

Newtown Board of Education
CIP/Facilities/Finance Committee Minutes
June 5, 2019

Call to Order: Mr. Cruson called the meeting to order at 5:40 p.m.

Present: Dan Cruson, Dan Delia, Ron Bienkowski, Lorrie Rodrigue, Rick Spreyer,

Public Participation: None

Communications/Announcements: None

Unfinished Business

Item 1: Approval of Minutes, March 20, 2019 Mr. Cruson moved to approve the minutes of March 20, 2019. All in favor.

Item 2 CIP

Discussion and action regarding 2020-2021 CIP recommendation to Board

Mr. Bienkowski went over the CIP Summary, stating there was no change from our last meeting of March 20th other than the Hawley project in year 1. On the prior CIP report the Hawley HVAC Renovation and Ventilation project was listed at \$5M. The project was then reviewed with a cost by RZ Design Associates with the option of a Ductless Split System vs. a fully Ducted System at a cost of \$3.9M. Based on our previous CIP meeting Mr. Bienkowski stated he thought the SubCommittee was in favor of going with the ducted system by RZ Design for the lower cost of \$3.9M. Mr. Bienkowski discussed how the new estimated cost would lower the CIP estimated cost by approximately \$1,040,267.

Mr. Bienkowski then talked about how the schedule would take place if this CIP is approved by the Board of Education. We would need the CIP approved at the April 28, 2020 Referendum. After the Referendum for school year 2020-21, we would then select and engage the engineering firm to design and spec out. The bid would be put out in January of 2021 for a contractor selection. In the school year 2021-22 during the summer break the work would begin.

Dr. Rodrigue asked if this same timeline would take place if we decided to go with the Ductless Split System. Mr. Bienkowski stated it would be the same as there is still the need to engage the engineering firm to design and spec out. Mr. Cruson stated the biggest limitation is the fact that we still have to wait for next year's Referendum.

Mr. Cruson moved to approve the CIP to the Board of Education for approval of the Fully Ducted System. All was in favor.

Item 3 Purchasing Collaboration Response to Legislative Council

Discussion amongst the Committee related to questions the Legislative Council had concerning purchasing collaboration.

Item 4 Year-end Expenditures/Recommendations/Non-Lapsing Account

Mr. Bienkowski wanted to review the Non-Lapsing account and what was requested originally back in September 2018.

We requested \$235,000 from the Board of Finance for the Hawley/Middle School AC Ductless Splits systems and the Sandy Hook School Lightening Projection System. In both cases the AC came in under budget. We had \$100,000 budgeted and there was a \$20,000 savings. So we had a positive balance on those two projects. The Lightening Protection project was a bit different. We had two bids. The original low bid was \$130,972 and the second low bid was \$149,150. The original low bidder had withdrawn because they forgot to include some components and expenses so we went with the second lowest bidder and with additional negotiations we reduced the bid down to \$138,000. With this cost we were within budget but we now have a pending change order of \$8,000 due to an e-bridge that does not fit into the boxes that are on the poles now. So with this adjustment we would be \$1,585 over what the authorization of the \$235,000 was. We now have the option to send a memo to the Board of Finance asking for the additional funds or charging the \$1,585 to our operating budget. Mr. Bienkowski stated he would prefer to go with the first option to keep the Board of Finance informed of what is going on since we had a change order that put us over budget.

The final discussion was around the Non-Lapsing account fund balance. With the current request of \$235,000 it leaves us with a balance of \$191,857 in the Non-Lapsing account. With a potential deposit of \$250,000 from this year's budget our balance would be over the \$400,000. If we don't add the potential deposit to the Non-Lapsing account then the additional expenditures would take up roughly \$190,000 of that \$250,000. There are three additional expenditures to consider.

The conversation continued with discussion of needs around the district and the potential impact of the \$250,000 deposit into the account and the end of year financial report. Mr. Delia stated that this account is money that we have to ask permission for if we want to use it therefore, it's a Board of Ed decision.

Dr. Rodrigue stated she thought it was right to put the money into the account and we could then speak to it with unpredictable expenses. The Sub-committee agreed to remove the Verkada expense consideration but keep the maintenance vehicle and a chrome book cart for Special Education on the list.

Item 5 2019-2020 Budget Adjustments

Mr. Bienkowski stated the Budget Adjustment report represents what we know now. These are the adjustments necessary to cover next year's budget.

The results of the adjustments of pluses and minuses comes to \$0. This is what would be presented to the Board to address the changes that are needed at this point.

Dr. Rodrigue talked about the birth-to-3 group. There is no registration for this group. There is no predictability. We should think about this going forward.

Dr. Rodrigue thanked Mr. Bienkowski for all of the hard work he has done for the District.

Item 6 Lunch Program Update

Mr. Bienkowski stated he felt it was important to go on record with the results when the Board approved the Lunch Program contract. The schedule represents what we presented to the board. With the \$0.25 increase in meals there would be a \$22,438 positive balance between the elementary and high school programs. At the board meeting there was considerable discussion to include the compostables to get rid of Styrofoam and plastic straws. The additional costs of this would be \$11,866 for elementary and \$3,262 for the high school with a combined total additional cost of \$15,128. This reduces the positive balance to \$7,310.

The minimum wage is going up again next year so there will be pressure on the subsequent years on operations and Mr. Bienkowski stated he did not think it was wise to go forward with a price increase 2 years in a row. Dr. Rodrigue stated there is a lot of areas where Whitsons could capture more business and it is tight. Mr. Bienkowski stated it is in their best interest to increase sales and if they don't make this \$7,310 then it comes out of their Admin fee. It would be our best interest to increase our balance by profitability and not just break even.

The other two schedules shows what was included in the April 9th Board meeting and what the reality is at this point.

We also had to amend the contract that we sent to the State's School Child Nutrition Program to reflect that revision to the budget so that is different than what the board received. The state has approved it and we are good to go.

Dr. Rodrigue stated we will have paper straws and no Styrofoam next year.

