839,913	\$ 732,105	\$ 183,638	\$ 15,000	\$ 930,743	\$ 575,958	\$ 222,035	\$ 132,750	\$ 163,121	\$ (30,371)
400	PURCHASED PROPERTY SERV.	\$ 1,920,448	\$ 1,787,285	\$ 4,800	\$ -	\$ 1,792,085	\$ 1,264,931	\$ 211,963	\$ 315,191	\$ 316,940	\$ (1,749)
500	OTHER PURCHASED SERVICES	\$ 6,908,882	\$ 6,299,500	\$ 130,760	\$ -	\$ 6,430,260	\$ 4,278,329	\$ 1,771,621	\$ 380,310	\$ 655,115	\$ (274,805)
600	SUPPLIES	\$ 4,540,810	\$ 4,701,512	\$ (49,000)	\$ -	\$ 4,652,512	\$ 2,862,622	\$ 372,381	\$ 1,417,509	\$ 1,398,666	\$ 18,843
700	PROPERTY	\$ 435,685	\$ 209,375	\$ -	\$ -	\$ 209,375	\$ 184,107	\$ 5,667	\$ 19,601	\$ 19,560	\$ 41
800	MISCELLANEOUS	\$ 59,336	\$ 64,761	\$ 9,213	\$ -	\$ 73,974	\$ 68,185	\$ 150	\$ 5,639	\$ 5,200	\$ 439
TOTAL GENERAL FUND BUDGET		\$ 67,941,140	\$ 68,355,794	\$ -	\$ -	\$ 68,355,794	\$ 45,452,529	\$ 19,665,578	\$ 3,237,687	\$ 3,549,071	\$ (311,383)
GRAND TOTAL		\$ 67,941,140	\$ 68,355,794	\$ -	\$ -	\$ 68,355,794	\$ 45,452,529	\$ 19,665,578	\$ 3,237,687	\$ 3,549,071	\$ (311,383)
Excess Cost Grant Reimbursement Offset		Budgeted	\$ 1,252,159	75.00%		\$ 1,330,907	\$ 1,017,825	76.48%		Balance Due	\$ 313,082
Town Capital & Non-recurring Account (Tech & Projects)		\$	200,000	\$ -	\$ -	\$ 200,000	\$ 87,541	\$ 9,312	\$ 103,147	\$ 103,147	\$ -
Net Projected Balance										\$	1,699

