

WESTPORT BOARD OF EDUCATION

***AGENDA**

(Agenda Subject to Modification in Accordance with Law)

PUBLIC SESSION/PLEDGE OF ALLEGIANCE:

7:30 p.m., Staples High School, Cafeteria B (Room 301)

ANNOUNCEMENTS FROM BOARD AND ADMINISTRATION

PUBLIC QUESTIONS/COMMENTS ON NON-AGENDA ITEMS (15 MINUTES)

MINUTES: May 22, 2017; May 30, 2017; June 5, 2017; June 12, 2017; and June, 20, 2017

UPDATES:

- 1. Summer Maintenance Projects Completed Mr. Elio Longo
- 2. Coleytown Middle School Mold Remediation Mr. Elio Longo

DISCUSSION/ACTION:

- 1. 2016-17 End-of-Year Financial Report, *pages 1-18* (Encl.) Mr. Elio Longo
- 2. Transfer of Funds to Board of Education (Encl.) Dr. Colleen Palmer
Carryover Account, *pages 1-18*

DISCUSSION:

- 1. Superintendent’s Report for the Start of the 2017-18 School Year Dr. Colleen Palmer
 - Enrollment and Staffing
 - Teaching and Learning
 - Legislative
 - Strategic Planning
 - Board Committees
- 2. Calendar of Board of Education Agenda Items: (Encl.) Dr. Colleen Palmer
September 2017 – June 2018, *pages 19-23*

ADJOURNMENT

*A 2/3 vote is required to go to executive session, to add a topic to the agenda of a regular meeting, or to start a new topic after 10:30 p.m. The meeting can also be viewed on cable TV on channel 78; AT&T channel 99 and by video stream @www.westportps.org

PUBLIC PARTICIPATION WELCOME USING THE FOLLOWING GUIDELINES:

- Comment on non-agenda topics will occur during the first 15 minutes *except* when staff or guest presentations are scheduled.
- Board will not engage in dialogue on non-agenda items.
- Public may speak as agenda topics come up for discussion or information.
- Speakers on non-agenda items are limited to 2 minutes each, except by prior arrangement with chair.
- Speakers on agenda items are limited to 3 minutes each, except by prior arrangement with chair.
- Speakers must give name and use microphone.
- Responses to questions may be deferred if answers not immediately available.
- Public comment is normally not invited for topics listed for action after having been publicly discussed at one or more meetings.

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WESTPORT PUBLIC SCHOOLS

COLLEEN A. PALMER, Ph.D.
Superintendent of Schools

110 MYRTLE AVENUE
WESTPORT, CONNECTICUT 06880
TELEPHONE: (203) 341-1010
Fax: (203) 341-1011

To: Members of the Board of Education
From: Colleen A. Palmer, Ph.D., Superintendent *CP*
Subject: 2016-17 End-of-Year Financial Report
Date: August 28, 2017

Please find appended to this memorandum the 2016-17 End-of-Year Financial Report as prepared by Elio Longo.

You will note that we have an unexpended balance at end of year in the amount of \$717,075.11. It is my recommendation that the Board of Education return to the Town of Westport the amount of \$390,000.00, as a one-time offset. It is also my recommendation that the Board of Education request of the Board of Finance that the remaining balance in the amount of \$327,075.11 be deposited in the Board of Education Carryover Account.

As discussed with the Board of Finance at its recent August meeting, the remaining funds in the Carryover Account (after addressing the anticipated expenditures of mold remediation at Coleytown Middle School) will range between \$100,000 and \$200,000. Should the District encounter a major, unanticipated expense during FY 2017-2018 that cannot be mitigated with use of the remaining funds of the Carryover Account and unexpended funds from the Operating Budget, the Board of Education will need to seek a special appropriation through the Town processes.

INTEROFFICE MEMORANDUM

TO: DR. COLLEEN PALMER
SUPERINTENDENT OF SCHOOLS

FROM: ELIO LONGO *EL*
DIRECTOR OF SCHOOL BUSINESS OPERATIONS

SUBJECT: 2016-2017 END OF YEAR FINANCIAL REPORT

DATE: AUGUST 14, 2017

CC: F. MEILAN, BUDGET FILE

The 2016-2017 fiscal year has been closed and reconciled with the Town of Westport's records. The year ended having spent \$111,890,812 or 99.36% of the \$112,607,887 budget with a \$717,075 fund balance.

The following are the final general fund balances in the designated line items (*see Exhibit A for detailed references*):

ACCOUNT CATEGORY	AMOUNT
100s - Salaries	\$367,266
200s - Employee Benefits	83,863
300s - Purchased Services	(60,972)
400s - Purchased Property Services	450,061
500s - Other Purchased Services	(193,520)
600s - Supplies and Materials	48,913
700s - Equipment	19,349
800s - Other Expenses	2,118
Net Surplus/Deficit	<u>\$717,075</u>

The Board of Education traditionally approves final transfer of funds to enable the Administration to make a final adjustment to budgeted line items so that actual expenditures are reflected for the year. The adopted budget remains as adopted which will allow for an appropriate comparison between budget and final expenditures should the need arise. Therefore, we are requesting the following:

I. ADMINISTRATIVE RECOMMENDATION:

It is requested that the Board approve the following transfers:

Transfer from:

100s - Salaries	\$60,972
400s – Purchased Property Services	193,520
	<u>\$254,492</u>

Transfer to:

300s – Purchased Services	\$60,972
500s – Other Purchased Services	193,520
	<u>\$254,492</u>

Included in this report are several exhibits that help to explain the activities of the fiscal year as follows:

- Exhibit A General Fund Operating Expenditures by Object**
This report details the financial records by object, i.e. what types of goods and services were purchased during the year.

- Exhibit B Tuition Based Budgets**
This report represents expenditures supported by tuition payments received from other school districts and Preschool participants. No expenditures are made from this fund without the corresponding revenue to support the payments. Comparison to budget is merely a reference and does not generate “turnback” funds to the town.

- Exhibit C Private School Services**
This report represents mandated program expenditures such as a school nurse and transportation for Greens Farms Academy.

- Exhibit D State & Federal School Grants**
This report details the total state and federal grants received and expended during the fiscal year. The largest grant received is IDEA Part B to support special education children. Most federal grants are of a two year duration which allows funds to be “carried over” to the following fiscal year.

Exhibit E

Rentals & Reimbursements Summary

This report summarizes the activity indicating the source of the revenue (Activity Code) and the total expenditures made for each activity. The Board of Finance and RTM use this report to appropriate the funds expended as part of the Town's year end closing process.

Exhibit F

Project Summary

A summary report of maintenance projects that were either completed or work-in-process during the 2016-2017 fiscal year.

II.

ADMINISTRATIVE RECOMMENDATION:

It is requested that the Board approve the End of Year Financial Report as presented.

