

**GROTON BOARD OF EDUCATION
REGULAR MEETING
TUESDAY, MAY 28, 2019 @ 6:00 P.M.
FITCH HIGH SCHOOL, BAND ROOM**

Mission Statement: Our mission is teaching and learning.

Board Goals: (1) Provide Dynamic Rigorous Curriculum, (2) Ensure Effective and Engaging Instruction,
(3) Embrace Excellent Learning Environment

AGENDA

I. CALL TO ORDER

- A. Pledge of Allegiance
- B. Recognition and Participation of Visitors and Delegations
 - Grand Prize Winner for the CHET Dream Big! Competition
 - Poet Laureate Recognition
 - CABA Student Leadership Awards
 - Friends of Education & Support Personnel Recognition
 - Teacher of the Year Recognition
- C. Comments from Citizens re: Agenda Items and Other Subjects of Concern That Lie Within the Jurisdiction of the Board of Education - This is the portion of the agenda where the Board welcomes comments from citizens. Each presentation should be limited to five minutes or less, and citizens should, if possible, submit written comments. Presentations should be related to matters pertinent to Groton. Board members will only ask questions in order to clarify the speaker's presentation and cannot respond during the Comments from Citizens' portion of the Board meeting. Citizens should make their presentations from the podium and state their names and addresses for the record.

II. RESPONSE TO COMMENTS FROM CITIZEN

III. STUDENT REPRESENTATIVE REPORT

IV. SUPERINTENDENT AND ADMINISTRATION REPORTS

- A. Superintendent Report
- B. Reports and Information from the Staff
 - 1. Assistant Superintendent
 - 2. Business Manager Report
 - Object Code Summary (Attachment #1)
 - Health Insurance Report (Attachment #2)
 - 3. Director of Buildings and Grounds
 - Groton 2020

V. COMMITTEE REPORTS

- | | |
|-----------------------|------------------------|
| A. Policy | D. Other: |
| B. Curriculum | - Negotiations |
| C. Finance/Facilities | - LEARN |
| | - BoE/TCC/RTM Liaison |
| | - BoE/AGSA/GEA Liaison |
| | - Trails Liaison |
| | - Groton Scholarship |

VI. ACTION ITEMS

- A. Consent Agenda – all matters listed under the Consent Agenda are considered to be routine and will be enacted by one motion. Points of clarification will be allowed.
1. Approval of the Regular Meeting minutes of April 22, 2019 (Attachment #3)
 2. Approval of Gifts
 - The Bowling to Schools Grant Program has awarded through The Kids Bowl Free Summer Bowling program a \$1,000.00 grant to Catherine Kolnaski Magnet School.
- B. Old Business
- C. New Business
1. Discussion and possible action regarding a first reading of policy P 3542.43 Food Service Charging. (Attachment #4)

MOTION: To approve as a first reading policy P 3542.43 Food Service Charging.
 2. Discussion and possible action regarding a first reading of policy P 6141 Curriculum Design/Development. (Attachment #5)

MOTION: To approve as a first reading policy P 6141 Curriculum Design/Development.
 3. Discussion and possible action regarding a first reading of policy P 6161 Equipment/Books/Materials: Provision/Selection. (Attachment #6)

MOTION: To approve as a first reading policy P 6161 Equipment/Books/Materials: Provision/Selection.
 4. Discussion and possible action regarding proposed FHS Summer School Rates.

MOTION: To approve the proposed FHS Summer School Rates.

5. Discussion and possible action regarding retention of current procedure for payment of IB/AP tests for FY 20.

MOTION: To maintain the current payment procedure of IB/AP Tests for FY 20.

6. Discussion and possible action regarding the .5 FTE American Sign Language (ASL) teacher.

MOTION: To approve of the .5 FTE American Sign Language (ASL) teacher.

7. Discussion and possible action regarding setting the 2018-2019 graduation date as June 21, 2019.

MOTION: To approve the 2018-2019 graduation date as June 21, 2019.

VII. INFORMATION AND PROPOSALS (Non-Action Items)

- A. Letters, communications, and comments by Board members on meeting items and any other items in their jurisdiction.

VIII. ADVANCE PLANNING

- A. Future Meeting Dates and Calendar Items for Board Attention

June 3, 2019	Policy	C.O., Rm. 5	5:00 p.m.
June 10, 2019	COW	C.O., Rm. 11	6:00 p.m.
June 13, 2019	Negotiations	C.O., Rm. 5	5:00 p.m.
June 17, 2019	Curriculum Committee	C.O., Rm. 5	5:00 p.m.
June 17, 2019	COW	C.O., Rm. 11	6:00 p.m.
June 19, 2019	Negotiations	C.O., Rm. 5	5:00 p.m.
June 20, 2019	Groton Scholarship	FHS	5:00 p.m.
June 24, 2019	BoE Meeting	THA, CR 1	6:00 p.m.

MEETING DATES WITH TOWN BODIES

June 5, 2019	TCC/RTM/BoE Liaison	C.O., Rm. 11	5:30 p.m.
June 6, 2019	PSBC	THA, CR 2	6:00 p.m.
June 20, 2019	PSBC	THA, CR 2	6:00 p.m.

- B. Suggested Agenda Items

IX. ADJOURNMENT

Groton Public Schools

Date prep:		FY19 Budget Summary Review							
6/22/19 10:30 AM									
Account	Object #s	FY19 Budget 2018-2019	Expenditures	Encumbered	FY19 Actual Total	Remaining Balance	%	FY19 Estimate 05/21/2019	Under/(Over)
Salaries									
1 Administrators	105-108	4,178,984	3,711,237	481,860	4,193,097	(14,113)	(0.3%)	4,224,846	(45,862)
2 Teachers	101-104,109,123-127	34,212,338	24,826,267	8,803,293	33,629,560	582,778	1.7%	33,919,041	293,297
3 Non-Cert Aides	110-111,130-131,136,139	3,349,488	2,669,081	0	2,669,081	680,407	20.3%	3,280,354	69,134
4 Substitute - Cert & Non-Cert	120-121	944,000	720,416	0	720,416	223,584	23.7%	956,791	(12,791)
5 Clerical	112-114,132-134,144	1,818,156	1,588,182	144,429	1,732,611	85,545	4.7%	1,859,386	(41,230)
6 Custodial/Maintenance/Techs	117-118,129,137-138,147-148	3,404,842	2,887,212	43,202	2,930,414	474,428	13.9%	3,412,177	(7,335)
7 Campus Security/Supervision	128	88,287	125,075	0	125,075	(36,788)	(41.7%)	135,224	(46,937)
8 Total Salaries	100	47,996,095	36,527,470	9,472,784	46,000,255	1,995,840	4.2%	47,787,819	208,276
Benefits									
9 Health Insurance	201-202	9,195,553	8,640,953	143	8,641,096	554,457	6.0%	9,195,553	0
10 Workers Comp & Town Pension	211,213	969,595	969,529	0	969,529	66	0.0%	969,529	66
11 Social Security & Medicare	212,214	1,380,226	1,159,305	0	1,159,305	220,921	16.0%	1,386,747	(6,521)
12 Other Benefits	222-227	233,678	151,789	2,000	153,789	79,889	34.2%	214,346	19,332
13 Total Benefits	200	11,779,052	10,921,577	2,143	10,923,720	855,332	7.3%	11,766,176	12,876
Purchased Services									
14 Instructional Services	321-324	138,991	123,458	8,320	131,778	7,213	5.2%	156,407	(17,417)
15 Professional Services	331	193,839	148,952	41,286	190,238	3,601	1.9%	253,837	(59,998)
16 Other Prof Services	332	584,400	330,638	134,299	464,937	119,463	20.4%	589,160	(4,760)
17 OT & PT Services	333	631,500	110,339	459,877	570,216	61,284	9.7%	626,090	5,410
18 Legal	334	85,000	56,041	6,500	62,541	22,459	26.4%	83,366	1,634
19 Athletic Officials & Other Athletic Serv	341-342	70,331	67,094	0	67,094	3,237	4.6%	71,129	(797)
20 Computer Network Services	343	105,447	79,885	9,390	89,275	16,172	15.3%	93,275	12,172
21 Total Purchased Services	300	1,809,508	916,407	659,671	1,576,078	233,430	12.9%	1,873,265	(63,756)
Property Services									
22 Water & Sewer	410-411	88,880	75,237	10,993	86,229	2,651	3.0%	93,233	(4,353)
23 Trash & Snow Removal	421-422	182,310	70,638	15,656	86,294	96,016	52.7%	177,362	4,948
24 Repair/Maintenance	430-435,490-491,499	473,914	404,880	51,102	455,982	17,932	3.8%	493,904	(19,990)
25 Rental	441	69,997	74,872	7,972	82,843	(12,846)	(18.4%)	82,843	(12,846)
26 Total Property Services	400	815,101	625,626	85,722	711,348	103,753	12.7%	847,342	(32,241)
Transportation, Insurance, Communications, Tuition									
27 Transportation: Schools	510-513	4,727,227	3,632,774	0	3,632,774	1,094,453	23.2%	4,679,938	47,289
28 Transportation: Student Activities	587-596	140,869	105,982	21,545	127,526	13,343	9.5%	142,842	(1,972)
29 Transportation: Staff	580-584	97,369	62,592	0	62,592	34,777	35.7%	97,182	187
30 Insurance	522,525	284,052	282,757	0	282,757	1,295	0.5%	282,757	1,295
31 Communications	530-552	96,408	98,918	13,017	111,934	(15,526)	(16.1%)	122,928	(26,519)
32 Tuition: Special Education	561-563,568	4,355,000	2,992,487	1,292,893	4,285,380	69,620	1.6%	4,250,380	104,620
33 Tuition: Other	564-567	1,480,575	1,228,101	0	1,228,101	252,474	17.1%	1,228,101	252,474
34 Total Trans, Ins, Comm, Tuition	500	11,181,500	8,403,611	1,327,455	9,731,065	1,450,435	13.0%	10,804,127	377,373
Supplies									
35 Instructional Supplies	601-609,613-619,622-623,628	399,286	259,994	47,663	307,657	91,629	22.9%	469,841	(70,555)
36 Computer Supplies	610-612	403,827	520,852	8,544	529,396	(125,570)	(31.1%)	541,017	(137,191)
37 Electricity & Heating	631-633	1,241,140	1,153,340	90,240	1,243,580	(2,440)	(0.2%)	1,326,676	(85,536)
38 Transportation Supplies	634,656	277,204	245,477	2,354	247,831	29,373	10.6%	302,226	(25,022)
39 Textbooks & Library Books	640-642,645,647	73,715	30,641	11,015	41,656	32,058	43.5%	57,919	15,795
40 Facility/Maintenance Supplies	650,652-655,657,659	353,424	286,745	11,770	298,515	54,909	15.5%	371,704	(18,280)
41 Other Supplies (staff dev., etc.)	621,624-627,650	71,892	34,571	6,955	41,526	30,366	42.2%	58,245	13,647
42 Total Supplies	600	2,820,486	2,531,620	178,541	2,710,161	110,326	3.9%	3,127,628	(307,142)
Equipment									
43 Instructional Equipment	730,735	19,835	10,901	184	11,085	8,749	44.1%	22,757	(2,922)
44 Non-Instructional Equip	731,736	24,348	12,447	0	12,447	11,901	48.9%	12,447	11,901
45 Total Equipment	700	44,183	23,348	184	23,532	20,651	46.7%	35,204	8,978
46 Total Dues & Fees	800	39,996	57,874	0	57,874	(17,878)	(44.7%)	60,783	(20,787)
47 GRAND TOTAL		76,485,922	60,007,534	11,726,500	71,734,034	4,751,888	6.2%	76,302,344	183,578

Groton Public Schools

Date prep: 5/22/19 10:30 AM									
FY19 Budget Summary Review									
Account	Object #s	FY19 Budget 2018-2019	Expenditures	Encumbered	FY19 Actual Total	Remaining Balance	%	FY19 Estimate 05/21/2019	Under/(Over)
Salaries									
Administrators									
48 Admin	105	997,382	871,682	115,102	986,784	10,598	1.1%	1,001,124	(3,742)
49 Principals	106	1,364,331	1,232,636	157,073	1,389,709	(25,378)	(1.9%)	1,407,118	(42,787)
50 Asst. Principals	107	1,696,331	1,499,934	195,731	1,695,664	667	0.0%	1,695,664	667
51 Dean	108	120,940	106,985	13,955	120,940	0	0.0%	120,940	-
52		<u>4,178,984</u>	<u>3,711,237</u>	<u>481,860</u>	<u>4,193,097</u>	<u>(14,113)</u>	<u>(0.3%)</u>	<u>4,224,846</u>	<u>(45,862)</u>
Teachers									
53 Classroom Teachers	101	24,240,539	17,636,427	6,449,786	24,086,212	154,327	0.6%	24,103,153	137,386
54 Sp.Ed Certified	102	7,346,040	5,235,664	1,914,536	7,150,200	195,840	2.7%	7,144,587	201,453
55 Media Specialist	103	708,113	505,875	186,580	692,455	15,658	2.2%	692,978	15,135
56 Guidance	104	1,000,974	719,020	249,223	968,243	32,731	3.3%	984,382	16,592
57 Athletic Director	109	11,769	9,053	3,169	12,222	(453)	(3.8%)	12,222	(453)
58 Summer School	123	4,672	703	0	703	3,969	84.9%	703	3,969
59 Adult Ed	124	37,121	33,380	0	33,380	3,741	10.1%	37,121	-
60 Tutors	125	462,147	470,924	0	470,924	(8,777)	(1.9%)	544,529	(82,382)
61 Coach Stipends	126	328,971	203,748	0	203,748	125,223	38.1%	327,375	1,596
62 Other Student Activities	127	71,992	11,474	0	11,474	60,518	84.1%	71,992	-
63		<u>34,212,338</u>	<u>24,826,267</u>	<u>8,803,293</u>	<u>33,629,560</u>	<u>582,778</u>	<u>1.7%</u>	<u>33,919,041</u>	<u>293,297</u>
Non-Cert Aides									
64 Reg.Ed Teacher Aides - Kindergarten	110 & 130	450,640	295,315	0	295,315	155,325	34.5%	375,899	74,741
65 Sp.Ed Aides - Para I	111	870,759	842,451	0	842,451	28,308	3.3%	969,325	(98,566)
66 Sp.Ed Aides - Para II	131	1,706,809	1,143,364	0	1,143,364	563,445	33.0%	1,486,037	220,772
67 School Bus Aides	136	321,280	382,751	0	382,751	(61,471)	(19.1%)	443,893	(122,613)
68 Other Aides	139	0	5,200	0	5,200	(5,200)		5,200	(5,200)
69		<u>3,349,488</u>	<u>2,669,081</u>	<u>0</u>	<u>2,669,081</u>	<u>680,407</u>	<u>20.3%</u>	<u>3,280,354</u>	<u>69,134</u>
Substitute									
70 Substitute Sp.Ed Certified	121	80,000	81,202	0	81,202	(1,202)	(1.5%)	85,151	(5,151)
71 Substitute Reg.Ed Certified	120	864,000	639,215	0	639,215	224,785	26.0%	871,640	(7,640)
72		<u>944,000</u>	<u>720,416</u>	<u>0</u>	<u>720,416</u>	<u>223,584</u>	<u>23.7%</u>	<u>956,791</u>	<u>(12,791)</u>
Clerical									
73 Clerical	112/113/114/132/133/134/143/144	1,818,156	1,588,182	144,429	1,732,611	85,545	4.7%	1,859,386	(41,230)
Custodial/Maintenance/Techs									
74 Custodial	117 & 137	1,856,393	1,570,773	8,444	1,579,217	277,176	14.9%	1,844,971	11,422
75 Maintenance	118 & 138	790,635	655,200	8,562	663,762	126,873	16.0%	769,327	21,308
76 Technicians	129 & 149	654,514	592,071	26,196	618,267	36,247	5.5%	698,579	(44,065)
77 Custodial Overtime	147	84,600	56,645	0	56,645	27,955	33.0%	78,100	6,500
78 Maintenance Overtime	148	18,700	12,522	0	12,522	6,178	33.0%	21,200	(2,500)
79		<u>3,404,842</u>	<u>2,887,212</u>	<u>43,202</u>	<u>2,930,414</u>	<u>474,428</u>	<u>13.9%</u>	<u>3,412,177</u>	<u>(7,335)</u>
Security									
80 Security/Supervision	128	88,287	125,075	0	125,075	(36,788)	(41.7%)	135,224	(46,937)
81 Total Salaries		<u>47,996,095</u>	<u>36,527,470</u>	<u>9,472,784</u>	<u>46,000,255</u>	<u>1,995,840</u>	<u>4.2%</u>	<u>47,787,819</u>	<u>208,276</u>
Benefits									
Health Insurance									
82 Group Ins. Prof	201	6,998,481	7,212,343	143	7,212,486	(214,005)	(3.1%)	7,007,859	(9,378)
83 Group Ins. Other	202	2,197,072	1,428,610	0	1,428,610	768,462	35.0%	2,187,695	9,378
84		<u>9,195,553</u>	<u>8,640,953</u>	<u>143</u>	<u>8,641,096</u>	<u>554,457</u>	<u>6.0%</u>	<u>9,195,553</u>	<u>0</u>
Workers Comp & Town Pension									
85 Worker's Compensation	211	619,995	619,929	0	619,929	66	0.0%	619,929	66
86 Town Pension	213	349,600	349,600	0	349,600	0	0.0%	349,600	-
87		<u>969,595</u>	<u>969,529</u>	<u>0</u>	<u>969,529</u>	<u>66</u>	<u>0.0%</u>	<u>969,529</u>	<u>66</u>
Social Security & Medicare									
88 Social Security	212	683,232	575,669	0	575,669	107,563	15.7%	693,354	(10,122)
89 Medicare	214	696,994	583,636	0	583,636	113,358	16.3%	693,393	3,601
90		<u>1,380,226</u>	<u>1,159,305</u>	<u>0</u>	<u>1,159,305</u>	<u>220,921</u>	<u>16.0%</u>	<u>1,386,747</u>	<u>(6,521)</u>
Other Employee Benefits									
91 Retirement Awards	222	76,678	39,846	0	39,846	36,832	48.0%	67,397	9,281
92 Unemployment	223	50,000	28,138	2,000	30,138	19,862	39.7%	39,449	10,551
93 Tuition Reimb Certified	224	106,000	82,305	0	82,305	23,695	22.4%	106,000	-
94 EAP	226	0	0	0	0	0		-	-
95 Mentor Stipend	227	1,000	1,500	0	1,500	(500)	(50.0%)	1,500	(500)
96		<u>233,678</u>	<u>151,789</u>	<u>2,000</u>	<u>153,789</u>	<u>79,889</u>	<u>34.2%</u>	<u>214,346</u>	<u>19,332</u>
97 Total Benefits		<u>11,779,052</u>	<u>10,921,577</u>	<u>2,143</u>	<u>10,923,720</u>	<u>855,332</u>	<u>7.3%</u>	<u>11,766,176</u>	<u>12,876</u>