NEWTOWN BOARD OF EDUCATION

BUDGET SUMMARY REPORT

FOR THE MONTH ENDING MARCH 31,2013

OBJECT CODE	EXPENSE CATEGORY	EXPENDED 2011 - 2012	YTD			YTD EXPENDITURE	ENCUMBER	BALANCE	ANTICIPATED OBLIGATIONS	PROJECTED BALANCE	
			APPROVED BUDGET	TRANSFERS 2012 - 2013	CURRENT TRANSFERS						CURRENT BUDGET
100	SALARIES										
	Administrative Salaries	\$ 2,841,719	\$ 2,837,501	\$ 11,811		\$ 2,849,312	\$ 2,064,774	\$ 849,437	\$ (64,899)	\$ 19,899	\$ (84,797)
	Teachers & Specialists Salaries	\$ 29,587,529	\$ 30,496,134	\$ (310,104)		\$ 30,186,030	\$ 18,533,831	\$ 11,636,079	\$ 16,120	\$ 84,000	\$ (67,880)
	Early Retirement	\$ 16,000	\$ 16,000	\$ -		\$ 16,000	\$ 16,000	\$ -	\$ -	\$ -	\$ -
	Continuing Ed./Summer School	\$ 72,611	\$ 81,787	\$ (6,200)		\$ 75,587	\$ 60,070	\$ 11,512	\$ 4,005	\$ 4,000	\$ 5
	Homebound & Tutors Salaries	\$ 249,480	\$ 170,998	\$ 4,954		\$ 175,952	\$ 143,325	\$ 34,325	\$ (1,697)	\$ 22,000	\$ (23,697)
	Certified Substitutes	\$ 599,171	\$ 586,650	\$ 31,065		\$ 617,715	\$ 408,901	\$ 98,310	\$ 110,505	\$ 66,000	\$ 44,505
	Coaching/Activities	\$ 539,589	\$ 541,749	\$ -		\$ 541,749	\$ 254,855	\$ 27,017	\$ 259,877	\$ 256,000	\$ 3,877
	Staff & Program Development	\$ 139,517	\$ 195,857	\$ -		\$ 195,857	\$ 68,425	\$ 52,828	\$ 74,605	\$ 40,898	\$ 33,707
	CERTIFIED SALARIES	\$ 34,045,617	\$ 34,926,676	\$ (268,474)	\$ -	\$ 34,658,202	\$ 21,550,179	\$ 12,709,508	\$ 398,515	\$ 492,797	\$ (94,282)
	Supervisors/Technology Salaries	\$ 600,021	\$ 609,577	\$ 1,782		\$ 611,359	\$ 438,048	\$ 172,216	\$ 1,095	\$ 1,817	\$ (722)
	Clerical & Secretarial salaries	\$ 1,954,405	\$ 1,942,502	\$ 4,168		\$ 1,946,670	\$ 1,336,250	\$ 578,903	\$ 31,517	\$ 9,000	\$ 22,517
	Educational Assistants	\$ 1,733,935	\$ 1,824,359	\$ -		\$ 1,824,359	\$ 1,158,035	\$ 654,961	\$ 11,363	\$ (18,000)	\$ 29,363
	Nurses & Medical advisors	\$ 580,246	\$ 680,221	\$ -		\$ 680,221	\$ 448,599	\$ 213,645	\$ 17,976	\$ 3,500	\$ 14,476
	Custodial & Maint Salaries	\$ 2,686,968	\$ 2,822,289	\$ (20,000)		\$ 2,802,289	\$ 1,961,399	\$ 795,497	\$ 45,393	\$ 11,000	\$ 34,393
	Bus Drivers salaries	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Career/Job salaries	\$ 101,389	\$ 101,256	\$ 7,090		\$ 108,346	\$ 79,271	\$ 27,101	\$ 1,974	\$ 1,950	\$ 24
	Special Education Svcs Salaries	\$ 682,289	\$ 760,852	\$ 3,934		\$ 764,786	\$ 435,197	\$ 308,462	\$ 21,126	\$ 19,600	\$ 1,526
	Attendance & Security Salaries	\$ 140,940	\$ 146,750	\$ 2,089		\$ 148,839	\$ 124,402	\$ 110,378	\$ (85,942)	\$ (36,200)	\$ (49,742)
	Extra Work - Non-Cert	\$ 71,886	\$ 68,401	\$ -		\$ 68,401	\$ 177,048	\$ 826	\$ (109,473)	\$ (127,013)	\$ 17,540
	Custodial & Maint. Overtime	\$ 210,183	\$ 210,363	\$ -		\$ 210,363	\$ 177,432	\$ -	\$ 32,931	\$ 34,000	\$ (1,069)
	Civic activities/Park & Rec	\$ 41,673	\$ 43,000	\$ -		\$ 43,000	\$ 44,271	\$ -	\$ (1,271)	\$ (2,235)	\$ 964
	NON-CERTIFIED SALARIES	\$ 8,803,935	\$ 9,209,570	\$ (937)	\$ -	\$ 9,208,633	\$ 6,379,953	\$ 2,861,990	\$ (33,310)	\$ (102,581)	\$ 69,271
	SUBTOTAL SALARIES	\$ 42,849,552	\$ 44,136,246	\$ (269,411)	\$ -	\$ 43,866,835	\$ 27,930,132	\$ 15,571,498	\$ 365,205	\$ 390,216	\$ (25,011)