Mr. Cruson asked how much longer do we have on the Whitson's contract. Mr. Bienkowski stated we have one more year after the 19-20 school year which we are now locked in at. We should be able to go another 2 years with Whitsons before we have to consider another price increase. All was in agreement.

Item 7 Other

Open

Adjournment: Mr. Cruson moved to adjourn at 6:33. All in favor.

Respectfully submitted,
Joanne Morris

Newtown Board Of Education
CIP/Facilities/Finance Committee
March 20, 2019

Call to Order: Mrs. Leidlein called the meeting to order at 5:42pm

Present: Dan Delia, Dan Cruson, Debbie Leidlein, Ron Bienkowski, Dr. Lorrie Rodrigue, Gino Faiella, Ron Bathrick, RZ Design, Peter Luchini, RZ design, John Prunier, Whitsons.

Public Participation: None

Communications/Announcements: None

Unfinished Business

Item 1 Approval of Minutes, October 24, 2018 Mrs. Leidlein moved to approved the minutes of October 24, 2018 . All in favor.

Item 2 CIP – 5-10 Year Plan

Hawley a/c ventilation review :

MR. Bienkowski introduced the 5 and 10 year CIP plan. The main priority for next year currently is the Hawley HVAC project . The number that is in the plan for year 2020-21 is the same as the number that was approved by the Board last year. The reason RZ Design employed and was invited to this meeting is to explain the 2 full designs with hard numbers and to get a full understanding and make a recommendation or decision as to which direction the Committee should recommend.

Mr. Faiella introduced Ron Bathrick and Peter Luchini from RZ Design Associates which did the schematic designs for the Hawley school HVAC project. Ron Bathrick stated RZ Design was asked to generate documents in 3 phases. Schematic, design phase, and construction phase. RZ Design looked at two scenarios; 1 is VRF (Variable Refrigerant Flow) System, a ductless split system. The 2nd scenario would be a VAV (Variable Air Volume) system which is a fully ducted system. This system is a whole functional cooling and heating ventilation system. The difference between the two units beyond the price is system #1, the split system, has a short life cycle of about 15 years. The 2nd system would have a cycle of 30 years. Scenario #1, the ductless system, if there are 30 classrooms then there are 30 units that would need to be serviced. This system needs monitoring and caring for. Scenario #2 the VAV System which is a fully integrated system, has better control and monitoring with one service area. With a fully integrated system it becomes more efficient and you can do more with it.

Mr. Bienkowski asked about operating costs of the two systems. Ron Bathrick said it is close. Scenario #2 with the VAV (Variable Air Volume) system is a constant volume unit and is more money. You would be able to shut rooms off when not using. Mr. Bathrick stated when you have large quantities of refrigerant piping, (such as in Scenario #1 the ductless split system) there is more prone to leaks....and would be a concern. He prefers a standard ducted self-contained system. Besides weather protecting,

probably within 5 years you would have to re-insulate the piping for the split ductless system. Mr. Bathrick stated with the Hawley building he would recommend the full VAV system. With the VAV system package everything is replaceable and maintenance friendly. For the ductless system there would be over 30 units that could be ready to expire after 15 years.

Mr. Bienkowski asked about the time frame for each of these projects. Mr. Bathrick stated probably the split system would be less intrusive but he does not see one taking more time than the other. The VAV system has more design time to it. Mr. Faiella asked if it was conceivable to get it done in one summer. Mr. Bathrick stated it is close with either systems. We can get systems in operation, but we would need to come back to debug it and for spot work which might go into the fall.

Mr. Bathrick will create a timeline to review. Summer of 2021 would possibly be the starting time for this project. Bonded money would be available after the vote. RZ Design would put this out to bid by end of year of 2020 if we get approval. The Committee made no decision at this time.

Other CIP projects.

The Committee discussed and reviewed projects completed and on-going. Pricing was included for the 2nd five years of the plan which were previously TBD's. These are rough numbers.

Further cooling needs at Middle Gate School was discussed.

Item 3 2018-19 Budget Expenditures

Building and Site Maintenance Projects – Balance proposals

Mr. Bienkowski presented the Building & Maintenance Projects list. Everything is listed as being done with a balance of \$15,170 in building and site maintenance projects. Mr. Bienkowski asked Mr. Faiella what he thought would be important. Mr. Faiella stated he would like to use the balance of the remaining money to replace countertops, cabinets, sinks and shut off valves, and faucets at HOM. Consensus of the sub-committee agreed.

Item 4 Food Service Management co. – Whitsons

Current operations review

Mr. Bienkowski reviewed the NSLP with the committee and stated all schools are on the lunch program except for the High School. Ron introduced Gen Mgr. John Prunier of Whitsons. Mr. Bienkowski gave an update of our contract with Whitsons and stated we are in year 3 of a yearly renewal to our 5 year contract. We recently had a state audit review regarding Whitsons, which the State went through all of our records. Mrs. Bienkowski was pleased that there was no substantial feedback or recommendations.

Budget for 2019-20, Price Increase

Mr. Prunier presented an overview of the current year through January results, and projections for the end of this school year. Contributing factors this year are: all elementary schools are all at budget meal participation rate. Middle school breakfast is lower than budget so Whitsons re-launched "breakfast at lunch" which offers breakfast items at lunch time which has clicked a bit with the students. Also at the Middle School they moved the burger, chicken patti, hotdog station that are pre-wrapped to a hot line to make as ordered, that seems to be working well with students also. Reed has been great and have been on plan all year. Promotions added included a smoothies and parfait program everyday.

One of big contributors of shortage at the High School is the food cost. A lot of items at the High School for the snack programs comes in at a higher cost for Whitsons. They now have a new vendor with lower prices to make the High School profitability piece go up hopefully by the end of the year.

Mr. Prunier announced a new district chef, Nicole Demers. She is doing promotionals at the High School, Reed, and the Middle School 1 to 2 days a week. They added a New dietician in the district, Brianna Theus, who is out doing nutrition education, and is also doing surveys and hand kiosk surveys in the schools. Whitsons will have real-time data soon as to what the kids actually want. Hopefully by April Whitsons will know where they are at and can make changes to appeal to what kids want for next year. Mr Prunier stated that the Choosi pre-order system at the High School has not done well with students. Kids have so many apps on their phone and Whitsons is not sure it will work there. They will make a decision soon as to whether they will pass on this program going forward.

