

**Please Note: These minutes are pending Board approval.
Board of Education
Newtown, Connecticut**

Minutes of the Board of Education meeting on Tuesday, August 20, 2013 at 7:00 p.m. in the council chambers at 3 Primrose Street.

D. Leidlein, Chair	J. Reed
L. Roche, Vice Chair	L. Gejda
K Hamilton, Secretary	R. Bienkowski
R. Gaines	2 Staff
W, Hart	5 Public
K. Alexander	3 Press
J. Vouros	

Mrs. Leidlein called the meeting to order at 7:08 p.m.

MOTION: Mr. Gaines moved to go into executive session for the purpose of interviewing a high school assistant principal applicant and invited Dr. Reed and the candidate. Mr. Alexander seconded. Motion passes unanimously.

Item 1 – Executive Session

The Board interviewed the candidate for Interim Assistant Principal of Newtown High School

Item 2 – Vote on Interim Assistant Principal Position

MOTION: Mr. Gaines moved that the Board of Education appoint Matthew Childs Newtown High School Interim Assistant Principal with salary per the administrators' contract. Mrs. Roche seconded. Motion passes unanimously.

MOTION: Mrs. Roche moved that the Board of Education add the appointment of the Acting Assistant Principal for Sandy Hook School under New Business. Mr. Gaines seconded. Motion passes unanimously.

Item 3 – Consent Agenda

MOTION: Mr. Hart moved that the Board of Education approve the consent agenda which includes the minutes of July 16 and August 6, 2013, the Newtown High School Band field trip, donations totaling \$1,330 for Sandy Hook School, the resignation of Jennifer Meyers, lead teacher at Head O'Meadow School, the resignation of Kristin Elliot, teacher at Head O'Meadow School, the resignation of Lea Attanasio, teacher at Hawley School, the resignation for retirement of Jo-anne Sheehan, teacher at Newtown Middle School, the leave of absence for Kaitlin Roig, teacher at Sandy Hook School, the resignation of Joan Libby, Human Resources Director, and the Newtown High School fall coaches. Ms. Hamilton seconded. Motion passes unanimously.

Item 4 – Public Participation - none

Item 5 – Reports

Correspondence: Ms. Hamilton stated that letters were received requesting a route change for bus 42 going to the middle school.

Chair Report: Mrs. Leidlein attended the new teacher luncheon with Dr. Reed and Ms. Hamilton. The administrator contract negotiations are continuing. The Board decided to hire CABA as the

superintendent search firm with the contract to be discussed tonight. She and Dr. Reed visited the three new principals.

Ms. Hamilton asked for an update regarding the new Sandy Hook School and the selection process for the architect and construction manager. Mrs. Leidein sat in on the interviews for the construction manager. The Public Building and Site Commission will make a recommendation to Pat Llodra. A financial decision hasn't been made.

Dr. Reed said the Public Building and Site Commission have put forth written feedback but they were not ranked. A smaller group will come back to be considered. They have the option regarding the demolition of Sandy Hook School to hire someone to do the specs for that job. It has to be bid and it is anticipated that it will come down in November.

Mr. Hart said it was important to encourage people to vote at the referendum on October 5.

Superintendent's Report:

Dr. Reed reminded everyone that the new state law state does not allow the superintendents to send notices to remind the public to vote.

We are closing on hiring the project recovery director and the Board will meet to approve that appointment.

Within last three months we hired 10 administrators, filled 38 regular teaching positions, and 13 related to the SERV Grant. It is important to know that emergency circumstances resulted in hiring this many administrators.

Hawley School is undergoing a fairly significant project regarding heating in the 1948 building. The contractors finished a couple of days early but there is a tremendous cleaning job to get the school ready. We had to postpone the student visitation until Monday to give the teachers time to set up their rooms.

He will be sending an email to parents on a number of topics including buses being late the first few days of school. We are dismissing the high school 10 minutes early the first two days of school to help with buses to get to the elementary schools on time.

He and Joni spoke about the 22 policies that we reviewed and he encouraged the policy subcommittee to meet.

The convocation is Thursday morning and the entire staff was invited to attend. He asked the BOE to attend. Breakfast is available at 7:15 and the program will start at 8:25.

Assistant Superintendent's Report:

Dr. Gejda spoke about the upcoming biennial report on the Youth and Parent Substance Abuse surveys that were administered in April 2013. There will be a more comprehensive report shared with parents. She introduced Dr. Archie Swindell who presented a preliminary overview of the surveys.

Dr. Reed said the complete report would be posted online. The good news is the trends are going down and also going down nationally but we are in the middle of a discussion about the legal use of marijuana.

Mr. Gaines said there was concern that use might have gone up after December 14 but that didn't happen. Julie Haggard and her department are to be commended for their work.

Technology Grant Application:

Dr. Gejda stated that Governor Malloy released \$10M in grant money for technology which is for reimbursement. Mrs. Amodeo specifically made a request to replace obsolete equipment that is

seven years or older and increasing the band width. Approximately \$75,000 would come back to Newtown.

MOTION: Mr. Alexander moved that the Board of Education approve the grant application for technology investments to implement common core state standards. Mr. Gaines seconded. Motion passes unanimously.

Year-end Financial Report and Transfers:

MOTION: Mr. Gaines moved that the Board of Education approve the year-end financial report and transfers dated June 30, 2012. Mr. Hart seconded.

Mr. Bienkowski stated that we concluded the year with a positive balance in the appropriated budget of \$6,035 which will be returned to the Town as unexpended year-end funds. Unliquidated encumbrances from the 2011-12 fiscal year totaling \$222 will also be returned to the Town. We had good financial success with the transition to a new bus company. The cost was \$212,853 less than what was budgeted for the first year. About \$12,000 was realized by reducing the school year by two days. The property insurance claim for Chalk Hill expenses still have outstanding receipts of \$449,739 but there may be additional expenses.

Mr. Alexander asked if there were any extra costs for transportation for Chalk Hill. Mr. Bienkowski said the extra cost was approximately \$20,000 for the extra time for drivers which was submitted to the insurance company. The routes were kept the same last year but this year they have been rerouted to reduce the length of the routes by 10 minutes. There will be no extra expense for transportation to Chalk Hill.

Mr. Alexander asked about the instructional library supplies cost and asked what we didn't get. Mr. Bienkowski stated that this includes a large amount of items for the schools. The cooperative bid for supplies wasn't covered. We normally order from the bid list in April but those orders were not issued until July 1.

Mr. Alexander asked about the \$407,000 for the Sandy Hook School restoration. Mr. Bienkowski said the cost includes depreciation. We would like to use portions of these funds to remove things from the building that can be used at another school such as boilers and Smartboards. The cost for the contractors to go in to remove these won't come close to that amount. It will end up in the town's insurance proceeds account.

Mr. Alexander asked how we get to use those funds to reuse the items from the building. Mrs. Leidlein said we would formalize the process to get those funds. Dr. Reed stated that the ed specs reflected 75,000 square feet. The state will reimburse 70,000 square feet. Additional money could be used for any program the state would not reimburse.

Ms. Hamilton asked when the property insurance would be resolved. Mr. Bienkowski said all the data was submitted last week. It takes three or four weeks for them to be reviewed. The outstanding balances are in the insurance proceeds account.

Dr. Reed wants to see where the savings will be in the route changes this year. We don't know if we may need to add a bus. Mr. Vouros asked if we would be using all of the buses we have to which Mr. Bienkowski stated we would.

Mrs. Leidlein felt we should wait until school starts regarding the bus situation and get a report from All-Star.

Dr. Reed said it was better wait until the second meeting in September to be sure he has the right information regarding recommendations for improvements.

Motion passes unanimously.

MOTION: Mr. Alexander moved that the Board of Education approve the financial report for the month ending July 31, 2013. Mr. Gaines seconded.

Mr. Bienkowski said with this report out of district tuition has exceeded the account balance by approximately \$267,000.

Ms. Hamilton asked if we received excess cost grant money throughout the year.

Mr. Bienkowski stated we usually received money in December and the last payment is dependent upon all submissions in the month of March.

Motion passes unanimously.

Item 6 – New Business - none

Item 7 – New Business

MOTION: Mr. Alexander moved that the Board of Education appoint Brian Kirmil Acting Assistant Principal of Sandy Hook School for the 2013-2014 school year with salary per the SERV Grant and the administrators' contract and the exact length of the work year to be determined by the Superintendent of Schools. Mr. Gaines seconded. Motion passes unanimously.

Dr. Reed stated that because of the SERV Grant we have an additional assistant principal at Sandy Hook School. Kathy Gombos spoke to him about possibly getting a retired principal. Mr. Kirmil just retired after 18 years at Rockwell School in Bethel so he brings a lot of experience especially with full day kindergarten. Dr. Reed thanked him personally for joining us. He is also a Newtown resident.

CIP Update and Timeline:

Mr. Bienkowski said we have no project for year five and made a change in the Sandy Hook School window replacement so the amount has gone down. He suggested going back to the middle school for replacing boilers and energy improvements. The timeline was from Bob Tait.

Ms. Hamilton asked if we would add the Sandy Hook School project.

Dr. Reed said every school addition has been in our CIP.

Mr. Beinkowski stated the high school project was in our CIP.

CABE Superintendent Search Contract:

MOTION: Mrs. Roche moved that the Board of Education approve the Letter of Understanding between the Newtown Board of Education and CABE for the superintendent search.

Mr. Vouros seconded.

Mr. Alexander questioned the length of time the search would be valid. Mrs. Leidlein would get that information.

Motion passes unanimously.

Minutes of July 18, 2013:

MOTION: Mr. Gaines moved that the Board of Education approve the minutes of July 18, 2013. Mrs. Roche seconded. Vote: 3 ayes, 4 abstained (Ms. Hamilton, Mr. Hart, Mr. Alexander, Mr. Vouros. Motion passes.

Item 8 – Public Participation -none

MOTION: Mr. Gaines moved to adjourn. Mrs. Roche seconded. Motion passes unanimously.

Item 9 - Adjournment

The meeting adjourned at 9:38 p.m.

Respectfully submitted:

Kathy Hamilton
Secretary

**Board of Education
Newtown, Connecticut**

Minutes of the Board of Education meeting on Tuesday, July 16, 2013 at 7:30 p.m. in the council chambers at 3 Primrose Street.

D. Leidlein, Chair	J. Reed
L. Roche, Vice Chair	L. Gejda
R. Gaines	R. Bienkowski
W. Hart	7 Staff
K. Alexander	5 Public
J.Vouros	3 Press
K. Hamilton	

Mrs. Leidlein called the meeting to order at 7:48 p.m.

Item 1 – Consent Agenda

MOTION: Mr. Gaines moved to approve the consent agenda which included the anonymous donation of \$5,000 to the Newtown High School Yearbook program, the donation from the Northwest Evaluation Association of a modified payment schedule for services over the next three years, various donations to Sandy Hook School in the amount of \$3,936.89, the resignations of Stephanie Carpentiere, teacher at Hawley School, Chris Sadler, teacher at Newtown High School and Kevin Grady, teacher at Newtown High School, and the fall 2013 coaches roster. Mrs. Roche seconded. Motion passed unanimously.

Item 2 – Public Participation (none)

Mrs. Leidlein welcomed Kathy Hamilton back to the Board.

Item 3 – Reports

Assistant Superintendent's Report:

Readers' Workshop:

Dr. Gejda stated that over 60 Newtown teachers participated in the Columbia Readers' Workshop held at Reed Intermediate School. Mary Blair, language arts teacher at Middle Gate prepared the Powerpoint overview of the workshop. Ms. Blair introduced Peggy Kennedy, lead teacher at Middle Gate, Claire Desisto, second grade teacher at Middle Gate, Pam Kohn, reading specialist at Reed, Pia Ledina, library media specialist at Reed, Nadia Papalia, language arts teacher at the middle school, and Cathy Cincogrono, English/language arts coordinator at the middle school. They participated in the presentation.

Ms. Hamilton said that half of the Reed staff are not trained and asked if there was any possibility of training during the school year by staff already trained.

Dr. Gejda said we expected another summer training session next year and we hope to have a consultant this year at Reed. It is also possible to conduct training during the PLCs this year.

Dr. Reed felt it was important to give the new principal the opportunity to work with the staff. There are a variety of options including the possibility to use trainers in the area. Mr. Alexander questioned the organization of the kindergarten libraries.

Mrs. Kennedy said that over this past year we have had parents help us level our libraries. We are working on getting every classroom in line.

Mr. Vouros said we need to know the cost of having the teachers trained and the materials they need.

Dr. Gejda stated that the district curriculum is aligned with common core. We took the units from Readers' Workshop and overlapped into some of the units. We put a three year plan together.

Dr. Reed said we have a three year program to put in with the first year involved in training. Each grade level will be at different places. He complimented the teachers who participated in the workshop.

Mrs. Roche suggested having an inventory of what is needed for anyone who might want to contribute books.

Mrs. Cincogrono said 500 books would be needed in each language arts room which would cost approximately \$50,000 to just get started. Regarding students bringing their own devices, that is a possibility as it would be cheaper than buying them.