Groton Public Schools

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Account	Object #s	FY19 Budget 2018-2019	Expenditures	Encumbered	FY19 Actual Total	Remaining Balance	%	FY19 Estimate 05/21/2019	Under/(Over)
Purchased Services									
Instructional Services									
98 Instructional Services	321 & 323	105,617	76,714	3,900	80,614	25,002	23.7%	100,142	5,475
99 Instruct Improvement Services	322 & 324	33,374	46,743	4,420	51,163	(17,789)	(53.3%)	56,265	(22,891)
100		138,991	123,458	8,320	131,778	7,213	5.2%	156,407	(17,417)
Professional Services									
101 Professional Services	331	193,839	148,952	41,286	190,238	3,601	1.9%	253,837	(59,998)
102 Other Professional Services	332	584,400	330,638	134,299	464,937	119,463	20.4%	589,160	(4,760)
103 OT & PT Services	333	631,500	110,339	459,877	570,216	61,284	9.7%	626,090	5,410
104 Legal Services	334	85,000	56,041	6,500	62,541	22,459	26.4%	83,366	1,634
105		1,494,739	645,970	641,961	1,287,931	206,808	13.8%	1,552,453	(57,714)
Athletic Officials & Other Athletic Services									
106 Athletic Officials	341	60,831	56,488	0	56,488	4,343	7.1%	60,523	309
107 Other Athletic Services	342	9,500	10,606	0	10,606	(1,106)	(11.6%)	10,606	(1,106)
108		70,331	67,094	0	67,094	3,237	4.6%	71,129	(797)
Computer Network Services									
109 Computer Network Services	343	105,447	79,885	9,390	89,275	16,172	15.3%	93,275	12,172
110 Total Purchased Services		1,809,508	916,407	659,671	1,576,078	233,430	12.9%	1,873,265	(63,756)
Property Services									
Water/Sewer									
111 Water	410	60,600	44,636	7,643	52,279	8,321	13.7%	57,724	2,876
112 Sewer	411	28,280	30,600	3,350	33,950	(5,670)	(20.0%)	35,509	(7,229)
113		88,880	75,237	10,993	86,229	2,651	3.0%	93,233	(4,353)
Trash & Snow Removal									
114 Trash Removal	421	90,900	70,296	15,656	85,952	4,948	5.4%	85,952	4,948
115 Snow Removal	422	91,410	343	0	343	91,067	99.6%	91,410	-
116		182,310	70,638	15,656	86,294	96,016	52.7%	177,362	4,948
Repair/Maintenance									
117 Equipment Repairs	430	145,824	114,606	150	114,756	31,068	21.3%	129,830	15,994
118 Grounds Repairs	431	76,300	176,444	16,910	193,354	(117,054)	(153.4%)	193,354	(117,054)
119 General Bldg Repairs	432	121,400	3,551	0	3,551	117,849	97.1%	26,400	95,000
120 Painting	433	5,300	0	0	0	5,300	100.0%	-	5,300
121 Heat & Plumbing	434	35,450	32,856	12,250	45,106	(9,656)	(27.2%)	45,106	(9,656)
122 Electrical	435	5,250	6,958	0	6,958	(1,708)	(32.5%)	6,958	(1,708)
123 Extermination Services	490	12,630	8,714	1,708	10,422	2,208	17.5%	10,422	2,208
124 Bldg Fire Protection	491	46,460	40,636	19,734	60,370	(13,910)	(29.9%)	60,370	(13,910)
125 Other Purch Services	499	25,300	21,115	350	21,465	3,835	15.2%	21,465	3,835
126		473,914	404,880	51,102	455,982	17,932	3.8%	493,904	(19,990)
Rental									
127 Rental	441	69,997	74,872	7,972	82,843	(12,846)	(18.4%)	82,843	(12,846)
128 Total Property Services		815,101	625,626	85,722	711,348	103,753	12.7%	847,342	(32,241)
Transportation, Insurance, Communications, Tuition									
Transportation: Schools									
129 Reg Ed Pupil Transportation	510 & 516	2,886,452	2,140,781	0	2,140,781	745,671	25.8%	2,832,963	53,489
130 Sp Ed - Trans - STA	511	962,151	852,669	0	852,669	109,482	11.4%	962,151	-
131 Sp Ed - Trans - Curtin	512	873,624	628,248	0	628,248	245,376	28.1%	873,624	-
132 Pupil Transp Reimbursement	513	5,000	11,076	0	11,076	(6,076)	(121.5%)	11,200	(6,200)
133		4,727,227	3,632,774	0	3,632,774	1,094,453	23.2%	4,679,938	47,289
Transportation: Other									
134 Transportation - Athletics	587	92,317	69,534	17,475	87,009	5,309	5.8%	97,130	(4,813)
135 Transportation - Field Trips	588	24,986	16,513	4,070	20,583	4,403	17.6%	23,547	1,439
136 Entry Fees - Athletics	591 & 592	14,401	9,215	0	9,215	5,186	36.0%	11,445	2,956
137 Admission Fees	595	9,165	10,720	0	10,720	(1,555)	(17.0%)	10,720	(1,555)
138 Misc Fees	590 & 596	0	0	0	0	0	-	-	-
139		140,869	105,982	21,545	127,526	13,343	9.5%	142,842	(1,972)
Transportation: Staff									
140 Travel - Education	580 & 581	11,050	7,771	0	7,771	3,279	29.7%	11,332	(282)
141 Travel - Admin	582 & 583	32,688	22,993	0	22,993	9,694	29.7%	30,172	2,516
142 Travel - Conferences	584	53,632	31,828	0	31,828	21,804	40.7%	55,678	(2,047)
143		97,369	62,592	0	62,592	34,777	35.7%	97,182	187
Liability & Accident Insurance									
144 Liability Insurance	522	266,600	267,347	0	267,347	(747)	(0.3%)	267,347	(747)
145 Accident Insurance	525	17,452	15,410	0	15,410	2,042	11.7%	15,410	2,042
146		284,052	282,757	0	282,757	1,295	0.5%	282,757	1,295

Groton Public Schools

Date prep: 5/22/19 10:30 AM FY19 Budget Summary Review									
Account	Object #s	FY19 Budget 2018-2019	Expenditures	Encumbered	FY19 Actual Total	Remaining Balance	%	FY19 Estimate 05/21/2019	Under/(Over)
Communications									
147 Telephone, Telephone Repairs	530	50,804	62,058	5,992	68,050	(17,246)	(33.9%)	73,218	(22,414)
148 Postage	531	37,567	23,636	0	23,636	13,931	37.1%	29,461	8,106
149 Advertisement	540	5,000	7,827	50	7,877	(2,877)	(57.5%)	7,877	(2,877)
150 Minority Recruitment	541	0	0	0	0	0		-	-
151 Printing Admin	550	38	4,972	3,471	8,443	(8,405)	(22415%)	8,443	(8,406)
152 School Publications	551 & 552	3,000	425	3,504	3,929	(929)	(31.0%)	3,929	(929)
153		96,408	98,918	13,017	111,934	(15,526)	(16.1%)	122,928	(26,519)
Tuition: Special Education									
154 Sp.Ed Vocational	561	404,751	393,471	53,204	446,675	(41,924)	(10.4%)	446,675	(41,924)
155 Sp.Ed BoE Placements	562	2,102,065	1,340,821	907,892	2,248,713	(146,648)	(7.0%)	2,213,712	(111,647)
156 Sp.Ed State Placements	563	597,694	449,513	145,320	594,834	2,860	0.5%	594,834	2,860
157 Sp.Ed Magnet Choice	568	1,250,490	808,681	186,477	995,158	255,332	20.4%	995,158	255,332
158		4,355,000	2,992,487	1,292,893	4,285,380	69,620	1.6%	4,250,380	104,620
Tuition: Other									
159 Adult Ed	564	210,000	207,000	0	207,000	3,000	1.4%	207,000	3,000
160 Magnet Tuition	566	1,100,000	932,402	0	932,402	167,598	15.2%	932,402	167,598
161 Vo Ag Reg Ed Tuition	567	170,575	88,699	0	88,699	81,876	48.0%	88,699	81,876
162		1,480,575	1,228,101	0	1,228,101	252,474	17.1%	1,228,101	252,474
163 Total Transportation, Insurance, Communication, Tuition		11,181,500	8,403,611	1,327,455	9,731,065	1,450,435	13.0%	10,804,127	377,373
Supplies									
Instructional Supplies									
164 General Classroom	601	48,723	27,551	17,308	44,860	3,863	7.9%	128,408	(79,686)
165 Science	602	33,343	15,567	3,454	19,022	14,321	43.0%	23,569	9,774
166 Arts & Crafts	603	17,813	17,207	845	18,052	(239)	(1.3%)	21,058	(3,245)
167 Phys. Ed	604	9,544	7,332	1,851	9,183	360	3.8%	9,183	360
168 Music	605	30,881	14,087	80	14,167	16,714	54.1%	14,167	16,714
169 Kindergarten	606	1,669	1,085	0	1,085	584	35.0%	1,629	40
170 Pupil Tests	607	59,916	49,913	7,454	57,367	2,549	4.3%	67,859	(7,943)
171 Tech. Ed	609	7,335	12,050	0	12,050	(4,715)	(64.3%)	12,050	(4,715)
172 Home Ec Supplies	613	12,750	11,379	0	11,379	1,371	10.8%	11,379	1,371
173 Sp.Ed Supplies	615	56,300	37,905	9,669	47,574	8,726	15.5%	56,300	-
174 Athletic Supplies	616	63,569	36,795	3,959	40,754	22,815	35.9%	58,748	4,821
175 Math Supplies	617	24,800	10,057	2,593	12,650	12,150	49.0%	22,846	1,954
176 Health Supplies	618	1,706	78	0	78	1,628	95.4%	494	1,213
177 Other Supplies	619	478	941	144	1,085	(607)	(127.1%)	1,085	(607)
178 Health Serv Pathogen	622	8,500	2,388	0	2,388	6,112	71.9%	7,888	612
179 School Library Supplies	623	3,566	4,436	164	4,600	(1,034)	(29.0%)	4,803	(1,236)
180 Food, Drink, Snacks	628	18,394	11,223	140	11,364	7,030	38.2%	28,376	(9,982)
181		399,286	259,994	47,663	307,657	91,629	22.9%	469,841	(70,555)
Computer Supplies									
182 Computer Supplies	610 & 611	81,669	82,449	4,258	86,708	(5,039)	(6.2%)	96,584	(14,915)
183 Software	612	322,158	438,403	4,286	442,688	(120,531)	(37.4%)	444,433	(122,276)
184		403,827	520,852	8,544	529,396	(125,570)	(31.1%)	541,017	(137,191)
Electricity & Heating									
185 Electricity	631	861,500	761,349	72,240	833,589	27,911	3.2%	885,456	(23,956)
186 Propane/Natural Gas	632	100,200	184,256	18,000	202,256	(102,056)	(101.9%)	212,289	(112,089)
187 Heating Oil	633	279,440	207,736	0	207,736	71,704	25.7%	228,931	50,509
188		1,241,140	1,153,340	90,240	1,243,580	(2,440)	(0.2%)	1,326,676	(85,536)
Transportation Supplies									
189 Diesel for School Buses	634	236,704	225,680	0	225,680	11,024	4.7%	261,726	(25,022)
190 Gas for Maintenance	656	40,500	19,797	2,354	22,151	18,349	45.3%	40,500	-
191		277,204	245,477	2,354	247,831	29,373	10.6%	302,226	(25,022)
Textbooks & Library Books									
192 Textbooks	640	49,443	19,166	7,874	27,040	22,403	45.3%	39,417	10,026
193 Workbooks	641	4,011	7,678	68	7,745	(3,735)	(93.1%)	8,364	(4,354)
194 Textbook Rebind	642	1,125	174	0	174	951	84.5%	174	951
195 Library Books	645	15,300	1,322	3,073	4,395	10,905	71.3%	7,097	8,203
196 Periodicals	647	3,836	2,301	0	2,301	1,535	40.0%	2,867	969
197		73,715	30,641	11,015	41,656	32,058	43.5%	57,919	15,795

Groton Public Schools

Date prep:		FY19 Budget Summary Review							
5/22/19 10:30 AM									
Account	Object #s	FY19 Budget 2018-2019	Expenditures	Encumbered	FY19 Actual Total	Remaining Balance	%	FY19 Estimate 05/21/2019	Under/(Over)
Facility/Maintenance Supplies									
198 Equipment Repair	650	26,560	22,639	293	22,932	3,628	13.7%	32,674	(6,114)
199 Grounds Supplies	651	20,200	16,761	2,241	19,001	1,199	5.9%	20,200	-
200 General Bldg Repair	652	70,296	38,945	2,634	41,579	28,717	40.9%	70,296	-
201 Painting	653	6,464	440	0	440	6,024	93.2%	440	6,024
202 Heat & Plumbing	654	24,240	50,856	647	51,503	(27,263)	(112.5%)	51,503	(27,263)
203 Electrical	655	64,640	26,437	940	27,378	37,262	57.6%	34,685	29,955
204 Safety Supplies	657 & 659	10,104	6,782	0	6,782	3,322	32.9%	11,063	(959)
205 Custodial Supplies	658	130,920	123,886	5,015	128,901	2,019	1.5%	150,843	(19,923)
206		353,424	286,745	11,770	298,515	54,909	15.5%	371,704	(18,280)
Other Supplies									
207 Sup Serv Guid Imp Ins	621	21,500	11,830	850	12,680	8,820	41.0%	17,384	4,116
208 Audio Visual	624 & 625	7,375	1,632	37	1,669	5,706	77.4%	1,669	5,706
209 General Admin Supplies	626	16,310	8,827	770	7,597	8,713	53.4%	12,545	3,765
210 School Admin Supplies	627	12,455	8,066	4,019	12,086	370	3.0%	14,596	(2,141)
211 Professional Materials	690	14,252	6,215	1,279	7,494	6,758	47.4%	12,051	2,201
212		71,892	34,571	6,955	41,526	30,366	42.2%	58,245	13,647
213 Total Supplies		2,820,486	2,531,620	178,541	2,710,161	110,326	3.9%	3,127,628	(307,142)
Equipment									
Instructional Equipment									
214 Replace Instr Equip	730	13,750	2,561	184	2,745	11,005	80.0%	11,600	2,151
215 Add Instr Equipment	735	6,085	8,340	0	8,340	(2,255)	(37.1%)	11,158	(5,073)
216		19,835	10,901	184	11,085	8,749	44.1%	22,757	(2,922)
Non-Instructional Equipment									
217 Replace Non-Instr Equipment	731	24,098	11,555	0	11,555	12,543	52.1%	11,555	12,543
218 Add Non-Instr Equipment	736	250	892	0	892	(642)	(256.8%)	892	(642)
219		24,348	12,447	0	12,447	11,901	48.9%	12,447	11,901
220 Total Equipment		44,183	23,348	184	23,532	20,651	46.7%	35,204	8,979
Dues - Fees									
Dues/Fees									
221 Dues BoE	810	0	0	0	0	0	-	-	-
222 General Admin Dues	811	16,100	20,768	0	20,768	(4,668)	(29.0%)	23,558	(7,458)
223 School Admin Dues	812	21,296	33,715	0	33,715	(12,419)	(58.3%)	33,834	(12,537)
224 Other Dues	819	2,600	3,391	0	3,391	(791)	(30.4%)	3,391	(791)
225 Total Dues/Fees		39,996	57,874	0	57,874	(17,878)	(44.7%)	60,783	(20,787)
226 Grand Total		76,485,922	60,007,534	11,726,500	71,734,034	4,751,888	6.2%	76,302,344	183,578