NEWTOWN BOARD OF EDUCATION

BUDGET SUMMARY REPORT

FOR THE MONTH ENDING MARCH 31, 2013

OBJECT CODE	EXPENSE CATEGORY	EXPENDED 2011 - 2012	APPROVED BUDGET	YTD		CURRENT BUDGET	YTD EXPENDITURE	ENCUMBER	BALANCE	ANTICIPATED OBLIGATIONS	PROJECTED BALANCE
				TRANSFERS 2012 - 2013	CURRENT TRANSFERS						
200	EMPLOYEE BENEFITS										
	Medical & Dental Expenses	\$ 8,039,444	\$ 7,933,343	\$ -	\$ (15,000)	\$ 7,918,343	\$ 6,395,081	\$ 1,500,933	\$ 22,329	\$ 21,678	\$ 651
	Life Insurance	\$ 82,766	\$ 84,270	\$ -		\$ 84,270	\$ 62,584	\$ -	\$ 21,686	\$ 21,205	\$ 481
	FICA & Medicare	\$ 1,257,494	\$ 1,357,597	\$ -		\$ 1,357,597	\$ 851,788	\$ -	\$ 505,809	\$ 504,955	\$ 854
	Pensions	\$ 439,834	\$ 475,318	\$ -		\$ 475,318	\$ 467,609	\$ 9,331	\$ (1,622)	\$ 300	\$ (1,922)
	Unemployment & Employee Assist.	\$ 120,616	\$ 128,120	\$ (10,000)	\$ (24,000)	\$ 94,120	\$ 41,148	\$ -	\$ 52,972	\$ 52,115	\$ 857
	Workers Compensation	\$ 446,361	\$ 446,362	\$ -	\$ 24,000	\$ 470,362	\$ 470,055	\$ -	\$ 307	\$ -	\$ 307
	SUBTOTAL EMPLOYEE BENEFITS	\$ 10,386,515	\$ 10,425,010	\$ (10,000)	\$ (15,000)	\$ 10,400,010	\$ 8,288,264	\$ 1,510,264	\$ 601,482	\$ 600,253	\$ 1,229
300	PROFESSIONAL SERVICES										
	Professional Services	\$ 634,759	\$ 490,240	\$ 184,638	\$ 15,000	\$ 689,878	\$ 490,638	\$ 177,997	\$ 21,244	\$ 55,801	\$ (34,557)
	Professional Educational Ser.	\$ 205,154	\$ 241,865	\$ (1,000)		\$ 240,865	\$ 85,321	\$ 44,038	\$ 111,506	\$ 107,320	\$ 4,186
	SUBTOTAL PROFESSIONAL SVCS	\$ 839,913	\$ 732,105	\$ 183,638	\$ 15,000	\$ 930,743	\$ 575,958	\$ 222,035	\$ 132,750	\$ 163,121	\$ (30,371)
400	PURCHASED PROPERTY SVCS										
	Buildings & Grounds Services	\$ 651,996	\$ 671,800	\$ -		\$ 671,800	\$ 439,651	\$ 119,395	\$ 112,755	\$ 107,040	\$ 5,715
	Utility Services - Water & Sewer	\$ 106,310	\$ 116,600	\$ -		\$ 116,600	\$ 72,775	\$ -	\$ 43,825	\$ 41,700	\$ 2,125
	Building, Site & Emergency Repairs	\$ 463,765	\$ 460,850	\$ -		\$ 460,850	\$ 355,442	\$ 57,879	\$ 47,528	\$ 58,000	\$ (10,472)
	Equipment Repairs	\$ 213,556	\$ 252,403	\$ -		\$ 252,403	\$ 140,517	\$ 23,617	\$ 88,269	\$ 84,000	\$ 4,269
	Rentals - Building & Equipment	\$ 274,884	\$ 285,632	\$ 4,800		\$ 290,432	\$ 256,546	\$ 11,072	\$ 22,814	\$ 26,200	\$ (3,386)
	Building & Site Maintenance	\$ 209,937	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	SUBTOTAL PUR. PROPERTY SER.	\$ 1,920,448	\$ 1,787,285	\$ 4,800	\$ -	\$ 1,792,085	\$ 1,264,931	\$ 211,963	\$ 315,191	\$ 316,940	\$ (1,749)