Ms. Hamilton asked if schools can interface with companies where a book can be shared.

Mrs. Cincogrono stated that there are apps which would allow that option.

Ms. Ledina said that using Ipads would have issues with billing and sharing. It's complex as to who buys the books.

Summer School Report:

Dr. Gejda spoke about some of the courses running this summer.

Correspondence:

Mrs. Leidlein received a letter from Dr. Salvatore regarding the dates for the administrators' contract negotiations. She and Mr. Alexander would be involved with that contract. She also received a communication from PB&S Commission regarding the interview process for the firms that bid on Sandy Hook School. She asked for Board members interested in taking part in the interviews.

The date for the town meeting to approve the \$750,000 for this process is July 24 at 7:30 p.m.

Mrs. Roche submitted a letter to the Board which addresses attendance by members at Board meetings.

Superintendent's Report:

Dr. Reed spoke about law the State passed which stated that superintendents cannot use school media to notify parents of the time, date and place of referendums. It becomes critical now for the PTAs to send out reminders. The First Selectman is the only person who can send that information.

Regarding security, we will be developing alternatives to purchasing the number of things outlined related to doors and entrances. We have been notified that we will be reimbursed if the Justice Grant is approved. If there is a shortfall we will take money from our budget. We are in the process of installing security equipment donated to the district. We will also be having a security assessment which is required for schools every two years. John Jay College will be doing it for us in the fall.

Architect selection interviews are July 22 and 23. Joni Capoccitti has been checking references.

There are a lot of changes coming in security laws. Each school will have its own functioning security committee with representation from the municipality including law enforcement, public health, and emergency management. It may be difficult to provide these for each school. Training meetings will be held in August. He would notify families on this topic. We are making good progress in filling vacancies in the district.

Mrs. Roche addressed the work on updating the Board policies. Joni Capoccitti and Bruce Storm, retired superintendent from Region 12, are helping with this project. We will look at the areas we need to focus on first with the anticipated completion by Thanksgiving. She asked for a meeting July 30. The policy committee will vet them and bring them to the board.

Mrs. Leidlein asked that Ms. Hamilton take her place on the committee with Mrs. Roche.

Director of Business:

The Town sustainable energy committee has been looking at energy saving measures for the Town and school district and are now looking at an Energy Savings Performance Contract which is a tool that can be used to perform energy efficiency upgrades on buildings with no upfront costs. The costs of the upgrades are paid for through guaranteed savings on future energy bills. A complete energy review needs to be done. Over time there will be a savings when the owner contract is paid. The next step is to have an independent analysis to survey all Town and school buildings. The purpose of the audit is to help determine what is most beneficial to the Town. The Town Committee and other boards are willing to move ahead.

Dr. Reed recommended the Board authorize us to proceed and we will come back with more information. It will be paid for by the energy savings. Ideally we would like all the schools using natural gas. He wants to have one consultation before we commit to it.

Mrs. Leidlein clarified that the Town Meeting was June 24 at 7:00 p.m. in the Council Chambers.

Item 4 – Old Business (none)

Item 5 – New Business

Minutes of June 18, 2013:

Mr. Alexander moved that the Board of Education approve the minutes of June 18, 2013. Mrs. Roche seconded. Motion passed unanimously. (Mr. Hart and Ms. Hamilton abstained)

Minutes of June 26, 2013:

MOTION: Mrs. Roche moved that the Board of Education approve the minutes of June 26, 2013. Mr. Vouros seconded. Motion passed unanimously.
(Mr. Gaines, Mr. Alexander and Mrs. Hamilton abstained)

Minutes of July 10, 2013:

MOTION: Mr. Gaines moved that the Board of Education approve the minutes of July 10, 2013. Mrs. Roche seconded. Motion passed unanimously.
(Mr. Hart and Ms. Hamilton abstained)

Election of Secretary of the Board of Education:

MOTION: Mrs. Roche nominated Kathy Hamilton for secretary of the Board of Education. Mr. Vouros seconded.

Mrs. Roche felt she would do a great job in keeping us informed and helping in the role as secretary.

Motion passed unanimously.

Item 6 – Public Participation (none)

MOTION: Mr. Alexander moved to go into executive session to interview the candidate for Newtown High School assistant principal and acting assistant principal for Reed Intermediate School and discuss contracts/salaries for non-union personnel. Dr. Reed, Dr. Gejda and the candidates were invited. Mrs. Roche seconded. Motion passed unanimously.

Item 7 – Executive Session

Executive session began at 9:22 p.m. and ended at 10:23 p.m.

Item 8 – Possible Action on Matters Reviewed in Executive Session

MOTION: Mrs. Roche moved to appoint Paul Jones as an Assistant Principal of Newtown High School with salary per the administrators' contract. Mr. Hart seconded. Motion passed unanimously.

MOTION: Mr. Gaines moved to appoint Jill Beaudry acting Assistant Principal of Reed Intermediate School with salary per the administrators' contract. Mrs. Roche seconded. Motion passed unanimously.

MOTION: Mr. Gaines moved to enter into executive session to discuss contracts/salaries of non-union personnel and invited Dr. Reed. Mr. Hart seconded. Motion passed unanimously.

The Board exited executive session at 11:37 p.m.

MOTION: Mr. Alexander moved to extend the contract of Ron Bienkowski by one year with an increase in compensation of 2%. Mr. Hart seconded.
Motion passed 6 ayes, 1 nay (Ms. Hamilton)

MOTION: Mr. Alexander moved to extend the contract of Dr. Gejda by one year with an increase in compensation of 2%. Mr. Gaines seconded. Motion passed unanimously.

MOTION: Mr. Hart moved to authorize Dr. Reed to increase the salaries of the rest of the non-union staff up to 2%. Mr. Gaines seconded. Motion passed unanimously.

MOTION: Mr. Hart moved to adjourn. Mr. Gaines seconded. Motion passed unanimously.

Item 9 – Adjournment

The meeting adjourned at 11:45 p.m.

Respectfully submitted:

Kathy Hamilton
Secretary

**Board of Education
Newtown, Connecticut**

Minutes of the Board of Education special meeting on Tuesday, August 6, 2013 at 7:30 p.m. in the Board conference room at 3 Primrose Street.

D. Leidlein, Chair
L. Roche, Vice Chair
K. Hamilton, Secretary
R. Gaines
W. Hart
K. Alexander
J.Vouros

Mrs. Leidlein called the meeting to order at 7:42 p.m.

Item 1 – Discussion and Possible Action Regarding Hiring the Superintendent Search Firm

MOTION: Mr. Hart moved that the superintendent search committee negotiate a contract with the Connecticut Association of Boards of Education (CABE) to do the superintendent search for the Newtown Public Schools. Mrs. Roche seconded. Motion was approved unanimously.

MOTION: Mr. Hart moved to adjourn. Mr. Alexander seconded. Motion was approved unanimously.

Item 2 - Adjournment

The meeting adjourned at 7:45 pm.

Respectfully submitted:

Kathy Hamilton
Secretary

**Board of Education
Newtown, Connecticut**

Minutes of the special Board of Education meeting to conduct a transportation hearing on Thursday, July 18, 2013 at 11:00 a.m. in Conference Room 1 at 3 Primrose Street.

Present: D. Leidlein, Chair
 L. Roche, Vice Chair
 R. Gaines

Mrs. Leidlein called the meeting to order at 11:15 a.m.

Also in attendance were Attorney Michelle Laubin, Deborah Petersen and her son, Ronald Bienkowski, Director of Business, Richard Dufour, All Star Transportation, and Fred Hurley, Town Highway Department.

The Board received information and heard testimony regarding the transportation request and recessed to deliberate on the matter.

MOTION: Mr. Gaines moved that the petition to add a bus stop be denied for reasons of safety and additional expense for an extra bus. Mrs. Roche seconded.
Motion passed unanimously

MOTION: Mr. Gaines moved to adjourn. Mrs. Roche seconded. Motion passed unanimously.

The meeting adjourned at 12:30 p.m.

Respectfully submitted:

Debbie Leidlein
Chair

**Consent Agenda
August 20, 2013**

- **Minutes of July 16 and August 6, 2013**
- **Newtown High School Band Field Trip**
- **Donations totaling \$1,330 for Sandy Hook School**
- **Personnel**
 - **Teacher resignations**
 - **Teacher leave of absence**
 - **Administrator resignation**
 - **Fall coaches**

The Marching Band will be attending the U.S. Band Freedom Cup Competition.
Travel expenses are covered by the Band parents via the student participation fee.



FIELD TRIP BUS REQUEST FORM

Teacher Making Request: Eckhardt Date: 7/31/13
Other Staff Involved: Carley
Date of Proposed Field Trip: October 11-13 - 2013
Class/Group Involved: Marching Band
Number of Students Scheduled to Make Trip: 124
Other Adults (non-teachers) Chaperoning the Trip (list names): TBD

Destination: Philadelphia, PA - University of Pennsylvania
Place and Time of Departure: NHS - 10:00 a.m. - 10/11
Estimated Time of Return: 7pm - 10/13
Special Arrangements (i.e. stopping at a restaurant, picnic, etc.) _____

Estimated Cost of Transportation: \$12,000
Estimated Cost per Student: Included in MB Fee
Other Information: _____

PRINCIPAL APPROVAL BY SIGNATURE: *Edman* DATE: 08/14/13
~~OVERNIGHT/OUT-OF-STATE FIELD TRIP BOE APPROVAL: _____ DATE: _____~~

Billing Information

Bill to: _____

Pricing: _____ Hours @ _____ per hour = _____
_____ Miles @ _____ per mile = _____
Minimum Charge: _____
Total Charge per Bus: _____

Confirmation

Information taken by: _____ Date Confirmed: _____
Confirmed by: _____ Recorded in Book: _____

DONATIONS

To BOE for Approval on August 20, 2013

8/20/2013

SHES

J.McAdam & A. Tennett	\$	580.00
D.Malenfant	\$	600.00
C. Zink - Verizon Matching Gifts Program	\$	150.00

Total	\$	1,330.00	\$	1,330.00
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SHES Library

Newtown Public
Schools

			\$	-
	\$	-		

Total	\$	-	\$	-
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NPS Teachers

\$	-
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\$	1,330.00
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\$	1,330.00
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Kathy June <junek@newtown.k12.ct.us>

Fwd: Resignation

1 message

Barbara Gasparine <gasparineb@newtown.k12.ct.us>Tue, Jul 23, 2013
at 2:41 PMTo: Suzanne D'Eramo <deramos@newtown.k12.ct.us>, Kathy June
<junek@newtown.k12.ct.us>

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

From: **Jennifer Meyers** <meyersj@newtown.k12.ct.us>

Date: Tue, Jul 23, 2013 at 2:39 PM

Subject: Resignation

To: Barbara Gasparine <gasparineb@newtown.k12.ct.us>, Joan Libby
<libbyj@newtown.k12.ct.us>

Dear Joan,

Please accept this letter as my formal resignation as Lead Teacher of Head O'Meadow school. I have accepted a position as Assistant Principal in New Milford, CT. During my 10 years as an educator in Newtown, I became inspired to pursue my career in educational leadership. I am very grateful for all that I have learned from my wonderful mentors and Senior Leadership Team. Over the years, I was hopeful that additional administrative positions would be afforded at the elementary level, but that opportunity has never presented itself. Therefore, this is the best decision for me both professionally and personally. Please know that the people of Newtown will always hold a special place in my heart.

Respectfully,

Jennifer Meyers

Kristin Elliott
2 Braeburn Lane
Middletown, CT, 06457
210-365-3264
elliottKAE@gmail.com

July
~~June~~ 26, 2013

Mr. John Reed
Superintendent
Newtown Public Schools
3 Primrose Street
Newtown, CT 06470

Dear Mr. John Reed,

Please accept this letter as formal notification that I am resigning from my position with the Newtown Public Schools. I understand that 45 days notice is standard. However, if it is found to be in the best interest of the district, Head O'Meadow School, and the students there, I would appreciate you releasing me from employment with the district before the start of the 2013-2014 school year.

I would be glad to provide any assistance I can during this transition.

Thank you for the opportunities for professional and personal development that you have provided me during the last three years. I have enjoyed working at Head O'Meadow and appreciate the support provided me during my time as a part of the wonderful community there and within the district as a whole. I have found an opportunity in California to teach and advocate for the arts in public education. Though leaving Newtown was a very difficult decision to make, I know that the students here are in good hands.

I'm looking forward to hearing from you regarding the end date of my employment.

Sincerely,

Kristin Elliott

JUL 31 2013

July 30, 2013

Dr. John Reed
Superintendent
3 Primrose Lane
Newtown, CT 06470

Dear Dr. Reed,

Please accept my resignation from Newtown Public Schools as fourth-grade teacher for the upcoming school year, effective July 31, 2013. I spoke with Jo-Ann Peters-Edmondson, my immediate supervisor, about this last night.