INTEROFFICE MEMORANDUM

TO: GARY CONRAD
FINANCE DIRECTOR

FROM: ELIO LONGO 
DIRECTOR OF SCHOOL BUSINESS OPERATIONS

SUBJECT: 2016-2017 END OF YEAR CLOSE OUT

DATE: JULY 26, 2017

CC: C. PALMER, F. MEILAN, AND S. CAREY

The status of the Westport Public Schools 2016-2017 General Fund 01 as of June 30, 2017 is as follows:

Adopted Budget:	\$112,607,887.00	(101-06-60-650-00000-586100)
Expended through 6/30/17	<u>(110,310,675.93)</u>	
Balance Available	\$ 2,297,211.07	
Less Accounts Payable	(527,477.36)	
Less Payroll Payable	<u>(117,504.30)</u>	
Balance Available	\$ 1,652,229.41	
Less Continued Appropriation	<u>\$ (935,154.30)</u>	
Balance Less Cont. App.	\$ 717,075.11	
BOE Carryover Acct Request	<u>\$ (327,075.11)</u>	
Return to Town	\$ 390,000.00	

The detail of the appropriation unexpended at 6/30/2017 (cash) includes:

2016-17 Accounts Payable:	\$ 527,477.36
2016-17 Payroll Payable:	\$ 117,504.30
2016-17 Outstanding Encumbrances:	<u>\$ 935,154.30</u>
Total cash unexpended at 6/30/2017:	\$ 1,580,135.96

The status of other 2016-2017 Board of Education funds is as follows:

Fund 04 – Tuition Based Budgets		
Revenue Received	\$ 121,227.80	
Accounts Receivable	<u>0.00</u>	
Total Revenue	\$ 121,227.80	(101-30-00-650-00000-431100)
Expended through 6/30/17	<u>(121,227.80)</u>	(101-06-60-650-00000-588000)
Net Funds Available	\$ 0.00	
Continued Appropriation	<u>0.00</u>	
Return to Town	\$ 0.00	

Fund 07 – Private Schools Budget

Adopted Budget:	\$	362,401.00	(101-06-60-652-00000-588000)
Expended through 6/30/17:		<u>(357,337.09)</u>	
Balance Available	\$	5,063.91	
Continued Appropriation		<u>0.00</u>	
Return to Town	\$	5,063.91	

Fund 08 – Grants

Revenue Received from 7/1/16 to 6/30/17	\$1,899,352.56
Less:	
Expended FY17 through 6/30/17	(1,775,724.69)
Accounts Payable	0.00
Payroll Payable	0.00
Encumbrances	<u>0.00</u>
Subtotal	\$ 123,627.87
Carry Forward from FY16	63,879.73
Paid FY16 Encumbrances	(65,689.27)
Refunded to State of CT FY17	<u>0.00</u>
Subtotal	\$ 121,818.33

Fund 12 – Rentals & Reimbursements Budget

Revenue Received:	\$	140,591.94	(101-70-00-651-00000-479023)
Expended through 6/30/17:		<u>(140,591.94)</u>	(101-06-60-651-00000-588000)
Balance Available	\$	0.00	
Continued Appropriation	\$	<u>0.00</u>	
Return to Town	\$	0.00	

The status of the Westport Public Schools 2014-2015 General Fund 01 as of June 30, 2017 is as follows:

Continued Appropriation to FY17	\$ 570,000.00
Total Expenditures made: 6/30/17	<u>(358,733.97)</u>
Balance Available	\$ 211,266.03
Continued Appropriation	<u>202,616.03</u>
Return to Town	\$ 8,650.00

The status of the Westport Public Schools 2015-2016 General Fund 01 as of June 30, 2017 is as follows:

Continued Appropriation to FY17	\$ 1,113,229.30
Total Expenditures made: 6/30/17	<u>(1,026,175.02)</u>
Balance Available	\$ 87,054.28
Continued Appropriation	<u>0.00</u>
Return to Town	\$ 87,054.28

I would like to thank you and your staff for your assistance throughout the past year.

INTEROFFICE MEMORANDUM

TO: DR. COLLEEN PALMER
SUPERINTENDENT

FROM: ELIO LONGO *E.L.*
DIRECTOR OF SCHOOL BUSINESS OPERATIONS

SUBJECT: JUNE 2017 4Q/FYE REPORT

DATE: AUGUST 15, 2017

CC: F. MEILAN, BUDGET FILE

Attached is the June Fourth Quarter (4Q)/Fiscal Year End Report for the 2016-17 fiscal year which reflects an unaudited balance of \$717,075. The fund balance represents a 0.64% budget variance to the \$112,607,887 Board of Education 2016-17 Adopted Budget.

Approximately 51% of the positive fund balance had resulted from the aggregate savings in Salary accounts (Object codes 100-156); estimated at \$367,266. The most notable savings resulted from staff turnover savings and the difference in salaries for teachers on unpaid long-term leave and covering long-term substitutes.

The differences between the "Adopted Budget" column and the "Adjusted Budget" column reflect the administrative transfers made within each line item of the budget as the year had progressed and specific expenditures had been modified.

We encumbered remaining salaries and wages for all employees to June 30th and expenditures for purchases for which the District had not yet been invoiced. Those encumbrances and expenditures account for 1.4% of the total budget. Actual expenditures made as of June 30th are 98.0% of total budget with encumbrances representing 1.4% of total budget.

Substitute and overtime cost projections (Objects 150-156) indicate an overrun of \$196,669; however, the surplus in certified salary accounts is directly correlated to the substitute accounts. Offsets were available in the projected salary accounts total surplus.

As noted in the 2Q & 3Q financial reports the cost of heating fuel (natural gas and oil) and electricity remained favorable as we were experiencing a mild winter heating season along with a favorable renewed fixed electricity supply rate. The favorable seasonal and market conditions continued in 4Q contributing a full-year \$416,742 surplus variance (Objects 413-415). We have taken steps to mitigate FY18, FY19 and partial FY20 volatility by purchasing electricity supply contracts in advance via a consortium purchase involving Town of Westport, Westport BOE and neighboring communities/districts. The Town of Westport and Westport Public Schools have synchronized their respective electricity supply contract expiry dates providing leverage resulting from economies of scale.

Other Purchase Services (Objects 510-580) ended the fiscal year with a deficit of \$193,520 (in line with the 3Q projection). Higher than anticipated Special Education placement and litigation costs contributed mostly to the deficit. Savings in other object lines such as fuel for buses,

advertising, alternative education, and property insurance helped to mitigate the total Other Purchase Services cost overrun.

Listed below is a summary of the Line Item projected balances:

LINE ITEM	UNAUDITED BALANCE
Total Salaries	\$367,266
Total Benefits	83,863
Total Purchased Services	(60,972)
Total Property Services	450,061
Total Other Purchased Services	(193,520)
Total Supplies and Materials	48,913
Total Equipment	19,349
Total Other	2,118
Balance (Deficit)	\$717,075

As we discussed recently our joint administrative recommendation to the Westport Board of Education is a request to the Board of Finance for deposit to the BOE Carryover Account in the amount of \$327,075.11 and a return to the Town of Westport the amount of \$390,000.