NEWTOWN BOARD OF EDUCATION

BUDGET SUMMARY REPORT

FOR THE MONTH ENDING MARCH 31, 2013

OBJECT CODE	EXPENSE CATEGORY	EXPENDED 2011 - 2012	APPROVED BUDGET	YTD TRANSFERS 2012 - 2013	CURRENT TRANSFERS	CURRENT BUDGET	YTD EXPENDITURE	ENCUMBER	BALANCE	ANTICIPATED OBLIGATIONS	PROJECTED BALANCE
500	OTHER PURCHASED SERVICES										
	Contracted Services	\$ 374,023	\$ 408,667	\$ (8,440)		\$ 400,227	\$ 250,378	\$ 78,140	\$ 71,709	\$ 69,000	\$ 2,709
	Transportation Services	\$ 4,443,994	\$ 3,819,431	\$ (155,000)		\$ 3,664,431	\$ 2,147,457	\$ 1,001,826	\$ 515,148	\$ 488,037	\$ 27,111
	Insurance - Property & Liability	\$ 336,943	\$ 291,066	\$ -		\$ 291,066	\$ 283,265	\$ 9,255	\$ (1,454)	\$ 1,178	\$ (2,632)
	Communications	\$ 112,883	\$ 127,369	\$ -		\$ 127,369	\$ 80,559	\$ 40,995	\$ 5,815	\$ 5,800	\$ 15
	Printing Services	\$ 51,981	\$ 50,697	\$ (4,800)		\$ 45,897	\$ 11,329	\$ 6,566	\$ 28,002	\$ 26,100	\$ 1,902
	Tuition - Out of District	\$ 1,364,044	\$ 1,392,548	\$ 299,000		\$ 1,691,548	\$ 1,369,893	\$ 627,625	\$ (305,970)	\$ -	\$ (305,970)
	Student Travel & Staff Mileage	\$ 225,014	\$ 209,722	\$ -		\$ 209,722	\$ 135,448	\$ 7,215	\$ 67,060	\$ 65,000	\$ 2,060
	SUBTOTAL OTHER PURCHASED SERVICES	\$ 6,908,882	\$ 6,299,500	\$ 130,760	\$ -	\$ 6,430,260	\$ 4,278,329	\$ 1,771,621	\$ 380,310	\$ 655,115	\$ (274,805)
600	SUPPLIES										
	Instructional & Library Supplies	\$ 991,852	\$ 1,002,246	\$ -		\$ 1,002,246	\$ 672,020	\$ 71,035	\$ 259,191	\$ 255,000	\$ 4,191
	Software, Medical & Office Sup.	\$ 231,715	\$ 165,988	\$ -		\$ 165,988	\$ 71,981	\$ 41,162	\$ 52,845	\$ 50,200	\$ 2,645
	Plant Supplies	\$ 361,207	\$ 361,100	\$ -		\$ 361,100	\$ 259,924	\$ 27,035	\$ 74,141	\$ 74,100	\$ 41
	Electric	\$ 1,371,748	\$ 1,442,763	\$ (25,000)		\$ 1,417,763	\$ 927,587	\$ -	\$ 490,176	\$ 483,994	\$ 6,182
	Propane & Natural Gas	\$ 311,240	\$ 358,287	\$ (24,000)		\$ 334,287	\$ 212,656	\$ -	\$ 121,631	\$ 114,572	\$ 7,059
	Fuel Oil	\$ 557,923	\$ 617,123	\$ -		\$ 617,123	\$ 399,654	\$ 220,428	\$ (2,959)	\$ -	\$ (2,959)
	Fuel For Vehicles & Equip.	\$ 480,240	\$ 565,019	\$ -		\$ 565,019	\$ 228,367	\$ -	\$ 336,652	\$ 335,000	\$ 1,652
	Textbooks	\$ 234,884	\$ 188,986	\$ -		\$ 188,986	\$ 90,434	\$ 12,721	\$ 85,831	\$ 85,800	\$ 31
	SUBTOTAL SUPPLIES	\$ 4,540,810	\$ 4,701,512	\$ (49,000)	\$ -	\$ 4,652,512	\$ 2,862,622	\$ 372,381	\$ 1,417,509	\$ 1,398,666	\$ 18,843