I have learned so much and made some wonderful friends during my fourteen years here in Newtown. I have enjoyed working in the district and have always strived to make a positive impact on the students and families here. I appreciate very much all the district has done for me during this time.

Sincerely,



Lea Attanasio
4th grade teacher
Hawley School

cc: Jo-Ann Peters-Edmondson
Suzanne D'Eramo

Jo-anne Sheehan
54 Bailey's Path
Chatham, MA 02633
July 29, 2013

Dr. John Reed
Superintendent of Schools
Newtown Board of Education
3 Primrose Street
Newtown, CT 06470

Dear Dr. Reed:

After much soul-searching, I have decided to retire from my position as a grade eight English/Language Arts teacher at Newtown Middle School. Although I have struggled with this decision to which my family will attest, I am confident it is the right decision.

I began my teaching career in 1968 as a high school history teacher, and there has never been a time when I regretted my career choice. I thank you for giving me the opportunity to teach at Newtown Middle School. My interview with you on that August morning remains in my memory: "So, what do you think about Theodore Roosevelt?" As I had just completed my masters in English, I had to back up quickly and return to history mode.

I suspect you have heard this more than once, but I can't imagine working with a more professional group of colleagues, who daily demonstrate their expertise and kindness, than those who staff Newtown Middle School. My life is so much richer for having spent the past twenty-five years in Newtown.

I suggest an effective retirement date of August 1, 2013.

Sincerely,

Jo-anne Sheehan
Grade Eight
English/Language Arts



John Reed <reedj@newtown.k12.ct.us>

Request

2 messages

Kaitlin Roig <roigk@newtown.k12.ct.us>

Fri, Aug 2, 2013 at 9:46 AM

To: John Reed <reedj@newtown.k12.ct.us>

Dear Dr. Reed,

I am writing to request a personal leave of absence, unpaid, from Sandy Hook Elementary School for one school year. I will return to Sandy Hook Elementary next August 2014, and I will teach summer school in July. I appreciate your understanding for my need to take this time after the events of last year. All my best.

Sincerely,
Kaitlin M. Roig

John Reed <reedj@newtown.k12.ct.us>

Fri, Aug 2, 2013 at 9:47 AM

To: roigk@newtown.k12.ct.us

Please note that I will be out of the office until August 12, 2013.
Thank you.

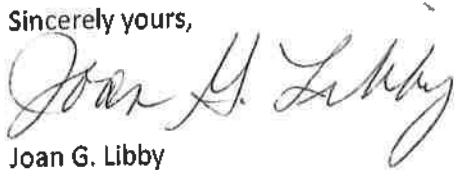
August 12, 2013

John Reed, Interim Superintendent
Newtown Public Schools
3 Primrose Street
Newtown, CT 06470

Dear Dr. Reed:

I have been offered a position in another district and have decided to take that position. I have thoroughly enjoyed my approximate seven years in Newtown. I have appreciated working with you. I will miss working with so many of the Newtown employees.

Sincerely yours,

A handwritten signature in cursive script that reads "Joan G. Libby". The signature is written in dark ink and is positioned to the right of the typed name.

Joan G. Libby

Date of resignation
will be on or
about Aug. 30th

**NEWTOWN HIGH SCHOOL
FALL COACHES ROSTER 2013
UPDATED 8/15/13**

NAME/STEP	SPORT/COACH RETURNING OR NEW HIRE
SUSAN BRIDGES 3	CHEERLEADING--- RETURNING
CHERYL STENZ 3	DANCE TEAM----RETURNING
MARC KENNEY 3	GIRLS SOCCER---- RETURNING
LAURA MCLEAN 3	J.V. GIRLS SOCCER
ELLEN DIKER 1	FRESHMAN GIRLS SOCCER—NEW COACH MIDDLE SCHOOL TEACHER
BRIAN NEUMEYER 3	BOYS SOCCER----RETURNING
MIKE DYER 3	J.V.BOYS SOCCER----RETURNING
TOM BRANT 3	FRESHMAN BOYS SOCCER— RETURNING
TOM CZAPLINSKI 3	GIRLS VOLLEYBALL----RETURNING
TARA ALLEGRETTO 3	J.V. GIRLS VOLLEYBALL—RETURNING
LISA BURBANK 2	FRESHMAN GIRLS VOLLEYBALL---RETURNING
ROBERT GAUVIN 3	GIRLS SWIMMING----- RETURNING
JENNIFER O'NEIL 2	ASST. GIRLS SWIMMING---RETURNING
DOUG RUSSELL 3	GIRLS CROSS COUNTRY-- RETURNING
DAVE FOSS 3	BOYS CROSS COUNTRY---- RETURNING
DAN MCILRATH 3	ASSISTANT CROSS COUNTRY--RETURNING
STEPHANIE PAPROSKI 1	FIELD HOCKEY- NEW COACH
BOBBI STASHENKO 3	J.V. FIELD HOCKEY--RETURNING
	FRESHMAN FIELD HOCKEY
STEVE GEORGE 3	FOOTBALL----RETURNING
CARL PATERNOSTER 3	ASST. FOOTBALL----RETURNING
MIKE LAGO 3	J.V. FOOTBALL-- RETURNING
BOB PATTISON3	FRESHMAN FOOTBALL-- RETURNING
KEVIN BELLENOT 3	FRESHMAN FOOTBALL-- RETURNING
RYAN CUTLER	DIVE COACH--- RETURNING

VOLUNTEER COACHES

IAN SUTER	FOOTBALL
NICK TARANTINO	FOOTBALL
MATT PELLICONE	FOOTBALL
MIKE KEARNS	FOOTBALL
CORY FISHER	FOOTBALL
CAITLIN DELOHERY	CHEERLEADING
LORI ROHRBACHER	CHEERLEADING
RUSS WEISS	VOLLEYBALL
MONICA MUELLER	VOLLEYBALL
BLAIR CULHANE	VOLLEYBALL
WHITNEY GOOD MAN	GIRLS SOCCER
LIZ BRESTOVANSKY	DANCE

**Newtown Public Schools
Memo**

To: Members of the Board of Education
From: Linda Gejda, Assistant Superintendent
Date: August 16, 2013
Re: Agenda Item for August 20 BOE Meeting : Biennial Report on Student and Parent Surveys on Substance Abuse
C: Dr. John Reed

This is a brief note to let you know that Dr. Archie Swindell will join us for Tuesday's BOE meeting to present a preliminary overview of the Youth and Parent Substance Abuse surveys. These surveys were administered in April 2013. As some of you may remember, Dr. Swindell has assisted Newtown with the past two administrations of the surveys.

In your Board packet, you will find summaries of the student and parent surveys. His presentation will be brief, however the comprehensive report will be sent to you within a few days and also posted on the district website.

On another note, I am pleased to report that we have had many Newtown staff and students involved in various district programs this summer. We are currently in the middle of New Staff Orientation. I wish you all could have been with us on Wednesday's tour of Newtown, narrated by a very animated NHS teacher (graduate of NHS and resident).

2013 Youth Survey Summary Report Newtown, Connecticut

Administered April, 2013

**Report Prepared by:
Archie C. Swindell, PhD, Quantitative Services
August 5, 2013**

ACKNOWLEDGEMENTS

This youth survey was sponsored by the Newtown Prevention Council and Newtown Public Schools, and was conducted under the Drug-Free Communities Support Program grant from the federal Department of Health and Human Services. It is designed to ascertain prevalence, attitudes and behaviors related to use of substances (tobacco, alcohol, and illicit drugs). This is the third Newtown survey administered by Quantitative Services. Newtown parents were also surveyed in 2013; results are reported separately.

The youth survey was derived from the Connecticut Governor's Prevention Initiative for Youth (GPIY) survey. The original GPIY survey was administered in paper format in Newtown in 2002, 2005, and 2007, using materials provided by the Connecticut Department of Mental Health and Addiction Services (DMHAS). The surveys in 2009, 2011, and 2013 were given on-line, using SurveyMonkey.com, with wording of questions the same as in the GPIY survey. Changes in the 2013 survey were made to conform to current core measures language, and to include recently introduced substances. Minor additions and clarifications developed by prevention coalitions in towns across Connecticut are included, and are gratefully acknowledged. The survey has been approved by the Drug Free Communities team.

As with previous surveys, the author sincerely appreciates the efforts of Judy Blanchard, Newtown District Health Coordinator; Dr. Linda Gejda, Assistant Superintendent; and the administration and teachers of the Newtown Public Schools. Special thanks go to the youths who shared their personal experiences and opinions. All results of the survey are anonymous, and cannot be traced to any individuals. Results are reflective of the entire community, not primarily its schools. This report is structured according to Newtown Youth Survey reports of 2009 and 2011. Comparisons utilize the five previous Newtown reports [1,2,3,4,5], and the national Monitoring The Future (MTF) surveys [6]. The data on which this report is based are subject to confidentiality regulations of HIPAA [7] and FERPA [8]

DISCLAIMER

Opinions expressed herein are the views of the author and may not necessarily reflect the views, official policy or position of Newtown Public Schools, the Connecticut Department of Mental Health and Addiction Services (DMHAS), the Center for Substance Abuse Prevention (CSAP), Substance Abuse and Mental Health Services Administration (SAMHSA), the U.S. Department of Health and Human Services, or any other associated organization.

SUMMARY

The availability of data from six surveys of Newtown youth, spanning the 12 years from 2002 to 2013, allows for tracking of trends in substance use and key related factors. The substances being tracked include cigarettes, alcohol, and marijuana, plus a variety of illicit drugs and the abuse of OTC meds and prescription meds without one's own medical order or prescription. Newtown data can be placed in context with national data, comparing with annual Monitoring The Future survey results posted on the web.

Greatest success has been registered with cigarette smoking, which has been declining nationally over the past decade or more. Smoking among younger Newtown youth has remained well below national averages, and prevalence among youth in grades 11-12 has fallen dramatically, and is now about one-half national figures. Lessons from the positive results with cigarette smoking include the fact that educating about dangerous effects of a substance (tobacco) can persuade youth not to engage. But the effort requires many years, and is probably subject to reversal if efforts slack.

The success in reducing underage drinking in Newtown is confirmed by several facts. Reported lifetime and 30-day alcohol use by Newtown middle school youth in grades 7-8 has remained less than national prevalences, and has steadily declined since 2002. Among Newtown high school youth, grades 9-12, drinking was above national averages early in the 2000's, but is now at or below national levels. The ease with which youth can obtain alcohol has decreased, 2009 to 2013, and is similar to national experience. Fewer Newtown youth report in 2013 that "most" of their close friends drink. Figures for the perception that regular alcohol use carries little or no risk of harm have remained under 10% for all Newtown youth. Adult modeling of alcohol consumption appears to have improved in Newtown, especially among high school youth, who report fewer alcohol-related problems in their families.

The picture with marijuana use in Newtown is similar to cigarettes and alcohol in some regards, but there are special concerns. Use of marijuana at least once in their lifetime by Newtown youth in grades 7-10 is well below national averages, and had been trending down. A recent uptick in use may signal a new trend or may be a statistical anomaly of this highly variable measure – only time will tell. Lifetime use in grades 11-12 remained about the same (about 45%), 2011 to 2013, near national averages. But use at least once in the previous 30 days in grades 11-12 increased from 24% to 38% in the same period, and more intense use (more than 10 of the past 30 days) increased from 8% to 11%. This pattern suggests that no more older youth are experimenting with marijuana, but those who do are more likely to become chronic users. Also of concern is the fact that lifetime marijuana users reported starting earlier than previously, even younger than with cigarettes or alcohol. Finally, marijuana users in Newtown in grades 11-12 in 2013 were much more likely (24-fold) to have used other illicit substances, a finding similar to other Connecticut towns.

Success with reduced tobacco use among youth through education suggests that the same general approach could succeed with marijuana. As we enter an era of increasing access and decreasing approbation towards "medicinal" marijuana, informing youth of the hazards of cannabinoids is likely to be increasingly important, to counter the false message of "harmlessness", widespread among youth and some parents. This effort is likely to be very long-term, similar to cigarettes.

The abuse of prescription meds by youth (for recreational use, without a prescription) has increased nationally in recent years, and is a cause of great concern. In Newtown, such abuse is well below national averages, but is not negligible, and it is important to monitor trends closely. Some effective elements in combatting abuse are: take-back programs, a no-questions drug depository in

the police station, educating parents about securing their meds, and persuading doctors to limit prescriptions of addictive pain meds.

Because of the tragic event in Newtown in December of 2012, special attention was paid to perceptions among youth of their personal safety, in school and in their neighborhood, and how perceptions may have changed. In Newtown surveys, respondents have been asked to register their level of agreement (in a 4-level scale from "strongly disagree" to "strongly agree") to two questions: "I feel safe at school", and "My community is a safe place". Disagreement with both statements was low, less than 10%, and there was little change between 2011 and 2013. In fact, youth in grades 9-10 responded in a more positive manner. The surveys also include an 18-point battery of questions about self-concept, both positive (e.g., "I am good at making decisions") and negative (e.g., "I feel no one understands me"). Average responses to the six negative questions suggested that feelings of mild depression may have increased in 2013. However, a more thorough analysis failed to confirm any statistical significance of this effect. The absence of negative feelings among middle school and high school students in Newtown is doubtlessly due, at least in part, to the intensive counseling efforts that have taken place.