I welcome the opportunity to review this year-end report with you.

WESTPORT PUBLIC SCHOOLS
Quarterly Financial Report - 4Q and FYE (unaudited)
June 30, 2017
 Theoretical Expenditure Rate: 100%

2013-2014 Year-End Expense	2014-2015 Year-End Expense	2015-2016 Year-End Expense	Object Code	Descriptions	2016-2017 ADOPTED BUDGET	2016-2017 ADJUSTED BUDGET	BUDGET ADJUSTMENT	2016-2017 ENCUMBERED TO DATE	2016-2017 EXPENDED TO DATE	YTD %	ESTIMATED ADJUSTMENTS	PROJECTED TO EOY	BALANCE AVAILABLE
4,791,627	4,854,834	5,123,525	100	Certified Administrators	5,331,852	5,331,852	-	-	5,357,442	100%	-	5,357,442	(25,590)
1,669,694	1,673,540	1,718,389	101	Directors	1,757,830	1,757,830	-	-	1,769,108	101%	-	1,769,108	(11,278)
21,922,122	21,903,838	21,947,230	102	Reg Ed Teachers	22,813,507	22,813,507	-	-	22,408,703	98%	-	22,408,703	404,804
11,210,927	11,149,855	11,461,883	103	Special Area Teachers	11,796,760	11,796,760	-	-	11,649,873	99%	-	11,649,873	146,887
3,226,379	3,266,368	3,784,443	104	Support Teachers	4,042,476	4,042,476	-	-	4,189,360	104%	-	4,189,360	(146,884)
164,520	153,024	146,684	105	Curr/Instr Resource	162,897	162,897	-	-	138,704	85%	-	138,704	24,193
885,438	884,215	816,856	107	Library/Media Teachers	916,666	916,666	-	-	916,666	100%	-	916,666	-
1,373,103	1,363,386	1,375,320	108	Guidance	1,466,455	1,466,455	-	16,739	1,438,811	98%	-	1,455,550	10,905
4,284,151	4,307,725	4,352,237	109	Special Ed Teachers	4,532,969	4,532,969	-	13,400	4,535,744	100%	-	4,549,144	(16,175)
1,634,600	1,631,963	1,633,519	110	Psychologists	1,654,604	1,654,604	-	6,000	1,612,793	97%	-	1,618,793	35,811
294,526	280,190	287,256	113	Social Workers	295,808	295,808	-	3,000	252,882	85%	-	255,882	39,926
1,127,943	1,281,302	1,286,630	114	Speech/Hearing Therapists	1,328,358	1,328,358	-	4,500	1,338,406	101%	-	1,342,906	(14,548)
161,221	162,192	140,846	115	Staff Dev/Leadership	111,377	111,377	-	-	116,329	104%	-	116,329	(4,952)
599,801	643,940	660,281	116	Extra-Curricular	738,126	738,126	-	-	666,363	90%	-	666,363	71,763
524,303	525,193	543,223	118	Coaches-Intrmral/Intrschlstic	635,042	635,042	-	-	569,512	90%	-	569,512	65,530
228,355	235,348	189,423	119	Curriculum Work/Other	113,395	113,395	-	36,338	92,880	82%	-	129,218	(15,823)
\$ 54,098,710	\$ 54,316,913	\$ 55,467,744		Sub-Total Certified Salaries	\$ 57,698,122	\$ 57,698,122	\$ -	\$ 79,977	\$ 57,053,577		\$ -	\$ 57,133,554	\$ 564,568
100.0%	0.4%	2.1%			4.0%	4.0%		0.1%	98.9%		0.0%	99.0%	1.0%
1,223,432	1,245,692	1,391,477	120	Support Supervisors	1,267,584	1,267,584	-	3,200	1,273,938	101%	-	1,277,138	(9,554)
2,339,269	2,436,337	2,459,950	121	Secretaries	2,506,091	2,506,091	-	4,800	2,532,372	101%	-	2,537,172	(31,081)
1,717,600	1,897,717	1,854,620	122	Paraprofessionals	2,007,997	2,007,997	-	-	1,847,587	92%	-	1,847,587	160,410
2,176,860	2,448,846	2,500,622	123	Sped Paraprofessionals	2,594,474	2,594,474	-	7,800	2,699,900	104%	-	2,707,700	(113,226)
2,601,906	2,678,600	2,716,638	124	Custodians	2,769,163	2,769,163	-	18,854	2,729,998	99%	-	2,748,852	20,311
513,555	551,734	564,720	125	Maintainers	593,217	593,217	-	1,500	528,060	89%	-	529,560	63,657
814,350	836,175	858,574	126	Nurses	887,656	887,656	-	2,400	908,281	102%	-	910,681	(23,025)
215,813	230,624	250,962	127	Nurses Aides	258,220	258,220	-	-	253,524	98%	-	253,524	4,696
530,271	533,588	553,531	128	Technology Assistants	570,137	570,137	-	-	571,660	100%	-	571,660	(1,523)
63,591	65,251	205,928	129	Security Aides	301,153	301,153	-	-	293,164	97%	-	293,164	7,988
248,266	219,377	232,492	130	Bus Monitors	225,000	225,000	-	2,060	239,514	106%	-	241,574	(16,574)
198,198	198,599	226,626	131	Athletics	210,000	210,000	-	1,997	243,280	116%	-	245,277	(35,277)
109,484	110,596	146,001	133	Other	139,093	139,093	-	900	141,260	102%	-	142,160	(3,067)
464,602	487,040	561,861	135	Occupational Therapists	570,665	570,665	-	4,000	590,923	104%	-	594,923	(24,258)
160,465	162,051	170,394	136	Physical Therapists	172,969	172,969	-	700	175,385	101%	-	176,085	(3,116)
-	150,000	17,401	140	Adult Ed Mandated	25,000	25,000	-	-	21,993	88%	-	21,993	3,007
\$ 13,377,662	\$ 14,252,227	\$ 14,711,797		Sub-Total Non-Certified Salaries	\$ 15,098,419	\$ 15,098,419	\$ -	\$ 48,211	\$ 15,050,841		\$ -	\$ 15,099,052	\$ (633)
100.0%	6.5%	3.2%			2.6%	2.6%		0.3%	99.7%		0.0%	100.0%	0.0%
318,710	267,766	187,191	150	Perm Cert Subs	282,000	282,000	-	-	171,210	61%	-	171,210	110,790
227,743	168,199	213,519	151	Daily Cert Subs	222,040	222,040	-	134	199,273	90%	-	199,407	22,633

WESTPORT PUBLIC SCHOOLS
Quarterly Financial Report - 4Q and FYE (unaudited)
June 30, 2017
Theoretical Expenditure Rate: 100%