Whitsons has now introduced yogurt smoothies and parfaits at the elementary schools and this will now become part of the permanent structure.

Mr. Prunier said for next year's budget, contributing factors will be a 2.4% increasing in overall revenue. The big piece for next year is wage increase. The Governor has a recommended minimum wage of \$11.25/hr. Increase in healthcare costs, and food, paper and cleaning supply costs will increase as well. Another component is the State requirements for USDA Professional Standards training for team members and salary managers which has increased to more hours per year and is equated to a \$3,000 higher cost. CPI increase which is part of management of the contract to increase the Whitsons fees by 2% is not set as the State usually sets this in April.

Labor increase includes positions, hours and wage rates. For elementary the increase would be about \$21,000 and the High School is \$19,000. Mr. Prunier stated the elementary schools are down to two employees per school and there is no way to trim that. Reed and middle school is at a point where they can't take it any further either.

Whitsons budget for next year. Budget sheets show example price increase for meals from \$0.10 to \$0.50. for both the High School and Elementary. Meal prices have not risen since 2015-16. Mr. Prunier stated If the Board approved the minimum meal price increase we might be back at the table next year. The \$0.15 would get Whitsons to a break even and anything above the \$0 .15 would be a positive and would hold us that much longer.

Mr. Bienkowski stated the High School is in the positive and the High School helps support the elementary schools. History over the years' has run us close to the margin to make money. The way the

contract is stated the Food service Company is at risk if they don't meet the projected combined profit of the schools.

Mr. Bienkowski stated basically we have two decisions to make, a price increase of meal costs, and a renewal of the Whitsons contract for the 4th year. Discussion was around what the increase would be.

Mrs. Leidlein recommended the meal price increase of \$0.25 across the board for all schools and renewal of the 4th year contract with Whitsons. The Sub-Committee agreed pending board approval.

Discussion was also brought up regarding getting breakfast out to more of the high school kids. Possibly changing or adding a plan to do this by spring. Dr. Rodrigue asked if Whitsons has ever considered after school food service once school is done as students are still there. Ready-made stuff and grab n go items could be available and we might get teachers as well since the school is still occupied after regular school hours. Optimum hours for this would be 2-4pm. Mr. Prunier was in agreement to look into this further.

Other food service items, environmental

Mr. Prunier presented the committee with a new Digital magazine that is now available on the web page every quarter.

Other considerations - None

Open

Adjournment: Mrs. Leidlein moved to adjourn the meeting at 7:40pm. All in favor.

Respectfully submitted,

Joanne Morris

**NEWTOWN BOARD OF EDUCATION
SUMMARY - CAPITAL IMPROVEMENT PLAN
2020/21 TO 2024/25**

**DRAFT
for the Committee 6/5/19**

INITIAL FIVE YEARS

CIP Item #	Location	Description of Project	underway 2019/20	Year 1	Year 2	Year 3	Year 4	Year 5	TOTALS
				2020/21	2021/22	2022/23	2023/24	2024/25	
	<i>underway</i> Hawley Elem.	<i>Replace boiler, steam to HW, 1921 section & Lighting energy project, Less Energy Incentive Payment</i>	\$783,200 -\$38,961 \$744,239						
1	Hawley Elem.	Ventilation, HVAC Renovations, partial A/C, focus on '21 section		\$3,962,000					
7	Hawley Elem.	Generator						\$1,000,000	\$4,962,000
6	Middle Gate Elem	Window modifications						\$1,000,000	\$1,000,000
5	Head O'Meadow	Lighting, efficiency, variable frequency drivers & pumps					\$997,672		\$997,672
4	Reed Intermediate	Install high efficiency gas boilers & LED lighting conversion				\$1,452,730			\$1,452,730
3	Middle School	II - Ventilation, HVAC, AC Auditorium & Café, replace rooftop units '98			\$3,475,632				\$3,475,632
	<i>underway</i> High School	<i>Main boiler replacements - High Efficiency Gas, lighting & and controls, Less Energy Incentive PAYMENT</i>	\$2,702,000 -\$463,435 \$2,238,565						
2	High School	Replace/restore stadium turf field (11th year)			\$1,191,016				\$1,191,016
TOTAL COSTS OF ALL PROJECTS			\$3,485,200	\$3,962,000	\$4,666,648	\$1,452,730	\$997,672	\$2,000,000	\$13,079,050
TOTAL TO BE BONDED				\$3,962,000	\$4,666,648	\$1,452,730	\$997,672	\$2,000,000	\$13,079,050
<i>School Building Grant Eligible 2017-18 Reimbursement rate 36.43%</i>									

Eligibility for project inclusion on the CIP is that the cost must exceed \$200,000.
Estimates on file are increased by 6% from last year.