2013 Parent Survey Report Newtown, Connecticut

Report Prepared by:
Archie C. Swindell, PhD, Quantitative Services
August 8, 2013

ACKNOWLEDGEMENTS

This parent survey was sponsored by the Newtown Prevention Council and Newtown Public Schools, and was conducted under the Drug-Free Communities Support Program grant from the federal Department of Health and Human Services. This is the second survey of Newtown parents; the first was given in 2011 [1]. Both parent surveys were given in conjunction with surveys of random samples of youth from the same population, grades 7-12. Youth survey results for both 2011 and 2013 are reported separately [2, 3]. The surveys of both parents and youth are intended to ascertain the prevalence, attitudes and behaviors related to the use of substances by youth – cigarettes, alcohol, illicit drugs and prescription drugs without one's own prescription.

This parent survey was administered April 8 to May 17, 2013. As in 2011, it uses language about parental perceptions taken directly from the youth survey, and incorporates questions from the CASA National Survey of American Attitudes on Substance Abuse X: Teens and Parents [4]. All responses to the survey are strictly confidential, and information is reported only in summary form. The organization of this report draws upon reports of GPIY youth surveys for formatting and structure. The data on which this report is based may be subject to confidentiality regulations of HIPAA [5].

DISCLAIMER

Opinions expressed herein are the views of the author and may not necessarily reflect the views, official policy or position of the sponsors of the survey, or any other participating agency or individual.

SUMMARY

The parents of Newtown students in grades 7-12 have been surveyed twice, in 2011 and again in 2013. The survey asks about prevalence and opinions related to substance use by youth and adults in the community. Response to the 2013 survey was immediate, with 776 respondents, compared to 452 in 2011. Numbers were spread relatively evenly over the six grades, with more than 100 respondents per grade. As in 2011, the parent survey was opened in April, at about the same time that a youth survey was given in Newtown Middle School and Newtown High School, grades 7-12. 2013 marked the sixth time for the youth survey, beginning in 2002.

Parents in 2013 expressed confidence that Newtown schools are safe places, unchanged since 2011. In both years, only about 6% indicated otherwise. More than 90% of parents answered "true" to the statement, "our community is a safe place." Youth in their survey expressed similar opinions, and did not differ significantly from parents.

Parents did differ from youth in their perceptions about the use of substances. Parents were asked whether they believed their own child smoked cigarettes, drank alcohol, or used marijuana in the previous 30 days. Results differed, middle school vs. high school parents. Estimates by middle school parents of cigarette and marijuana use were low, very close to youth reports, but alcohol use was underestimated. Perceived risk of harm was similar, parents vs. youth, but parent perception of sale and use of marijuana and other drugs in the community was higher than perceptions among middle school youth. Among high school parents, estimated use of cigarettes, alcohol and marijuana was only about one-half of actual prevalences, as reported by youth. Perceived risk of harm was considerably higher among parents, especially for marijuana among older youth. About 80% of both parents and youth agreed that a lot of kids in the community use marijuana. Evidence about increasing marijuana use is discussed in the youth survey report.

Because the parent sample was not random, it is possible that fewer parents of children at higher risk for substance use may have been inclined to take the survey. To correct for this possibility, parent results were weighted to match prevalences of youth reports of hours spent after school without an adult present – a risk factor for substance use. In effect, parents of higher risk youth were given more weight in prevalence calculations. Underestimates of youth substance use persisted despite this correction, at all levels of risk.

There has been an increase nationally of abuse of prescription meds by youth – for recreational use, without a prescription. Although abuse by Newtown is below national averages, steps are being taken to avert this serious problem. Regular disposal of outdated prescription meds, especially addictive pain meds or stimulants, is recommended, and has been done by about three-quarters of parent respondents. Only about half of parents indicated an awareness that a disposal box is provided in the Newtown Police Department.

Parents have strong influence over choices their children make, including about substance use – a fact confirmed repeatedly on youth surveys. Possible influence of two factors was probed in this survey: parental alcohol use, and regularity of family dinners. Parents whose reported alcohol use was more than the survey's average estimated more drinking by their child, but not more use of marijuana or cigarettes, and somewhat lower perception of risk from alcohol. Parents who have dinner with their child 5 times or more per week reported lower prevalences of use of all substances by their child. Parents who reported their child uses alcohol were aware that he/she uses other substances as well, a fact established in the youth surveys. This analysis was limited to parents of high school students, to avoid confounding age with other predictive factors.

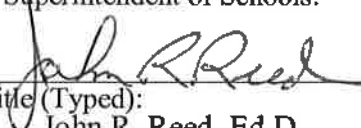
APPLICATION PACKET MATERIALS

Cover Page

**Connecticut State Department of Education
Technology Investments to Implement Common Core State Standards and
Administer Common Core aligned Assessments, Specifically Smarter Balanced
Assessments 2013-2014**

Applicant This application is submitted on behalf of the following Local Educational Agency (LEA):
LEA: Newtown Public Schools

Contact Information
LEA: Carmella Amodeo Director of Technology Newtown Public Schools 3 Primrose Street Newtown, CT 06470 (203) 270-6132 amodeoc@newtown.k12.ct.us

Certification I hereby certify that the information contained in this application is true and accurate to the best of my knowledge and belief.
Signature of Superintendent of Schools: 
Name and Title (Typed): John R. Reed, Ed.D. Interim, Superintendent of Schools
Date of Board Acceptance: <i>The date of the Board's formal acceptance will be Aug. 20, 2013.</i>

Proposal Narrative

Need

The Newtown Public Schools respectfully submits this request in the amount of \$319,051. In line with the reimbursement for new school construction, the District is requesting \$ 110,519 (34.64%) with the District covering the remaining \$208,532 (65.36%).

The most recent version of the Newtown Strategic Plan (2011-12) includes an objective that states: *We will ensure that each student has continuous access to personal information technology in order to empower students and staff to improve teaching and learning.* Similarly, Goals 1, 2, 3, and 4 of the 2012-2015 Educational Technology Plan for Newtown contain action steps and a plan for meeting the district vision of preparing students for lifelong learning and workforce readiness through access to educational technology. Each goal in the district plan speaks to the role of educational technology in achieving district teaching and learning objectives, including but not limited to, adequate bandwidth, student devices, access to online assessments, instructional resources and professional learning opportunities for staff. Although the school district has put available resources behind curriculum alignment with Common Core State Standards, preparation for the 2015 Smarter Balanced Assessment (district pilot in Spring 2013), and moving to computer-adaptive district assessments (adoption of NWEA in the coming school year) multiple years of failed budget referenda and subsequent budget cuts have challenged Newtown Public Schools in meeting the goals outlined in district plans. Newtown is currently faced with revising previous acquisition, deployment and maintenance resources for school technology to meet community demands for a priority emphasis on security needs.

Analysis of current technology resources ensuring an efficient administration of SBAC that does not severely limit the use of technology for instructional purposes during the testing window, have shown that the current status of district technology needs to be addresses. Additionally, Newtown has an opportunity to participate in the SBAC field test in the Spring of 2013-14 and there is great interest in this option. This application for available funds will assist Newtown Public Schools in moving closer to that goal.

Currently, a district focus is on ensuring computers and bandwidth meet the recommended Smarter Balanced Assessment Consortium (SBAC) guidelines. Attaining and maintaining these recommended specifications as they evolve, will enable teachers and administrators to better evaluate assessment results based on student learning rather than technology limitations. Newtown staff and students will be better positioned to use technology for this and other computer-based instruction and assessment. The funding to update obsolete inventory, defined as seven years or older, and extend the wireless coverage in school buildings will be attained through the auspices of this grant.

Purchase of New Computer Devices

The District's inventory of desktops and laptops includes 273 desktops and 97 laptops that are due for replacement. This request includes \$243,855 for their replacement. Each of these units has a manufactured date prior to 2007 making each one at least 7 years old. These units are primarily in use at Hawley Elementary School and the Newtown High School as indicated in the

table below. Seventy-nine percent of these units are used by students with the remaining twenty-one percent being used by staff.

Inventory of Desktops and Laptops Manufactured Prior to 2007
Count of Our Asset Number

	Hawley	HOM	MGS	NHS	NMS	RIS	SHS	Grand Total
Computer	120			141	10	2		273
Evo D300v				1				1
HP Compaq dc5100 SFF(P2579UA)					1			1
HP dc5000 SFF(P1358UA)					1			1
OptiPlex GX260					1			1
OptiPlex GX270				4	3			7
OptiPlex GX280				4				4
OptiPlex GX620	120			132	4	2		258
Laptop	17	2	2	40	32	1	3	97
Inspiron 1501		1						1
Inspiron 9100				1				1
Latitude D520	16							16
Latitude D600	1		2	13	17		3	36
Latitude D610		1		24	15			40
Latitude D620				1		1		2
Pavilion dv4000 (EP363UA#ABA)				1				1
Grand Total	137	2	2	181	42	3	3	370

These seven-year-old units are obsolete by District guidelines. The district's obsolescence guideline does *not* imply that all computers will last seven years, nor does it assume that computers can be installed and not moved or touched for seven years. It also does not assume that all faculty and staff can get seven years of usefulness from a desktop or laptop under all applications. In the case where the technology is being used with more demanding applications, the guideline for obsolescence does not eliminate efforts to replace these units on a shorter cycle.

Equipment may be considered to be obsolete for a number of additional reasons. These reasons may be due to educational demands defining required functionality and performance or the products simply degrading over time. Once staff and students have to wait a long time for basic tasks such as logging on, opening software, creating PowerPoint presentations, viewing videos or checking email, the use of the devices is inefficient. Not only are the staff and

students frustrated, time is wasted and the enrichment gained by using multimedia is lessened if not lost. The seven-year guideline is also driven by the District's ability to budget dollars to replace an inventory that provides sufficient and equitable access to technology for our staff and students. The desktops and laptops identified for replacement all meet the District's definition of obsolescence based on age.

Old computers often have significant hidden costs. The mature equipment becomes difficult to repair. Parts are scarce or no longer available. This past year, in order to keep these desktops running, the staff of the tech department found it necessary to replace capacitors on the motherboards that exhibited signs of degradation. This repair enabled the department to extend the life of these devices until the normal budgeting cycle included funds for their replacement. Our technology department, technicians and help desk staff, spent much more time supporting these seven-year-old computers than any other units in the district inventory.

The laptops that are identified for replacement with these funds are Dell Latitude D600 and D610's. Smarter Balanced assessment has made it known that they plan to support Windows XP configurations and will continue to do so moving to 2015. However they are encouraging that districts consider migrating existing devices to Windows 7 where possible due to the fact that Microsoft will not provide security support to Windows XP beyond April of 2014. Last summer the technology department began the migration to Windows 7 on all desktops and laptops. These laptops are unable to run the Windows 7 operating system.

The District's guideline for replacing obsolete inventory annually helps to reduce maintenance costs and increase system reliability. The replacement of these units has always been a priority as the District recognizes replacing them helps to ensure equitable and consistent access to technology for staff and students. With the pace that technology is developing, students and staff also benefit from the fact that the replacement will always provide functionally richer technology.

Purchase of Inter-School Bandwidth

The District is working towards acquiring the equipment and services to empower a wireless student-centered, digital learning environment. This proposal requests support in funding the purchase of access points (APs) and installation to extend wireless coverage in school buildings. The cost for the proposed wireless implementation is \$58,696 for hardware and \$16,500 to run cables, install APs and certify the lines.

Over the past three years the district has purchased access points to provide wireless coverage in regular education classrooms in the middle school and a portion of the high school. Each of the remaining five district schools had access points installed to provide up to four hotspots. A recent donation from Cisco allowed the district to provide more pervasive coverage at Sandy Hook Elementary (Chalk Hill School) and Middle Gate Elementary schools. The coverage is not at the same level as it is in the middle school and the high school but is sufficient to allow for full class use of a cart of wireless laptops or iPads.

Expanding the wireless infrastructure in the remaining district schools will allow the district to utilize wireless-enabled devices for Smarter Balance testing purposes in all schools. The efficient administration of the test will depend on the number of available devices, Internet connectivity and the internal network's capacity to distribute the incoming bandwidth delivered by that connectivity.

If all of the appropriate desktops in a building are dedicated to testing, Newtown believes the testing can be completed in 10 days. This would eliminate availability to use the technology for any other instructional purpose during the testing period. This presents a burden to our curriculum at every grade level. Using the iPads in-addition-to or instead-of, will greatly reduce the impact on all other teaching and learning that needs to and should take place during the testing period to ensure a successful delivery of the Common Core Curriculum.