NEWTOWN BOARD OF EDUCATION

BUDGET SUMMARY REPORT

FOR THE MONTH ENDING MARCH 31,2013

OBJECT CODE	EXPENSE CATEGORY	EXPENDED 2011 - 2012	APPROVED BUDGET	YTD TRANSFERS 2012 - 2013	CURRENT TRANSFERS	CURRENT BUDGET	YTD EXPENDITURE	ENCUMBER	BALANCE	ANTICIPATED OBLIGATIONS	PROJECTED BALANCE
700	PROPERTY										
	Capital Improvements (Sewers)	\$ 124,177	\$ 124,177	\$ -		\$ 124,177	\$ 124,177	\$ -	\$ 0	\$ -	\$ 0
	Technology Equipment	\$ 264,535	\$ 51,602	\$ -		\$ 51,602	\$ 44,181	\$ 667	\$ 6,754	\$ 6,760	\$ (6)
	Other Equipment	\$ 46,973	\$ 33,596	\$ -		\$ 33,596	\$ 15,749	\$ 5,000	\$ 12,847	\$ 12,800	\$ 47
	SUBTOTAL PROPERTY	\$ 435,685	\$ 209,375	\$ -	\$ -	\$ 209,375	\$ 184,107	\$ 5,667	\$ 19,601	\$ 19,560	\$ 41
800	MISCELLANEOUS										
	Memberships	\$ 59,336	\$ 64,761	\$ 9,213		\$ 73,974	\$ 68,185	\$ 150	\$ 5,639	\$ 5,200	\$ 439
	SUBTOTAL MISCELLANEOUS	\$ 59,336	\$ 64,761	\$ 9,213	\$ -	\$ 73,974	\$ 68,185	\$ 150	\$ 5,639	\$ 5,200	\$ 439
TOTAL LOCAL BUDGET		\$ 67,941,140	\$ 68,355,794	\$ -	\$ -	\$ 68,355,794	\$ 45,452,529	\$ 19,665,578	\$ 3,237,687	\$ 3,549,071	\$ (311,383)

NEWTOWN BOARD OF EDUCATION

BUDGET SUMMARY REPORT

FOR THE MONTH ENDING MARCH 31,2013

OBJECT CODE	EXPENSE CATEGORY	EXPENDED 2011 - 2012	APPROVED BUDGET	YTD TRANSFERS 2012 - 2013	CURRENT TRANSFERS	CURRENT BUDGET	YTD EXPENDITURE	ENCUMBER	BALANCE	ANTICIPATED OBLIGATIONS	PROJECTED BALANCE
	<u>SCHOOL GENERATED FEES</u>	<u>RECEIVED 2011 - 2012</u>					<u>2012-13 APPROVED BUDGET</u>	<u>RECEIVED</u>	<u>BALANCE</u>	<u>% RECEIVED</u>	
	<u>HIGH SCHOOL FEES</u>										
	NURTURY PROGRAM	\$8,000					\$8,000	\$8,000.00	\$0.00	100.00%	
	PARKING PERMITS	\$20,000					\$20,000	\$20,000.00	\$0.00	100.00%	
	PAY FOR PARTICIPATION IN SPORTS	\$84,800					\$84,800	\$38,711.00	\$46,089.00	45.65%	
		\$112,800					\$112,800	\$66,711.00	\$46,089.00	59.14%	
	<u>BUILDING RELATED FEES</u>										
	ENERGY - ELECTRICITY	\$626					\$313	\$0.00	\$313.00	0.00%	
	HIGH SCHOOL POOL - OUTSIDE USAG	\$400					\$500	\$0.00	\$500.00	0.00%	
		\$1,026					\$813	\$0.00	\$813.00	0.00%	
	MISCELLANEOUS FEES	\$77					\$150	\$0.00	\$150.00	0.00%	
	TOTAL SCHOOL GENERATED FEES	\$113,903					\$113,763	\$66,711.00	\$47,052.00	58.64%	