**NEWTOWN BOARD OF EDUCATION
SUMMARY - CAPITAL IMPROVEMENT PLAN
2025/26 TO 2029/30**

**DRAFT
for the Committee 6/5/19**

SECOND FIVE YEARS

CIP Item #	Location	Description of Project	Year 6	Year 7	Year 8	Year 9	Year 10	TOTALS	
			2025/26	2026/27	2027/28	2028/29	2029/30		
	Hawley Elem.	Classroom renovations '21 section (ceilings, lighting, floors, etc.) Purchase unsightly House/land adjacent to school (1.06 acres) Repave entire parking lot, curbing, sidewalks Elevator to café	\$450,000	\$300,000	\$954,000	\$1,300,000		\$3,004,000	
	Sandy Hook							\$0	
	Middle Gate Elem	Repave entire parking lot, curbing, sidewalks Complete kitchen renovation			\$1,300,000	\$375,000		\$1,675,000	
	Head O'Meadow	Gas and water lines to school Replace/update A/C Re roofing/restoration		\$3,180,000	\$2,544,000	\$5,830,000		\$11,554,000	
	Reed Intermediate	Repave entire parking lot, curbing, sidewalks Re roof entire building (solar remove & reinstall \$225K)		\$3,500,000	\$2,000,000			\$5,500,000	
	Middle School	Repave entire parking lot, curbing, sidewalks Window replacements Library and science lab renovations Complete kitchen renovation		\$750,000	\$3,500,000		\$1,590,000	\$5,840,000	
	High School	Re roofing/restoration HVAC equipment replacements Fuel Cell Athletic/Stadium field house and storage Practice fields facilities and storage	\$954,000	\$2,756,000 \$848,000	\$1,590,000		\$5,000,000	\$11,148,000	
TOTAL COSTS OF ALL PROJECTS			\$0	\$1,404,000	\$11,334,000	\$11,888,000	\$9,095,000	\$5,000,000	\$38,721,000
TOTAL TO BE BONDED				\$1,404,000	\$11,334,000	\$11,888,000	\$9,095,000	\$5,000,000	\$38,721,000

February 7, 2019

Project - Hawley Elementary School
Newtown, CT

Attn: Gino Faiella Director of Facilities BOE

Gino,

The following is the renovation budget for the ventilation and cooling for Areas 1921 (C) & 1948 (B) including Area 1997 (A) with (1) ductless split for 1st floor and (3) ductless splits for the 2nd floor and (1) ERV included in both the (2) scenarios attached:

Scenario #1 is a ducted ventilation system with multiple ductless split air conditioning units throughout the building. Refer to attached Dwgs. M1.1, M1.2, M1.3.

Scenario #2 fully ducted ERV units, DX cooling and Hot Water Coils as reflected in our schematic floor plans. Refer to attached Dwgs. M2.1, M2.2, M2.3, M2.4, M2.5, M2.6

All work shall include Mechanical Equipment, ductwork necessary to provide fully functional systems. We have included anticipated architectural cutting, patching and painting, electrical wiring, structural and 15% contingency. We have included 10% fees for permit drawing documents and construction administration.

Scenario #1	Mechanical	\$1,887,600.00
	Electrical	\$ 250,000.00
	Architectural	\$ 100,000.00
	Structural	\$ 60,000.00
	15% Contingency	<u>\$ 344,640.00</u>
Sub Total		\$2,642,240.00
Mechanical, Electrical, Structural and Architectural Design for permitting		<u>\$ 264,220.00</u>
Grand total		<u>\$2,906,460.00</u>

Scenario #2	Mechanical	\$2,606,500.00
	Electrical	\$ 350,000.00
	Architectural	\$ 100,000.00
	Structural	\$ 75,000.00
	15% Contingency	<u>\$ 469,725.00</u>
Sub Total		\$3,601,225.00
Mechanical, Electrical, Structural and Architectural Design for permitting		<u>\$ 360,120.00</u>
Grand total		<u>\$3,961,345.00</u>

The above budget estimated constitutes a turn key installation including HVAC, Electrical, Structural, Architectural and Construction Administration through project completion.

Any questions or comments, please contact me.

Ron Bathrick
Associate

June 5, 2019

CIP Notes

The only project included for the 2020-21 (year 1) of the new CIP is the HVAC Renovation and Ventilation project which was previously included for \$5,002,267.

This project was reviewed with a cost by RZ Design Associates for a fully ducted system at \$3,961,345.

Using this as the new estimated cost lowers the prior CIP estimated cost by approximately \$1,040,267.

Schedule would be approximately as follows:

- April 28, 2020 Referendum w/ budget approval
- School year 2020-21 select and engage engineering firm to design and spec out.
Bid out in January of 2021 for contractor selection
- School year 2021-22 summer break- commence work



NEWTOWN PUBLIC SCHOOLS

Bienkowski, Ron <bienkowskir@newtown.k12.ct.us>

Fwd: A request for additional discussion with the LC on purchasing

1 message

Dan Rosenthal <dan.rosenthal@newtown-ct.gov>

Sun, Apr 28, 2019 at 8:05 PM

To: Rick Spreyer <rick.spreyer@newtown-ct.gov>, bienkowskir@newtown.k12.ct.us

FYI

----- Forwarded message -----

From: **Paul Lundquist** <plundquist.newtown@gmail.com>

Date: Fri, Apr 26, 2019 at 12:37 PM

Subject: A request for additional discussion with the LC on purchasing

To: Ku, Michelle <kum_boe@newtown.k12.ct.us>, Dan Rosenthal <dan.rosenthal@newtown-ct.gov>

Cc: Lorrie Rodrigue <rodrigue@newtown.k12.ct.us>, Robert Tait <robert.tait@newtown-ct.gov>

Hi Michelle and Dan,

Please see the note below regarding a future LC meeting discussion with Ron Bienkowski and Rick Spreyer. Please forward, and I'm happy to speak directly with them moving forward.

Hello Rick and Ron,

With the budget behind us, I'd like to find some time to continue the conversation about purchasing collaboration, and better understand some of the discussion items that arose during the CIP and Budget processes. At a date of your choosing, I'd like to formally invite you to attend a Legislative Council meeting for this purpose. This is not an immediate need, and I realize it will take time for you both to meet together and explore some of these items over the coming weeks. So I'm asking you to please give this some thought and let me know when the time is right.

Some of the items to discuss include:

- An update on the Hawley HVAC and Ventilation project once bidding is complete. What is the cost differences of using ductless splits vs retrofitting new tin work in an old building that was not designed for it, the cost of a separate ventilation system, and are there any potential changes to the original scope of the ductless split project?
- Purchasing pricing and practices moving forward -- across common purchases, what is the comparison of negotiated prices for Town and School vs the Consortium (based on review/research/experience).
- Our ability to do blanket orders rather than bulk ordering (Ron mentioned we do not have the space to store bulk orders, does this impede savings?)
- The purchase authorization process, both in policy and in practice. Who is the process owner on the BOE side? (similar Bob Tait on the Town side?)
- Any newly identified joint bidding/purchasing opportunities between departments to leverage economies of scale -- and more broadly, between the Town and BOE,
- Other opportunities for shared services?