Current estimates indicate that the Smarter Balanced assessment will require 10–20 Kbps per student or less depending on the test and the media included. Increasing the number of access points and creating a more robust wireless infrastructure will increase the shared bandwidth and help to ensure that each device can access the needed bandwidth. This will significantly add to the inventory of devices that may be used for the testing once a robust wireless infrastructure is in place. The ability to leverage digital devices in teaching and learning will greatly enhance the delivery of the CCSS-aligned curriculum, monitoring of student achievement and differentiation of instruction, as well student experiences more aligned with the post-secondary world they will enter.

Timeline of Implementation

The purchase of desktops and laptops to replace our obsolete devices would begin as soon as a decision on the grant is received. The purchase would include 273 desktops, 21 smaller laptops for elementary student use and 76 laptops (14").

Quotes have already been acquired for this purchase and are included in the appendix of this application for reference. Once the units are received, the deployment should be completed within two months. Should the funds not be awarded a partial replacement will still take place during this time period.

Work has already started in support of extending the wireless. The purchase of 60 access points has already been made. Additional access points would be purchased with the award of the grant. A contractor has begun the wirings in each of 3 schools where the access points will be installed. It is expected that this project will be completed before school begins.

Teaching and Learning

- Smarter Balanced assessment, aligned to Common Core State Standards (CCSS), will more accurately measure student progress toward college and career readiness. This computer-adaptive testing system will ensure that every student is tested on the full breadth and depth of content and to provide each student with items that are both accessible and challenging. The District recognizes that moving to the computer-adaptive solution will increase efficiency and security in the test process. The test will be a more individualized and accurate assessment while providing timely data and easily accessible reports. If Newtown adopts only the minimum specifications for bandwidth and computers, administration of the Smarter Balanced

Assessment System will occur but the Tech readiness report warns that the individual testing experience for any particular student may have periods of slowness during which the computer experiences brief moments of data lag or delay. This will result in the system taking a few additional seconds to capture student responses and render the next question or item. This slow response could negatively affect students' engagement with the assessment and ultimately their scores. Also, some students with special needs may not be able to use computers that meet only the minimum specifications due to modifications to the test to suit their needs.

This coming year, the district will pilot NWEA Map, an online, adaptive assessment for students in grades K-12. This tool will improve differentiation efforts to improve individual student academic success. One of the challenges of this pilot resides in the time needed utilizing school-based technology for assessment, limiting access for teaching and learning.

- Ensuring that our staff and students have access to reliable and efficient technology is necessary for effective teaching and learning. In the global world of today, students must be open to seeking diverse perspectives and become successful in gathering and using information ethically. Technology is at the heart of helping students develop information skills. Equitable access to technology is as important to the student's education as books and any other educational resource. Staff need to be able to incorporate technology tools into the lesson to demonstrate and enforce the use of technology for gathering and sharing knowledge both through writing and multimedia presentation. Learning and sharing with technology begins

with a robust network both wired and wireless but must also include sufficient access to end user devices to be successful.

- Creating more robust wireless coverage within our schools will also support the District in its Bring Your Own Device (BYOD) initiative. During the 2012-2013 school year, the Newtown Middle School, the only school building in the district with wireless in all regular education classrooms, actively encouraged students to bring in devices for use in the classroom. The feedback from this initiative was positive from both students and staff. Even the student using a cell phone could quickly find information needed in support of learning.
- Technology also supports the implementation of the new educator evaluation plans that are being implemented in the coming school year. Newtown has signed on with BloomBoard, the CSDE-approved vendor as the management program for teacher and administrator professional growth plans. The opportunity for staff to engage in professional learning through this vendor will also be enhanced through improved online access. Recently, the District also broadened its offering of professional learning to incorporate SimpleK12, a web-based learning community. This provides staff with the ability to explore the use of various technologies and applications in the delivery of classroom lessons. The changes in curriculum, technology and evaluation, it is important that staff has access to the information and training they need, when they need it. This will help staff to fully take advantage of the technology available but also requires that the District be proactive in

maintaining the existing infrastructure and devices and, when allowed by budget,
expanding the technology available.

Budget Narrative

Grantee Name: Newtown Public schools

Complete a budget narrative for each category for which you are applying.

Purchase of New Computer Devices – Replace Obsolete

Code	Object	State Grant Funds Amount
330	<p>Other Professional/Technical Services Payments for professional or technical services that are not directly related to instructional activities. This category includes payments for data processing, management consultants, legal services, etc. Do not include the cost of an independent auditor in this category.</p>	\$
690	<p>Other Supplies Allowable expenditures for any other supply, which is not instructional or administrative in nature. This category would include maintenance supplies, heating supplies and transportation supplies.</p>	\$
700	<p>Property/Equipment In accordance with the Connecticut State Comptroller’s definition of equipment, including all items of equipment (machinery, tools, furniture, vehicles, apparatus, etc.) with a value of over <u>\$1,000</u> and a useful life of more than one year.</p> <p>Computer Desktops Dell Optiplex 3010 - SFF - 1 x Core i5 3470 / 3.2 GHz - RAM 4 GB - HDD 1 x 250 GB - DVD +/-RW- 1GB AMD Radeon HD - Gigabit LAN - Monitor : none. QTY 273 x \$655</p> <p>Laptops - For elementary student use Dell Latitude 3330 – 2nd Gen i3-2375 - Windows 7 Pro 64-bit - 4 GB RAM - 320 GB HDD – 13.3" wide 1366 x 768 / HD – Intel HD 3000 graphics – QTY 21 x \$600</p> <p>Laptops Dell Latitude E5430 - Core i5 3230M / 2.6 GHz - 4 GB RAM - 320 GB HDD - DVD-Writer - 14" wide 1366 x 768 / HD QTY 76 - x \$690</p>	<p>\$</p> <p>\$178,815</p> <p>\$12,600</p> <p>\$52,440</p>
530	Bandwidth	\$
	TOTAL	\$243,855

Budget Narrative

Grantee Name: Newtown Public schools

Complete a budget narrative for each category for which you are applying.
Purchase of Inter-School bandwidth: Extend Wireless in Schools

Code	Object	State Grant Funds Amount
330	<p>Other Professional/Technical Services Payments for professional or technical services that are not directly related to instructional activities. This category includes payments for data processing, management consultants, legal services, etc. Do not include the cost of an independent auditor in this category.</p> <p>Wiring and installation for 88 access points</p>	<p>\$</p> <p>\$16,500</p>
690	<p>Other Supplies Allowable expenditures for any other supply, which is not instructional or administrative in nature. This category would include maintenance supplies, heating supplies and transportation supplies.</p>	\$
700	<p>Property/Equipment In accordance with the Connecticut State Comptroller's definition of equipment, including all items of equipment (machinery, tools, furniture, vehicles, apparatus, etc.) with a value of over <u>\$1,000</u> and a useful life of more than one year.</p> <p>MR16 access point with license and 7 yrs support 88 x \$667</p>	<p>\$</p> <p>\$58,696</p>
530	Bandwidth	\$
	TOTAL	\$75,196

ED114 Budget Form
FISCAL YEAR 2013-2014

GRANTEE NAME: Newtown Public Schools		TOWN CODE: 097
GRANT TITLE: Technology Investments to Implement Common Core State Standards and Administer Common Core aligned Assessments, Specifically Smarter Balanced Assessments		
ACCOUNTING CLASSIFICATION:	FUND:	SPID: YEAR: 2014
PROGRAM:	CHARTFIELD1:	CHARTFIELD2:
GRANT PERIOD: August 15, 2013-August 15, 2014		AUTHORIZED AMOUNT:
CODE	DESCRIPTION	BUDGET AMOUNT
330	OTHER PROFESSIONAL/TECHNICAL SERVICES	\$16,500
690	OTHER SUPPLIES	
700	PROPERTY/EQUIPMENT	\$302,551
530	BANDWIDTH	
		\$319,051
	TOTAL	
	PROGRAM TOTAL (GRANT FUNDS)	

____ ORIGINAL REQUEST DATE
 _____ REVISED REQUEST DATE

____ STATE DEPARTMENT OF EDUCATION
 PROGRAM MANAGER AUTHORIZATION

____ DATE OF
 APPROVAL

Sustainability

Newtown Public Schools is committed to maintaining and improving technology access in our district schools. The 2013-2014 academic year presents a unique challenge in meeting technology goals because of the 12/14/12 shooting at Sandy Hook Elementary School. Dollars to be used to fund the needs presented here had been included in the requested and approved 2013-2014 operating budget for the Newtown Public Schools. Due to the heightened desire for technology to ensure the safety of our students and staff, the portions of the budgeted dollars that would have been used to complete the replacement of obsolete equipment and extend the wireless have been repurposed to fund video surveillance equipment, door access controls and radios for all of our buildings. The dollars spent to improve school safety is a one-time expense. The District is committed to maintaining its technology to the best of its ability to meet teaching, learning and assessment goals in ensuring the success of students in a global setting.

An important next step for Newtown will be to re-visit the district strategic plan, educational technology plan and district policies to review goals and action plans in order to renew district resolve in meeting the needs of all students. The Newtown Board of Education has expressed an interest in researching the possibility of identifying an annual budgetary percentage for technology needs. Clearly, the importance of quality educational technology in a 21st century classroom cannot be understated.

APPENDIX A: STATEMENT OF ASSURANCES

CONNECTICUT STATE DEPARTMENT OF EDUCATION
 STANDARD STATEMENT OF ASSURANCES
 GRANT PROGRAMS

PROJECT TITLE: Technology Investments to Implement Common Core State Standards and Administer Common Core aligned Assessments, Specifically Smarter Balanced Assessments

THE APPLICANT: Carmella Amodeo HEREBY ASSURES THAT:
Newtown Public Schools
 (insert Agency/School/CBO Name)

- A. The applicant has the necessary legal authority to apply for and receive the proposed grant;
- B. The filing of this application has been authorized by the applicant's governing body, and the undersigned official has been duly authorized to file this application for and on behalf of said applicant, and otherwise to act as the authorized representative of the applicant in connection with this application;
- C. The activities and services for which assistance is sought under this grant will be administered by or under the supervision and control of the applicant;
- D. The project will be operated in compliance with all applicable state and federal laws and in compliance with regulations and other policies and administrative directives of the State Board of Education and the Connecticut State Department of Education;
- E. Grant funds shall not be used to supplant funds normally budgeted by the agency;
- F. Fiscal control and accounting procedures will be used to ensure proper disbursement of all funds awarded;
- G. The applicant will submit a final project report (within 60 days of the project completion) and such other reports, as specified, to the Connecticut State Department of Education, including information relating to the project records and access thereto as the Connecticut State Department of Education may find necessary;
- H. The Connecticut State Department of Education reserves the exclusive right to use and grant the right to use and/or publish any part or parts of any summary, abstract, reports, publications, records and materials resulting from this project and this grant;

- I. If the project achieves the specified objectives, every reasonable effort will be made to continue the project and/or implement the results after the termination of state/federal funding;
- J. The applicant will protect and save harmless the State Board of Education from financial loss and expense, including legal fees and costs, if any, arising out of any breach of the duties, in whole or part, described in the application for the grant;
- K. At the conclusion of each grant period, the applicant will provide for an independent audit report acceptable to the grantor in accordance with Sections 7-394a and 7-396a of the Connecticut General Statutes, and the applicant shall return to the Connecticut State Department of Education any moneys not expended in accordance with the approved program/operation budget as determined by the audit;
- L. REQUIRED LANGUAGE (NON-DISCRIMINATION)
 - 1) References in this section to —contractor shall mean this grant agreement and references to —contractor shall mean the Grantee.

For the purposes of this section, —Commission means the Commission on Human Rights and Opportunities.

For the purposes of this section —minority business enterprise means any small contractor or supplier of materials fifty-one percent or more of the capital stock, if any, or assets of which is owned by a person or persons: (1) Who are active in the daily affairs of the enterprise, (2) who have the power to direct the management and policies of the enterprise and (3) who are members of a minority, as such term is defined in subsection (a) of section 32-9n; and "good faith" means that degree of diligence which a reasonable person would exercise in the performance of legal duties and obligations. —Good faith efforts shall include, but not be limited to, those reasonable initial efforts necessary to comply with statutory or regulatory requirements and additional or substituted efforts when it is determined that such initial efforts will not be sufficient to comply with such requirements.

2) (a) The contractor agrees and warrants that in the performance of the contract such contractor will not discriminate or permit discrimination against any person or group of persons on the grounds of race, color, religious creed, age, marital status, national origin, ancestry, sex, mental retardation or physical disability, including, but not limited to, blindness, unless it is shown by such contractor that such disability prevents performance of the work involved, in any manner prohibited by the laws of the United States or of the state of Connecticut. The contractor further agrees to take affirmative action to insure that applicants with job-related qualifications are employed and that employees are treated when employed without regard to their race, color, religious creed, age, marital status, national origin, ancestry, sex, mental retardation, or physical disability, including, but not limited to, blindness, unless it is shown by such contractor that such disability prevents performance of the work involved; (b) the contractor agrees, in all solicitations or advertisements for employees placed by or on behalf of the contractor, to state that it is an "affirmative action-equal opportunity employer" in accordance with regulations adopted by the Commission; (c)

the contractor agrees to provide each labor union or representative of workers with which such contractor has a collective bargaining agreement or other contract or understanding and each vendor with which such contractor has a contract or understanding, a notice to be provided by the Commission advising the labor union or workers' representative of the contractor's commitments under this section, and to post copies of the notice in conspicuous places available to employees and applicants for employment; (d) the contractor agrees to comply with each provision of this section and sections 46a-68e and 46a-68f and with each regulation or relevant order issued by said Commission pursuant to sections 46a-56, 46a-68e and 46a-68f; (e) the contractor agrees to provide the Commission on Human Rights and Opportunities with such information requested by the Commission, and permit access to pertinent books, records and accounts, concerning the employment practices and procedures of the contractor as relate to the provisions of this section and section 46a-56.