Groton Public Schools

FY19 Budget Review

Summary at Program Level III

		FY19 Budget			FY19 Total	Remaining		05/21/2019 FY19 Estimated	Increase
Function No.	Description	2018-2019	Expended 2018-2019	Encumbered 2018-2019	2018-2019	Balance	%	2018-2019	(Decrease)
Regular Instruction									
1101	FUNCTION-1101 ELEMENTARY	12,739,680	9,977,290	2,718,160	12,695,450	44,230	0.3%	12,880,065	(140,384)
1102	FUNCTION-1102 ART	620,846	483,038	139,356	622,394	(1,549)	(0.2%)	649,141	(28,296)
1104	FUNCTION-1104 LANGUAGE ARTS	2,674,275	1,898,613	546,175	2,444,789	229,486	8.6%	2,523,682	150,594
1105	FUNCTION-1105 WORLD LANGUAGES	1,085,669	927,716	253,947	1,181,663	(95,994)	(8.8%)	1,180,557	(94,888)
1106	FUNCTION-1106 CONSUMER SCIENCE	162,436	100,945	27,116	128,061	34,375	21.2%	164,382	(1,946)
1107	FUNCTION-1107 TECHNOLOGY EDUCATION	592,576	498,188	121,747	619,935	(27,359)	(4.6%)	620,785	(28,209)
1108	FUNCTION-1108 MATHEMATICS	2,438,214	1,689,932	495,794	2,185,726	252,488	10.4%	2,195,826	242,388
1109	FUNCTION-1109 MUSIC	737,518	524,287	146,555	670,843	66,675	9.0%	686,902	50,616
1110	FUNCTION-1110 PHYSICAL EDUCATION	780,099	775,835	215,029	990,864	(210,765)	(27.0%)	1,031,567	(251,468)
1111	FUNCTION-1111 SCIENCE	2,705,550	1,804,137	485,737	2,289,874	415,676	15.4%	2,408,489	297,061
1112	FUNCTION-1112 SOCIAL STUDIES	2,116,237	1,488,120	452,134	1,940,254	175,983	8.3%	2,133,035	(16,798)
1114	FUNCTION-1114 HEALTH EDUCATION	483,503	215,460	72,569	288,029	195,474	40.4%	281,669	201,834
1115	FUNCTION-1115 MAGNET SCHOOL SUPPORT	30,000	12,959	3,103	16,061	13,939	46.5%	30,000	-
1116	FUNCTION-1116 CO-OPERATIVE WORK EXPER	375	0	0	0	375	100.0%	-	375
1117	FUNCTION-1117 INTERN. BACCALAUREATE	524,546	392,077	115,426	507,503	17,043	3.2%	530,795	(6,249)
1119	FUNCTION-1119 UNCLASSIFIED	816,424	1,466,458	3,168	1,469,626	(653,202)	(80.0%)	800,770	15,654
1121	FUNCTION-1121 BUSINESS EDUCATION	305,559	229,075	59,877	288,952	16,607	5.4%	302,715	2,844
1124	FUNCTION-1124 HEALTH OCCUPATIONS	116,675	87,689	24,133	111,822	4,853	4.2%	116,491	184
1260	FUNCTION-1260 ENRICHMENT	39,046	14,999	0	14,999	24,047	61.6%	39,207	(161)
1270	FUNCTION-1270 REMEDIAL INSTRUCTION	2,523,927	2,007,784	616,022	2,623,807	(99,880)	(4.0%)	2,760,769	(236,842)
1412	FUNCTION-1412 SUMMER SCH HIGH SC CREDI	5,091	703	0	703	4,388	86.2%	703	4,388
2220	FUNCTION-2220 EDUCATIONAL MEDIA SERV	1,142,615	849,607	198,430	1,048,037	94,578	8.3%	1,152,015	(9,401)
Total Regular Instruction		32,640,860	25,444,913	6,694,478	32,139,391	501,469	1.5%	32,489,565	151,296
Special Instruction									
1205	FUNCTION-1205 PRESCHOOL 3-5	987,057	907,632	201,482	1,109,114	(122,057)	(12.4%)	1,044,199	(57,142)
1210	FUNCTION-1210 SPED Summer School	20,551	20,551	0	20,551	0	0.0%	20,551	-
1220	FUNCTION-1220 OTHER SPECIAL INSTRUCTIO	796,675	642,732	43,876	686,607	110,068	13.8%	874,208	(77,533)
1230	FUNCTION-1230 SPECIAL EDUCATION	8,346,058	6,216,059	1,106,481	7,322,541	1,023,517	12.3%	8,314,648	31,410
1250	FUNCTION-1250 BLIND	114,050	78,108	24,381	102,489	11,561	10.1%	114,960	(910)
1280	FUNCTION-1280 HEARING IMPAIRED	141,472	86,162	26,199	112,361	29,111	20.6%	140,601	871
Total Special Instruction		10,405,863	7,951,244	1,402,419	9,353,663	1,052,200	10.1%	10,509,166	(103,303)
Continuing Education									
1310	FUNCTION-1310 HIGH SCHOOL COMPLETION	77,161	53,674	1,723	55,397	21,764	28.2%	76,283	878
1320	FUNCTION-1320 ADULT EDUCATION	210,000	207,000	0	207,000	3,000	1.4%	207,000	3,000
Total Continuing Education		287,161	260,674	1,723	262,397	24,764	8.6%	283,283	3,878
Other Instructional Programs									
15**	STUDENT ACTIVITIES 6-12	748,412	500,099	31,408	531,507	216,904	29.0%	764,697	(16,285)
TOTAL INSTRUCTION		44,082,296	34,156,930	8,130,029	42,286,959	1,795,337	4.1%	44,046,710	35,586
Support Services - Pupils									
2101	FUNCTION-2101 SUPPORT SERVICES - SPED CC	849,892	702,751	68,880	771,630	78,262	9.2%	852,844	(2,952)
2110	FUNCTION-2110 SOCIAL WORK SERVICES	440,594	266,488	68,951	335,440	105,154	23.9%	411,420	29,174
2120	FUNCTION-2120 GUIDANCE SERVICES	1,561,491	1,164,235	251,697	1,415,932	145,559	9.3%	1,523,983	37,508
2130	FUNCTION-2130 HEALTH SERVICES	1,178,808	415,276	591,297	1,006,573	172,235	14.6%	1,177,054	1,754
2140	FUNCTION-2140 PSYCHOLOGICAL SERVICES	1,326,320	900,265	264,968	1,165,233	161,087	12.1%	1,301,112	25,208
2150	FUNCTION-2150 SPEECH & HEARING SERVICE	1,183,914	811,245	244,836	1,056,081	127,833	10.8%	1,121,841	62,073
Total Support Services - Pupils		6,541,019	4,260,261	1,490,628	5,750,889	790,130	12.1%	6,388,253	152,766
Support Services - Staff									
2201	FUNCTION-2201 SUPPORTING SERVICES - CO	90,799	72,578	6,942	79,521	11,279	12.4%	94,265	(3,466)
2210	FUNCTION-2210 IMPROVEMENT OF INSTRUCT	352,030	279,434	5,864	285,298	66,732	19.0%	325,054	26,976
Total Support Services - Staff		442,829	352,012	12,807	364,818	78,011	17.6%	419,319	23,510
General Support Services									
2311	FUNCTION-2311 BOARD OF EDUCATION SERV	4,700	2,200	0	2,200	2,500	53.2%	4,700	-
2312	FUNCTION-2312 SUPERINTENDENT OFFICE SE	1,571,988	1,275,886	105,060	1,380,945	191,043	12.2%	1,578,453	(6,465)
2313	FUNCTION-2313 BUSINESS OFFICE	835,143	768,325	95,774	864,100	(28,957)	(3.5%)	870,526	(35,383)
2410	FUNCTION-2410 SCHOOL ADMINISTRATION	4,011,259	3,664,001	328,569	3,992,570	18,688	0.5%	4,108,179	(96,920)
Total General Support Services		6,423,089	5,710,412	529,403	6,239,816	183,274	2.9%	6,561,857	(138,768)
Operational Services									
2510	FUNCTION-2510 OPERATION AND MAINTENAN	6,847,906	5,647,800	255,660	5,903,460	944,446	13.8%	6,961,365	(113,459)
2520	FUNCTION-2520 PUPIL TRANSPORTATION	5,463,820	4,401,907	13,137	4,415,044	1,048,776	19.2%	5,461,830	1,990
2540	FUNCTION-2540 COMPUTER SUPPORT SERVIC	1,455,639	1,301,114	55,147	1,356,261	99,378	6.8%	1,519,075	(63,436)
2560	FUNCTION-2560 HEALTH SERVICES STAFF	8,500	2,129	0	2,129	6,371	75.0%	4,129	4,371
Total Operational Services		13,775,865	11,907,802	323,944	12,231,746	1,544,119	11.2%	13,946,398	(170,534)
TOTAL SUPPORT SERVICES		27,182,802	22,230,487	2,356,782	24,587,269	2,595,533	9.5%	27,315,828	(133,026)
3710	FUNCTION 3710-NONPUBLIC SCHOOL	0	0	0	0	0	0.0%	115,000	(115,000)
4100	TUITION PAYMENTS	5,220,824	3,620,117	1,239,690	4,859,806	361,018	6.9%	4,824,806	396,018
GRAND TOTAL		76,485,922	60,007,534	11,726,500	71,734,034	4,751,888	6.2%	76,302,344	183,578
									0.24%

Cost vs Budget Dashboard - data through March 2019

BOE Groups Active & Retired

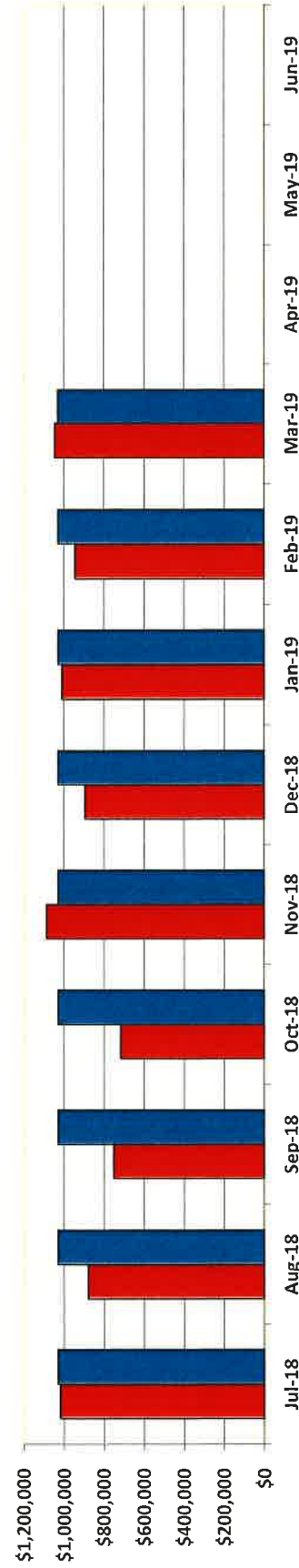
Self Insured - All Coverages
All Enrollees

Self Insured - All Coverages All Enrollees																		
Claim/Admin. Cost																		
Variance - Total																		
Net Medical Paid										Dental Paid		Total Net Paid		BOE Monthly		Cost vs BOE		Actual/Estimated BOE Budget
Date	Lives	Claims	Rx Paid	Claims	Claims	Claims	Claims	Claims	Claims	Total Fixed Costs	Total Cost	Budget*	Budget	Budget	BOE			
Jul-18	734	\$729,980	\$138,554		\$42,359	\$910,892	\$108,271	\$1,019,163	\$1,030,783							98.9%		
Aug-18	730	\$573,961	\$148,212		\$49,678	\$771,851	\$107,681	\$879,532	\$1,030,783							85.3%		
Sep-18	731	\$476,773	\$138,817		\$29,068	\$644,657	\$107,828	\$752,486	\$1,030,783							73.0%		
Oct-18	728	\$391,525	\$188,079		\$30,326	\$609,930	\$107,386	\$717,316	\$1,030,783							69.6%		
Nov-18	718	\$753,536	\$200,120		\$28,945	\$982,602	\$105,911	\$1,088,513	\$1,030,783							105.6%		
Dec-18	715	\$541,587	\$219,010		\$28,619	\$789,216	\$105,468	\$894,684	\$1,030,783							86.8%		
Jan-19	649	\$702,752	\$178,919		\$32,431	\$914,102	\$95,733	\$1,009,835	\$1,030,783							98.0%		
Feb-19	648	\$584,900	\$234,311		\$31,467	\$850,678	\$95,585	\$946,263	\$1,030,783							91.8%		
Mar-19	641	\$639,997	\$269,736		\$41,650	\$951,384	\$94,553	\$1,045,936	\$1,030,783							101.5%		
Apr-19						\$0	\$0	\$0										
May-19						\$0	\$0	\$0										
Jun-19						\$0	\$0	\$0										
YTD	6294	\$5,395,011	\$1,715,758		\$314,543	\$7,425,312	\$928,416	\$8,353,728	\$9,277,050							90.0%		

Budget vs. Actual Cost

Actual vs Budget

Actual Cost Budgeted Cost



BOE monthly budget based on amount provided by Laurie LePine at Graton on 5/4/18.

**GROTON PUBLIC SCHOOLS
GROTON, CONNECTICUT**

(*Attachments are available upon request from the Superintendent's Office.)

Regular Meeting

April 22, 2019

The regular meeting of the Groton Board of Education was held on April 22, 2019, in CR 1 of the Town Hall Annex.

1. CALL TO ORDER

The meeting was called to order by Mrs. Kim Watson, Board Chairperson, at 6:15 p.m.

The first order of business was the Pledge of Allegiance to the flag led by Daniel Gaiewski.

PRESENT

ABSENT

Mrs. Kim Shepardson Watson
Dr. Andrea Ackerman
Mrs. Katrina Fitzgerald
Mrs. Jane Giulini
Mrs. Gretchen Newsome
Mrs. Rosemary Robertson
Mrs. Rita Volkmann
Mrs. Lee White

Mr. Jay Weitlauf

Dr. Michael Graner, Superintendent of Schools
Ms. Susan Austin, Assistant Superintendent of Schools
Mr. Samuel Kilpatrick, Director of Buildings and Grounds
Mr. Ken Knight, Business Representative
Mr. Daniel Gaiewski, Student Representative

B. RECOGNITION AND PARTICIPATION AND DELEGATIONS

NONE

C. COMMENTS FROM CITIZENS

NONE

II. RESPONSE TO COMMENTS FROM CITIZENS

NONE

III. STUDENT REPRESENTATIVE REPORT

The Student Representatives reported:

- Class Council Update:
 - Seniors: Seniors should hand in their Senior Dues ASAP; they are \$25 and the form can be found outside the Main Office on the Senior Bulletin Board.
 - Juniors: Juniors are planning for Junior Prom.
 - Sophomores: Sophomores are hosting a Mother's Day Breakfast on Saturday, May 11, 2019, from 9:00 a.m. to 1:00 p.m. in Falcon Café. General Admission is \$5.00 and seniors and kids under 4 admission is \$2.00.
- Robotics:
 - The Fitch Aluminum Falcons (Team 2168) attended the New England district championship after winning 2 in and 1 out of district events in a row. They ranked 6/64 teams by winning qualifications matches. They were picked by the #1 seed team 125k and then picked 558 for our third robot. After going undefeated in quarters and semis, they lost the second match of 3 in finals, but ended up winning 2/3 and claiming the champion banner. Due to their 4 wins in a row, they had the most points in the district and, therefore, are now the #1 team in New England. They are now on their way to the world championship in Detroit this week.
- Amphora:
 - Amphora is hosting an Open Mic Night Friday, April 26, 2019, from 5:00p.m. to 8:00 p.m. in Falcon Café. Please see Mr. Giovinazzo if you are interested in participating.
- Unified Sports:
 - Unified Volleyball has just opened "Unified Coffee", a new school business that offers coffee, tea, or hot chocolate beverages for \$1.00 a cup. They are located in Coach Scala's Room, Room 2704 or Coach Noreika's Room, Room 1228.
- AP and IB Exams Schedule:
 - AP Exams will start on Monday, May 6, 2019 and will continue through Friday, May 17, 2019.
 - IB Exams will start on Friday, May 3, 2019 through Friday, May 24, 2019.
 - Good luck to all students on their exams.
 - A schedule of the exams is located on the Fitch High Guidance Suite.
- National Honors Society:
 - The National Honors Society induction ceremony for the 2019-2020 school year will take place on Wednesday, May 8, 2019, at 6:30 p.m. in the Fitch High School Auditorium.
- Fitch Music Department:
 - The Fitch High School Music Department will be having their 6th Annual Meals and Melodies Fundraiser on Friday, May 10, 2019, at 7:00 p.m., in the Fitch High School Cafeteria. Pre-Sale Tickets cost is \$10.00 for adults and \$5.00 for kids. At the door tickets cost is \$12.00 for adults and \$7.00 for kids.
 - The Fitch High Schools Pops Concert is on Wednesday, May 22, 2019, at 6:00 p.m., in the Fitch High School Auditorium.

III. STUDENT REPRESENTATIVE REPORT – cont.

- Falcon Theater:
 - Falcon Theater along with Spectrum will be hosting a lip sync battle fundraiser on Friday, May 3, 2019, at 6:00 p.m., in the Fitch High School Auditorium. Tickets are \$5.00 and can be purchased at the door.
 - Falcon Theater will be presenting their show “Into The Woods” on Thursday, May 23, 2019, Friday, May 24, 2019, and Saturday, May 25, 2019, at 7:00 p.m.; and on Sunday, May 26, 2019, at 1:00 p.m., in the Fitch High School Auditorium.
- End of the Year Activities:
 - Junior Prom will be Saturday, May 11, 2019, from 7:00 p.m. to 10:30 p.m. It will be at Fitch in the small gym. The theme is Black and White. Tickets are \$25.00 and will be sold during lunch waves from Monday April 29, 2019 until Friday, May 10, 2019.
 - The Senior Field Day trip to Holiday Hill in Cheshire, Connecticut will be on Thursday, May 23, 2019. Permission slips are attached to your Senior Handbook.
 - Senior Spirit Week will be from Tuesday, May 28, 2019 to Friday, May 31, 2019. The spirit days are as follows:
 - Tuesday: Future College/Career Day
 - Wednesday: Senior Citizen Day
 - Thursday: Throwback Thursday
 - Friday: Blackout Day
 - Senior Prom will be on Saturday, June 1, 2019, at the Mystic Marriott, from 6:00 p.m. to 10:00 p.m. Tickets are \$55.00 and are for sale during all lunch waves from Monday, May 13, 2019 to Wednesday, May 22, 2019.
- End of the Year Awards Night:
 - Thursday, May 23, 2019 – Underclassmen Awards Night – 6:30 p.m., in the Fitch High School Auditorium.
 - Thursday, May 30, 2019 – Honor Cord Night – 6:30 p.m., in the Fitch High School Auditorium.
 - Thursday, June 6, 2019 – Senior Scholarship Night – 6:30 p.m., in the Fitch High School Auditorium.
 - Monday, June 10, 2019 – Senior Athletic Awards Night – 6:30 p.m., in the Fitch High School Auditorium.

IV. SUPERINTENDENT AND ADMINISTRATION REPORTS

Dr. Graner noted the Groundbreaking Ceremony for the Groton Middle Schools on April 23, 2019, at 3:30 p.m.

Dr. Graner introduced Ms. Rosita Corum-Giles, School Nurse, and Carson Shook, Program Leader from Explorica, who gave an overview of a proposed field trip to Costa Rica April 9, 2020 to April 17, 2020 for students from CMS and WSM. **[ATTACHMENT #1]**

A. REPORTS AND INFORMATION FROM THE STAFF

1. Assistant Superintendent Report [ATTACHMENTS #1]

Ms. Austin noted:

- FHS has completed the Next Generation in Science and SAT; AP and IB testing is scheduled for next month; grades 3 through 8 testing will occur in April and May; elementary testing will begin in a week for grades 3 and 4 in the areas of Math/ELA and NGSS in Science for 5th graders.
- A Health Development Community Forum on drugs, alcohol and tobacco is scheduled for May 29, 2019 at Fitch High School, 5:30 p.m. to 7:30 p.m.

2. Business Office Report [ATTACHMENT #2, 3]

➤ **Object Code Summary**

Dr. Graner gave an overview of the Object Code Summary dated April 15, 2019 showing an unexpended balance of \$179,823.

➤ **Health Insurance Report**

Dr. Graner reviewed the Health Insurance report for the month of February.

3. Director of Buildings and Grounds Report

- Rick Norris and Jack Butkus gave an overview of status of each construction project. They noted that the project is on budget and schedule. They noted the groundbreaking ceremony on April 23, 2019. The elementary schools are still working on design. They gave an overview of the tank removal at WSM and relocation of the sewer line at CMS as well as the need for construction fences at each site.
- **Groton 2020:** Mr. Kilpatrick noted that a committee has been developed consisting of Ms. Austin, Mr. Colclough and himself to meet with the architect on the design, data, and security for the 2 elementary school. Environmental studies has been taking place at both sites for the needs to take place for the demolition of the each building.

IV. COMMITTEE REPORTS

1. Finance/Facilities Committee:

Mrs. Fitzgerald noted that the Finance/Facilities Committee met two weeks ago and discussed the Treehouse fee structure and had an update from Mr. Kilpatrick.

2. Policy Committee:

Mrs. White noted that the Policy Committee continues to meet. The next meeting will be May 6, 2019.

3. Curriculum Committee:

Dr. Ackerman noted that the Curriculum Committee met tonight and discussed the new process for recommending new courses for approval.