2013-2014 Year-End Expense	2014-2015 Year-End Expense	2015-2016 Year-End Expense	Object Code	Descriptions	2016-2017 ADOPTED BUDGET	2016-2017 ADJUSTED BUDGET	BUDGET ADJUSTMENT	2016-2017 ENCUMBERED TO DATE	2016-2017 EXPENDED TO DATE	YTD %	ESTIMATED ADJUSTMENTS	PROJECTED TO EOY	BALANCE AVAILABLE
37,195	49,145	45,634	152	Staff Training Cert Subs	50,000	50,000	-	-	36,834	74%	-	36,834	13,166
39,360	50,196	47,945	153	PPT Cert Subs	45,000	45,000	-	-	50,361	112%	-	50,361	(5,361)
523,798	736,439	759,758	154	Long Term Subs	565,000	565,000	-	800	710,989	126%	-	711,789	(146,789)
203,480	209,479	216,713	155	Non-Cert Subs	200,000	200,000	-	5,445	261,808	131%	-	267,253	(67,253)
316,421	355,379	412,140	156	Overtime	350,000	350,000	-	9,784	464,071	133%	-	473,855	(123,855)
\$ 1,666,707	\$ 1,836,603	\$ 1,882,900		Sub-Total Other Salaries	\$ 1,714,040	\$ 1,714,040	\$ -	\$ 16,163	\$ 1,894,546		\$ -	\$ 1,910,709	\$ (196,669)
100.0%	10.2%	2.5%			-9.0%	-9.0%		0.9%	110.5%		0.0%	111.5%	-11.5%
\$ 69,143,079	\$ 70,405,743	\$ 72,062,440		TOTAL SALARIES	\$ 74,510,581	\$ 74,510,581	\$ -	\$ 144,351	\$ 73,998,963		\$ -	\$ 74,143,314	\$ 367,266
100.0%	1.8%	2.4%			3.4%	3.4%		0.2%	99.3%		0.0%	99.5%	0.5%
13,382,040	14,501,700	14,247,493	210	Health Insurance	12,956,551	12,956,551	-	-	12,956,551	100%	-	12,956,551	-
266,146	279,470	288,098	211	Group Life Insurance	280,712	280,712	-	-	317,898	113%	-	317,898	(37,186)
40,760	37,105	47,000	212	Teacher Child Care (WEA)	40,000	40,000	-	-	43,345	108%	-	43,345	(3,345)
38,000	49,500	43,500	213	Health Insurance Waiver	50,000	50,000	-	-	42,040	84%	-	42,040	7,960
1,843,251	1,886,312	1,962,571	220	FICA/Medicare	2,077,209	2,077,209	-	5,381	2,010,973	97%	-	2,016,354	60,855
26,208	24,623	20,840	240	Course Reimbursement	50,000	50,000	-	984	27,650	55%	-	28,634	21,366
67,416	19,195	87,866	250	Unemployment Compensation	65,000	65,000	-	3,200	21,249	33%	-	24,449	40,551
444,270	551,512	568,206	260	Workers Compensation	528,000	528,000	-	19,000	528,396	100%	-	547,396	(19,396)
33,208	33,115	39,355	287	Uniform Allowance	45,000	45,000	-	518	34,502	77%	-	35,020	9,980
28,091	33,613	23,691	290	Other Employee Benefits	25,000	25,000	-	-	21,923	88%	-	21,923	3,077
\$ 16,169,390	\$ 17,416,145	\$ 17,328,620		TOTAL BENEFITS	\$ 16,117,472	\$ 16,117,472	\$ -	\$ 29,083	\$ 16,004,527		\$ -	\$ 16,033,609	\$ 83,863
100.0%	7.7%	-0.5%			-7.0%	-7.0%		0.2%	99.3%		0.0%	99.5%	0.5%
63,772	55,625	89,522	320	HomeBound	80,000	80,000	-	\$ 3,010	\$ 117,991	147%	-	121,001	(41,001)
36,798	47,665	41,118	321	Gifted Activities	40,000	21,362	(18,638)	\$ 370	\$ 19,808	93%	-	20,178	1,184
-	-	47,610	322	Educational Interns	75,000	75,000	-	-	68,700	0%	-	68,700	6,300
282,257	323,296	362,913	323	Instr Program Improvements	425,190	422,387	(2,803)	\$ 47,144	\$ 390,447	92%	-	437,591	(15,204)
14,258	20,127	15,587	324	Pupil Services	16,000	15,625	(375)	-	11,092	71%	-	11,092	4,533
141,946	133,768	164,415	325	PPT Consultations	191,000	188,450	(2,550)	-	196,439	104%	-	196,439	(7,989)
99,148	125,281	85,066	327	Student Evaluations-Outside	105,000	107,550	2,550	-	102,500	95%	-	102,500	5,050
20,000	25,840	22,709	328	Medical Advisors	26,000	29,375	3,375	-	26,839	91%	-	26,839	2,536
210,086	171,584	293,353	330	Other Prof/Tech Services	306,525	324,966	18,441	\$ 23,886	\$ 305,713	94%	-	329,599	(4,633)
314,693	353,542	348,761	331	Legal/Negotiations	360,000	360,000	-	\$ 48,715	\$ 323,034	90%	-	371,748	(11,748)
29,823	66,306	-	332	Licenses & Fees	-	-	-	-	-	-	-	-	-
\$ 1,212,781	\$ 1,323,034	\$ 1,471,055		TOTAL PURCHASED SERVICES	\$ 1,624,715	\$ 1,624,715	\$ -	\$ 123,124	\$ 1,562,563		\$ -	\$ 1,685,687	\$ (60,972)
100.0%	9.1%	11.2%			10.4%	10.4%		7.6%	96.2%		0.0%	103.8%	-3.8%
89,008	89,427	97,890	411	Water/Sewer	94,107	94,107	-	\$ 1,418	\$ 89,421	95%	-	90,839	3,268
1,729,775	1,803,729	2,058,317	413	Electricity	2,027,097	2,027,097	-	-	1,971,458	97%	-	1,971,458	55,639

WESTPORT PUBLIC SCHOOLS
Quarterly Financial Report - 4Q and FYE (unaudited)
June 30, 2017