These items represent a summary of open questions. I recognize you were in early stages of the collaboration process at budget time, and the LC was enthusiastic in our quest to identify potential savings opportunities. While it was a fair ask, I also understand it was difficult to be definitive in your responses. With a bit of time, I hope we can fully understand some of the real-world benefits of your efforts. Please feel free to reach out if you have any questions. And as you have an opportunity to discuss among yourselves, let me know when it makes sense to schedule a future LC meeting for a review.

Thank you,
Paul

Paul Lundquist
Chairman, Legislative Council

--

Daniel Rosenthal
First Selectman

BOE Non-Lapsing Fund Balance and Activity

Approved Projects	1-136-17-900-5749-0000	Requested	Expenses		
HAW - AC in Multi Purpose Room (Ductless Split)		\$ 25,000	\$ 3,800		
NMS - AC in Cafeteria (Ductless Splits)		\$ 75,000	\$ 75,000		
NMS vent change order		\$ -	\$ 1,300		
SHS - Lightning Protection System		\$ 135,000	\$ 138,000	2nd Low \$ 149,150	Original Low \$ 130,972
Pending change order			\$ 8,000		
Engineering			\$ 1,485	2/3/2019 bid specs	
Engineering			\$ 3,300	4/1/2019 pd 4/18/19	
Engineering			\$ 3,630	3/3/2019 pd 4/26/19	
Engineering			\$ 2,070	due	
Sub Total		\$ 235,000	\$ 236,585	\$ (1,585) over	
		Lightening	\$ 156,485	\$ (21,485)	
		A/C	\$ 78,800	\$ 21,200	
		Change Ord	\$ 1,300	\$ (1,300)	
		<u>Balance</u>	<u>\$ 236,585</u>	<u>\$ (1,585)</u>	

BOE Non-Lapsing Fund Balance and Activity

<u>Year</u>	<u>Deposit</u>	<u>Expense</u>	<u>Balance</u>	<u>Use</u>
2013-14 Deposit 6/30/14	\$47,185	(\$4,800)	\$42,385	Security Bollards
2014-15 Deposit 6/30/15	\$12,909	(\$4,950)	\$7,959	IR Scan - HS Roof Project
2015-16 Deposit 6/30/16	\$2,533	\$0	\$2,533	none
2016-17 Deposit 6/30/17	\$97,942	\$0	\$97,942	none
2017-18 Deposit 6/30/18	\$276,038	\$0	\$276,038	none
2018-19 Deposit 6/30/19	?	(\$235,000)	(\$235,000)	HAW, MS A/C, SHS Lightening
Total Non-Lapsing since Inception	\$436,607	(\$244,750)	\$191,857	
	<u>Balance</u>		<u>\$191,857</u>	

June 5, 2019

Additional Expenditure Consideration from Current Expenditure Balance

- | | |
|--|-----------|
| 1. Make an additional payment against the Verkada 5 year lease | \$124,932 |
| 2. Purchase the second maintenance vehicle | \$ 55,000 |
| 3. Purchase a Chrome Book Cart for Special Ed approximately | \$ 10,000 |

FINAL 2019-20 BUDGET ADJUSTMENTS

<u>Acnt Number</u>	<u>Acnt Desc</u>	<u>LC Budget</u>	<u>Recommended Budget</u>	<u>Changes</u>	<u>Notation</u>
CERTIFIED SALARIES					
1-001-10-038-1121-0000	TEACHERS - CLASSROOM	\$1,356,522.00	\$1,416,678.00	\$60,156.00	ADDITIONAL HAWLEY FOURTH GRADE TEACHER -
1-001-75-058-1131-0000	SPECIALISTS - SP/HEAR. PUBLIC	\$729,550.00	\$789,706.00	\$60,156.00	ADDITIONAL SPEECH POSITION FOR PRESCHOOL
1-001-75-061-1121-0000	TEACHERS - SP. ED. PREK-8	\$1,993,835.00	\$2,053,991.00	\$60,156.00	ADDITIONAL TEACHER FOR PRESCHOOL
1-001-75-063-1121-0000	TEACHERS - SP. ED. H.S.	\$475,411.00	\$535,567.00	\$60,156.00	ADDITIONAL H.S. SPECIAL ED. TEACHER
1-001-84-088-1151-0000	CERTIFIED SALARY ADJ.	(\$195,422.00)	(\$248,189.00)	(\$52,767.00)	INCREASE TURNOVER SAVINGS TO \$298,865, ALLOCATE ALLOWANCE FOR ASST. SUPERINTENDENT
				\$187,857.00	
1-001-60-038-1312-0000	TUTORS - HOMEBOUND	\$60,000.00	\$55,000.00	(\$5,000.00)	REDUCTION IN TUTORING
1-001-75-054-1311-0000	TUTORS - IN SCHOOL	\$50,000.00	\$10,000.00	(\$40,000.00)	REDUCTION IN TUTORING
1-001-75-054-1312-0000	TUTORS - HOMEBOUND	\$43,000.00	\$35,000.00	(\$8,000.00)	REDUCTION IN TUTORING
				(\$53,000.00)	
1-001-82-082-1111-0000	ADMIN. SALARIES - SUPER.	\$488,687.00	\$500,287.00	\$11,600.00	INCREASE RATE FOR NEW ASSISTANT SUPERINTENDENT
				\$11,600.00	