4. Negotiations Committee:

Mrs. Watson noted that the Negotiations Committee will meet on Wednesday regarding Paraprofessional contract. The Negotiations Committee will begin on the Administrators contract in August, 2019.

5. LEARN:
Mrs. Volkmann noted that LEARN met last week. She stated that Dr. Howley is retiring and she will be on the committee to select her replacement and the Business Manager. Mrs. Volkmann noted that Dr. Howley shared information regarding shared services between districts that she forwarded to the Superintendent.
6. Town & City Councils/RTM/Board Liaison Committee:
There was no report.
7. GEA/AGSA/BOE Liaison Committee:
There was no report. The next meeting will be in May.
8. Groton Scholarship:
Mrs. Newsome noted that the Groton Scholarship Committee is continuing to make final decisions.
9. Trails Liaison:
There was no report.

V. **ACTION ITEMS**

A. CONSENT CALENDAR

1. RESOLUTION ACCEPTING BOARD MINUTES

RESOLVED, that the regular meeting minutes of March 25, 2019 and the special meeting minutes of April 9, 2019, are hereby accepted and approved.

MOTION: Robertson, White: To approve the Consent Calendar.
PASSED - UNANIMOUSLY

A. Old Business

NONE

A. New Business

1. **MOTION:** Watson, Ackerman: To add a motion to approve of field trip to Costa Rica.
PASSED – UNANIMOUSLY

MOTION: Watson, Ackerman: To approved the proposed school field trip to Costa Rica in the school year 2020 during the April vacation, dates to be determined, to be hosted by Carson Shook and co-chaperoned by Rosita Corum-Giles, School Nurse at CMS.

PASSED - UNANIMOUSLY

A. New Business – cont.

2. Discussion and possible action regarding approval of the Healthy Food Certification Statement for the 2019-2020 school year.

MOTION: Robertson, White: To approve the Healthy Food Certification statement for the 2019-2020 school year and the approval to allow food exemptions.
PASSED - UNANIMOUSLY

3. Discussion and possible action regarding fuel tank removal at WSMS.

MOTION: White, Robertson: To approve the fuel tank removal and construction fencing at WSMS.

MOTION: Fitzgerald, Volkmann: To amend the motion to approve the fuel tank removal at WSMS.
PASSED - UNANIMOUSLY

4. Discussion and possible action regarding sewer movement at CMS.

MOTION: Volkmann, White: To approve the relocation of the sewer line at CMS.
YES – Watson, Ackerman Fitzgerald, Giulini, Robertson, Volkmann, White
ABSTAINED – Newsome
PASSED

Mrs. Newsome abstained because she did not want the relocation of the sewer line to interfere with Baseball.

5. Discussion and possible action regarding the Treehouse summer program rates.
[ATTACHMENT #4]

MOTION: Fitzgerald, Giulini: To approve the Treehouse summer program rates.

MOTION: Fitzgerald, Robertson: To amend the motion to approval of the Treehouse program rates effective July 1, 2019.
PASSED – UNANIMOUSLY

A. New Business – cont.

6. Discussion and possible action regarding the non-renewal of teaching contracts of non-tenured teachers.

MOTION: Newsome, White: To approve the recommendation of the Superintendent of Schools that, in accordance with the provisions of Connecticut General Statutes §10-151, the contracts of employment of the teachers listed below shall not be renewed upon the conclusion of the 2018-19 school year:

Iribeth Fernandez
Courtney Littlewood
PASSED – UNANIMOUSLY

7. Discussion and possible action regarding recognition of National Teacher Day and National Teacher Appreciation Week.

MOTION: Giulini, Ackerman: To recognize May 7, 2019 as National Teacher Day and May 5-11, 2019 as National Teacher Appreciation Week, and to direct the Superintendent of Schools to send a letter of appreciation to the teachers.
PASSED - UNANIMOUSLY

8. Discussion and possible action regarding recognition of National School Nurse Day and Week.

MOTION: Robertson, White: To recognize May 6, 2019 as National School Nurse Day and May 5-11, 2019 as National School Nurse Week, and to direct the Superintendent of Schools to send a letter of appreciation to the nurses.
PASSED - UNANIMOUSLY

A. LETTERS, COMMUNICATIONS, AND COMMENTS

1. Mrs. Robertson noted:
- That she attended the Public Hearing on the budget;
 - That she attended 3 GASP meetings;
 - That she attended a Summer Library meeting;
 - That she attended the Niantic Rotary Gala;
 - That she attended a Sound Community Service Board meeting;
 - That she attended a Sandy Hook Promise meeting.

A. LETTERS, COMMUNICATIONS, AND COMMENTS – cont.

2. Mrs. White noted:
 - a. That she attended the Public Hearing on the budget.
3. Mrs. Volkmann noted:
 - a. That she attended the Public Hearing on the budget;
 - b. That she received e-mails from parents regarding the hiring of a new Principal at NEA;
 - c. That she noted the ability to use absentee ballots regarding the May 6, 2019 referendum.
4. Mrs. Watson noted:
 - a. That she received the same e-mails as Mrs. Volkmann regarding the hiring of a new Principal at NEA;
 - b. She thanked Dr. Ackerman and Mr. Kilpatrick for attending the meeting on the CIP.
5. Mrs. Fitzgerald noted:
 - a. That she attended the Public Hearing on the budget;
 - b. That she attended the Finance/Facilities Committee meeting;
 - c. That she attended the Policy Committee meeting;
 - d. That she attended the Library Partnership.
6. Mrs. Giuliani noted:
 - a. That she attended the Curriculum Committee meeting;
 - b. That she attended the Policy Committee meeting.
7. Dr. Ackerman noted:
 - a. That she attended the Public Hearing on the budget;
 - b. That she attended the RTM meeting.
8. Mrs. Volkmann noted that Dr. Howley's Retirement Celebration will be held at Avery Point on June 20, 2019, from 5:00 p.m. to 7:00 p.m.

VII. ADVANCE PLANNING

A. Future Meeting Dates and Calendar Items

As noted in the agenda.

Dr. Graner noted that RTM Education Committee will meet on April 25, 2019 at the Senior Center, at 6:30 p.m.

Dr. Graner noted that the whole RTM Committee will meeting on May 8, 2019 at the Senior Center, at 7:30 p.m. to vote on the budget.

B. Suggested Agenda Items

NONE

VIII. ADJOURNMENT

MOTION: Ackerman, Robertson:

To adjourn at 7:48 p.m.

PASSED - UNANIMOUSLY

Groton Middle School April Break Trip 2020

Who: Open to 8th grade students

Led by: Rosita Corum-Giles and Carson Shook through travel group Explorica

Where: Costa Rica

When: April 9, 2020-April 17, 2020 (Tentative)

Current Cost (cost will vary depending on signup date and participation): \$2,191.00*
OR 10 monthly payments of \$214.10
After initial payment of \$50.00

Itinerary: (Key: Arts and Humanities Connection=AH STEM Connection= STEM)

Day	Activities	Magnet Connection
1- Hola San José	->Meet your tour director and check into your hotel	
2- San José → Arenal	->Coffee plantation tour ->Travel to Arenal	->AH and STEM
3- Arenal Landmarks	->Lake Arenal kayaking tour ->1968 Volcano View and Lava Trails -> Hot springs visit	->AH and STEM ->AH and STEM
4- Arenal→ Coastal Puntarenas	-> Optional Horseback Ride ->Travel to Puntarenas ->Crocodile Safari ->Free time at the beach	->AH ->STEM
5- Coastal Puntarenas	-> Volunteer at an animal rescue center ->Optional Surfing lesson	->STEM
6- Manuel Antonio Excursion	->Manuel Antonio National Park guided visit ->Local School Visit	-> STEM ->AH and STEM
7- Coastal Puntarena→ San José	->Canopy Zip line tour ->Travel to San José ->Optional Folklore evening	->AH
8- End Tour	-> Travel Home	

Link for more information: www.explorica.com/Shook-3464

Attachment #2

Groton Public Schools

Date prep:		FY19 Budget Summary Review								
4/15/19 9:15 AM										
		FY19 Budget			FY19 Actual	Remaining Balance	%	FY19 Estimate	Under/(Over)	
Account	Object #s	2018-2019	Expenditures	Encumbered	Total			04/11/2019		
Salaries										
1	Administrators	105,106,107,108	4,178,984	3,222,056	927,218	4,149,275	29,709	0.7%	4,231,427	(52,443)
2	Teachers	101-104,109,123-127	34,212,338	20,984,149	12,597,811	33,581,960	630,378	1.8%	33,933,722	278,616
3	Non-Cert Aides	110,111,119,129,130,131	3,349,488	2,159,639	0	2,159,639	1,189,849	35.5%	3,325,791	23,697
4	Substitute - Cert & Non-Cert	120,121	944,000	582,681	0	582,681	361,319	38.3%	956,601	(12,601)
5	Clerical	112-114,132-134,144	1,818,156	1,375,319	262,182	1,637,500	180,656	9.9%	1,871,666	(53,510)
6	Custodial/Maintenance/Techs	117,118,129,137,138,147,148	3,404,842	2,510,615	89,750	2,600,365	804,477	23.6%	3,413,110	(8,268)
7	Campus Security/Supervision	128	88,287	103,754	0	103,754	(15,467)	(17.5%)	125,224	(36,937)
8	Total Salaries	100	47,996,095	30,938,213	13,876,961	44,815,173	3,180,922	6.6%	47,857,541	138,554
Benefits										
9	Health Insurance	201-202	9,195,553	8,079,940	0	8,079,940	1,115,613	12.1%	9,195,553	0
10	Workers Comp & Town Pension	211,213	969,595	969,529	0	969,529	66	0.0%	969,529	66
11	Social Security & Medicare	212,214	1,380,226	994,720	0	994,720	385,506	27.9%	1,390,734	(10,508)
12	Other Benefits	222-227	233,678	131,714	0	131,714	101,964	43.6%	212,846	20,832
13	Total Benefits	200	11,779,052	10,175,903	0	10,175,903	1,603,149	13.6%	11,768,662	10,390
Purchased Services										
14	Instructional Services	321-324	138,991	118,081	6,928	125,009	13,982	10.1%	162,789	(23,798)
15	Professional Services	331	193,839	162,176	38,640	200,816	(6,976)	(3.6%)	242,808	(48,968)
16	Other Prof Services	332	584,400	285,113	137,177	422,290	162,110	27.7%	589,160	(4,760)
17	OT & PT Services	333	631,500	96,385	459,877	556,262	75,239	11.9%	626,090	5,410
18	Legal	334	85,000	38,987	0	38,987	46,013	54.1%	83,366	1,634
19	Athletic Officials & Other Athletic Serv	341-342	70,331	67,094	0	67,094	3,237	4.6%	72,556	(2,225)
20	Computer Network Services	343	105,447	72,805	14,085	86,890	18,557	17.6%	91,890	13,557
21	Total Purchased Services	300	1,809,508	840,640	656,707	1,497,347	312,161	17.3%	1,868,659	(59,150)
Property Services										
22	Water & Sewer	410 & 411	88,880	67,732	2,444	70,176	18,704	21.0%	96,985	(8,105)
23	Trash & Snow Removal	421 & 422	182,310	62,456	22,401	84,857	97,453	53.5%	176,120	6,190
24	Repair/Maintenance	430-435,490,491,499	473,914	365,462	36,872	402,333	71,580	15.1%	476,318	(2,404)
25	Rental	441	69,997	74,495	7,599	82,093	(12,096)	(17.3%)	82,093	(12,096)
26	Total Property Services	400	815,101	570,144	69,315	639,460	175,641	21.5%	831,516	(16,415)
Transportation, Insurance, Communications, Tuition										
27	Transportation: Schools	510-513	4,727,227	2,937,642	0	2,937,642	1,789,585	37.9%	4,679,938	47,289
28	Transportation: Student Activities	587-596	140,869	93,977	31,751	125,728	15,141	10.7%	146,271	(5,402)
29	Transportation: Staff	580-584	97,369	57,917	215	58,132	39,237	40.3%	89,689	7,700
30	Insurance	522-525	284,052	282,757	0	282,757	1,295	0.5%	282,757	1,295
31	Communications	530-552	96,408	93,728	4,186	97,914	(1,505)	(1.6%)	110,470	(14,061)
32	Tuition: Special Education	561-563,568	4,355,000	2,834,723	1,437,903	4,272,627	82,373	1.9%	4,272,627	82,373
33	Tuition: Other	564-567	1,480,575	1,228,101	0	1,228,101	252,474	17.1%	1,228,101	252,474
34	Total Trans, Ins, Comm, Tuition	500	11,181,500	7,528,845	1,474,055	9,002,900	2,178,600	19.5%	10,809,832	371,668
Supplies										
35	Instructional Supplies	601-608,613,619,622,623,628	399,286	239,420	35,383	274,803	124,483	31.2%	442,310	(43,024)
36	Computer Supplies	610-612	403,827	511,278	16,260	527,538	(123,712)	(30.6%)	545,370	(141,543)
37	Electricity & Heating	631-633	1,241,140	1,040,078	1,095	1,041,173	199,967	16.1%	1,316,676	(75,536)
38	Transportation Supplies	634 & 656	277,204	210,417	0	210,417	66,787	24.1%	302,226	(25,022)
39	Textbooks & Library Books	640-642,645,647	73,715	30,014	8,562	38,577	35,138	47.7%	61,630	12,085
40	Facility/Maintenance Supplies	650,652-655, 657 & 659	353,424	253,196	2,330	255,526	97,898	27.7%	349,477	3,947
41	Other Supplies (staff dev., etc.)	621, 624-627, 690	71,892	31,534	2,541	34,075	37,817	52.6%	53,376	18,515
42	Total Supplies	600	2,820,486	2,316,938	66,171	2,382,110	438,377	15.5%	3,071,065	(250,579)
Equipment										
43	Instructional Equipment	730 & 735	19,835	10,901	0	10,901	8,933	45.0%	22,573	(2,738)
44	Non-Instructional Equip	731 & 736	24,348	11,653	0	11,653	12,695	52.1%	11,653	12,695
45	Total Equipment	700	44,183	22,555	0	22,555	21,628	49.0%	34,226	9,957
46	Total Dues & Fees	800	39,996	56,969	80	57,049	(17,053)	(42.6%)	64,598	(24,602)
47	GRAND TOTAL		76,485,922	52,449,208	16,143,289	68,592,497	7,893,425	10.3%	76,306,099	179,823

Groton Public Schools

Date prep: 4/15/19 9:15 AM FY19 Budget Summary Review									
Account	Object #s	FY19 Budget 2018-2019	Expenditures	Encumbered	FY19 Actual Total	Remaining Balance	%	FY19 Estimate 04/11/2019	Under/(Over)
Salaries									
Administrators									
48 Admin	105	997,382	758,752	227,232	985,984	11,398	1.1%	1,003,353	(5,971)
49 Principals	106	1,364,331	1,065,329	280,616	1,345,945	18,386	1.3%	1,410,728	(46,397)
50 Asst. Principals	107	1,696,331	1,304,945	391,461	1,696,406	(75)	(0.0%)	1,696,406	(75)
51 Dean	108	120,940	93,031	27,909	120,940	0	0.0%	120,940	-
52		4,178,984	3,222,056	927,218	4,149,275	29,709	0.7%	4,231,427	(52,443)
Teachers									
53 Classroom Teachers	101	24,240,539	14,874,780	9,215,331	24,090,110	150,429	0.6%	24,108,564	131,975
54 Sp.Ed Certified	102	7,346,040	4,418,122	2,755,378	7,173,500	172,540	2.3%	7,144,587	201,453
55 Media Specialist	103	708,113	426,435	266,543	692,978	15,135	2.1%	692,978	15,135
56 Guidance	104	1,000,974	605,293	356,033	961,326	39,648	4.0%	984,382	16,592
57 Athletic Director	109	11,769	7,695	4,527	12,222	(453)	(3.8%)	12,222	(453)
58 Summer School	123	4,672	7,981	0	7,981	(3,309)	(70.8%)	7,981	(3,309)
59 Adult Ed	124	37,121	27,391	0	27,391	9,730	26.2%	37,121	-
60 Tutors	125	462,147	401,231	0	401,231	60,916	13.2%	544,529	(82,382)
61 Coach Stipends	126	328,971	203,748	0	203,748	125,223	38.1%	329,366	(395)
62 Other Student Activities	127	71,992	11,474	0	11,474	60,518	84.1%	71,992	-
63		34,212,338	20,984,149	12,597,811	33,581,960	630,378	1.8%	33,933,722	278,616
Non-Cert Aides									
64 Reg Ed Teacher Aides - Kindergarten	110 & 130	450,640	249,034	0	249,034	201,607	44.7%	375,899	74,741
65 Sp.Ed Aides - Para I	111	870,759	722,609	0	722,609	148,150	17.0%	969,325	(98,566)
66 Sp.Ed Aides - Para II	131	1,706,809	855,212	0	855,212	851,597	49.9%	1,531,475	175,334
67 School Bus Aides	136	321,280	327,583	0	327,583	(6,303)	(2.0%)	443,893	(122,613)
68 Other Aides	139	0	5,200	0	5,200	(5,200)		5,200	(5,200)
69		3,349,488	2,159,639	0	2,159,639	1,189,849	35.5%	3,325,791	23,697
Substitute									
70 Substitute Sp.Ed Certified	121	80,000	74,079	0	74,079	5,921	7.4%	85,151	(5,151)
71 Substitute Reg Ed Certified	120	864,000	508,602	0	508,602	355,398	41.1%	871,450	(7,450)
72		944,000	582,681	0	582,681	361,319	38.3%	956,601	(12,601)
Clerical									
73 Clerical	112*113*114*132*133*134*143*144	1,818,156	1,375,319	262,182	1,637,500	180,656	9.9%	1,871,666	(53,510)
Custodial/Maintenance/Techs									
74 Custodial	117 & 137	1,856,393	1,362,822	16,569	1,379,392	477,001	25.7%	1,844,971	11,422
75 Maintenance	118 & 138	790,635	570,629	16,800	587,429	203,206	25.7%	769,327	21,308
76 Technicians	129 & 149	654,514	513,802	56,380	570,182	84,332	12.9%	699,512	(44,998)
77 Custodial Overtime	147	84,600	51,401	0	51,401	33,199	39.2%	78,100	6,500
78 Maintenance Overtime	148	18,700	11,960	0	11,960	6,740	36.0%	21,200	(2,500)
79		3,404,842	2,510,615	89,750	2,600,365	804,477	23.6%	3,413,110	(8,268)
Security									
80 Security/Supervision	128	88,287	103,754	0	103,754	(15,467)	(17.5%)	125,224	(36,937)
81 Total Salaries		47,996,095	30,938,213	13,876,961	44,815,173	3,180,922	6.6%	47,867,541	138,554
Benefits									
Health Insurance									
82 Group Ins. Prof	201	6,998,481	6,759,157	0	6,759,157	239,324	3.4%	6,998,481	-
83 Group Ins. Other	202	2,197,072	1,320,783	0	1,320,783	876,289	39.9%	2,197,072	-
84		9,195,553	8,079,940	0	8,079,940	1,115,613	12.1%	9,195,553	0
Workers Comp & Town Pension									
85 Worker's Compensation	211	619,995	619,929	0	619,929	66	0.0%	619,929	66
86 Town Pension	213	349,600	349,600	0	349,600	0	0.0%	349,600	-
87		969,595	969,529	0	969,529	66	0.0%	969,529	66
Social Security & Medicare									
88 Social Security	212	683,232	489,788	0	489,788	193,444	28.3%	696,833	(13,601)
89 Medicare	214	696,994	504,932	0	504,932	192,062	27.6%	693,901	3,093
90		1,380,226	994,720	0	994,720	385,506	27.9%	1,390,734	(10,508)
Other Employee Benefits									
91 Retirement Awards	222	76,678	39,846	0	39,846	36,832	48.0%	55,846	20,832
92 Unemployment	223	50,000	28,138	0	28,138	21,862	43.7%	50,000	-
93 Tuition Reimb Certified	224	106,000	73,730	0	73,730	32,271	30.4%	106,000	-
94 EAP	226	0	0	0	0	0		-	-
95 Mentor Stipend	227	1,000	(10,000)	0	(10,000)	11,000	1100.0%	1,000	-
96		233,678	131,714	0	131,714	101,964	43.6%	212,846	20,832
97 Total Benefits		11,779,052	10,175,903	0	10,175,903	1,603,149	13.6%	11,768,562	10,390