Theoretical Expenditure Rate: 100%

2013-2014 Year-End Expense	2014-2015 Year-End Expense	2015-2016 Year-End Expense	Object Code	Descriptions	2016-2017 ADOPTED BUDGET	2016-2017 ADJUSTED BUDGET	BUDGET ADJUSTMENT	2016-2017 ENCUMBERED TO DATE	2016-2017 EXPENDED TO DATE	YTD %	ESTIMATED ADJUSTMENTS	PROJECTED TO EOY	BALANCE AVAILABLE
1,097,041	1,250,583	947,428	414	Natural Gas	1,101,242	1,101,242	-	\$ -	\$ 745,332	68%	-	745,332	355,909
137,515	87,477	12,062	415	Heating Oil	18,390	18,390	-	\$ -	\$ 13,196	72%	-	13,196	5,194
463,128	466,216	449,416	421	Contracted Maintenance	584,606	558,143	(26,463)	\$ 20,916	\$ 536,607	96%	-	557,523	620
487,001	408,209	472,140	431	Building Maintenance	395,445	543,377	147,932	\$ 144,883	\$ 399,141	73%	-	544,024	(647)
161,474	185,375	214,830	432	Grounds Maintenance	293,540	315,413	21,873	\$ 65,031	\$ 250,405	79%	-	315,436	(23)
71,732	80,204	67,596	433	Repair Equip (Instructional)	94,178	96,170	1,992	\$ 1,771	\$ 85,581	89%	-	87,353	8,817
42,513	74,313	59,180	434	Repair Equip (Non-Instructional)	80,000	40,996	(39,004)	\$ 3,085	\$ 32,451	79%	-	35,536	5,460
235,810	1,522,111	55,511	435	Building Projects	384,020	314,886	(69,134)	\$ 140,986	\$ 173,900	55%	-	314,886	0
125,536	136,400	55,778	436	Grounds Projects	185,038	228,432	43,394	\$ 14,325	\$ 214,107	94%	-	228,432	0
298,968	342,984	441,008	437	Restore/Prevent Maintenance	676,194	628,678	(47,516)	\$ 105,519	\$ 521,319	83%	-	626,838	1,840
184,303	185,405	170,845	440	Equip Rentals & Copiers	170,798	170,798	-	\$ 22,044	\$ 139,418	82%	-	161,462	9,336
-	34,357	41,599	441	Building Rental	44,140	44,140	-	\$ -	\$ 44,164	100%	-	44,164	(24)
12,579	12,791	8,852	450	Gas/Travel Maintenance	13,860	13,860	-	\$ -	\$ 6,535	47%	-	6,535	7,325
202,784	222,009	245,173	451	Custodial Supplies	255,000	194,453	(60,547)	\$ 1	\$ 194,452	100%	-	194,453	(0)
205,196	265,915	278,649	452	Maintenance Supplies	265,000	264,473	(527)	\$ 11,668	\$ 255,943	97%	-	267,611	(3,138)
64,325	73,897	91,935	490	School Security	75,000	103,000	28,000	\$ 8,455	\$ 94,060	91%	-	102,515	485
\$ 5,608,688	\$ 7,241,402	\$ 5,768,207		TOTAL PROPERTY SERVICES	\$ 6,757,655	\$ 6,757,655	\$ -	\$ 540,102	\$ 5,767,492		\$ -	\$ 6,307,594	\$ 450,061
100.0%	29.1%	-20.3%			17.2%	17.2%		8.0%	85.3%		0.0%	93.3%	6.7%
2,754,137	3,031,623	3,317,099	510	Transportation - Regular	3,585,299	3,585,299	-	\$ 1,962	\$ 3,582,749	100%	-	3,584,711	588
564,665	652,651	734,356	511	Trans-Spec Ed-Internal	793,324	793,324	-	\$ 8,478	\$ 779,815	98%	-	788,293	5,031
135,617	144,469	163,391	512	Trans-Spec Ed-Public	131,970	131,970	-	\$ 50,436	\$ 131,713	100%	-	182,149	(50,179)
240,865	271,964	330,884	513	Trans-Spec Ed-Private	300,983	300,983	-	\$ 17,859	\$ 334,732	111%	-	352,591	(51,608)
29,490	29,731	35,945	516	Trans-Field Trips	38,429	47,584	9,155	\$ 1,238	\$ 36,301	76%	-	37,539	10,045
289,667	256,742	173,175	517	Gasoline-Buses	249,375	249,375	-	\$ 5,650	\$ 151,700	61%	-	157,350	92,025
169,836	174,755	185,491	520	Property Insurance	194,418	194,418	-	\$ -	\$ 146,958	76%	-	146,958	47,460
11,372	13,362	15,573	521	Flood Insurance	16,352	16,352	-	\$ -	\$ 10,489	64%	-	10,489	5,863
274,430	298,587	308,026	523	Liability Insurance	323,081	323,081	-	\$ -	\$ 336,798	104%	-	336,798	(13,718)
60,625	75,781	104,410	529	Athletic Insurance	114,851	114,851	-	\$ -	\$ 109,106	95%	-	109,106	5,745
570,691	598,442	424,940	530	Communication Systems	459,624	477,276	17,652	\$ 167,373	\$ 312,271	65%	-	479,644	(2,368)
44,709	36,153	42,263	535	Postage	40,000	40,000	-	\$ 413	\$ 35,936	90%	-	36,348	3,652
73,890	97,209	48,783	540	Advertising	100,000	82,348	(17,652)	\$ 4,558	\$ 16,748	20%	-	21,307	61,041
27,395	31,486	31,172	550	Printing	40,540	32,105	(8,435)	\$ 1,000	\$ 24,867	77%	-	25,867	6,238
1,644,048	1,619,445	1,513,287	560	Tuition-Public	1,700,000	1,700,000	-	\$ 57,400	\$ 1,946,456	114%	-	2,003,856	(303,856)
37,827	48,368	46,521	563	Tuition-Court & Agency Placed	100,000	100,000	-	\$ -	\$ 39,019	39%	-	39,019	60,981
51,480	44,290	29,324	565	Tuition-Alternative Ed	50,000	50,000	-	\$ -	\$ -	0%	-	-	50,000
467,750	498,900	501,518	567	Tuition-Litigation	425,000	425,000	-	\$ 166,636	\$ 404,500	95%	-	571,136	(146,136)
20,799	12,055	20,000	569	Tuition-Summer Programs	20,000	20,000	-	\$ -	\$ 11,555	58%	-	11,555	8,445
36,335	29,339	55,881	580	Staff Travel/Mileage	54,820	54,100	(720)	\$ 1,103	\$ 35,768	66%	-	36,871	17,229
\$ 7,505,628	\$ 7,965,352	\$ 8,082,039		TOTAL OTHER PURCH SERVICES	\$ 8,738,065	\$ 8,738,065	\$ -	\$ 484,105	\$ 8,447,480		\$ -	\$ 8,931,586	\$ (193,520)

WESTPORT PUBLIC SCHOOLS
Quarterly Financial Report - 4Q and FYE (unaudited)
June 30, 2017
Theoretical Expenditure Rate: 100%