NON-CERTIFIED SALARIES

ADJUSTMENT FOR NEW SECRETARIAL CONTRACT

1-001-81-085-1210-0000	STAFF SALARIES - INFO. TECH.	\$494,707.00	\$500,924.00	\$6,217.00	NEW CONTRACT RATES
1-001-10-001-1221-0000	CLERICAL - ADMIN.	\$81,211.00	\$83,001.00	\$1,790.00	NEW CONTRACT RATES
1-001-20-001-1221-0000	CLERICAL - ADMIN.	\$79,503.00	\$81,287.00	\$1,784.00	NEW CONTRACT RATES
1-001-30-001-1221-0000	CLERICAL - ADMIN.	\$80,603.00	\$82,387.00	\$1,784.00	NEW CONTRACT RATES
1-001-40-001-1221-0000	CLERICAL - ADMIN.	\$81,611.00	\$83,401.00	\$1,790.00	NEW CONTRACT RATES
1-001-45-001-1221-0000	CLERICAL - ADMIN.	\$148,973.00	\$152,252.00	\$3,279.00	NEW CONTRACT RATES
1-001-45-034-1221-0000	CLERICAL - LIBRARY	\$23,728.00	\$24,257.00	\$529.00	NEW CONTRACT RATES
1-001-45-040-1221-0000	CLERICAL - GUIDANCE	\$34,530.00	\$35,309.00	\$779.00	NEW CONTRACT RATES
1-001-50-001-1221-0000	CLERICAL - ADMIN.	\$152,817.00	\$156,199.00	\$3,382.00	NEW CONTRACT RATES
1-001-50-034-1221-0000	CLERICAL - LIBRARY	\$40,936.00	\$41,825.00	\$889.00	NEW CONTRACT RATES
1-001-50-040-1221-0000	CLERICAL - GUIDANCE	\$62,436.00	\$62,919.00	\$483.00	NEW CONTRACT RATES
1-001-60-001-1221-0000	CLERICAL - ADMIN.	\$334,339.00	\$341,752.00	\$7,413.00	NEW CONTRACT RATES
1-001-60-010-1221-0000	CLERICAL - ENGLISH	\$18,294.00	\$18,173.00	(\$121.00)	NEW CONTRACT RATES, ADJUSTED ALLOCATION BETWEEN ENGLISH & SCIENCE
1-001-60-028-1221-0000	CLERICAL - SCIENCE	\$17,265.00	\$18,173.00	\$908.00	NEW CONTRACT RATES, ADJUSTED ALLOCATION BETWEEN ENGLISH & SCIENCE
1-001-60-034-1221-0000	CLERICAL - LIBRARY	\$37,481.00	\$38,297.00	\$816.00	NEW CONTRACT RATES
1-001-60-040-1221-0000	CLERICAL - GUIDANCE	\$127,715.00	\$130,535.00	\$2,820.00	NEW CONTRACT RATES
1-001-75-050-1221-0000	CLERICAL - PUPIL SERV.	\$177,573.00	\$181,487.00	\$3,914.00	NEW CONTRACT RATES
1-001-77-041-1222-0000	SECRETARIAL - HEALTH ADMIN.	\$32,886.00	\$33,628.00	\$742.00	NEW CONTRACT RATES
1-001-81-085-1222-0000	SECRETARIAL - INFO. TECH.	\$50,785.00	\$51,904.00	\$1,119.00	NEW CONTRACT RATES

FINAL 2019-20 BUDGET ADJUSTMENTS

<u>Acnt Number</u>	<u>Acnt Desc</u>	<u>LC Budget</u>	<u>Recommended Budget</u>	<u>Changes</u>	<u>Notation</u>
1-001-82-082-1222-0000	SECRETARIAL - SUPER.	\$283,301.00	\$285,539.00	\$2,238.00	NEW CONTRACT RATES
1-001-84-086-1221-0000	CLERICAL - BUS. SERV.	\$290,674.00	\$295,496.00	\$4,822.00	NEW CONTRACT RATES
1-001-84-086-1222-0000	SECRETARIAL - BUS. SERV.	\$52,712.00	\$53,886.00	\$1,174.00	NEW CONTRACT RATES
1-001-90-092-1222-0000	SECRETARIAL - B&G ADMIN.	\$50,418.00	\$51,537.00	\$1,119.00	NEW CONTRACT RATES
1-001-94-084-1221-0000	BOOKKEEPER/COMPUTER AST.	\$26,238.00	\$26,812.00	\$574.00	NEW CONTRACT RATES
1-001-84-088-1271-0000	NON-CERT SALARY ADJ.	\$51,089.00	\$0.00	<u>(\$51,089.00)</u>	ALLOCATE ADJUSTMENT ALLOWANCE FOR SECRETARIAL CONTRACT
				(\$845.00)	

ADJUSTMENT FOR NEW CUSTODIAL CONTRACT

1-001-90-094-1258-0000	MAINTENANCE SALARIES	\$364,532.00	\$372,644.00	\$8,112.00	NEW CONTRACT RATES
1-001-90-096-1251-0000	CUSTODIAL SALARIES - H.	\$164,398.00	\$168,066.00	\$3,668.00	NEW CONTRACT RATES
1-001-90-096-1252-0000	CUSTODIAL SALARIES - S.H.	\$270,528.00	\$276,502.00	\$5,974.00	NEW CONTRACT RATES
1-001-90-096-1253-0000	CUSTODIAL SALARIES - M.G.	\$220,212.00	\$225,034.00	\$4,822.00	NEW CONTRACT RATES
1-001-90-096-1254-0000	CUSTODIAL SALARIES - HOM.	\$166,598.00	\$170,266.00	\$3,668.00	NEW CONTRACT RATES
1-001-90-096-1255-0000	CUSTODIAL SALARIES - RIS.	\$436,310.00	\$445,910.00	\$9,600.00	NEW CONTRACT RATES
1-001-90-096-1256-0000	CUSTODIAL SALARIES - M.S.	\$485,725.00	\$496,478.00	\$10,753.00	NEW CONTRACT RATES
1-001-90-096-1257-0000	CUSTODIAL SALARIES - H.S.	\$856,773.00	\$875,722.00	\$18,949.00	NEW CONTRACT RATES
1-001-90-096-1259-0000	CUSTODIAL SALARIES - DIST.	\$105,030.00	\$107,336.00	\$2,306.00	NEW CONTRACT RATES
1-001-84-088-1271-0000	NON-CERT SALARY ADJ.	\$67,936.00	\$0.00	<u>(\$67,936.00)</u>	ALLOCATE ADJUSTMENT ALLOWANCE FOR CUSTODIAL CONTRACT
				(\$84.00)	