- 3) Determination of the contractor's good faith efforts shall include but shall not be limited to the following factors: the contractor's employment and subcontracting policies, patterns and practices; affirmative advertising, recruitment and training; technical assistance activities and such other reasonable activities or efforts as the Commission may prescribe that are designed to ensure the participation of minority business enterprises in public works projects.
- 4) The contractor shall develop and maintain adequate documentation, in a manner prescribed by the Commission, of its good faith efforts.
- 5) The contractor shall include the provisions of section (2) above in every subcontract or purchase order entered into in order to fulfill any obligation of a contract with the state and such provisions shall be binding on a subcontractor, vendor or manufacturer unless exempted by regulations or orders of the Commission. The contractor shall take such action with respect to any such subcontract or purchase order as the Commission may direct as a means of enforcing such provisions including sanctions for noncompliance in accordance with section 46a-56; provided, if such contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the Commission, the contractor may request the state of Connecticut to enter into any such litigation or negotiation prior thereto to protect the interests of the state and the state may so enter.
- 6) The contractor agrees to comply with the regulations referred to in this section as the term of this contract and any amendments thereto as they exist on the date of the contract and as they may be adopted or amended from time to time during the term of this contract and any amendments thereto.
- 7) (a) The contractor agrees and warrants that in the performance of the contract such contractor will not discriminate or permit discrimination against any person or group of persons on the grounds of sexual orientation, in any manner prohibited by the laws of the United States or of the state of Connecticut, and that employees are treated when employed without regard to their sexual orientation; (b) the contractor agrees to provide each labor union or representative of workers with which such contractor has a collective bargaining agreement or other contract or understanding and each vendor with which such contractor has a contract or understanding, a notice to be provided by the Commission on Human Rights


and Opportunities advising the labor union or workers' representative of the contractor's commitments under this section, and to post copies of the notice in conspicuous places available to employees and applicants for employment; (c) the contractor agrees to comply with each provision of this section and with each regulation or relevant order issued by said Commission pursuant to section 46a-56; (d) the contractor agrees to provide the Commission on Human Rights and Opportunities with such information requested by the Commission, and permit access to pertinent books, records and accounts, concerning the employment practices and procedures of the contractor which relate to the provisions of this section and section 46a-56.

8) The contractor shall include the provisions of section (7) above in every subcontract or purchase order entered into in order to fulfill any obligation of a contract with the state and such provisions shall be binding on a subcontractor, vendor or manufacturer unless exempted by regulations or orders of the Commission. The contractor shall take such action with respect to any such subcontract or purchase order as the Commission may direct as a means of enforcing such provisions including sanctions for noncompliance in accordance with section 46a-56; provided, if such contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the Commission, the contractor may request the state of Connecticut to enter into any such litigation or negotiation prior thereto to protect the interests of the state and the state may so enter.

M. The grant award is subject to approval of the Connecticut State Department of Education and availability of state or federal funds.

N. The applicant agrees and warrants that Sections 4-190 to 4-197, inclusive, of the Connecticut General Statutes concerning the Personal Data Act and Sections 10-4-8 to 10-4-10, inclusive, of the Regulations of Connecticut State Agencies promulgated there under are hereby incorporated by reference.

I, the undersigned authorized official; hereby certify that these assurances shall be fully implemented.

Superintendent Signature: 
Name: (typed) John R. Reed, Ed.D.
Title: (typed) Interim, Superintendent of Schools
Date: 8-15-13

Technology Readiness Tool: These reports do not include the recently acquired iPads. Their inclusion for testing, is dependent on the wireless proposal being completed.

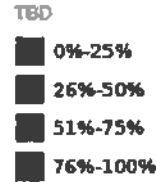
Data as of August 13, 2013 at 9:00 PM CT -
 Reports are updated hourly

SBAC

Device Indicators

Newtown School District - 80% of Devices Meet the Minimum Requirements

Meeting Requirements



Organization	Org Code	Completion Status	Total Devices	# Devices Meeting All Minimum Requirements	% Devices Meeting All Minimum Requirements
Hawley Elementary School	CT-978111	Yes	100	79	79%
Head O'Meadow Elementary School	CT-978411	Yes	102	64	63%
Middle Gate Elementary School	CT-978311	Yes	103	57	55%
Newtown High School	CT-976111	Yes	412	379	92%
Newtown Middle School	CT-975111	Yes	239	223	93%
Reed Intermediate School	CT-978511	Yes	229	177	77%
Sandy Hook Elementary School	CT-970211	Yes	132	80	61%

Devices spread throughout the building in classrooms are tagged: Current environment not appropriate for assessment and not sufficiently mobile.

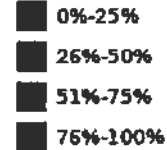
SBAC

Device to Test-Taker Indicators

Newtown School District - 100% of Schools are in the Top Quartile of Device to Test-Taker Readiness, based on Minimum Requirements

Percent Coverage

TBD



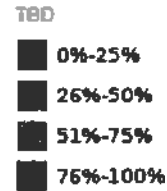
Organization	Org Code	Completion Status	# Devices Meeting Minimum Requirements	Enrollment Count of Tested Grades	Total # Test Starts Needed per School	Testing Window (Days)	# Sections per Day	# Possible Test Starts With Existing Devices	% of Students that can be Tested
Hawley Elementary School	CT-970111	Yes	79	160	640	10	2	1580	100%
Head OfMeadow Elementary School	CT-970411	Yes	64	146	584	10	2	1290	100%
Middle Gate Elementary School	CT-970311	Yes	57	191	764	10	2	1140	100%
Newtown High School	CT-976111	Yes	379	423	1692	10	2	7580	100%
Newtown Middle School	CT-975111	Yes	223	892	3568	10	2	4450	100%
Reed Intermediate School	CT-970511	Yes	177	819	3276	10	2	3540	100%
Sandy Hook Elementary School	CT-970211	Yes	80	210	840	10	2	1600	100%

SBAC

Network Indicators

Newtown School District - 100% of Schools are In the Top Quartile of Network Readiness, based on Minimum Requirements

Percent Coverage



Org	Org Code	Completion Status	Est Internet Bandwidth	Est Internet Bandwidth Utilization (%)	Est Internet Network Bandwidth	Est Network Bandwidth Utilization (%)	Enrollment Count of Tested Grades	Total # Test Starts Needed per School	Testing Window (Days)	# Possible Test Starts in Window	% of Students that can be Tested in the Window
Hinsley Elementary School	CT-970111	Yes	40 Mbps	50	100 Mbps (e.g., Fast Ethernet)	50	160	640	10	10000	100%
Head O'Meadow Elementary School	CT-970411	Yes	40 Mbps	60	100 Mbps (e.g., Fast Ethernet)	60	146	584	10	8000	100%
Middle Gate Elementary School	CT-970311	Yes	44 Mbps (e.g., T3/DS3)	60	100 Mbps (e.g., Fast Ethernet)	60	191	764	10	8800	100%
Newtown High School	CT-976111	Yes	60 Mbps	40	100 Mbps (e.g., Fast Ethernet)	40	423	1692	10	18000	100%
Newtown Middle School	CT-975111	Yes	50 Mbps	40	100 Mbps (e.g., Fast Ethernet)	40	892	3568	10	15000	100%
Reed Intermediate School	CT-970611	Yes	60 Mbps	50	100 Mbps (e.g., Fast Ethernet)	50	819	3276	10	15000	100%
Sandy Hook Elementary School	CT-970211	Yes	30 Mbps	40	100 Mbps (e.g., Fast Ethernet)	40	210	840	10	9000	100%

SBAC

Device Indicators

Newtown School District - 68% of Devices Meet the Recommended Requirements

Meeting Requirements

TBD



Organization	Org Code	Completion Status	Total Devices	# Devices Meeting All Recommended Requirements	% Devices Meeting All Recommended Requirements
Hawley Elementary School	CT-970111	Yes	100	76	76%
Head O'Meadow Elementary School	CT-970411	Yes	102	64	63%
Middle Gate Elementary School	CT-970311	Yes	103	57	55%
Newtown High School	CT-976111	Yes	412	284	69%
Newtown Middle School	CT-975111	Yes	239	162	68%
Reed Intermediate School	CT-970511	Yes	229	171	75%
Sandy Hook Elementary School	CT-970211	Yes	132	78	59%

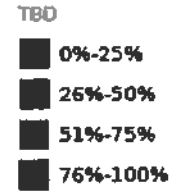
Devices spread throughout the building in classrooms are tagged: Current environment not appropriate for assessment and not sufficiently mobile.

SBAC

Device to Test-Taker Indicators

Newtown School District - 97% of Schools are in the Top Quartile of Device to Test-Taker Readiness, based on Recommended Requirements

Percent Coverage



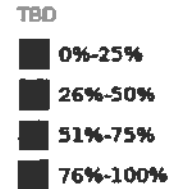
Organization	Org Code	Completion Status	# Devices Meeting Recommended Requirements	Enrollment Count of Tested Grades	Total # Test Starts Needed per School	Testing Window (Days)	# Sessions per Day	# Possible Test Starts With Existing Devices	% of Students that can be Tested
Harley Elementary School	CT-970111	Yes	76	160	640	10	2	1520	~100%
Head OfMeadow Elementary School	CT-970411	Yes	64	146	584	10	2	1280	~100%
Middle Gate Elementary School	CT-970311	Yes	57	191	764	10	2	1140	~100%
Newtown High School	CT-976111	Yes	284	423	1692	10	2	5680	~100%
Newtown Middle School	CT-975111	Yes	182	682	3568	10	2	3240	~100%
Reed Intermediate School	CT-970511	Yes	171	819	3276	10	2	3420	~100%
Sandy Hook Elementary School	CT-970211	Yes	78	210	840	10	2	1560	~100%

SBAC

Network Indicators

Newtown School District - 100% of Schools are in the Top Quartile of Network Readiness, based on Recommended Requirements

Percent Coverage



Org	Org Code	Completion Status	Est Internet Bandwidth	Est Internet Bandwidth Utilization (%)	Est Internet Network Bandwidth	Est Network Bandwidth Utilization (%)	Enrollment Count of Tested Grades	Total # Test Starts Needed per School	Testing Window (Days)	# Possible Test Starts in Window	% of Students that can be Tested in the Window
Hawley Elementary School	CT-070111	Yes	40 Mbps	50	100 Mbps (e.g., Fast Ethernet)	60	150	640	10	10000	100%
Head Of Meadow Elementary School	CT-970411	Yes	40 Mbps	60	100 Mbps (e.g., Fast Ethernet)	60	146	584	10	6000	100%
Middle Gale Elementary School	CT-970311	Yes	44 Mbps (e.g., T3DS3)	60	100 Mbps (e.g., Fast Ethernet)	60	191	764	10	8800	100%
Newtown High School	CT-976111	Yes	60 Mbps	40	100 Mbps (e.g., Fast Ethernet)	40	423	1692	10	18000	100%
Newtown Middle School	CT-975111	Yes	80 Mbps	40	100 Mbps (e.g., Fast Ethernet)	40	892	3568	10	15000	100%
Reed Intermediate School	CT-970511	Yes	60 Mbps	50	100 Mbps (e.g., Fast Ethernet)	50	819	3276	10	15000	100%
Sandy Hook Elementary School	CT-970211	Yes	30 Mbps	40	100 Mbps (e.g., Fast Ethernet)	40	210	840	10	9000	100%



QUOTATION

Quote #: 660578122
 Customer #: 016072001
 Contract #: WNE2ADS
 Customer Agreement #: 11PSX0248
 Quote Date: 08/14/2013
 Customer Name: NEWTOWN PUBLIC SCHOOLS

Date: 8/14/2013

Thanks for choosing Dell! Your quote is detailed below; please review the quote for product and informational accuracy. If you find errors or desire certain changes please contact your sales professional as soon as possible.