2013-2014 Year-End Expense	2014-2015 Year-End Expense	2015-2016 Year-End Expense	Object Code	Descriptions	2016-2017 ADOPTED BUDGET	2016-2017 ADJUSTED BUDGET	BUDGET ADJUSTMENT	2016-2017 ENCUMBERED TO DATE	2016-2017 EXPENDED TO DATE	YTD %	ESTIMATED ADJUSTMENTS	PROJECTED TO EOY	BALANCE AVAILABLE
100.0%	6.1%	1.5%			8.1%	8.1%		5.5%	96.7%		0.0%	102.2%	-2.2%
891,385	1,016,020	913,069	611	Supplies-Instructional	967,292	968,767	1,475	3,760	922,603	95%	-	926,363	42,404
591,351	646,077	645,706	612	Software	709,177	714,496	5,319	6,208	674,793	94%	-	681,001	33,495
129,224	134,139	170,135	613	Tech Supplies	128,975	127,775	(1,200)	8,213	148,326	116%	-	156,539	(28,764)
35,116	35,646	36,924	615	Graduation Expenses	36,856	36,856	-	10,066	27,194	74%	-	37,260	(404)
613,915	643,441	633,636	641	Textbooks	650,960	644,037	(6,923)	67,490	605,663	94%	-	673,153	(29,116)
133,066	131,510	118,422	642	Library Books & Periodicals	126,069	124,901	(1,168)	5,073	110,414	88%	-	115,487	9,414
19,820	14,615	14,856	643	A/V Materials	15,201	15,471	270	825	14,925	96%	-	15,750	(279)
163,114	155,371	156,056	690	Non Instructional Supplies	172,150	174,570	2,420	4,380	158,029	91%	-	162,409	12,161
22,036	29,089	27,496	691	Health Supplies	29,239	29,046	(193)	276	18,768	65%	-	19,044	10,002
\$ 2,599,027	\$ 2,805,908	\$ 2,716,299		TOTAL SUPPLIES AND MTLs.	\$ 2,835,919	\$ 2,835,919	\$ -	\$ 106,291	\$ 2,680,715		\$ -	\$ 2,787,006	\$ 48,913
100.0%	8.0%	-3.2%			4.4%	4.4%		3.7%	94.5%		0.0%	98.3%	1.7%
76,315	61,690	109,522	731	Equip-New Instructional	115,737	125,033	9,296	3,986	81,372	65%	-	85,358	39,674.91
27,289	51,772	285,141	732	Equip-New Non Instructional	4,136	5,691	1,555	1,470	8,007	141%	-	9,477	(3,785.53)
16,846	26,393	150,279	733	Equip-Replace Instructional	68,442	69,391	949	-	69,530	100%	-	69,530	(138.68)
21,135	8,507	82,622	734	Equip-Replace Non Instructional	11,851	13,886	2,035	-	20,540	148%	-	20,540	(6,653.70)
72,157	105,493	122,380	735	Furniture	179,019	180,177	1,158	77,069	170,357	95%	-	247,426	(67,248.78)
1,022,553	1,037,198	1,034,670	736	Tech Equip-Instructional	1,087,964	1,032,361	(55,603)	53,874	944,589	91%	-	998,464	33,897.35
37,786	26,729	18,151	737	Tech Equip-Non Instructional	23,982	64,592	40,610	5,911	35,078	54%	-	40,988	23,604
\$ 1,274,081	\$ 1,317,782	\$ 1,802,765		TOTAL EQUIPMENT	\$ 1,491,131	\$ 1,491,131	\$ -	\$ 142,310	\$ 1,329,472		\$ -	\$ 1,471,782	\$ 19,349
100.0%	3.4%	36.8%			-17.3%	-17.3%		9.5%	89.2%		0.0%	98.7%	1.3%
73,027	77,075	80,833	810	Dues & Fees	85,022	85,522	500	204	86,268	101%	-	86,472	(950)
26,737	27,254	29,950	811	Student Act & Awards	31,995	31,495	(500)	1,226	30,517	97%	-	31,743	(248)
384,648	399,528	395,590	812	Student Athletics	415,334	415,334		9,340	402,677	97%	-	412,017	3,317
\$ 484,412	\$ 503,857	\$ 506,373		TOTAL OTHER	\$ 532,351	\$ 532,351	\$ -	\$ 10,770	\$ 519,463		\$ -	\$ 530,233	\$ 2,118
100.0%	4.0%	0.5%			5.1%	5.1%		2.0%	97.6%		0.0%	99.6%	0.4%
\$ 103,997,089	\$ 108,979,222	\$ 109,737,798		GRAND TOTAL	\$ 112,607,887	\$ 112,607,887	\$ -	\$ 1,580,136	\$ 110,310,676		\$ -	\$ 111,890,812	\$ 717,075
100.0%	4.8%	0.7%			2.6%	2.6%		1.4%	98.0%		0.0%	99.36%	0.64%

WESTPORT PUBLIC SCHOOLS
2016-2017 REVENUE OFFSET BUDGETS

		# Students	Project Return & Special Ed	# Students	Pre-School	Total Revenue Offset Budgets
PROJECTED REVENUE			\$ -		\$ 157,878	\$ 157,878
Tuition Type	Est. Tuition					
Project Return/Special Ed						
Partial Self Contained			\$ -			\$ -
PRE-SCHOOL						
5 days per week	\$ 6,370			7	\$ 44,590	\$ 44,590
Extended Day	\$ 10,070			10	\$ 100,700	\$ 100,700
Employee Extended Day	\$ 2,518			5	\$ 12,588	\$ 12,588
APPROPRIATION REQUESTED		0	\$ -	22	\$ 157,878	\$ 157,878
ACTUAL REVENUE					\$ 121,228	\$ 121,228
ACTUAL EXPENDITURES						
CERTIFIED STAFF						
Sped Teacher					\$ 20,423	\$ 20,423
NON-CERTIFIED STAFF						
Paraprofessionals					\$ 33,035	\$ 33,035
BENEFITS						
Health					\$ 36,000	\$ 36,000
Social Security/Medicare					\$ 2,448	\$ 2,448
CONTRACTED SERVICES						
(OT/PT, Consultations, Evals, Other)					\$ 29,322	\$ 29,322
ACTUAL EXPENDITURES			\$ -		\$ 121,228	\$ 121,228
Revenue generated but no appropriation requested for:						
Employee Tuition	\$ 136,666					

**WESTPORT PUBLIC SCHOOLS
PRIVATE SCHOOL BUDGET**

Object Code	Description	2012-2013 Year-End Expenditures	2013-2014 Year-End Expenditures	2014-2015 Year-End Expenditures	2015-2016 Year-End Expenditures	2016-2017 Adopted Budget	2016-2017 Expended & Encumbered	Account Balance
109	Special Ed Teacher	49,160	52,066	53,003	54,063	54,874	51,057	3,817
126	Nurses	42,784	43,977	45,170	46,525	47,921	48,640	(719)
155	Non-Certified Subs	945	945	-	-	950	-	950
210	Health Insurance	14,045	14,045	12,503	14,628	14,628	14,628	-
220	FICA/Med	3,872	3,872	4,132	4,222	4,462	4,312	150
510	Pupil Transportation	169,804	169,804	178,400	195,449	213,903	213,038	865
517	Pupil Transp - Fuel, Buses	27,137	27,137	28,540	27,528	25,663	25,663	-
	TOTAL	\$ 307,747	\$ 311,846	\$ 321,748	\$ 342,415	\$ 362,401	\$ 357,337	5,064