NON-SALARIES BUDGET ADJUSTMENTS

1-001-86-090-2700-0000	WORKERS COMP.	\$482,352.00	\$461,352.00	(\$21,000.00)	DECREASE IN WORKERS COMPENSATION PREMIUM
1-001-85-088-3300-0000	REPAIRS - SECURITY	\$11,000.00	\$5,000.00	(\$6,000.00)	REDUCTION IN CAMERA REPAIRS
1-001-85-088-4000-0000	CONTRACTED SERV. - SECURITY	\$23,555.00	\$8,555.00	(\$15,000.00)	REDUCTION IN CAMERA DEVICE LICENSE & SERVICE
1-001-85-088-7200-0000	EQUIPMENT - SECURITY	\$40,462.00	\$106,282.00	\$65,820.00	INCREASE FOR LEASE OF CAMERA EQUIPMENT
1-001-60-037-4160-0000	TUITION - OUT-OF-DISTRICT REG. ED.	\$190,220.00	\$156,380.00	(\$33,840.00)	REDUCTION IN ACES-ECA STUDENTS FROM 15 TO 8 AND RATE INCREASE
1-001-92-087-4112-0000	TRANS. - MAGNET SCH.	\$76,286.00	\$85,386.00	\$9,100.00	REDUCTION IN MAGNET SCHOOL TRANSPORTATION GRANT DUE TO DECREASE IN STUDENTS
1-001-92-087-4115-0000	TRANS. - LOCAL SPECIAL ED	\$578,344.00	\$521,899.00	(\$56,445.00)	REDUCTION OF A TYPE II 30 PASSENGER BUS, INCREASE IN ESY TRANSPORTATION
1-001-80-080-5600-0000	OTHER SUPPLIES - STAFF DEVELOP.	\$93,035.00	\$53,113.00	(\$39,922.00)	PLTW BIO MEDICAL CURRICULUM, COURSE NOT BEING ADDED
1-001-92-087-6600-0000	FUEL FOR VEHICLES - TRANS.	\$243,641.00	\$190,135.00	(\$53,506.00)	PROPANE BID AT \$1.0759 LOWER THAN \$1.39 BUDGETED
1-001-82-082-8900-0000	MEMBERSHIPS - SUPER.	\$7,486.00	\$9,981.00	\$2,495.00	SUPERINTENDENT'S ROUNDTABLE
1-001-84-083-8900-0000	MEMBERSHIPS - B.O.E.	\$23,300.00	\$26,070.00	<u>\$2,770.00</u>	INCREASE IN EDADVANCE DUES
				(\$145,528.00)	

\$0.00

**Newtown Elementary - NSLP
SY 2019 -2020 Cafeteria Budget**

	2018-2019		2019-2020 Budget			Rationale	\$0.20	\$0.25	\$0.50
	Budget	Projection	District	Catering	Combined				
Type A Breakfast	\$1,921	\$676	\$761	\$0	\$761		\$830	\$848	\$934
Type A Lunch	\$479,153	\$459,823	\$469,980	\$0	\$469,980		\$501,425	\$509,286	\$548,592
Ala carte	\$312,149	\$320,069	\$330,842	\$0	\$330,842	Includes full meals	\$330,842	\$330,842	\$330,842
Adult Sales	\$12,501	\$9,449	\$9,227	\$0	\$9,227	Flat	\$9,227	\$9,227	\$9,227
Federal /State Reimbursements	\$141,676	\$162,909	\$168,936	\$0	\$168,936		\$168,936	\$168,936	\$168,936
Additional .06 Cent reimbursement	\$11,177	\$11,193	\$11,479	\$0	\$11,479		\$11,479	\$11,479	\$11,479
Catering	\$499	\$75	\$0	\$0	\$0	Historical	\$0	\$0	\$0
Total Sales	\$959,076	\$964,194	\$991,225	\$0	\$991,225		\$1,022,739	\$1,030,618	\$1,070,010
Total Food Cost	\$265,796	\$281,433	\$286,785	\$0	\$286,785	1.7% Increase	\$286,785	\$286,785	\$286,785
Paper/Cleaning Cost	\$26,321	\$26,734	\$26,922	\$0	\$26,922	Decreasing	\$26,922	\$26,922	\$26,922
Whitsons Payroll	\$551,753	\$552,647	\$561,988	\$0	\$561,988	3% Increase, Benefits, Min Wage	\$561,988	\$561,988	\$561,988
District Payroll	\$26,092	\$26,567	\$27,165	\$0	\$27,165	Using 2.25%	\$27,165	\$27,165	\$27,165
Total Cost of Sales	\$869,962	\$887,381	\$902,860	\$0	\$902,860		\$902,860	\$902,860	\$902,860
Gross Profit	\$89,114	\$76,813	\$88,365	\$0	\$88,365		\$119,879	\$127,758	\$167,150
Other Expenses	\$59,238	\$55,067	\$60,189	\$0	\$60,189		\$60,189	\$60,189	\$60,189
Adm Exp	\$89,790	\$89,790	\$91,585	\$0	\$91,585	2.0% (Need Correct CPI)	\$91,585	\$91,585	\$91,585
Mgt Fee	\$22,450	\$22,448	\$22,897	\$0	\$22,897	2.0% (Need Correct CPI)	\$22,897	\$22,897	\$22,897
Total Other Expenses	\$171,478	\$167,305	\$174,671	\$0	\$174,671		\$174,671	\$174,671	\$174,671
Return To District	(\$82,364)	(\$90,492)	(\$86,306)	\$0	(\$86,306)		(\$54,792)	(\$46,914)	(\$7,521)

18-19 Student Meal Price	Hawley, Head O Meadow, Sandy Hook, Middle Gate	\$ 2.85	19-20 Proposed	\$ 3.05	\$ 3.10	\$ 3.35
18-19 Student Meal Price	Middle School, Reed Intermediate	\$ 3.10	19-20 Proposed	\$ 3.30	\$ 3.35	\$ 3.60