Groton Public Schools

Date prep:		FY19 Budget Summary Review							
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Account	Object #s	FY19 Budget 2018-2019	Expenditures	Encumbered	FY19 Actual Total	Remaining Balance	%	FY19 Estimate 04/11/2019	Under/(Over)
Purchased Services									
Instructional Services									
98 Instructional Services	321 & 323	105,617	75,514	450	75,964	29,652	28.1%	100,142	5,475
99 Instruct Improvement Services	322 & 324	33,374	42,567	6,478	49,045	(15,670)	(47.0%)	62,647	(29,272)
100		138,991	118,081	6,928	125,009	13,982	10.1%	162,789	(23,798)
Professional Services									
101 Professional Services	331	193,839	162,176	38,640	200,816	(6,976)	(3.6%)	242,808	(48,968)
102 Other Prof Services	332	584,400	285,113	137,177	422,290	162,110	27.7%	589,160	(4,760)
103 OT & PT Services	333	631,500	96,385	459,877	556,262	75,239	11.9%	626,090	5,410
104 Legal	334	85,000	38,987	0	38,987	46,013	54.1%	83,366	1,634
105		1,494,739	582,660	635,694	1,218,354	276,385	18.5%	1,541,424	(46,684)
Athletic Officials & Other Athletic Services									
106 Athletic Officials	341	60,831	58,488	0	56,488	4,343	7.1%	61,950	(1,119)
107 Other Athletic Services	342	9,500	10,606	0	10,606	(1,106)	(11.6%)	10,606	(1,106)
108		70,331	67,094	0	67,094	3,237	4.6%	72,556	(2,225)
Computer Network Services									
109 Computer Network Services	343	105,447	72,805	14,085	86,890	18,557	17.6%	91,890	13,557
110 Total Purchased Services		1,809,508	840,640	656,707	1,497,347	312,161	17.3%	1,868,659	(59,150)
Property Services									
Water/Sewer									
111 Water	410	60,600	40,856	2,444	43,300	17,300	28.5%	63,476	(2,876)
112 Sewer	411	28,280	26,876	0	26,876	1,404	5.0%	33,509	(5,229)
113		88,880	67,732	2,444	70,176	18,704	21.0%	96,985	(8,105)
Trash & Snow Removal									
114 Trash Removal	421	90,900	62,309	22,401	84,710	6,190	6.8%	84,710	6,190
115 Snow Removal	422	91,410	147	0	147	91,263	99.8%	91,410	-
116		182,310	62,456	22,401	84,857	97,453	53.5%	176,120	6,190
Repair/Maintenance									
117 Equipment Repairs	430	145,824	103,043	150	103,193	42,631	29.2%	132,291	13,532
118 Grounds Repairs	431	76,300	157,953	31,895	189,848	(113,548)	(148.8%)	189,848	(113,548)
119 General Bldg Repairs	432	121,400	3,551	0	3,551	117,849	97.1%	26,400	95,000
120 Painting	433	5,300	0	0	0	5,300	100.0%	5,300	-
121 Heat & Plumbing	434	35,450	26,426	0	26,426	9,024	25.5%	33,913	1,537
122 Electrical	435	5,250	6,384	0	6,384	(1,134)	(21.6%)	6,384	(1,134)
123 Extermination Services	490	12,630	7,860	2,562	10,422	2,208	17.5%	10,422	2,208
124 Bldg Fire Protection	491	46,460	39,129	2,265	41,394	5,066	10.9%	46,460	-
125 Other Purch Services	499	25,300	21,115	0	21,115	4,185	16.5%	25,300	-
126		473,914	365,462	36,872	402,333	71,580	15.1%	476,318	(2,404)
Rental									
127 Rental	441	69,997	74,495	7,599	82,093	(12,096)	(17.3%)	82,093	(12,096)
128 Total Property Services		815,101	570,144	69,315	639,460	175,641	21.5%	831,516	(16,416)
Transportation, Insurance, Communications, Tuition									
Transportation: Schools									
129 Reg Ed Pupil Transportation	510 & 516	2,886,452	1,740,370	0	1,740,370	1,146,082	39.7%	2,832,963	53,489
130 Sp Ed - Trans - STA	511	962,151	654,992	0	654,992	307,158	31.9%	962,151	-
131 Sp.Ed - Trans - Curtin	512	873,624	533,183	0	533,183	340,441	39.0%	873,624	-
132 Pupil Transp Reimbursement	513	5,000	9,097	0	9,097	(4,097)	(81.9%)	11,200	(6,200)
133		4,727,227	2,937,642	0	2,937,642	1,789,585	37.9%	4,679,938	47,289
Transportation: Other									
134 Transportation - Athletics	587	92,317	60,950	26,292	87,242	5,075	5.5%	100,256	(7,938)
135 Transportation - Field Trips	588	24,986	13,093	5,459	18,551	6,435	25.8%	23,405	1,581
136 Entry Fees - Athletics	591 & 592	14,401	9,215	0	9,215	5,186	36.0%	11,764	2,638
137 Admission Fees	595	9,165	10,720	0	10,720	(1,555)	(17.0%)	10,848	(1,683)
138 Misc Fees	590 & 596	0	0	0	0	0	-	-	-
139		140,869	93,977	31,751	125,728	15,141	10.7%	146,271	(5,402)
Transportation: Staff									
140 Travel - Education	580 & 581	11,050	6,218	0	6,218	4,832	43.7%	11,332	(282)
141 Travel - Admin	582 & 583	32,688	20,768	0	20,768	11,920	36.5%	30,238	2,450
142 Travel - Conferences	584	53,632	30,931	215	31,146	22,486	41.9%	48,099	5,533
143		97,369	57,917	215	58,132	39,237	40.3%	89,669	7,700
Liability & Accident Insurance									
144 Liability Insurance	522	266,600	267,347	0	267,347	(747)	(0.3%)	267,347	(747)
145 Accident Insurance	525	17,452	15,410	0	15,410	2,042	11.7%	15,410	2,042
146		284,052	282,757	0	282,757	1,295	0.5%	282,757	1,295

Groton Public Schools

Date prep:		FY19 Budget Summary Review							
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Account	Object #s	FY19 Budget 2018-2019	Expenditures	Encumbered	FY19 Actual Total	Remaining Balance	%	FY19 Estimate 04/11/2019	Under/(Over)
Communications									
147 Telephone, Telephone Repairs	530	50,804	59,562	0	59,562	(8,758)	(17.2%)	63,218	(12,414)
148 Postage	531	37,567	22,057	0	22,057	15,511	41.3%	27,982	9,585
149 Advertisement	540	5,000	7,112	715	7,827	(2,827)	(56.5%)	7,827	(2,827)
150 Minority Recruitment	541	0	0	0	0	0		-	-
151 Printing Admin	550	38	4,972	3,471	8,443	(8,406)	(22415%)	8,443	(8,406)
152 School Publications	551 & 552	3,000	25	0	25	2,975	99.2%	3,000	-
153		96,408	93,728	4,186	97,914	(1,505)	(1.6%)	110,470	(14,061)
Tuition: Special Education									
154 Sp Ed Vocational	561	404,751	378,035	68,640	446,675	(41,924)	(10.4%)	446,675	(41,924)
155 Sp Ed BoE Placements	562	2,102,065	1,241,324	1,019,790	2,261,114	(159,049)	(7.6%)	2,261,114	(159,049)
156 Sp Ed State Placements	563	597,694	412,276	151,099	563,375	34,319	5.7%	563,375	34,319
157 Sp Ed Magnet Choice	568	1,250,490	803,088	198,374	1,001,462	249,028	19.9%	1,001,462	249,028
158		4,355,000	2,834,723	1,437,903	4,272,627	82,373	1.9%	4,272,627	82,373
Tuition: Other									
159 Adult Ed	564	210,000	207,000	0	207,000	3,000	1.4%	207,000	3,000
160 Magnet Tuition	566	1,100,000	932,402	0	932,402	167,598	15.2%	932,402	167,598
161 Vo Ag Reg.Ed Tuition	567	170,575	88,699	0	88,699	81,876	48.0%	88,699	81,876
162		1,480,575	1,228,101	0	1,228,101	252,474	17.1%	1,228,101	252,474
163 Total Transportation, Insurance, Communication, Tuition		11,181,500	7,528,845	1,474,055	9,002,900	2,178,600	19.5%	10,809,832	371,668
Supplies									
Instructional Supplies									
164 General Classroom	601	48,723	25,303	13,597	38,900	9,823	20.2%	105,470	(56,748)
165 Science	602	33,343	14,032	3,673	17,706	15,637	46.9%	24,230	9,113
166 Arts & Crafts	603	17,813	17,158	971	18,129	(317)	(1.8%)	21,199	(3,387)
167 Phys. Ed	604	9,544	6,150	0	6,150	3,393	35.6%	7,972	1,572
168 Music	605	30,881	12,902	1,243	14,144	16,737	54.2%	14,144	16,737
169 Kindergarten	606	1,669	766	347	1,113	556	33.3%	1,651	18
170 Pupil Tests	607	59,916	49,540	6,491	56,031	3,885	6.5%	67,784	(7,868)
171 Tech. Ed	609	7,335	12,050	777	12,827	(5,492)	(74.9%)	12,827	(5,492)
172 Home Ec Supplies	613	12,750	10,320	0	10,320	2,430	19.1%	10,320	2,430
173 Sp Ed Supplies	615	56,300	31,942	5,267	37,209	19,091	33.9%	56,300	-
174 Athletic Supplies	616	63,569	32,659	2,292	34,950	28,619	45.0%	58,860	4,709
175 Math Supplies	617	24,800	8,951	487	9,438	15,362	61.9%	19,912	4,888
176 Health Supplies	618	1,706	78	0	78	1,628	95.4%	494	1,213
177 Other Supplies	619	478	941	0	941	(463)	(97.0%)	941	(463)
178 Health Serv Pathogen	622	8,500	1,990	0	1,990	6,510	76.6%	6,990	1,510
179 School Library Supplies	623	3,566	4,436	0	4,436	(870)	(24.4%)	4,803	(1,236)
180 Food, Drink, Snacks	628	18,394	10,202	239	10,441	7,952	43.2%	28,415	(10,021)
181		399,286	239,420	35,383	274,803	124,483	31.2%	442,310	(43,024)
Computer Supplies									
182 Computer Supplies	610 & 611	81,669	76,521	9,189	85,710	(4,041)	(4.9%)	100,286	(18,617)
183 Software	612	322,158	434,757	7,071	441,829	(119,671)	(37.1%)	445,084	(122,926)
184		403,827	511,278	16,260	527,538	(123,712)	(30.6%)	545,370	(141,543)
Electricity & Heating									
185 Electricity	631	861,500	687,861	1,095	688,956	172,544	20.0%	890,456	(28,956)
186 Propane/Natural Gas	632	100,200	165,115	0	165,115	(64,915)	(64.8%)	197,289	(97,089)
187 Heating Oil	633	279,440	187,102	0	187,102	92,338	33.0%	228,931	50,509
188		1,241,140	1,040,078	1,095	1,041,173	199,967	16.1%	1,316,676	(75,536)
Transportation Supplies									
189 Diesel for School Buses	634	236,704	192,975	0	192,975	43,729	18.5%	261,726	(25,022)
190 Gas for Maintenance	656	40,500	17,443	0	17,443	23,057	56.9%	40,500	-
191		277,204	210,417	0	210,417	66,787	24.1%	302,226	(25,022)
Textbooks & Library Books									
192 Textbooks	640	49,443	18,487	7,148	25,635	23,808	48.2%	41,824	7,618
193 Workbooks	641	4,011	8,145	68	8,212	(4,202)	(104.8%)	8,831	(4,821)
194 Textbook Rebind	642	1,125	174	0	174	951	84.5%	174	951
195 Library Books	645	15,300	981	1,151	2,132	13,168	86.1%	7,111	8,189
196 Periodicals	647	3,836	2,227	196	2,423	1,413	36.8%	3,689	147
197		73,715	30,014	8,562	38,577	35,138	47.7%	61,630	12,085

Groton Public Schools

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Account	Object #s	FY19 Budget 2018-2019	Expenditures	Encumbered	FY19 Actual Total	Remaining Balance	%	FY19 Estimate 04/11/2019	Under/(Over)
Facility/Maintenance Supplies									
198 Equipment Repair	650	26,560	18,177	0	18,177	8,383	31.6%	27,919	(1,359)
199 Grounds Supplies	651	20,200	14,421	64	14,484	5,716	28.3%	20,200	-
200 General Bldg Repair	652	70,296	36,621	0	36,621	33,675	47.9%	70,296	-
201 Painting	653	6,464	440	0	440	6,024	93.2%	6,464	-
202 Heat & Plumbing	654	24,240	39,985	454	40,438	(16,198)	(66.8%)	40,438	(16,198)
203 Electrical	655	64,640	24,171	1,001	25,172	39,468	61.1%	34,685	29,955
204 Safety Supplies	657 & 659	10,104	6,782	0	6,782	3,322	32.9%	11,063	(959)
205 Custodial Supplies	658	130,920	112,601	811	113,411	17,509	13.4%	138,411	(7,491)
206		353,424	253,196	2,330	255,526	97,898	27.7%	349,477	3,947
Other Supplies									
207 Sup Serv Guid Imp Ins	621	21,500	11,203	720	11,924	9,576	44.5%	16,908	4,592
208 Audio Visual	624 & 625	7,375	1,632	0	1,632	5,743	77.9%	1,882	5,493
209 General Admin Supplies	626	16,310	6,494	133	6,627	9,683	59.4%	13,502	2,808
210 School Admin Supplies	627	12,455	6,757	965	7,722	4,733	38.0%	10,232	2,223
211 Professional Materials	690	14,252	5,448	723	6,170	8,081	56.7%	10,853	3,399
212		71,892	31,534	2,541	34,075	37,817	52.6%	53,376	18,515
213 Total Supplies		2,820,486	2,315,938	66,171	2,382,110	438,377	15.5%	3,071,065	(250,579)
Equipment									
Instructional Equipment									
214 Replace Instr Equip	730	13,750	2,561	0	2,561	11,189	81.4%	11,416	2,335
215 Add Instr Equipment	735	6,085	8,340	0	8,340	(2,255)	(37.1%)	11,158	(5,073)
216		19,835	10,901	0	10,901	8,933	45.0%	22,573	(2,738)
Non-Instructional Equipment									
217 Replace Non-Instr Equipment	731	24,098	10,761	0	10,761	13,337	55.3%	10,761	13,337
218 Add Non-Instr Equipment	736	250	892	0	892	(642)	(256.8%)	892	(642)
219		24,348	11,653	0	11,653	12,695	52.1%	11,653	12,695
220 Total Equipment		44,183	22,555	0	22,555	21,628	49.0%	34,226	9,957
Dues - Fees									
Dues/Fees									
221 Dues BoE	810	0	0	0	0	0	-	-	-
222 General Admin Dues	811	16,100	19,943	0	19,943	(3,843)	(23.9%)	27,373	(11,273)
223 School Admin Dues	812	21,296	33,635	80	33,715	(12,419)	(58.3%)	33,834	(12,537)
224 Other Dues	819	2,600	3,391	0	3,391	(791)	(30.4%)	3,391	(791)
225 Total Dues/Fees		39,996	56,969	80	57,049	(17,053)	(42.6%)	64,598	(24,602)
226 Grand Total		76,485,922	52,449,208	16,143,289	68,592,497	7,893,425	10.3%	76,306,099	179,823