DONATIONS SINCE 12/14/2012

<u>Desc</u>	<u>Deposits</u>	<u>Expended</u>	<u>4/5/13 Balance</u>	<u>Enc.</u>	<u>Available</u>
<u>GENERAL</u>					
GENERAL DONATIONS	\$21,821.43	\$0.00	\$21,821.43	\$0.00	\$21,821.43
<u>SANDY HOOK</u>					
SANDY HOOK	\$28,219.28	\$10,565.00 ¹	\$17,654.28	\$0.00	\$17,654.28
S.H. PHYSICAL ED.	\$14,882.70	\$0.00	\$14,882.70	\$2,192.37 ²	\$12,690.33
S.H. CELEBRATION OF LIFE	\$500.00	\$0.00	\$500.00	\$0.00	\$500.00
S.H. LIBRARY MEDIA	\$6,732.00	\$0.00	\$6,732.00	\$0.00	\$6,732.00
S.H. HEALTH OFFICE	\$500.00	\$0.00	\$500.00	\$0.00	\$500.00
S.H. REPAIRS	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00
S.H. PLAYGROUND	\$200.00	\$0.00	\$200.00	\$0.00	\$200.00
	<u>\$52,033.98</u>	<u>\$10,565.00</u>	<u>\$41,468.98</u>	<u>\$2,192.37</u>	<u>\$39,276.61</u>
<u>TECHNOLOGY</u>					
SECURITY SUPPORT	\$25,000.00	\$0.00	\$25,000.00	\$25,000.00 ³	\$0.00
TOTAL	<u>\$98,855.41</u>	<u>\$10,565.00</u>	<u>\$88,290.41</u>	<u>\$27,192.37</u>	<u>\$61,098.04</u>

¹ DONATIONS FROM W.B. MASON EMPLOYEES USED TO PAY W.B. MASON FOR PART OF \$30,000 STORAGE UNIT PURCHASE

² PURCHASE ORDERS FOR VARIOUS PHYSICAL EDUCATION SUPPLIES

³ PART OF DELL SERVER DONATION OFFSET

Transfers Report
 Newtown Public Schools
 3/20/2013 - 3/30/2013

4/3/2013 5:10:02 PM
 Fiscal Year 2012 - 2013

Trans #	Account Number	T / F	Date	Description	Amount	Batch
28579	1-01-75-52-4160	T	3/22/2013	TUITION - OUT-OF-DISTRICT	\$109,000.00	BT0313
28579	1-01-86-90-2600	F	3/22/2013	UNEMPLOYMENT COMP.	\$10,000.00	BT0313
28579	1-01-90-94-1258	F	3/22/2013	MAINTENANCE SALARIES	\$4,000.00	BT0313
28579	1-01-90-96-1257	F	3/22/2013	CUSTODIAL SALARIES - H.S.	\$16,000.00	BT0313
28579	1-01-90-96-6507	F	3/22/2013	PROPANE & NATURAL GAS - H.S.	\$24,000.00	BT0313
28579	1-01-92-87-4115	F	3/22/2013	TRANS. - LOCAL SPECIAL ED	\$55,000.00	BT0313

From Debit	\$109,000.00	To Credit:	\$109,000.00
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Transfers Report
Newtown Public Schools
3/23/2013 - 4/2/2013