WESTPORT PUBLIC SCHOOLS
STATE & FEDERAL GRANTS
as of June 30, 2017

Descriptions	2013-14 Actual	2014-15 Actual	2015-2016 Actual	2016-17 Budget	2016-17 Expended/ Encumbered	Current Balances	% Expended
Carol M White PEP	234,067	382,681	302,268	204,660	204,660	0	100.0%
High Quality Schools & Common Core (Tech)	27,384	0	126,390	0	0	0	-
Open Choice	155,667	151,417	159,780	170,261	170,261	0	100.0%
Title 1 - ESEA Carry Over	10,887	30,378	30,496	23,223	23,223	0	100.0%
Title 1 - ESEA	139,743	134,610	141,879	159,041	142,236	16,805	89.4%
Carl D. Perkins	32,771	33,802	35,522	0	0	0	-
Title II - Teacher	86,762	86,159	85,906	84,328	84,328	0	100.0%
Title II - Teacher Carry Over	0	31	39	10	10	0	100.0%
Title III English	0	155	6,000	6,425	0	6,425	0.0%
Title III English Carry Over	0	0	8,736	426	426	0	100.0%
Title III English -New Canaan	8,290	0	0	7,189	7,189	0	100.0%
Title III English -New Canaan Carry Over	9,182	4,717	8,111	5,828	5,828	0	100.0%
EV Charging Station	0	0	0	7,820	7,820	0	100.0%
CCSS Math Practices	0	1,500	0	0	0	0	-
IDEA Part B Carryover	198,082	281,267	519,871	319,447	319,447	0	100.0%
IDEA Part B	670,426	496,923	694,956	1,050,726	780,702	270,024	74.3%
Section 619 Pre-School Grants Carryover	0	0	13,409	7,019	7,019	0	100.0%
Section 619 Pre-School	21,425	8,069	14,453	23,177	21,333	1,844	92.0%
Immigrant & Youth Carryover	0	3,801	0	0	0	0	-
Immigrant & Youth	11,432	0	0	0	0	0	-
Total Public Grants	\$1,606,120	\$1,615,509	\$2,147,816	\$2,069,581	\$1,774,483	\$295,098	85.7%

CARRYOVER - Balance will Carryover to following year

NON PUBLIC SCHOOL GRANTS

Descriptions	2013-14 Actual	2014-2015 Actual	2015-2016 Actual	2016-17 Budget	2016-17 Expended/ Encumbered	Current Balances	% Expended
Adult Ed	1,595	1,230	183	238	238	0	100.0%
Title I Neglected & Delinquent	2,346	1,342	1,348	1,401	0	1,401	0.0%
Title II - Teacher	0	0	241	254	254	0	100.0%
Title II - Teacher Carryover	0	0	241	0	0	0	-
IDEA Part B Carryover	3,067	3,000	755	155	155	0	100.0%
IDEA Part B	0	2,245	2,845	3,000	595	2,405	19.8%
Total Non Public Grants	\$7,008	\$7,817	\$5,613	\$5,048	\$1,242	\$3,806	24.6%

CARRYOVER - Balance will Carryover to following year

INTEROFFICE MEMORANDUM

EXHIBIT E

TO: DR. COLLEEN PALMER
SUPERINTENDENT

FROM: ELIO LONGO 
DIRECTOR OF SCHOOL BUSINESS OPERATIONS

SUBJECT: REQUEST FOR APPROPRIATION – RENTALS &
REIMBURSEMENTS

DATE: August 14, 2017

Cc: G. Conrad, F. Meilan, Rentals File

The Board of Education, in accordance with the policy approved by the Board of Education (based on an agreement with the Board of Finance), has authorized the Superintendent to provide written accounting to the Board of Finance regarding revenues and expenditures associated with rentals and reimbursements.

I am now submitting the final report on the Rentals and Reimbursement account. The final Rentals and Reimbursements statement provides the summary of activity for the rental fees received for the use of school facilities by outside organizations.

We are, therefore, requesting that the Board of Finance accept the report and make net appropriation adjustments to the Board of Education budget in the amount of \$0.00 as follows:

Final action requested:

Total funds received (07/01/16 – 06/30/17)	\$140,591.94
Funds deemed appropriated per CGS 10-222a (07/01/16 – 06/30/17)	<u>\$140,591.94</u>
Net appropriation request (07/01/16 – 06/30/17)	\$0.00

This request for appropriation complies with the Fund Accounting Procedure agreed to in 2001 by the Board of Education and the Board of Finance.

**WESTPORT PUBLIC SCHOOLS
RENTALS & REIMBURSEMENTS
as of June 30, 2017**

	<u>Revenues Received</u>	<u>Expenditure Detail</u>	<u>Expenditures as of 06/30/17</u>	<u>Balance to Town</u>
Account 852				
Outside Activities & School Use	\$ 140,591.94			
Payroll				
BOE staff		\$ 41,271.61		
FICA/Medicare		\$ 3,020.11		
		<u>\$ 44,291.72</u>	\$ 44,291.72	\$ -
Payments to Vendors			\$ 96,300.22	
TOTAL	<u>\$ 140,591.94</u>		<u>\$ 140,591.94</u>	<u>\$ -</u>

Revenue & Expense Detail

Revenues

Camp Gan Israel	\$ 73,668.52
Westport Academy of Dance	\$ 16,634.77
Westport Young Women's League	\$ 15,421.47
Congregation for Humanistic Judaism	\$ 6,347.88
All Other (Under \$5,000)	\$ 28,519.30
	<u>\$ 140,591.94</u>

Expenditures

Payroll (including FICA/Med)	\$ 44,291.72
Electricity	\$ 83,102.06
Refund to Camp Gan Israel (sec. deposit)	\$ 10,000.00
Fingerprinting	\$ 3,198.16
Misc. reimbursements	\$ -
	<u>\$ 140,591.94</u>

2017-2018 Board of Education Calendar - DRAFT

August 28, 2017

- Update on Summer Maintenance Projects
- Update on Coleytown Middle School Mold Remediation
- 2016-2017 End of Year Financial Report
- Transfer of Funds to BOE Carryover Account
- Calendar of 2017-2018 BOE agenda items
- Superintendent's Update for Start of 2017-2018 School Year

September 11, 2017

NOTE: Strategic Planning Meeting 5:00-7:00 p.m. (All Board Members Invited to Attend)

- Recognition/Reception: 2017 Westport Teacher of the Year **7:00 p.m.**
- HR: Approval of Tentative Agreement with a Bargaining Group
- Teacher Evaluation Plan Approval for 2017-2018
- Update on Innovation Fund
- Health and Medical Insurance Revenues and Expenses, FY 2017 EOY Report
- Health and Medical Insurance Revenues and Expenses, FY 2018 as of July 31, 2017
- Review of Proposed Board Policies

September 25, 2017

- Staffing Report
- Review of Proposed Strategic Plan
- Revised Homework Guidelines
- Review/Approval of Proposed Board Policies