Sales Professional Information

SALES REP: CORY FREEMAN PHONE: 1800-2893355
 Email Address: Cory.Freeman@Dell.com Phone Ext: 513-9076

GROUP: 1 QUANTITY: 273 SYSTEM PRICE: \$655.00 GROUP TOTAL: \$178,815.00

Description	Quantity
OptiPlex 3010 Small Form Factor Standard PSU (225-352Z)	273
3rd Gen Intel Core i5-3470 Processor (Quad Core, 6MB, 3.20GHz w/HD2500 Graphics), Dell OptiPlex 3010 (319-0734)	273
4GB, NON-ECC, 1600MHz DDR3, 16MM, OPTI (319-0218)	273
Dell USB KB, English, WIN7/R, OptiPlex and Precision Desktop (331-9586)	273
No Monitor Selected, Dell OptiPlex (320-3704)	273
1GB AMD RADIAN 1B07470J, P, w/VGA, OptiPlex (320-9617)	273
250GB 3.5" SATA 6Gb/s with 8MB DataBurst Cache, OptiPlex 90107910/3010S1P (400-AA MF)	273
Windows 7 Home Premium, Media, 64-bit, OptiPlex, English (421-5551)	273
Windows 7 Home Premium, Fixed Precision, Vostro Desktop (330-6226)	273
Dell Client System Update (Updates Intel and Dell Recommended BIOS, Drivers, Firmware and Apps), OptiPlex (421-5334)	273
Dell MS111 USB Optical Mouse, OptiPlex and Fixed Precision (331-9458)	273
Dell All-in-One Stand Only, Height Adjustable, VGA/DisplayPort, OptiPlex Small Form Factor (331-2424)	273
RX DVD-w-RW, Slimline, Dvd Only, OptiPlex 3010 (318-2236)	273
Thank you for Choosing Dell (318-2231)	273
Heat Sink, Port/Matrn, SFP, OptiPlex (331-8348)	273
Internal Speaker, OptiPlex (318-0319)	273
OptiPlex 3010 Small Form Factor Standard Power Supply (318-2352)	273
Regulatory Label, Dell OptiPlex 3010 Small Form Factor (331-8144)	273
Enable Low Power Mode for EUP Compliance, Dell OptiPlex (330-7422)	273
Safety/Environment and Regulatory Guide (English) (340-ABS7)	273
Power Cord, 125V, 2M, C13, Dell OptiPlex (330-1711)	273
No iBSTAR Settings, OptiPlex (331-8325)	273
No Resource DVD for Dell OptiPlex, Latitude, Precision (313-3673)	273
Chassis Intrusion Switch, OptiPlex SFP (317-6625)	273
No Quick Reference Guide, Dell OptiPlex (310-9444)	273
Shipping Material for System, Small Form Factor, Dell OptiPlex 990 (331-1270)	273
No Productivity Software, Dell OptiPlex, Precision and Latitude (421-3672)	273
Basic Hardware Service: Next Business Day Onsite Service After Remote Diagnosis 2 Year Extended (939-7288)	273
Basic Hardware Service: Next Business Day Onsite Service After Remote Diagnosis Initial Year (939-6748)	273
Dell Limited Hardware Warranty Plus Service Extended Year(s) (939-6538)	273
Dell Limited Hardware Warranty Plus Service Initial Year (936-2417)	273
Dell ProSupport Service Offering Declined (991-2878)	273

*Total Purchase Price:	\$178,815.00
Product Subtotal:	\$178,815.00
Tax:	\$0.00
Shipping & Handling:	\$0.00
State Environmental Fee:	\$0.00



QUOTATION

Quote #: 660578492
 Customer #: 016072001
 Contract #: WNS2A0S
 Customer Agreement #: 11PSX0248
 Quote Date: 08/14/2013
 Customer Name: NEWTOWN PUBLIC SCHOOLS

Date: 8/14/2013

Thanks for choosing Dell! Your quote is detailed below; please review the quote for product and informational accuracy. If you find errors or desire certain changes please contact your sales professional as soon as possible.

Sales Professional Information

SALES REP: CORY FREEMAN PHONE: 1800-2893355
 Email Address: Cory.Freeman@Dell.com Phone Ext: 513-9076

GROUP 1 QUANTITY: 21 SYSTEM PRICE: \$600.00 GROUP TOTAL: \$12,600.00

Description	Quantity
Dell Latitude 3330 (210-AAFP)	21
4GB (1x4GB) 1600MHz DDR3L Memory (370-AAAC)	21
Internal English Keyboard (580-AAEL)	21
Intel HD 3000 Graphics for 2nd Generation Intel processors (490-BBDF)	21
Dell Wireless 1504 1X1 802.11g/n (613-BBBD)	21
320GB 5400rpm Hard Drive (400-AA1R)	21
Windows 7 XP Mode, OptiPlex/Vostro (421-226Z)	21
Windows 7 Professional, 64 bit, No Media, Latitude, English (421-8067)	21
6 cell Battery (65 W16) (451-BB8V)	21
No Wireless Wan Card (362-BB8B)	21
Dell Wireless 1504 1X1 802.11g/n (555-BB84)	21
US Power Cord (537-BB84)	21
RTS/HTP shipment (600-BB8F)	21
System Documentation, English (340-AAEJ)	21
Microsoft Office Trial, MUL, OptiPlex, Precision, Latitude (630-AA1P)	21
Basic Hardware Service: Next Business Day Limited Onsite Service After Remote Diagnosis Initial Year (940-0009)	21
Basic Hardware Service: Next Business Day Limited Onsite Service After Remote Diagnosis 2 Year Extended (940-0147)	21
Dell Limited Hardware Warranty Plus Service Initial Year (940-0309)	21
Dell Limited Hardware Warranty Plus Service Extended Year(s) (940-0348)	21
Energy Star 5.2 qualified/EPEAT registered for Latitude 3330 (387-BB84)	21
2nd Generation Intel Core i3-2375M Processor (3M cache, 1.5 GHz) (338-BBVP)	21
Integrated 720p HD video webcam (520-BB8F)	21
Shipping Material for Latitude 3330 (340-AA5Y)	21
Thank You for Choosing Dell (730-5247)	21
CD Not Included (460-2486)	21
Intel(R) Core(TM) i3 Processor Label (309-BB84)	21
13.3in HD (1366 X 768) 16:9, Anti-Glare (391-BB8F)	21
Software for Integrated Camera (319-BB8F)	21
Windows 7 Label, Latitude, Vostro and Mobile Precision Notebooks (330-6322)	21
Dell Back up and Recovery Manager for Win7, MUL, OptiPlex, Precision, Latitude (331-3300)	21
Thank you for buying Dell (421-9982)	21
Dell Data Protection Access Authentication Software (619-AA1W)	21
Dell Client System Update (640-BB8C)	21
Adobe Reader 11 (640-BB8D)	21
Not Selected in this Configuration (640-BB8F)	21
Visit www.dell.com/encryption (640-BB8R)	21
McAfee SecurityCenter 30 Day Trial (650-AAEL)	21
65W AC Adapter, 3-pin (492-BB8D)	21



QUOTATION

Quote #: 660578025
 Customer #: 016072001
 Contract #: WNE2ADS
 Customer Agreement #: 11PSX0248
 Quote Date: 08/14/2013
 Customer Name: NEWTOWN PUBLIC SCHOOLS

Date: 8/14/2013

Thanks for choosing Dell! Your quote is detailed below; please review the quote for product and informational accuracy. If you find errors or desire certain changes please contact your sales professional as soon as possible.

Sales Professional Information

SALES REP: CORY FRIEMAN PHONE: 1800-2893355
 Email Address: Cory.Frieman@Dell.com Phone Ext: 513-9076

GROUP: 1	QUANTITY: 76	SYSTEM PRICE: \$690.00	GROUP TOTAL: \$52,440.00
Description			Quantity
Dell Latitude E5430 (225-2807)			76
3rd gen Intel Core i3-3230M Processor (2.6GHz, 3M cache), Dell Latitude E5430/5530 (338-8185)			76
4GB DDR3 1600MHz SDRAM, 1 DIMM, Dell Latitude (317-9935)			76
Internal English Single Point Keyboard for Windows 8, Latitude E (331-9783)			76
Documentation (English), Dell Latitude and Precision Workstations (332-0472)			76
Tech Setup Guide, English, Dell Latitude E5X30 (331-6017)			76
Internal Keyboard Cable, Dell Latitude E5430 (331-6013)			76
Express Card (318-1810)			76
32GB Hard Drive, 7200RPM, Dell Latitude E6230, E5X30 (342-2355)			76
Integrated Palmrest without Finger Print Reader (331-6011)			76
14.0" HD (1366x768) Anti-Glare WLED backlit, Dell Latitude E5430 (320-3084)			76
Windows 7 Home Premium, 64-bit, with Media, Latitude, English (421-8037)			76
Windows 7 Late, Latitude, Vostro and Mobile Precision Notebooks (330-6322)			76
Software, EDNA (Dell Data Protection Access), version 2.3, Dell Latitude E5X30 (421-8718)			76
No Modem for Latitude E Family (313-9616)			76
US - 3 Foot Flat Power Cord, Dell Latitude (330-4016)			76
Regulatory Label, Dell Latitude E5430 (331-6015)			76
65W 3-Pin, AC Adapter, Dell Latitude E4 (331-5830)			76
8X DVD+/-RW, Dell Latitude E (318-1813)			76
8X DVD+/-RW Burner, Dell Latitude E5X30 (318-1812)			76
Thank you for Choosing Dell (318-2231)			76
Light Sensitive Webcam and Noise Cancelling Digital Array Mic, Dell Latitude E5430 (318-1807)			76
Dell Webcam Central Software Dell Latitude/Mobile Precision (421-1201)			76
Dell Wireless 1504 802.11g/n Single Band Wi-Fi Half Mini-card, Dell Latitude E4/Mobile Precision (430-4639)			76
Brazilcom TroubManage, Dell Latitude E5X30 (331-7217)			76
6 Cell (80WH) Primary Lithium Ion Battery, (2,8Ah) ExpressCharge Capable for Latitude E4 (312-1318)			76
Energy Star 3.2 Enabled / EPEAT (331-6344)			76
No Productivity Software, Dell OptiPlex, Precision and Latitude (421-3872)			76
Basic Hardware Service: Next Business Day Onsite Service After Remote Diagnosis 2 Year Extended (995-0031)			76
Basic Hardware Service: Next Business Day Onsite Service After Remote Diagnosis Initial Year (994-9321)			76
Dell Limited Hardware Warranty Plus Service Extended Year(s) (995-1711)			76
Dell Limited Hardware Warranty Plus Service Initial Year (995-1511)			76
Dell ProSupport Service Offering Declined (991-2878)			76
Intel Core i3 Processor (331-1635)			76

*Total Purchase Price: \$52,440.00
 Product Subtotal: \$52,440.00
 Tax: \$0.00

**NEWTOWN BOARD OF EDUCATION
YEAR END FINANCIAL REPORT
JUNE 30, 2013**

SUMMARY

This June 30, 2013 budget summary report reflects the unaudited year-end financial position of Newtown Public Schools. The report includes all expenditure and encumbrance commitments associated with the 2012-13 budget year that represent financial obligations for the fiscal year ending June 30, 2013.

The district concluded the year with a remaining positive balance in the appropriated budget of \$6,035 or 0.01%, which will be returned to the Town as unexpended year-end funds. In addition, the unliquidated encumbrances from the 2011-12 fiscal year totaling \$222 will also be returned to the Town. School revenues, State of Connecticut, school generated, and other miscellaneous revenue totaled \$51,767 more than budget estimates. These available fund balances totaling \$58,024 will be included in the Town surplus funds.

This report includes transfer recommendations to bring all major object codes to a positive balance in accordance with Board Policy. The final excess cost, agency placement, and magnet school transportation grant receipts have been distributed to the appropriate accounts.

This was an unusually difficult year which put significant strains on the operations of the district. Unpredicted additional expenses required a budget freeze which then resulted in opportunities to make certain building improvements for the safety and security of all our occupants. It ended up being a manageable year with a positive balances overall. Storm Sandy and the harsh winter were issues we dealt with and contributed to the failure of the HOM generator which was ultimately replaced as an emergency repair.

There were three areas of significant need during this year and ultimately the final period. The out-of-district tuition account exceeded the current budget amount by \$125,773 and the emergency building repair account went over by \$72,120, driven primarily by the HOM generator failure early in the year. The Building and Site Maintenance account includes \$294,100 of encumbrances for certain building hardening measures that were ordered with remaining funds as authorized by the BOE at their June 18th meeting. Professional services, which ultimately required \$154,938 in total, went up and down during the year as it includes legal expenses, transitional services, speech & hearing, and psychological and medical evaluations which exceeded budget but were significantly offset by the professional education services which included staff training activities which were not completed because of the events which so significantly impacted the school system.

Major areas where funds became available included FICA and Medicare \$51,744, Transportation \$57,853, Electricity \$26,442, Natural Gas \$16,364 and Fuel for Vehicles \$10,388. Some of these balances were a direct consequence of the reduced school year. The budget freeze helped to provide available funds as follows; Professional Educational Services \$75,736, Printing \$13,450, Travel and mileage \$31,082, Instructional, Library and Office Supplies \$94,637. The net attributable to reduced purchases, therefore, was about \$214,905

Many other balances of a less sizeable nature are evident and distributed within the attached financial report.