4/3/2013 5:20:36 PM
Fiscal Year 2012 - 2013

Trans #	Account Number	T / F	Date	Description	Amount	Batch
29049	1-01-30-38-1311	T	3/31/2013	CERT. SUBS. - CLASS. TRAIN.	\$1,000.00	BT0313
29049	1-01-30-38-3100	F	3/31/2013	STAFF TRAIN. - CLASSROOM	\$1,000.00	BT0313

From Debit **\$1,000.00** **To Credit:** **\$1,000.00**

BUDGET PROCEDURES & MAJOR OBJECT CODE TRANSFERS

In accordance with Connecticut General Statutes §10-222, the Newtown Board of Education shall prepare an itemized estimate of its budget each year for submission to the Board of Finance and the Legislative Council for review and appropriation. Such budget estimate shall include, but is not limited to, the following major object code categories:

- 100 Salaries
- 200 Employee Benefits
- 300 Professional Services
- 400 Purchased Property Services
- 500 Other Purchased Services
- 600 Supplies
- 700 Property
- 800 Other/misc.

Following the annual appropriation, the Board of Education shall meet and revise such itemized estimate, if necessary, and adopt a final appropriated budget for the year. Line items in the budget may be allocated more specifically by the superintendent or his/her designee in the development, administration and monitoring of the budget after the initial approval of the budget by the Board of Education. The superintendent shall present for Board approval any proposed additional staff that exceeds the staffing summary approved concurrent with the fiscal year budget. Hiring of additional staff that would be legally mandated will be brought to the Board for approval at the next scheduled Board meeting if all attempts for the Board of Education to meet prior to the hiring are unsuccessful.

The superintendent and/or his/her designee shall be responsible for administering and monitoring the budget through the course of the year. The superintendent or his/her designee shall maintain a system of appropriate expenditures and encumbrance accounting that is organized to conform to the requirements for State and Federal accounting reports. A monthly budget report shall be prepared in the same format as the annual object detail budget (as a minimum), showing for each major object code line item, the appropriated budget amount, transfers, expenditure to date, encumbered amounts, and current balance.

Such budget report shall be presented to the Board of Education at the regularly scheduled meeting in the month following the period for which such report is prepared, except the year end report which shall be completed and presented by the end of August. The year end report shall reflect all major object codes in positive balance. **The superintendent and/or his/her designee shall be responsible for submitting to the Board of Education a monthly report of disbursements and shall make these reports available to the public on a**

monthly basis. The superintendent or designee shall recommend to the Board of Education and the Board shall approve transfers from one major object code to another.

Any movement by the Board to expend funds that would otherwise render a major object code in a negative balance shall be preceded by a Motion to Transfer Funds between major object codes to maintain a positive balance in the account from which the funds will be expended.

For effective and efficient administration of day-to-day operations, budget transfer authority is granted to the superintendent or the director of business, as his/her designee, under the following restrictions:

No transfers within major object codes, whether individual or cumulative, of \$10,000 or more shall be made unless authorized by the Board and funds from any line item in an amount less than \$50,000 under emergency conditions if the urgent need for the transfer prevents the Board of Education from meeting in a timely fashion to consider such transfer.

All emergency transfers and all those beyond detail accounts within an object summary category under \$10,000 will be presented to the Board of Education and announced at its next regularly scheduled meeting.

The Board of Education shall not expend more than the amount of the total appropriation and the amount of money received from other sources for school purposes. If any occasion arises whereby additional funds are needed by the Board of Education, the chairperson of the Board of Education shall notify the Board of Finance, Board of Selectmen, or appropriating authority and submit a request for such necessary additional funds. No additional funds shall be expended until such supplemental appropriation is granted and no supplemental expenditures shall be made in excess of those so authorized.

Reference: C.G.S 10-222

Adopted 6/14/88

Updated 8/1/89, 12/12/95, 8/6/02, 11/15/11, 4/10/12

**Board of Education
Newtown, Connecticut**

Minutes of the Board of Education special meeting on Thursday, April 4, 2013 at 5:30 p.m. in the Board conference room at 3 Primrose Street.