Groton Public Schools

FY19 Budget Review

Summary at Program Level III

		FY19			FY19			FY19	
Function		Budget	Expended	Encumbered	Total	Remaining		Estimated	Increase
No.	Description	2018-2019	2018-2019	2018-2019	2018-2019	Balance	%	2018-2019	(Decrease)
Regular Instruction									
1101	FUNCTION-1101 ELEMENTARY	12,739,680	8,545,052	3,861,076	12,406,128	333,553	2.6%	12,883,376	(143,696)
1102	FUNCTION-1102 ART	620,846	416,141	197,721	613,862	6,984	1.1%	648,291	(27,446)
1104	FUNCTION-1104 LANGUAGE ARTS	2,674,275	1,633,467	778,348	2,411,815	262,460	9.8%	2,523,682	150,594
1105	FUNCTION-1105 WORLD LANGUAGES	1,085,669	800,395	362,782	1,163,176	(77,507)	(7.1%)	1,180,557	(94,888)
1106	FUNCTION-1106 CONSUMER SCIENCE	162,436	87,275	38,737	126,012	36,424	22.4%	163,323	(887)
1107	FUNCTION-1107 TECHNOLOGY EDUCATION	592,576	431,536	174,663	606,198	(13,622)	(2.3%)	621,562	(28,986)
1108	FUNCTION-1108 MATHEMATICS	2,438,214	1,452,085	707,415	2,159,500	278,714	11.4%	2,196,181	242,034
1109	FUNCTION-1109 MUSIC	737,518	451,016	211,619	662,635	74,883	10.2%	686,364	51,154
1110	FUNCTION-1110 PHYSICAL EDUCATION	780,099	668,330	306,934	975,264	(195,165)	(25.0%)	1,030,210	(250,111)
1111	FUNCTION-1111 SCIENCE	2,705,550	1,564,456	691,993	2,256,449	449,101	16.6%	2,407,716	297,834
1112	FUNCTION-1112 SOCIAL STUDIES	2,116,237	1,273,653	645,752	1,919,404	196,833	9.3%	2,133,035	(16,798)
1114	FUNCTION-1114 HEALTH EDUCATION	483,503	183,143	103,670	286,813	196,690	40.7%	281,669	201,834
1115	FUNCTION-1115 MAGNET SCHOOL SUPPORT	30,000	11,216	4,006	15,222	14,778	49.3%	30,000	-
1116	FUNCTION-1116 CO-OPERATIVE WORK EXPER	375	0	0	0	375	100.0%	-	375
1117	FUNCTION-1117 INTERN. BACCALAUREATE	524,546	336,914	169,436	506,350	18,196	3.5%	530,795	(6,249)
1119	FUNCTION-1119 UNCLASSIFIED	816,424	1,385,865	912	1,386,776	(570,352)	(69.9%)	789,875	26,549
1121	FUNCTION-1121 BUSINESS EDUCATION	305,559	198,320	85,395	283,716	21,843	7.1%	302,715	2,844
1124	FUNCTION-1124 HEALTH OCCUPATIONS	116,675	75,467	35,105	110,572	6,103	5.2%	116,841	(166)
1260	FUNCTION-1260 ENRICHMENT	39,046	14,401	599	14,999	24,047	61.6%	39,207	(161)
1270	FUNCTION-1270 REMEDIAL INSTRUCTION	2,523,927	1,717,058	881,103	2,598,161	(74,234)	(2.9%)	2,760,769	(236,842)
1412	FUNCTION-1412 SUMMER SCH HIGH SC CREDI	5,091	8,528	0	8,528	(3,437)	(67.5%)	8,528	(3,437)
2220	FUNCTION-2220 EDUCATIONAL MEDIA SERV	1,142,615	734,026	289,766	1,023,792	118,822	10.4%	1,152,595	(9,981)
Total Regular Instruction		32,640,860	21,988,344	9,547,029	31,535,372	1,105,488	3.4%	32,487,290	153,570
Special Instruction									
1205	FUNCTION-1205 PRESCHOOL 3-5	987,057	780,177	287,831	1,068,008	(80,951)	(8.2%)	1,041,688	(54,631)
1210	FUNCTION-1210 SPED Summer School	20,551	20,551	0	20,551	0	0.0%	20,551	-
1220	FUNCTION-1220 OTHER SPECIAL INSTRUCTIO	796,675	549,254	62,680	611,934	184,741	23.2%	873,862	(77,187)
1230	FUNCTION-1230 SPECIAL EDUCATION	8,346,058	5,271,969	1,582,641	6,854,611	1,491,447	17.9%	8,159,762	186,296
1250	FUNCTION-1250 BLIND	114,050	66,731	34,830	101,561	12,489	11.0%	114,960	(910)
1280	FUNCTION-1280 HEARING IMPAIRED	141,472	72,370	37,580	109,951	31,521	22.3%	140,601	871
Total Special Instruction		10,405,863	6,761,053	2,005,562	8,766,615	1,639,248	15.8%	10,351,424	54,439
Continuing Education									
1310	FUNCTION-1310 HIGH SCHOOL COMPLETION	77,161	44,791	3,445	48,237	28,924	37.5%	76,283	878
1320	FUNCTION-1320 ADULT EDUCATION	210,000	207,000	0	207,000	3,000	1.4%	207,000	3,000
Total Continuing Education		287,161	251,791	3,445	255,237	31,924	11.1%	283,283	3,878
Other Instructional Programs									
15**	STUDENT ACTIVITIES 6-12	748,412	482,125	38,867	520,993	227,419	30.4%	769,375	(20,964)
TOTAL INSTRUCTION		44,082,296	29,483,313	11,594,904	41,078,217	3,004,080	6.8%	43,891,372	190,924
Support Services - Pupils									
2101	FUNCTION-2101 SUPPORT SERVICES - SPED CC	849,892	618,600	140,812	759,412	90,480	10.6%	852,500	(2,608)
2110	FUNCTION-2110 SOCIAL WORK SERVICES	440,594	230,440	98,762	329,203	111,391	25.3%	411,323	29,271
2120	FUNCTION-2120 GUIDANCE SERVICES	1,561,491	1,005,910	358,582	1,364,492	196,999	12.6%	1,518,158	43,333
2130	FUNCTION-2130 HEALTH SERVICES	1,178,808	361,179	591,297	952,476	226,332	19.2%	1,177,054	1,754
2140	FUNCTION-2140 PSYCHOLOGICAL SERVICES	1,326,320	770,470	378,525	1,148,995	177,325	13.4%	1,301,112	25,208
2150	FUNCTION-2150 SPEECH & HEARING SERVICE	1,183,914	694,782	349,237	1,044,018	139,896	11.8%	1,121,841	62,073
Total Support Services - Pupils		6,541,019	3,681,381	1,917,215	5,598,596	942,423	14.4%	6,381,987	159,032
Support Services - Staff									
2201	FUNCTION-2201 SUPPORTING SERVICES - CO	90,799	63,953	14,315	78,268	12,531	13.8%	95,605	(4,806)
2210	FUNCTION-2210 IMPROVEMENT OF INSTRUCT	352,030	267,926	2,053	269,979	82,051	23.3%	321,476	30,554
Total Support Services - Staff		442,829	331,879	16,368	348,247	94,582	21.4%	417,082	25,748
General Support Services									
2311	FUNCTION-2311 BOARD OF EDUCATION SERV	4,700	2,200	0	2,200	2,500	53.2%	4,700	-
2312	FUNCTION-2312 SUPERINTENDENT OFFICE SE	1,571,988	1,141,109	190,193	1,331,302	240,686	15.3%	1,575,340	(3,352)
2313	FUNCTION-2313 BUSINESS OFFICE	835,143	700,701	140,520	841,221	(6,079)	(0.7%)	866,885	(31,743)
2410	FUNCTION-2410 SCHOOL ADMINISTRATION	4,011,259	3,211,260	612,578	3,823,838	187,421	4.7%	4,309,116	(297,857)
Total General Support Services		6,423,089	5,055,270	943,291	5,998,561	424,528	6.6%	6,756,041	(332,952)
Operational Services									
2510	FUNCTION-2510 OPERATION AND MAINTENAN	6,847,906	5,048,271	172,137	5,220,408	1,627,498	23.8%	6,909,543	(61,638)
2520	FUNCTION-2520 PUPIL TRANSPORTATION	5,463,820	3,599,315	26,080	3,625,394	1,838,425	33.6%	5,461,830	1,990
2540	FUNCTION-2540 COMPUTER SUPPORT SERVIC	1,455,639	1,209,421	104,032	1,313,453	142,186	9.8%	1,522,962	(67,322)
2560	FUNCTION-2560 HEALTH SERVICES STAFF	8,500	1,730	0	1,730	6,770	79.6%	3,230	5,270
Total Operational Services		13,775,865	10,419,574	302,249	10,721,823	3,054,041	22.2%	13,897,565	(121,700)
TOTAL SUPPORT SERVICES		27,182,802	19,488,105	3,179,123	22,667,228	4,515,574	16.6%	27,452,675	(269,873)
3710	FUNCTION 3710-NONPUBLIC SCHOOL	0	0	0	0	0	0.0%	115,000	(115,000)
4100	TUITION PAYMENTS	5,220,824	3,477,790	1,369,263	4,847,052	373,772	7.2%	4,847,052	373,772
GRAND TOTAL		76,485,922	52,449,208	16,143,289	68,592,497	7,893,425	10.3%	76,306,099	179,823
		0.24%							

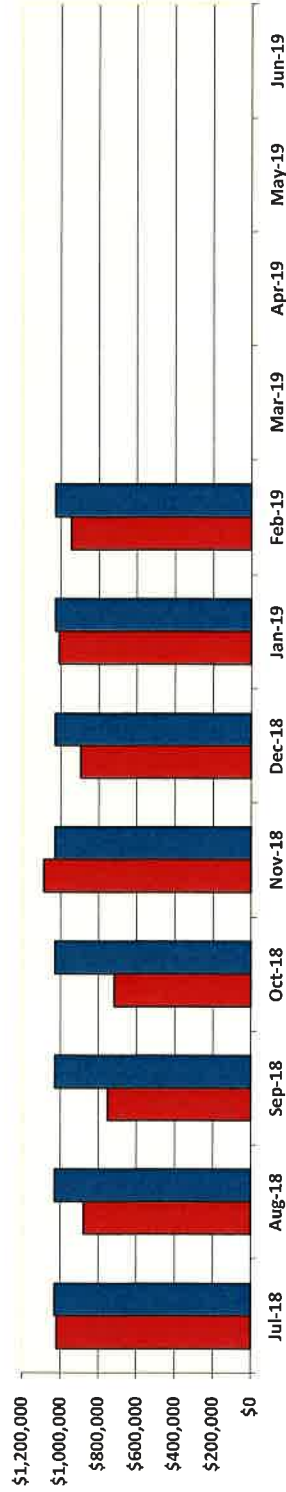
BOE Groups Active & Retired

Cost vs Budget Dashboard - data through February 2019

Self Insured - All Coverages All Enrollees												
Claim/Admin. Cost												
Date	Lives	Net Medical Paid			Dental Paid Claims	Total Net Paid Claims	Total Fixed Costs		Total Cost	BOE Monthly Budget*	Variance - Total	
		Claims	Rx Paid Claims	Claims			Cost vs BOE Budget	Actual/Estimated BOE Budget				
Jul-18	734	\$729,980	\$138,554	\$42,359	\$910,892	\$108,271	\$1,019,163	\$1,030,783	\$1,030,783	\$1,030,783	(\$11,620)	98.9%
Aug-18	730	\$573,961	\$148,212	\$49,678	\$771,851	\$107,681	\$879,532	\$1,030,783	\$1,030,783	\$1,030,783	(\$151,251)	85.3%
Sep-18	731	\$476,773	\$138,817	\$29,068	\$644,657	\$107,828	\$752,486	\$1,030,783	\$1,030,783	\$1,030,783	(\$278,298)	73.0%
Oct-18	728	\$391,525	\$188,079	\$30,326	\$609,930	\$107,386	\$717,316	\$1,030,783	\$1,030,783	\$1,030,783	(\$313,467)	69.6%
Nov-18	718	\$753,536	\$200,120	\$28,945	\$982,602	\$105,911	\$1,088,513	\$1,030,783	\$1,030,783	\$1,030,783	\$57,729	105.6%
Dec-18	715	\$541,587	\$219,010	\$28,619	\$789,216	\$105,468	\$894,684	\$1,030,783	\$1,030,783	\$1,030,783	(\$136,099)	86.8%
Jan-19	649	\$702,752	\$178,919	\$32,431	\$914,102	\$95,733	\$1,009,835	\$1,030,783	\$1,030,783	\$1,030,783	(\$20,949)	98.0%
Feb-19	648	\$584,900	\$234,311	\$31,467	\$850,678	\$95,585	\$946,263	\$1,030,783	\$1,030,783	\$1,030,783	(\$84,520)	91.8%
Mar-19					\$0	\$0	\$0				\$0	
Apr-19					\$0	\$0	\$0				\$0	
May-19					\$0	\$0	\$0				\$0	
Jun-19					\$0	\$0	\$0				\$0	
YTD	5653	\$4,755,015	\$1,446,021	\$272,893	\$6,473,929	\$833,863	\$7,307,792	\$8,246,267	\$8,246,267	\$8,246,267	(\$938,475)	88.6%

Budget vs. Actual Cost

Actual vs Budget



BOE monthly budget based on amount provided by Laurie LePine at Groton on 5/4/18.

Tree House

Current Rates

18-19 School Year			
	Enrolled	Rate	Revenue
AM only	52	\$ 35.00	\$ 7,880.60
PM only	93	\$ 40.00	\$ 16,107.60
Both	70	\$ 70.00	\$ 21,217.00
Total	215		\$ 45,205.20

Projected Monthly Gross Revenue	\$ 45,205.20
Actual Average Monthly Gross Revenue	\$ 38,956.67
Monthly Difference	\$ (6,248.53)
Yearly Difference	\$ (62,485.33)

Summer 2018			
	Enrolled	Rate	Revenue
Member	80	\$ 123.00	\$ 39,360.00
Non-Member	20	\$ 140.00	\$ 11,200.00
Total	100		\$ 50,560.00

Projected Monthly Gross Revenue	\$ 50,560.00
Actual Average Monthly Gross Revenue	\$ 41,116.50
Monthly Difference	\$ (9,443.50)
Summer Difference	\$ (18,887.00)

Tree House

Proposed Rates

19-20 School Year			
	Enrolled	Rate	Revenue
AM only	52	\$ 40.00	\$ 9,006.40
PM only	93	\$ 45.00	\$ 18,121.05
Both	70	\$ 80.00	\$ 24,248.00
Total	215		\$ 51,375.45

Projected Monthly Gross Revenue	\$ 51,375.45
Current Projected Monthly Gross Revenue	\$ 45,205.20
Difference	\$ 6,170.25
Yearly Difference	\$ 61,702.50

Summer 2019			
	Enrolled	Rate	Revenue
Member	80	\$ 150.00	\$ 48,000.00
Non-Member	20	\$ 165.00	\$ 13,200.00
Total	100		\$ 61,200.00

Projected Monthly Gross Revenue	\$ 61,200.00
Current Projected Monthly Gross Revenue	\$ 50,560.00
Difference	\$ 10,640.00
Summer Difference	\$ 21,280.00

2019 Weekly Childcare Rates

Facility	Before School	After School	Both	Registration Fee
Riverfront	\$ 55.00	\$ 55.00	\$ 90.00	
Stepping Stones*	\$ 11.00	\$ 7.00		\$ 75.00
CareLot - Nathan Hale Schools		\$ 58.00		\$ 50.00
CareLot - Winthrop School		\$ 86.00		\$ 50.00
Stonington COMO	\$ 52.00	\$ 77.00	\$ 129.00	\$ 35.00
Magnet Kingdom - RMMS	\$ 57.00	\$ 56.00		\$ 50.00
Reduced Lunch	\$ 45.00	\$ 55.00		
Free Lunch	\$ 40.00	\$ 45.00		
Little Learners	\$ 60.00	\$ 60.00	\$ 100.00	security deposit + one week's tuition
Three Rivers	\$ 50.00	\$ 50.00		
Farmington Public Schools	\$ 49.00	\$ 73.00	\$ 94.00	\$ 40.00
Tree House	\$ 35.00	\$ 40.00	\$ 70.00	\$ 15.00

*hourly

2018 Weekly Summer Camp Rates

Camp	Hours	Weekly Rate	Reg. Fee	Additional fees
Groton Rec	8:00am-3:00pm	\$69/\$89		\$7-\$8 per field trip
Stonington Como	9:00am-4:00pm	\$ 230.00		Extended care \$45/\$90
CareLot	6:30am-6:00pm	\$ 150.00	\$ 50.00	Field trips extra
Tree House	6:30am-6:00pm	\$123 – 150	\$25	N/A

Business and Non-Instructional Operations

Food Service - Charging Policy

The goal of the food service program is essential in providing students with nutritious and healthy foods, through the District's food services program. The school nutrition program is an essential part of the education system. By providing good-tasting, nutritious meals in pleasant surroundings, we are helping to teach students the value of good nutrition.

The school nutrition program is an extension of the school's educational programs, and it is the District's vision to have a partnership among students, staff, school family and the community in offering access to and providing nutritious meals which are attractively presented at an affordable price.

The Board of Education has an agreement with the Connecticut State Department of Education to participate in one or more school Child Nutrition Programs and accepts full responsibility for adhering to the federal and state guidelines and regulations pertaining to these school Child Nutrition Programs. The Board also accepts full responsibility for providing free or reduced-price meals to eligible elementary and secondary students enrolled in the District's schools. Applicants for such meals are responsible to pay for meals until the application for the free or reduced-price meals is completed and approved. All applications for free and reduced-price meals, and any related information, will be considered strictly confidential and not to be shared outside of the District's food services program. Meals are planned to meet the specified nutrient standards outlined by the United States Department of Agriculture for children based on their age or grade group.

Although not required by law, because of the District's participation in the Child Nutrition Programs, the Board approves the establishment of a system to allow a student to charge a meal.

Funds from the non-profit school food service account, according to federal regulations, cannot be used to cover the cost of charged meals that have not been paid.

Federal funds are intended to subsidize the meals of children and may not be used to subsidize meals for adults (teachers, staff, or visitors). Adults are not allowed to charge meals and shall pay for such meals at the time of service or through pre-paid accounts.

Charging is not encouraged by the District, but on those occasions that a student does not have money, they will be offered an alternate meal. ~~Examples of alternate meals include, but are not limited to, the following:~~

~~A peanut butter and jelly sandwich and milk (lunch) or;
A sunbutter and jelly sandwich and milk (lunch) or;
A cheese sandwich and milk (lunch);
Cereal and milk (breakfast).~~

~~The cost of providing this alternate meal cannot be incurred by the school food service account, and the charge for this alternate meal will be \$.75 for breakfast and \$1.75 for lunch. The alternate meal is not part of the National School Lunch Program and is considered a chargeable a la carte item.~~

In order to sustain the District's food services program, the District cannot permit the excessive charging of student meals. Therefore, any charging of meals must be consistent with this policy and any accompanying regulations. The Superintendent or designee shall develop regulations designed to effectively and respectfully address family responsibility for unpaid meals.

Any parent/guardian who anticipates a problem with paying for meals is encouraged to contact the Food Services Manager/Director and/or the applicable school principal for assistance. The Board encourages all families who may have a child eligible for free or reduced price lunch to apply.

Food Service - Charging Policy – cont.

Definitions

~~"Alternate Meals" are not clearly defined in federal and state regulations. The use of alternate meals refers to any meal served to a student that is different from the day's advertised reimbursable meal. Alternate meals are most often provided to those students who have forgotten their meal payment(s) or medium of exchange.~~

"Delinquent Debt" constitutes unpaid meal charges, like any other money owed to the nonprofit school food service account when payment is overdue, as defined by state or local policies.

"Bad Debt" are when unpaid meal charges are not collected and are considered a loss. Such debt must be considered an operating loss which cannot be absorbed by the nonprofit school food service account which must be restored using nonfederal funds.