\$ 11,866
+Compostables

**Newtown High School
SY 2019 -2020 Cafeteria Budget**

	2018-2019		2019-2020 Budget			Rationale	\$0.20	\$0.25	\$0.50
	Budget	Projection	District	Catering	Combined				
Type A Breakfast	\$0	\$0	\$0	\$0	\$0	Full Component Meals	\$1,576	\$1,970	\$3,939
Type A Lunch	\$0	\$0	\$0	\$0	\$0	Full Component Meals	\$11,544	\$14,430	\$28,860
Ala carte	\$718,290	\$712,648	\$726,811	\$0	\$726,811	Includes full meals	\$726,811	\$726,811	\$726,811
Adult Sales	\$10,796	\$10,789	\$10,581	\$0	\$10,581	Flat	\$10,581	\$10,581	\$10,581
Federal /State Reimbursements	\$0	\$0	\$0	\$0	\$0		\$0	\$0	\$0
Additional .06 Cent reimbursement	\$0	\$0	\$0	\$0	\$0		\$0	\$0	\$0
Catering	\$16,090	\$17,736	\$0	\$14,520	\$14,520	Historical	\$14,520	\$14,520	\$14,520
Vending Commission	\$2,296	\$1,563	\$2,205	\$0	\$2,205		\$2,205	\$2,205	\$2,205
Total Sales	\$747,472	\$742,736	\$739,597	\$14,520	\$754,117		\$767,237	\$770,517	\$786,916
Total Food Cost	\$288,793	\$309,335	\$301,195	\$5,782	\$306,977	Free/Red meals increase	\$306,977	\$306,977	\$306,977
Paper/Cleaning Cost	\$16,865	\$19,456	\$17,889	\$352	\$18,241	Using Current Year Trend	\$18,241	\$18,241	\$18,241
Whitsons Payroll	\$275,837	\$282,053	\$292,449	\$0	\$292,449	3% Increase, Benefits, Min Wage	\$292,449	\$292,449	\$292,449
District Payroll	\$20,103	\$20,769	\$21,294	\$0	\$21,294	Using 2.25% Increase	\$21,294	\$21,294	\$21,294
Total Cost of Sales	\$601,598	\$631,613	\$632,827	\$6,134	\$638,961		\$638,961	\$638,961	\$638,961
Gross Profit	\$145,874	\$111,123	\$106,770	\$8,386	\$115,156		\$128,276	\$131,556	\$147,955
Other Expenses	\$38,748	\$40,479	\$43,123	\$0	\$43,123		\$43,123	\$43,123	\$43,123
Adm Exp	\$14,960	\$14,966	\$15,265	\$0	\$15,265	2.0% (Need Correct CPI)	\$15,265	\$15,265	\$15,265
Mgt Fee	\$3,740	\$3,740	\$3,816	\$0	\$3,816	2.0% (Need Correct CPI)	\$3,816	\$3,816	\$3,816
Total Other Expenses	\$57,448	\$59,185	\$62,204	\$0	\$62,204		\$62,204	\$62,204	\$62,204
Return To District	\$88,426	\$51,938	\$44,566	\$8,386	\$52,952		\$66,072	\$69,352	\$85,751

18-19 Student Meal Price		\$3.35/\$4.25	19-20 Proposed	\$3.55/\$4.45	\$3.60/\$4.50	\$3.85/\$4.75	\$ 15,128
---------------------------------	--	----------------------	-----------------------	----------------------	----------------------	----------------------	------------------

\$ 3,262
+Compostables

Combined Return To District	\$6,062	(\$38,554)	(\$41,740)	\$8,386	(\$33,354)	\$11,280	\$22,438	\$78,230	\$7,310
	<i>per contract</i>	<i>expected</i>		<i>with no price increase</i>			<i>Recommended</i>		<i>FINAL</i>

Whitson's Contracted Fees & Program Guarantees

<u>Year</u>	<u>2016-17</u>	<u>Annual</u>		
		<u>NSLP</u>	<u>NHS</u>	<u>Total</u>
<i>Initial</i>	Administrative fee	\$85,714	\$14,286	\$100,000
<i>Contract</i>	Management fee	\$21,429	\$3,571	\$25,000
	Total Fees	\$107,143	\$17,857	\$125,000

CPI per State 2.50%

<u>Amendment</u>	<u>2017-18</u>	<u>NSLP</u>	<u>NHS</u>	<u>Total</u>	<u>Increase</u>
<i>No. 1</i>	Administrative fee	\$87,857	\$14,643	\$102,500	\$2,500
	Management fee	\$21,965	\$3,660	\$25,625	\$625
	Total Fees	\$109,822	\$18,303	\$128,125	\$3,125

CPI per State 2.20%

<u>Amendment</u>	<u>2018-19</u>	<u>NSLP</u>	<u>NHS</u>	<u>Total</u>	<u>Increase</u>
<i>No. 2</i>	Administrative fee	\$89,790	\$14,965	\$104,755	\$2,255
	Management fee	\$22,448	\$3,741	\$26,189	\$564
	Total Fees	\$112,238	\$18,706	\$130,944	\$2,819

CPI negotiated 2.00%

<u>Amendment</u>	<u>2019-20</u>	<u>NSLP</u>	<u>NHS</u>	<u>Total</u>	<u>Increase</u>
<i>No. 3</i>	Administrative fee	\$91,585	\$15,265	\$106,850	\$2,095
	Management fee	\$22,897	\$3,816	\$26,713	\$524
	Total Fees	\$114,482	\$19,080	\$133,563	\$2,619

<u>Budgeted Results</u>	<u>NSLP</u>	<u>NHS</u>	<u>Total</u>
16-17 Financial Guarantee	-\$42,955	\$51,561	\$8,606
17-18 Financial Guarantee	-\$69,169	\$72,517	\$3,348
18-19 Financial Guarantee	-\$82,365	\$88,426	\$6,061
19-20 Financial Guarantee	-\$58,780	\$66,090	\$7,310 with \$.25increase

The Lunch Program essentially operates at a break even position.