Present:	D. Leidlein, Chair	J. Libby
	L. Roche, Vice Chair	D. Hornyak
	C. McCubbin, Secretary	G. Faiella
	W. Hart	Employee
	J. Vouros	

Item 1 – Call to Order

Mrs. Leidlein called the meeting to order at 5:42 p.m.

Item 2 – Motion for Executive Session

MOTION: Mrs. Roche moved that the Board enter into executive session for the purpose of conducting a personnel grievance hearing. The following people are invited into executive session: Joan Libby, Denise Hornyak, Gino Faiello and the employee.

Mr. Hart seconded. Vote: 4 ayes

Item 3 – Executive Session

The Board heard testimony regarding the grievance and deliberated on the matter. (Mr. McCubbin joined the meeting at 6:00 p.m.)

Item 4 – Return to Public Session

MOTION: Mr. Vouros moved to deny the grievance. Mr. Hart seconded.

Vote: 5 ayes

MOTION: Mr. Hart moved to adjourn. Mrs. Roche seconded. Vote: 5 ayes

Item 5 – Adjournment

The meeting adjourned at 7:08 p.m.

Respectfully submitted:

Cody McCubbin
Secretary

Additional Consent Agenda Items:

- Donations
- Personnel

**Donations
4/8/13**

SHES	(various donors)	\$ 2,116.23	
SHES Playground or Memorial		\$ 450.00	
	Total	\$ 2,566.23	
Gift Cards	(various donors)		\$ 585.00
Newtown Public Schools			
(for security)	NJ Association of School Administrators		\$ 2,500.00
(for the Pre-School Program)	Children's Creative Learning Center		\$ 200.00
	Totals	\$ 2,566.23	\$ 2,700.00
			\$ 585.00

Donation from Advanced Security Technologies:

Advanced Security Technologies, Inc. will furnish and install all the necessary equipment to outfit (6) doors at each school in Newtown with a card reader access control system. This totals 30 doors and does not include Sandy Hook at Chalk Hill or Newtown High School. In addition one video intercom entry system will be furnished and installed at the main entrance door as well as one auxiliary door at each school. The donation does not include the supply and installation of conduit and cable as well as any computer or network hardware. The value of the donation is \$172,067.00.

April 7, 2013

Dear Mr. Dumais,

Please accept this letter of my intent to resign as Department Chair of English as well as my teaching duties effective June 30, 2013. Thank you for the opportunity to be part of this valuable work.

Sincerely,
Catherine Sosnowski

A handwritten signature in cursive script that reads "Catherine Sosnowski".

Received
04/08/13
3:30pm

Eric Colón-Rodríguez, Ph.D.
8 Knollwood Road
West Hartford, CT 06110

April 8, 2013

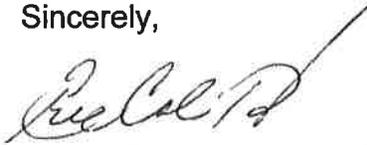
Janet Robinson, Ph.D.
Superintendent of Schools
Newtown Public Schools
3 Primrose Street
Newtown, CT

Dear Dr. Robinson:

Please accept this letter as my notice of my intention to resign my position in the Newtown Public Schools effective June 30, 2013.

It has been particularly rewarding to serve under your leadership during my tenure.

Sincerely,



Eric Colón-Rodríguez, Ph.D.

Cc: J. Haggard
J. Libby
A. Salvatore

April 9, 2013

The Newtown Board of Education

3 Primrose Street

Newtown, CT 06470

To Dr. Janet Robinson

Cc: Charles S. Dumais

Dear Dr. Robinson:

I am writing to inform you of my resignation with regret from the position of High School Science Teacher at Newton High School, effective June 30, 2013. I am resigning to pursue other professional teaching and educational opportunities.

Thank you for the opportunity to teach here in Newtown, a very special place and an excellent school system.

Sincerely,



Dorothea Y. Panayotou, PhD



04/09/13 2:00 pm