Elementary Students

The District uses Meal Pay Plus, an automated prepayment system, which allows parents/guardians to view their child's meal account balance and purchases, receive low-balance notifications, as well as make deposits, to their child's school meal account. Any student whose account has insufficient funds, (i.e., is at the charging limit), and does not bring a meal from home may charge any combination of meals up to a negative balance of \$10.00. When the charge limit is reached, an alternate meal will be provided consisting of one or more of the alternate meal examples mentioned above until the charges are paid in full. Negative balance status can be avoided by making a payment in the form of cash, check, or credit card to the Meal Pay Plus website. When a charge has occurred, a written notification shall be sent home to parents. All credited meals must be repaid. In situations in which a student is consistently without meal money, the principal or his/her designee should encourage the parent/guardian to apply for free or reduced-price meals.

Secondary Students

The District uses Meal Pay Plus, an automated prepayment system, which allows parents/guardians to view their child's meal account balance and purchases, receive low-balance notifications, as well as make deposits, to their child's school meal account. Any student whose account has insufficient funds (i.e., is at the charging limit) and does not bring a meal from home may charge any combination of meals up to a negative balance of \$10.00. No snacks or a la carte items may be charged. When the charge limit is reached, an alternate meal will be provided consisting of one or more choices listed above until the charges are paid in full. Negative balance status can be avoided by making a payment in the form of cash, check, or credit card to the Meal Pay Plus website. When a charge has occurred, a written notification shall be sent home to parents. All credited meals must be repaid. In situations in which a student is consistently without meal money, the principal or his/her designee should encourage the parent/guardian to apply for free or reduced price meals.

Food Service - Charging Policy – cont.

Districtwide

1. Parents are responsible for providing meals or meal money for their student. Repayment is expected without delay. Snack and a la carte purchases are cash only. At any time of the year, parents are encouraged to complete or update a free or reduced meals application.
2. Although not required by law, because of the District's participation in the school Child Nutrition Programs, the Board of Education approves the establishment of a system to allow a student to charge a meal. The Board authorizes the superintendent to develop rules which address:
 - a. What can be charged;
 - b. The limit on the number of charges per student;
 - c. The system used for identifying and recording charged meals;
 - d. The system used for collection of repayments; and
 - e. Ongoing communication of the policy to parents/guardians and students.

Delinquent Debt and Bad Debt

The District's efforts to recover from households money owed due to the charging of meals must not have a negative impact on the children involved and shall focus primarily on the adults in the household responsible for providing funds for meal purchases. The school food authority is encouraged to consider whether the benefits of potential collections outweigh the costs which would be incurred to achieve those collections.

Money owed because of unpaid meal charges shall be considered "delinquent debt," as defined, as long as it is considered collectable and reasonable efforts are being made to collect it. Such debt must be paid by June 30, of the current school year.

After reasonable attempts are made to collect the delinquent debt, and it is determined that further collection efforts are useless or too costly, the debt must be reclassified as "bad debt." Such debt shall be considered an operating loss not to be absorbed by the nonprofit school food service account but must be restored using non-federal funds.

Dissemination of Policy

This policy shall be provided in writing to all households at the start of each school year and to households transferring to the school or school district during the school year.

This policy shall be included in student/parent handbooks, on online portals that households use to access student accounts, on the District's website, and on the website of each school at the beginning of each school year.

This policy shall be provided to all school staff and other staff members assisting children in need or who may be contacted by families with unpaid meal charges also should be informed of this policy.

The District's school food authority shall maintain, as required, documentation of the methods used to communicate this policy to households and school or school food authority-level staff responsible for policy enforcement.

Food Service - Charging Policy – cont.

Legal Reference:

Connecticut General Statutes

10-215 Lunches, breakfasts and other feeding programs for public school children and employees.

10-215a Nonpublic school and nonprofit agency participation in feeding programs.

10-215b Duties of State Board of Education re feeding programs.

State Board of Education Regulations

State of Connecticut, Bureau of Health/Nutrition, Family Services and Adult Education Operational Memorandum No. 4-17, "Guidance on Unpaid Meal Charges and Collection of Delinquent Meal Payments," Nov. 2, 2016

Operational Memorandum #19-10, State of Connecticut, Bureau of Health/Nutrition, Family Services and Adult Education "Unallowable Charges to No-profit School Food Service Accounts and the Serving of Meals to No-paying Full and Reduced Price Students"

National School Lunch Program and School Breakfast Program; Competitive Foods. (7 CFR Parts 210 and 220, Federal Register, Vol 45 No. 20, Tuesday, January 29, 1980, pp 6758-6772

USDA Guidance:

SP 46-2016, "Unpaid Meal Charges: Local Meal Charge Policies"

SP 47-2016, "Unpaid Meal Charges: Clarification on Collection of Delinquent Meal Payment"

SP 57-2016 "Unpaid Meal Charges: Guidance and Q and A"

SP 58-2016 "2016 Edition: Overcoming the Unpaid Meal Challenge: Proven Strategies from Our Nation's Schools"

Timestamp	What is your school district (for reporting purposes we will only use DRG)	What is your DRG	Does your District's nutrition program have unpaid balances?	How does your district view unpaid balances ?	What was your unpaid balance total for the last school year ? (a range, or estimate is fine)	Has your unpaid balance total increased or decreased over the past few years?
10/26/2017 14:44:41	Ansonia Public Schools	Group H	Yes	relative to the size of our district, we feel they are significant	\$15000-\$25000	Stayed about the same
11/2/2017 10:46:43	B	B	Yes	relative to the size of our district, we feel they are significant	2500	Increased
10/26/2017 11:11:49	Barkhamsted	Barkhamsted	Yes	they are not a significant problem for our district	0	Decreased
10/27/2017 13:05:49	Berlin	D	Yes	relative to the size of our district, we feel they are significant	\$2,200.00	Stayed about the same
11/2/2017 10:42:57	Bethel	D	Yes	they are not a significant problem for our district relative to the size of our district, we feel they are significant	\$1,400	Decreased
11/17/2017 8:09:21	Bloomfield		Yes		\$5,000	Decreased
10/26/2017 9:43:07	Bozrah	E	No	they are not a significant problem for our district relative to the size of our district, we feel they are significant	0	Stayed about the same
10/26/2017 14:10:45	Branford		Yes		\$6,000	Decreased
10/27/2017 15:22:20	CREC	Multiple (RESC)	Yes	relative to the size of our district, we feel they are significant	\$10,000.00	Increased
10/26/2017 14:00:52	Derby	H	Yes	they are not a significant problem for our district	\$1,500	Decreased
10/30/2017 14:02:27	Farmington Public Schools	B	Yes	they are not a significant problem for our district	Approximately \$8,800	Stayed about the same
10/27/2017	Glastonbury	B	Yes	they are not a significant problem for our district	\$5,650.00	Stayed about the same
10/29/2017 23:47:47	Manchester	G	Yes	relative to the size of our district, we feel they are significant	87,000	Increased
10/30/2017 12:09:27	Manchester Public Schools	G	Yes	relative to the size of our district, we feel they are significant	\$80,000.00	Increased
11/13/2017 9:52:28	Mansfield		Yes	they are not a significant problem for our district relative to the size of our district, we feel they are significant	790	Stayed about the same
10/23/2017 11:59:16	Meriden	Not sure	Yes	relative to the size of our district, we feel they are significant	7,500	Stayed about the same
10/26/2017 17:53:35	Middletown	G	Yes	relative to the size of our district, we feel they are significant	\$11,000.00	

How does your district cover unpaid balances?	How does your district handle delinquent accounts?	Comments on handling delinquent accounts
2017-18 - district will pay, prior to that, other benefits were given	Grammar school - student gets meal / Middle & High - taken meal away from students	We believe not to identify the students in the lower grades by giving a cheese sandwich. As the students gets older, it then becomes his/her responsibility.
BOE gave us a check for the amount	phone calls and weekly pos account balance notifications emails sent to parents	pain in the neck
We don't have an issue. At the end of the school year parents step forward and pay unpaid balances in order for their children to get their report cards.	Any time a student owes money, an email goes out to parents. When they owe over \$10.00 an email goes out reminding parents that if not paid in full immediately their child will receive a cheese sandwich for lunch.	About 4 years ago we had a dilemma. We are a small school of 228 students. Over \$700.00 was owed us due to outstanding IOUs. I reached out to all school in my state as to their IOU policy. 99% stated they substitute cheese sandwich lunch. BOE agreed for us to do the same. That resolved the issue.
Each school has an activity account that pays off the unpaid balances at the end of the school year.	Daily e-mails, notes sent home with students (younger), reminders at the register(older), phone calls home...working on new ideas now.	It seems to take different approaches to get a payment, we just keep trying different ways. We do have students that start their negative balances when they come off the 30 day grace period from F/R. No easy answer to this.
BOE reimburses Food Service program.	Weekly emails to parents. HS only 2 charges allowed, no alternative meal. MS/Elem 3 charges then cheese sandwich, fruit/veg, etc. accrued to student account at regular lunch cost	in general, with weekly emails, balances are decreasing but more follow up may be needed especially towards end of the school year.
We have a charge policy and offer alternate meals (cheese sandwich & milk, etc)	The district paid all delinquent accounts for the first time last year	
Paid from local funds	Alternate meal	
Other operating funds	Early intervention, ultimately restricting access to graduation, prom, activities, etc.	New effort being made this year...we'll see
We continue to chase the students - seniors cannot graduate if not settled	Robo calls and e-mails sent weekly. Some schools offer supplemental meal with no charge to parents when credit limit is exceeded. Balances cleared as uncollectable at year-end.	CSDE requirement to clear all balances as uncollectable at year end has created a huge problem for us. as parents have no incentive to pay if our policy is not to let children go hungry and we continue to feed them without payment on credit until they can make some payments
Board pays unpaid student debt at the end of the school year, and then board attempts to collect on that debt	letter followed by weekly phone calls	Weekly calls (using school messenger) have seemed to reduce the \$.
BOE Paid	Monthly reminders are sent out via email. Then, board pays unpaid student debt at the end of the school year, and then board attempts to collect on that debt	
We cover through BOE funds	Weekly Robo calls and letters sent home	Time Consuming
BOE Budget reimburses Food Service	We contact parents via telephone and letters home	We recognize the importance of providing meals to students however spend a lot of time chasing after delinquent accounts to no avail
General fund	Letters, e-mails Notifications from director's office, email reminders, contacting the household, working with administrators	
Yes	Letters sent home	Not sure what you are asking and what the true definition of meal shaming is

Is your free / reduced application available on line?	If yes, have you seen an increase in applications?	Additional Comments?	If we can contact you for follow up, please give us your name and contact information	Are you a	Upload your policy on unpaid meal charges here. If this link doesn't work for you, you can email your policy to exedir@snact.org .
Yes	Yes	More families are using the online application Over 6 months of deliberating and the BOE has not come up with a charging policy	Dominick Golia - 203-736-5009 - dgolia@ansoniam.org	School Nutrition Director	
Yes	No		Madeleine Diker	School Nutrition Director	
Yes	No		Darlene Sczygiel 860-379-2729 x305	Food Service Manager	https://drive.google.com/open?id=0B9Axd0l8buCeiHuM19WTDhsZ2c
Yes	Yes		Wendy Rawlings wrawlings@berfinschools.org	School Nutrition Director	https://drive.google.com/open?id=0B8LFP9KLqP7lbn0wekcTNGMMILU
No			Suzanne Rodgers rodderss@bethel.k12.ct.us	Accounting Supervisor	https://drive.google.com/open?id=1spz94xCwMTtHrKmcMX_d8VlpjQUkmdsI
Yes	No		Sue Pinkham	School Nutrition Director	https://drive.google.com/open?id=1T8fy8seVA0fmEa2enzoI05QA445lJQIA
Yes	No		Amy Sanders-Banning	School Nutrition Director	https://drive.google.com/open?id=0B6FX99Wwv5c3M3VVV0hLUURZU0
No			Don Neel	School Business Manager	https://drive.google.com/open?id=0B4AnMuTCtbahdUJpWwFmY1csY1k
Yes	Yes	Uploaded Charge policy file is old existing version; current revision waiting for CREC Council approval. Will send when completed and approved.	Jeff Sidewater	School Nutrition Director School Business Manager	https://drive.google.com/open?id=0B0kE-siWZ8qNzdFFKZFdpOIQ2U0Q
No					
Yes		Not sufficient data to tell whether putting application on line has increased applications	Beth Haber, haberb@fpscd.org , (860) 673-8270	Finance Manager	
Yes	NA		Jessica D'Agnese 860-852-7933	School Nutrition Director	
Yes	No		Karen Clancy (860) 647-3444	School Business Manager	
Yes	No		Nick Aldi (860)647-3461	School Nutrition Director	
No				School Nutrition Director	https://drive.google.com/open?id=1aH07MbHqIOPMo7aWxoQMenwqV0tiB0jE
Yes	Yes		Susan Maffe	School Nutrition Director	
Yes			Janet Calabro	School Nutrition Director	

Timestamp	What is your school district (for reporting purposes we will only use DRG)	What is your DRG	Does your District's nutrition program have unpaid balances?	How does your district view unpaid balances ?	What was your unpaid balance total for the last school year ? (a range, or estimate is fine)	Has your unpaid balance total increased or decreased over the past few years?
10/26/2017 9:33:28	Milford	D	Yes	they are not a significant problem for our district relative to the size of our district, we feel they are significant	Less than \$1000	Decreased
11/2/2017 13:26:22	Naugatuck		Yes		14K	Increased
11/13/2017 15:54:52	Old Saybrook	D	Yes	relative to the size of our district, we feel they are significant	\$4,500	Increased
10/26/2017 9:22:40	Reg #8 Rham		1000 No	relative to the size of our district, we feel they are significant	1300	Decreased
10/27/2017 8:16:41	Region 12	C	Yes	they are not a significant problem for our district relative to the size of our district, we feel they are significant	less than \$75	Stayed about the same
10/26/2017 11:29:07	Region 14		No		1200	
10/30/2017 8:28:04	Region 16 School District		16 Yes	they are not a significant problem for our district relative to the size of our district, we feel they are significant	\$283.75	Stayed about the same
10/27/2017 8:15:15	Region 4	c	Yes	relative to the size of our district, we feel they are significant	\$15,000	Stayed about the same
10/26/2017 14:35:22	Regional School District 13	c	Yes		350	Increased
10/27/2017 12:55:18	Seymour Public School	F	Yes	relative to the size of our district, we feel they are significant	\$900.00	Stayed about the same
10/27/2017 11:02:08	South Windsor		Yes	they are not a significant problem for our district	\$110.00	Stayed about the same
11/14/2017 12:20:10	Southington		No	relative to the size of our district, we feel they are significant	zero	Decreased
10/26/2017 15:21:27	Stamford	H	Yes	they are not a significant problem for our district relative to the size of our district, we feel they are significant	\$16,000.00	Increased
10/26/2017 10:31:15	Stamford Schools		Yes		\$12,000.00	Increased
11/6/2017 10:18:25	Sterling	F	Yes	they are not a significant problem for our district	\$35	Stayed about the same
10/26/2017 15:31:58	Suffield	C	Yes	they are not a significant problem for our district	\$700	Decreased
10/31/2017 18:54:46	Tolland		Yes	they are not a significant problem for our district relative to the size of our district, we feel they are significant	-300	Stayed about the same
10/26/2017 14:45:29	Torrington	G	Yes		\$1,800	Increased
10/26/2017 14:07:06	Watertown	D	Yes	they are not a significant problem for our district	-\$1,500.00	Increased

How does your district cover unpaid balances?	How does your district handle delinquent accounts?	Comments on handling delinquent accounts
Balances we believe we can collect on are carried over into the next school year. Negative balances resulting from a lapse in eligibility and are deemed "uncollectible" are invoiced to the BOE- typically less than \$400 per year.	Negative balance notifications are sent M-F through SchoolMessenger. An email is sent to the parents email on file with a message stating the account is negative including the student name and current negative balance after lunch each day. Prior to utilizing the automated email notification of negative balances our negative balance list was 3 times the amount as compared to the current list.	
BOE cuts a check	only at High school and middle school we replace entrée with a cheese sandwich. We send weekly email notifications, over \$50 we make phone calls	
BOE Funding	send email notices home to parents weekly followed by letters and phone calls	
yes	e-mails mailings and phone calls	Just have to keep hounding parents
Local Board covers if uncollectible.	Notices are sent out when any balances exceed \$5 daily negative. System automatically send notices to parents when pre paid balance gets to \$20.	
through general funds	phone messages	
Abandon School Lunch Fund	Letters to Parents @ 3rd meal, Phone calls after that. We send home blank F&R Applications and follow up with Guidance	Everyone plays a part it's a team effort
General Fund	Monthly Invoices Sent	We are contemplating using a collections service.
Parent notification and then eventually school building funds	Parent notification and alternative lunch.	
Reimbursed by BOE	Managers make phone calls. Notices are sent home from Nutrition Services Office, and most recently we are emailing parents which has become the most effective way of communicating. We do have a policy but it is not effective as we do not want to punish the students. Its not their problem.	When all else fails, Superintendent of Finance will make calls.
School administration is contacted to help with repayment or will be covered by PTO/School activity funds based on the discretion of the administration at each school.	Notices home with the students for K-5; conversation with students at the registers for 6-12 students. Calls or Email reminders if multiple days in a row and then follow up from school administration to reach out to families.	Tedious accounting work for busy food service staff and the main office sends borrow slips out to parents on Fridays. They get a better response coming from the principals office.
The BOE gives us funds for a house account so students can borrow at the time of purchase.	Students borrow from a House account set up for this purpose in Horizon.	
After the end of the school year, charge to the operating budget	written payment reminders, parent link phone calls	
District funds pay the food service account	Attempts are made to collect from parents, communication via parent letters and robo phone calls	Extremely difficult
BOE pays it at the end of the year then contacts the parent for reimbursement	Calls, emails and sends notices	After 3 unpaid lunches they receive PPJ. Never do we allow a student to go hungry. Contact parents until they are paid.
BOE Funds	Letters and phone calls to parents, eventually change to alternative meal	
The balance stays with the child and must be paid with different "accountabilities" toward the end of the year depending on grade level.	Either alternate meals for elementary (after 2 negative), middle school gets a PTO paid granola bar (after 2 negative), no charging at high school.	It works pretty well, seem to catch up with most students by high school, if not sooner.
Food Service bills the BOE	Contact parents/guardians	
The GF reimburses the Cafe	We attempt collection, with slim to moderate success	