October 9, 2017

- Results of Standardized Testing
- BOE Vote on Strategic Plan
- Review/Approval of Proposed Board Policies
- Update on Teaching and Learning (topic to be provided one month in advance)

October 23, 2017

EXECUTIVE SESSION: Formative Evaluation of Superintendent

- Approval of FY 2019 Budget Preparation Calendar
- Board of Education Establishment of FY 2019 Budget Guidelines: Goals and Priorities
- Health and Medical Insurance Revenues and Expenses; Projected Year-End Balance in Health Reserve Account
- Quarterly Financial Report: July 1, 2017 - September 30, 2017
- School Resource Officer Discussion
- Review/Approval of Proposed Board Policies
- Update on Teaching and Learning (topic to be provided one month in advance)

August 28, 2017

November 13, 2017

- NESDEC Ten Year Enrollment Projections
- FY 2019 Budget Cost Drivers and Budget Assumptions (Preliminary)
- Review/Approval of Proposed Board Policies
- Update on Teaching and Learning (topic to be provided one month in advance)

November 20, 2017

- Board Self-Review

November 27, 2017

EXECUTIVE SESSION: Election of Officers of the Board of Education

- Election of Officers of the Board of Education (with executive session)
- Proposed Course Additions, Deletions, Modifications, 6-12
- Health and Medical Insurance Revenues and Expenses; Projected Year-End Balance in Health Reserve Account
- Review/Approval of Proposed Board Policies
- Update on Teaching and Learning (topic to be provided one month in advance)

December 4, 2017

- 2018-2019 Preliminary Budget Discussions with Board of Finance, RTM Education and Finance Committee Chairs
- Review/Approval of Proposed Board Policies
- Proposed Administrative Structure for 2018-2019
- Discussion of Westport Center of Global Social Entrepreneurship
- Proposed Graduation Requirements Policy Update

December 18, 2017

- Vote on Proposed Graduation Requirement Policy Update
- Review/Approval of Proposed Board Policies
- Update on Teaching and Learning (topic to be provided one month in advance)

January 2, 2018

- Executive Summary: Proposed 2018-2019 Budget of the Superintendent of Schools
- Discussion of Capital Projects in Rank Order Priority
- Health and Medical Insurance Revenues and Expenses; Projected Year-End Balance in Health Reserve Account

January 5, 2018

- Discussion: 2018-2019 Proposed Budget of the Superintendent of Schools
(This is planned as an “all-day” work session to review the proposed budget)

August 28, 2017

January 8, 2018

- FY 2018 and FY 2019 Review with Insurance Consultant *Lockton Companies, LLC*
- 2018-2019 Proposed Budget of the Superintendent of Schools
- Review/Approval of Proposed Board Policies
- Update on Teaching and Learning (topic to be provided one month in advance)

January 16, 2018

- 2018-2019 Proposed Budget of the Superintendent of Schools

January 22, 2018

- 2018-2019 Proposed Budget of the Superintendent of Schools
- Review/Approval of Proposed Board Policies
- Update on Teaching and Learning (topic to be provided one month in advance)

January 29, 2018

- 2018-2019 Proposed Budget of the Superintendent of Schools

February 12, 2018

- 2018-2019 Proposed Budget of the Board of Education
- Review/Approval of Proposed Board Policies
- Update on Teaching and Learning (topic to be provided one month in advance)

February 26, 2018

- Student and Faculty Calendar: 2019-2020 School Year
- Health and Medical Insurance Revenues and Expenses; Projected Year-End Balance in Health Reserve Account
- Quarterly Financial Report: July 1, 2017 - December 31, 2017
- Review/Approval of Proposed Board Policies
- Update on Teaching and Learning (topic to be provided one month in advance)

March 12, 2018

EXECUTIVE SESSION: Formative Evaluation of Superintendent

- Review/Approval of Proposed Board Policies
- Update on Teaching and Learning (topic to be provided one month in advance)

March 26, 2018

- Review/Approval of Proposed Board Policies
- Update on Teaching and Learning (topic to be provided one month in advance)

April 2, 2018

- Review/Approval of Proposed Board Policies
- Update on Teaching and Learning (topic to be provided one month in advance)

August 28, 2017

April 23, 2018

- Non-Renewal of Certified Teaching Staff
- Review with Insurance Consultant *Lockton Companies, LLC*, of Status of Current Medical Claims, FY 2019 Projections, Stop Loss Insurance, Impact of High Claims
- Quarterly Financial Report: July 1, 2017 - March 31, 2018
- Review/Approval of Proposed Board Policies
- Update on Teaching and Learning (topic to be provided one month in advance)

May 4, 2018 (*This date is not on BOE calendar*)

- Board of Education and Members of the Public: “Brown Bag” Daytime Meeting, 12:00 p.m.

May 7, 2018

- Adaption: 2018-2019 Budget of the Board of Education
- Discussion of 2019-2020 School Year Student and Faculty Calendar
- Health and Medical Insurance Projected Revenues and Expenses and Projected Year End Balance in Health Reserve: 2017-2018 and 2018-2019 Fiscal Years
- Review/Approval of Proposed Board Policies
- Update on Teaching and Learning (topic to be provided one month in advance)

May 21, 2018

- Adoption: 2018-2019 Budget of the Board of Education
- 2018-2019 Goals of the Board of Education
- Approval: Non-Union Personnel Compensation
- Approval: 2018-2019 Healthy Food Certification
- Review/Approval of Proposed Board Policies
- Update on Teaching and Learning (topic to be provided one month in advance)

June 4, 2018

EXECUTIVE SESSION: Summative Evaluation of Superintendent

- 2018-2019 Goals of the Board of Education
- Review/Approval of Proposed Board Policies
- Update on Teaching and Learning (topic to be provided one month in advance)

June 11, 2018

- Recognition of Retirees
- Health and Medical Insurance Revenues and Expenses; Projected Year-End Balance in Health Reserve Account
- Tuition Rates for 2018-2019 School Year
- Approval: Annual Authorization to Sign Contracts
- Review/Approval of Proposed Board Policies
- Update on Teaching and Learning (topic to be provided one month in advance)
- Vote on Contract of the Superintendent of Schools

August 28, 2017

Potential Reports/Updates:

- Strategic Planning / BOE Goals (multiple updates/reports)
- School Schedules
- Guiding Principles - Learning Always: Personalized Learning
- Guiding Principles - Learning Always: Professional Development Report/Presentation (including Teachers College Reading and Writing Project, Impact of Instructional Coaching)
- Guiding Principles - Emotionally and Socially Aware: School Climate/ Social Emotional Learning (RULER Update)
- Guiding Principles - Learning Always: Update on NGSS Implementation
- Guiding Principles - Learning Always: Update on New Child Development Course and Preschool/Daycare Program
- Learning Walks in our Schools
- Transportation: Bus Safety

August 28, 2017