Is your free / reduced application available on line?	If yes, have you seen an increase in applications?	Additional Comments?	If we can contact you for follow up, please give us your name and contact information	Are you a	Upload your policy on unpaid meal charges here. If this link doesn't work for you, you can email your policy to execdir@snact.org .
Yes	No		Eileen Faustich 203-783-3490 efaustich@milforded.org	School Nutrition Director	
Yes	No		kate murphy 203-720-5279	School Nutrition Director	
Yes	No	Application is available on line but we do not have online processing ability for application	Maureen Nuzzo 860-395-3193 mnuzzo@oldsaybrookschools.org	School Nutrition Director	https://drive.google.com/open?id=1n0i4dv5CUL7FQh6GUDQJhdwJ0c1wn1g
Yes	No			School Nutrition Director	
Yes	No			School Business Manager	
No	No		Peter Brooks 203-263-3190	School Nutrition Director	
Yes	Yes	Have to look at daily	Patricia Iraci 203-758-6671	School Nutrition Director	
Yes	No			School Business Manager	
Yes	No		Kimberly Neubig	School Business Manager	https://drive.google.com/open?id=0B57Dg0Vq-PXZFdkV3IzLVBSjQ
Yes	No			School Nutrition Director	
Yes	No		Lisa Clayton 860-474-1499	Food Service Specialist	https://drive.google.com/open?id=0BwX2zKrMbZbEFFNTzhHVDdmLVk
Yes	No		Nya Welinsky, School Food Service Director	School Nutrition Director	
Yes	Yes		Hugh Murphy 203-977-5011	School Business Manager	https://drive.google.com/open?id=0B2bB_LG5i0U5RTY4VUZWTHZHdzA
Yes	No			School Nutrition Director	
Yes	No	student counts are down		DDS	
Yes	No		Bill Hoff	School Business Manager	https://drive.google.com/open?id=0B7xr8vxCNQJ5aFZXVWwGumkhUeGc
Yes	No	Our application is available on line but they cannot submit it that way.	Abby Kassman-Harned	School Nutrition Director	
Yes	No		Becky Tyrrell Jill M. Browne, or call David Foulds, Food Svc. Director	School Nutrition Director School Business Manager	https://drive.google.com/open?id=0B0VvJhtjs4-XOURZbnJNek1Dbmc
Yes	Yes				

Timestamp	What is your school district (for reporting purposes we will only use DRG)	What is your DRG	Does your District's nutrition program have unpaid balances?	How does your district view unpaid balances ?	What was your unpaid balance total for the last school year ? (a range, or estimate is fine)	Has your unpaid balance total increased or decreased over the past few years?
10/27/2017 9:11:42	West Hartford Public Schools	B	Yes	they are not a significant problem for our district	\$927.37	Increased
10/26/2017 14:55:07	Winchester	G	Yes	they are not a significant problem for our district	\$1,600	Stayed about the same
10/26/2017 9:38:39	Windsor		Yes	relative to the size of our district, we feel they are significant	16,000.00	Increased
10/26/2017 15:18:28	Windsor Locks	F	Yes	relative to the size of our district, we feel they are significant	\$5,000	Increased
10/26/2017 14:22:45	WOODBIDGE	B	Yes	they are not a significant problem for our district	\$500	Stayed about the same
10/26/2017 11:14:12			Yes	relative to the size of our district, we feel they are significant	1000	Decreased
10/26/2017 15:31:20			Yes	relative to the size of our district, we feel they are significant	\$90,000.00	Stayed about the same
10/26/2017 16:31:58			Yes	they are not a significant problem for our district		Stayed about the same

How does your district cover unpaid balances?	How does your district handle delinquent accounts?	Comments on handling delinquent accounts
See attached collection procedure Balance covered by BOE The principal has to pay at end of year from school account yes	see attached collection procedure Contact parents/ guardians Elementary schools unlimited charging. Middle/High allowed to charge 5 meals and we call home and email parents for payments. Cheese sandwich meal is given only if student has not taken a meal. We don't take food away. Notices are sent home, principals make phone calls, guidance counselors speak with students	This is becoming a very costly and timely effort to send home statements, call or email parents.
BOE They have carried over and we try to regain the funds before graduation We continue to try to collect	COMMUNICATION TO PAREN Notices, phone calls, threats, payment plans We pay off the free and reduced balances	NOT A BIG PROBLEM IN DISTRICT

Is your free / reduced application available on line?	If yes, have you seen an increase in applications?	Additional Comments?	If we can contact you for follow up, please give us your name and contact information	Are you a	Upload your policy on unpaid meal charges here. If this link doesn't work for you, you can email your policy to execdir@snact.org .
Yes	No	We just started on line applications this year so we really have not seen a benefit yet	Wendy Ashe, (860)561-6678 Becky Tyrrell	Nutrition Services Accountant	https://drive.google.com/open?id=0B-6iVJd4KMGIpRXh0SEhyZV9ac3M
Yes	No			School Nutrition Director	
Yes	No	School meals should be part of the overall school budget like busing.	Dana Plant Les Koziara, lkoziara@wlps.org, 860-292-5709	School Nutrition Director	
Yes	No			School Business Manager	
Yes	No			School Business Manager	
Yes	Yes		Michael Augur	School Nutrition Director	
Yes	Yes		Joe Martho	School Business Manager	
Yes	No			School Business Manager	

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Instruction**Curriculum Design/Development**

The curriculum is the cornerstone of the Groton Public Schools instructional program and reflects philosophical beliefs about what children need to know and what they should be able to do. It is designed to ensure that students will succeed in the work place, be prepared for advance education, and become lifelong learners. Curricula shall include all instructional activities of the Groton Public schools; and shall provide for the continuous growth and development of each student throughout his/her school experience. The curriculum reflects the philosophy and goals of the Groton Board of Education, i.e., ~~all students can learn~~; all students can learn at higher levels than commonly recognized or expected; high but reasonable standards must be established for all students in all courses; learning is lifelong; a strong curriculum and adequate support resources are necessary conditions for academic success; and that a curriculum must prepare students for life in a ~~technologically-rich~~ global society.

As outlined in the Groton Public Schools Curriculum Handbook, new courses and major course revisions which propose a major change in the objectives for a course or program or in instructional materials shall be:

1. Presented to the Superintendent or Assistant Superintendent for approval
2. Presented to the Board of Education Curriculum Subcommittee for review and recommendations
3. Presented to the Committee of the Whole (COW) for review to draft curriculum
4. Curriculum is written
5. Curriculum is reviewed by the Board of Education Curriculum Subcommittee.
6. Curriculum is then presented to the Board of Education for final approval

The Board of Education has responsibility and authority for the district's curriculum, subject to any limits specified by the State.

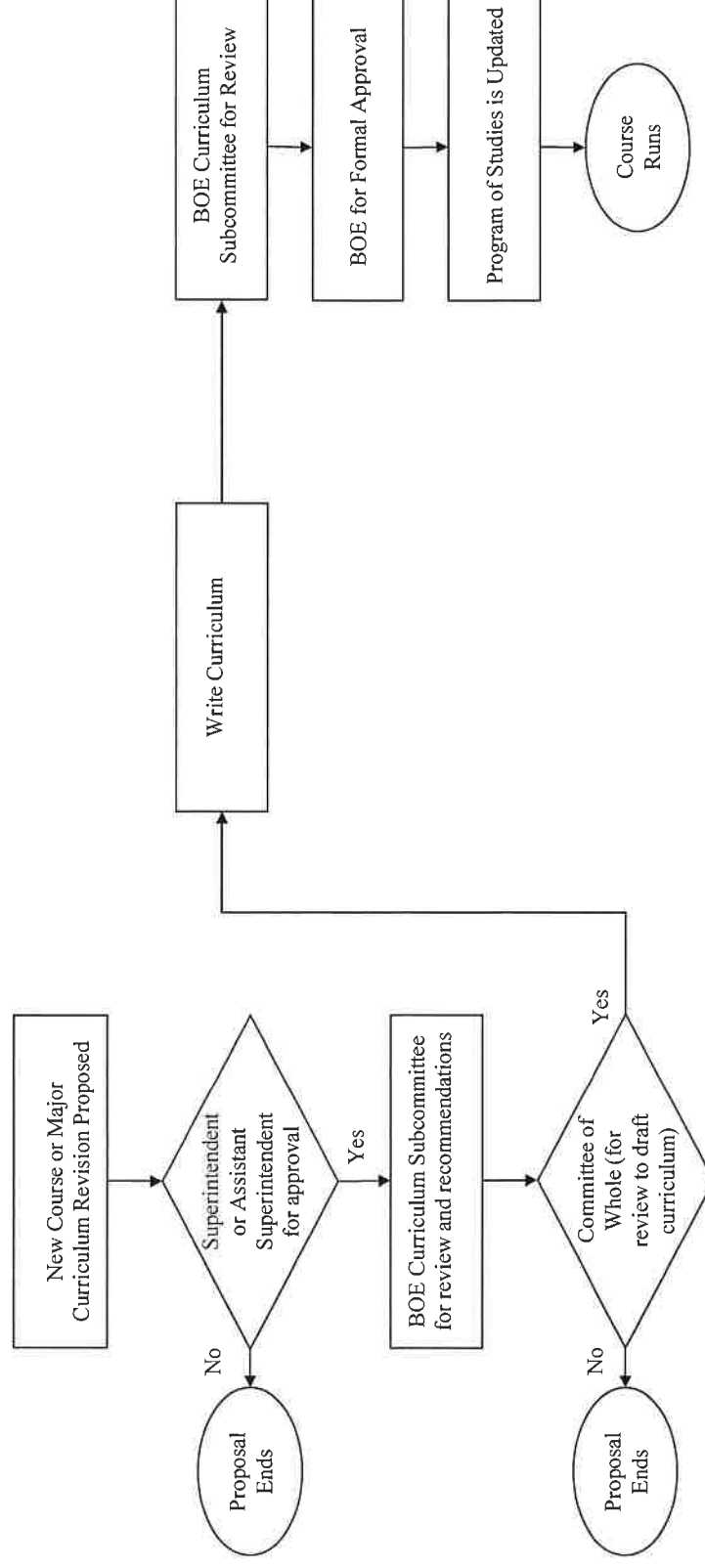
~~In order to ensure coordination with the Board's ultimate approval authority over curriculum, the Superintendent will present the plan for curriculum development/revision to the Board of Education's Curriculum Subcommittee for approval. If a pilot period is necessary, the superintendent will present the written curriculum and pilot plan to the Curriculum Subcommittee for approval. After completion of the district's Curriculum Development Process, (including any pilot period) the suggested revised and/or new curricula or materials shall be presented for review to the Board of Education's Committee of the Whole (C.O.W.) Curriculum Subcommittee. Once the curricula or instructional materials have been endorsed by the C.O.W. Board of Education's Curriculum Subcommittee, they will be submitted to the Board of Education for formal approval prior to implementation.~~

Legal Reference:	Connecticut General Statutes
	10-15 Towns to maintain schools
	10-15c Discrimination in public school prohibited
	10-16b Prescribed courses of student
	10-18 Courses in United States history, government and duties and responsibilities of citizenship
	10-18a Contents of textbooks and other general instructional materials
	10-19 Effect of alcohol, nicotine, or tobacco and drugs to be taught
	10-221a High School graduation requirements

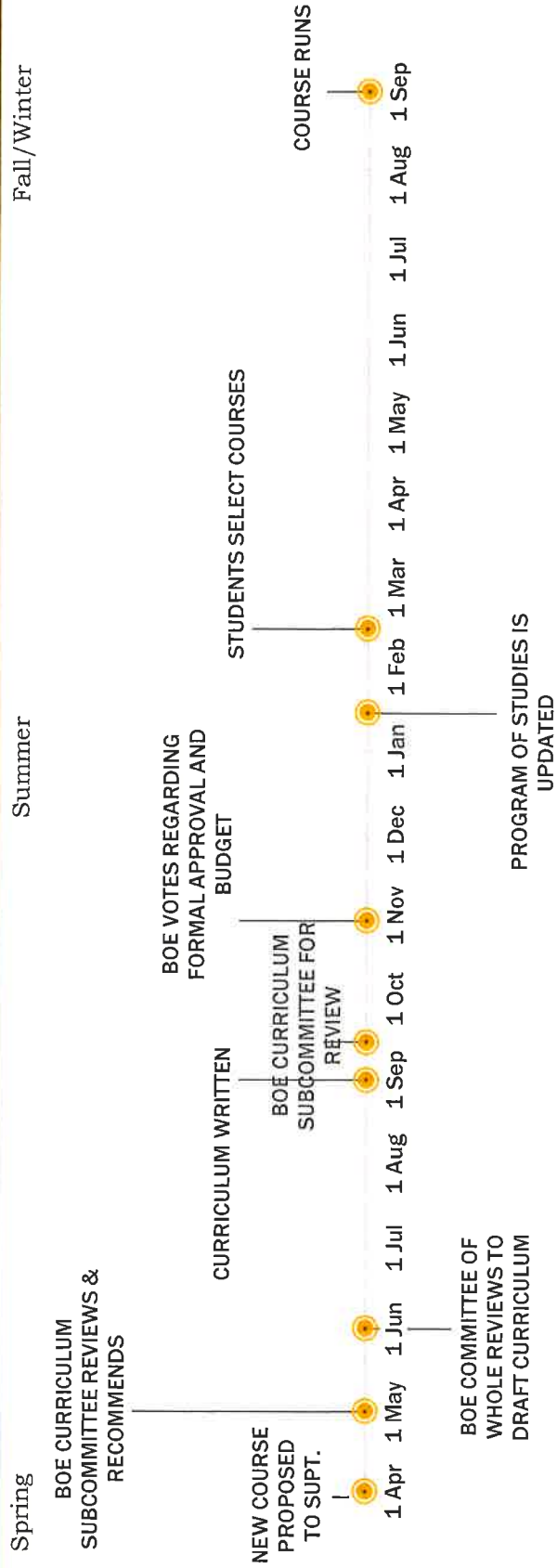
Policy Adopted: December 8, 2003
 Revised: April 26, 2010
 Revised:

GROTON PUBLIC SCHOOLS
 Groton, Connecticut

How New Courses/New Curriculum or Major Revisions are Approved



New Course Proposal Timeline



DETAILS

DATE	MILESTONE
4/1/2019	New Course Proposed to Supt.
5/1/2019	BOE Curriculum Subcommittee Reviews & Recommends
6/1/2019	BOE Committee Of Whole Reviews to Draft Curriculum
9/1/2019	Curriculum Written
9/15/2019	BOE Curriculum Subcommittee for Review
10/30/2019	BOE Votes Regarding Formal Approval and Budget
1/15/2020	Program of Studies is Updated
2/15/2020	Students Select Courses
9/1/2020	Course Runs

POLICY

P 6161

Instruction

Equipment/Books/Materials: Provision/Selection

The Board of Education shall provide educational materials and equipment that support and enrich the curriculum.

The review and selection of **print or digital** basic textbooks, ~~textbooks (the book(s) or set(s) of instructional materials~~ that serve as the foundation for the majority of the course content, ~~-shall be considered the basic textbook—hereinafter referred to simply as "textbooks")~~ will be continuously reviewed to keep current with the expansion of knowledge and rapid changes in the world and to present balanced views on international, national, and local issues and problems of the past, present, and future. Other instructional materials, such as supplemental texts, on-line resources, and reference books shall not be considered to be textbooks.

The administration will develop and maintain a procedure for selecting materials which meet the aforementioned criteria. Such procedure shall include the opportunity for professional staff to analyze, evaluate, and recommend primary learning materials for adoption.

All new textbooks used as the primary sources of information for courses will be **reviewed** ~~voted~~ by the ~~Curriculum & Instruction Council~~ **Curriculum subcommittee of the Board of Education** and be presented to the Board of Education for approval. Adoption of new textbooks shall require a two-thirds vote of all the members of the Board.

Textbooks should:

1. Provide materials to stimulate growth in factual knowledge, literary appreciation, aesthetic, and ethical values.
2. Provide materials that will enable students to develop abilities in critical reading and thinking.
3. Provide materials that will develop and foster an appreciation of cultural diversity and development in the United States and throughout the world.
4. Provide for all students an effective basic education that does not discriminate on the basis of race, age, color, religion, national origin, sex, or physical disabilities.
5. Provide sufficient flexibility for meeting the special needs of individual students and groups of students.

Any text deemed to be controversial by the Superintendent of Schools shall be subject to review automatically by the Board of Education.

A textbook may be retired as part of the curriculum review/revision process described in the Groton Curriculum Handbook. If grade level/content area teachers are interested in retiring a textbook series, they will complete the "Request for Textbook Retirement" form and submit it to the building principal, who will advise the Assistant Superintendent of the textbook retirement request.

Equipment, Books, and Materials: Provision/Selection – cont.

Legal Reference

Connecticut General Statutes

10-18a Contents of textbooks and other general instructional materials.

10-221 Boards of Education to prescribe rules.

10-222a Boards to have use of funds derived from repayment for school materials.

10-228 Free textbooks, supplies, materials and equipment.

10-229 Change of textbooks.

**Groton Public Schools
Groton, CT
New Textbook ~~Request~~/Review Form**

Grade level: Course Title	Copyright date/Edition:
Content Area:	Name of reviewer:
Book Title:	Date of Review:
Publisher: Author/Publisher	Author: Grade Level(s):

Rate the textbook by using the following scale of 1 to 5:
(1 being the lowest score and 5 being the highest)

Score	Description
	Is the text aligned with the Common Core State Standards, Connecticut State Standards and National curriculum standards?
	Does the text support the content and objectives of the curriculum?
	Does the text reinforce critical thinking, problem solving and higher order thinking skills?
	Is the style of writing interesting, clear, and appropriate for the students at this grade level?
	Are photographs, graphs, drawings, tables, diagrams, and charts used effectively to support students' interpretation of and access to the content?
	Is the text balanced in gender representation?
	Does the text provide a fair and balanced representation of diverse cultures in valued roles and positive situations?
	Does the text provide a sufficient quantity and quality of assessments?
	Does the text support writing within the content area?
	Does the text provide authentic problems, issues or scenarios within and across the content areas for students to evaluate?
	Is there technology to support the text?
	Does the teacher's manual include specific teaching strategies and supplemental lessons to assist the teacher meet the needs of all students?

**Groton Public Schools
Groton, CT
New Textbook Review Form**

Does the text have an online version? ____ Yes ____ No

What is the Lexile level of the text? _____

What are the outstanding features of the text?

What are the shortcomings of the text?

Should the textbook be adopted? ____ Yes ____ No

Additional comments:

Signature of reviewer: _____

Date: _____

Request for Textbook Retirement Form

Name of Teacher(s): _____ Textbook title: _____

School: _____ Edition and copyright date: _____

Course/Grade Level: _____ ISBN: _____

Current inventory: _____

Is this textbook used across the district at the same grade level/course?

Rationale for discontinuing the use of the textbook:

Proposal for replacement textbook/resources:

Building Principal Signature: _____

Assistant Superintendent Signature: _____

Request Approved by Curriculum Department? Yes No

Business Office recommended disposal method: _____

Please return this form to the Teaching & Learning Office. Upon receipt of the form the Office of Teaching & Learning will arrange for the request to be added to the Curriculum & Instruction Council agenda to consider the appropriate course of action.