Before transfers two major object codes, 400 Purchased Property Services and 500 Other Purchased Services would be in need. Object Codes 400, because of the emergency repairs (HOM Generator) and Building & Site Maintenance Projects for security purposes, added with utilization of year-end balances and 500 primarily due to Out of District Tuitions.

Balances in a number of accounts did go up in the final quarter as we adjusted certain expenses which were charged to the property insurance claim as it related to the events of 12/14, and the determination of other costs which could be covered by the SERV grant. For example, more than \$10,000 of FICA and Medicare was able to be charged in the final quarter.

The balances available in the operating budget were used for security hardware along with the balance of the Capital and Non-recurring account which was slated for the MS parking lot replacement.

The total charged to the Building & Site Maintenance line item was \$294,100 and to Capital non-recurring \$96,600.

RECOMMENDED YEAR-END TRANSFERS

TRANSFER FUNDS OUT OF & INTO 100 SALARY

(ACCOUNTS ON PAGE 2 OF THE FINANCIALS)

Teacher & Specialist Salaries	(\$10,000)
Homebound & Tutor Salaries	\$70,000
Certified Substitutes	(\$28,000)
Coaching & Activities	(\$1,800)
Staff & Program Development	(\$29,000)
Clerical & Secretarial Salaries	(\$30,200)
Educational Assistants	(\$40,000)
Nurses & Medical Advisors	(\$10,000)
Custodial & Maintenance Salaries	(\$30,000)
Special Education Services Salaries	(\$60,000)
Attendance & Security Salaries	\$59,000
Custodial & Maintenance Overtime	\$20,000
Total Net Transfers	\$90,000

TRANSFER FUNDS OUT OF & INTO 200 EMPLOYEE BENEFITS:

(ACCOUNTS ON PAGE 3 OF THE FINANCIALS)

FICA and Medicare	(\$51,000)
Pensions	\$12,000
Unemployment & Employee Assistance	(\$18,000)
Total Net Transfers	(\$57,000)

TRANSFER FUNDS OUT OF 300 PROFESSIONAL SERVICES:

(ACCOUNTS ON PAGE 3 OF THE FINANCIALS)

Professional Services	(\$8,000)
Professional Education Services	(\$75,000)
Total Net Transfers	(\$83,000)

TRANSFER FUNDS INTO 400 PURCHASE PROPERTY

SERVICES:

(ACCOUNTS ON PAGE 3 OF THE FINANCIALS)

Buildings, Site & Emergency Repairs	\$71,000
Building & Site Maintenance Projects	\$294,000
Total Net Transfers	\$365,000

TRANSFER FUNDS INTO & OUT OF 500 OTHER PURCHASED

SERVICES:

(ACCOUNTS ON PAGE 4 OF THE FINANCIALS)

Transportation Services	(\$57,000)
Communication	(\$6,000)
Printing Services	(\$13,000)
Tuition – Out of District	\$126,000
Student Travel & Staff Mileage	(\$31,000)
Total Net Transfer	\$19,000

TRANSFER FUNDS OUT OF 600 SUPPLIES:

(ACCOUNTS ON PAGE 4 OF THE FINANCIALS)

Instructional & Library Supplies	(\$73,000)
Software, Medical & Office Supplies	(\$21,000)
Plant Supplies	(\$2,900)
Electricity	(\$26,000)
Natural Gas	(\$16,000)
Fuel for Vehicles & Equipment	(\$10,000)
Total Net Transfer	(\$148,900)

TRANSFER FUNDS OUT OF 700 PROPERTY:

(ACCOUNTS ON PAGE 5 OF THE FINANCIALS)

Other Equipment	(\$2,900)
Total Net Transfer	(\$2,900)

Transportation Services

This year marks the first year the district has used a transportation company; All Star, to provide all its in district bussing needs. Overall the cost was \$212,853 less than what was budgeted and expected for the first year. \$100,000 of this was identified early in October and recommended for transfer to tuitions and another \$55,000 was used in February, also for Out of District tuitions. About \$12,000 additional was realized by reducing the school year by two days.

First year savings were higher than were predicted at bid award time, and also accounted for the above savings because All Star assumed all routing, dispatching, MTM supervision, and other costs we would have had with the old system or another vendor. All Star agreed to handle these responsibilities after their contract was awarded at no additional costs to the district. Route efficiencies, combining MTM vehicle routes, reduced number of vehicles, and increased seating capacities all contributed to savings which also resulted in reduced fuel consumption. The total Purchased Services expense for Transportation was \$837,416 less than what was spent last year for these services.

Comparing total transportation budget expenses to last year; including salaries, OT, training, drug testing, insurance, supplies, and fuel, the aggregate savings equaled \$935,520 this first year. The savings at bid award was calculated only on the bus cost which was approximately \$600,000 at that time, with a five year estimate of \$1.9 Million. This first year represents 49% of the predicted five year savings on the contract only which means total cost avoidance will be about a million dollars more than the initial figure.

While the savings have been significant and this is good financial news, the operations are running so tight there is little flexibility to address needs for the betterment of the districts services. It may become necessary to put something back in order to address difficult situations for which we will be carefully monitoring.

Property Insurance Claim

The property insurance claim for Chalk Hill extra expenses with the final submittal is as follows:

A.	BOE Out of Pocket Expenses	\$ 574,485
	Town of Monroe Charges	79,712
	Town of Newtown – SHS Security	71,673*
	<u>Total Opening/Operating Costs</u>	<u>\$ 725,870</u>
B.	Building Restoration – SHS	\$ 407,755
C.	<u>Total Property Claim</u>	<u>\$1,133,625</u>
D.	Insurance Receipts to date	-\$ 683,886
E.	<u>Outstanding Receipts</u>	<u>\$ 449,739</u>

*The Town of Newtown – Sandy Hook School Security was for costs associated with securing the Sandy Hook School site; fencing, surveillance, security alarms, and the on-site guard.

The claim has not been finalized at this time; certain items are subject to ongoing review. A number of additional opening expenses were eligible under the SERV grant and were covered there rather than through the insurance program.

Item B represents the cost to restore the school to the condition it was in before the event. This total includes depreciation at this time. Our request of the Board is that they allow these funds to be used to scavenge the building of useful items before demolition. This would mean that we would hire contractors to remove equipment that may be used at other schools in the district. Such items may be the burners (which are relatively new), alarm panels, smart boards, kitchen equipment, communication devices, etc. The entire amount would not be necessary for this purpose.

School Emergency Response to Violence (Project SERV)

The SERV grant has ramped up slowly and the district proceeded cautiously with expenditures prior to approval. Security guards, substitute teachers, additional administrative support, and staff time to get Chalk Hill up and running were the main priorities that began in January. These items were initially charged to the operating budget and then were backed out as the overall approval was granted along with clarification on other eligible expenses. The grant budget was approved at \$1,303,195 on May 23, 2013, for the period of May 23, 2013 – August 31, 2013 and includes a pre-award for costs dated back to December 15, 2012.

Expenditures for this project do not mirror the regular fiscal year and will require some interesting calculations to assign the proper amount of salaries for teaching personnel from their August 22nd start to August 30th. The grant award will have carryover for use in the subsequent period, however it does not appear that it will be an additive to the phase II grant.

An approximate summary of where this grant stands is as follows:

Approved Budget	\$1,303,195
YTD Expenses	524,042
Projected to 8/30	230,617*
Potential Carryover (high end)	<u>\$ 548,536</u>

*Certain services which are being provided may not have been encumbered at this time due to ongoing approvals required by grant authorities.

This grant has been a work in progress and there are still many moving pieces that need to be finalized. This is an order of magnitude summary of approximately where we stand at this time. This is subject to significant variability.

All accounts were reviewed and purchases scrutinized on a continuing basis to assure a positive financial position. Newtown Public Schools achieved the results expected by the Board of Education while returning \$6,035 to the Town from its operating budget. The events of 12/14, the ensuing property claim, SERV grant, and DOJ application made this year quite complicated because immediate needs were expended from the operating budget and dealt with after the fact.

Providing current financial information to the Board of Education is essential in order to remain within the allotted budget while maintaining a financial spending plan that meets the mission and goals of Newtown Board of Education. The fiscal year ended within the allotted budget and has been able to make overall improvements.

Following the fees portion of the monthly report is a schedule of the excess cost distribution.

All these items are unaudited and subject to change.

Ronald J. Bienkowski
Director of Business
August 16, 2013

TERMS AND DEFINITIONS

The Newtown Board of Education's Monthly Financial Report provides summary financial information in the following areas:

- Object Code – a service or commodity obtained as the result of a specific expenditure defined by eight categories: Salaries, Employee Benefits, Professional Services, Purchased Property Services, Other Purchased Services, Supplies, Property, and Miscellaneous.
- Expense Category – further defines the type of expense by Object Code
- Approved Budget – indicates a town approved financial plan used by the school district to achieve its goals and objectives.
- YTD Transfers - identified specific cross object codes requiring adjustments to provide adequate funding for the fiscal period. This includes all transfers made to date.
- Current Transfers – identifies the recommended cross object codes for current month action.
- Current Budget – adjusts the Approved Budget calculating adjustments (+ or -) to the identified object codes.
- Year-To-Date Expended – indicates the actual amount of cumulative expenditures processed by the school district through the month-end date indicated on the monthly budget summary report.
- Encumbered – indicates approved financial obligations of the school district as a result of employee salary contracts, purchasing agreements, purchase orders, or other identified obligations not processed for payment by the date indicated on the monthly budget summary report.
- Balance – calculates object code account balances subtracting expenditures and encumbrances from the current budget amount indicating accounts with unobligated balances or shortages.

The monthly budget summary report also provides financial information on the State of Connecticut grant reimbursement programs (Excess Cost Grant and Magnet Grant Transportation). These reimbursement grants/programs are used to supplement local school district budget programs as follows:

Excess Cost Grant – this State of Connecticut reimbursement grant is used to support local school districts for education costs of identified special education students whose annual education costs exceed local prior year per pupil expenditure by 4 ½. Students placed by the Department of Child and Family Services (DCF) are reimbursed after the school district has met

the prior year's per pupil expenditure. School districts report these costs annually in December and March of each fiscal year. State of Connecticut grant calculations are determined by reimbursing eligible costs (60%-100%) based on the SDE grant allocation and all other town submittals. Current year receipts results from the state reporting done in December. We receive notice of what we are eligible for late in February or early April.

Magnet Transportation Grant – provides reimbursement of \$1,300 for local students attending approved magnet school programs. The actual grant is \$74,100 for this year.

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

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

The receipts from these fees was \$322 more than budgeted.

NEWTOWN PUBLIC SCHOOLS
GENERAL FUND EXPENDITURE AND REVENUE BALANCE

The Board of Education should feel confident that the needs of the school system and unanticipated tuitions and professional expenses have been met as a result of carefully conducted discussions at public Board of Education meetings with sensitivity to the community and in compliance with all legal requirements and expectations.

The General Fund account history and school revenue balances over the last several years demonstrates that the Board of Education has managed to provide the required educational opportunities to the students of Newtown while operating within the budget appropriations approved it its citizens.

<u>Year-End</u>	<u>Unexpended Budget Funds</u>	<u>Unliquidated Encumbrances From the Prior Year</u>	<u>School Revenues</u>
6/30/02	\$23,322	\$961	\$42,482
6/30/03	\$32,962	0	(\$18,647)
6/30/04	\$26,809	\$4,723	(\$120,145)
6/30/05	\$9,000	\$15,387	\$130,634
6/30/06	\$272,100	\$27,911	\$134,370
6/30/07	\$1,474	\$18,751	\$117,800
6/30/08	\$7,688	\$1,233	\$15,485
6/30/09	\$7,773	\$432	\$51,263
6/30/10	\$155,762	\$12,696	(\$88,921)
6/30/11	\$58,670	\$74,159	\$8,659
6/30/12	\$38,167	\$33,959	\$101,024
6/30/13	\$6,035	\$222	\$51,767

NEWTOWN BOARD OF EDUCATION

BUDGET SUMMARY REPORT

FOR THE MONTH ENDING JUNE 30, 2013 (Unaudited)

OBJECT CODE	EXPENSE CATEGORY	EXPENDED 2011 - 2012	APPROVED BUDGET	YTD TRANSFERS 2012 - 2013	CURRENT TRANSFERS	CURRENT BUDGET	YTD EXPENDITURE	ENCUMBER	BALANCE
<u>GENERAL FUND BUDGET</u>									
100	SALARIES	\$ 42,849,552	\$ 44,136,246	\$ (311,411)	\$ (90,000)	\$ 43,734,835	\$ 41,079,979	\$ 2,652,493	\$ 2,363
200	EMPLOYEE BENEFITS	\$ 10,386,515	\$ 10,425,010	\$ (25,000)	\$ (57,000)	\$ 10,343,010	\$ 10,268,184	\$ 73,680	\$ 1,146
300	PROFESSIONAL SERVICES	\$ 839,913	\$ 732,105	\$ 237,938	\$ (83,000)	\$ 887,043	\$ 823,113	\$ 62,746	\$ 1,184
400	PURCHASED PROPERTY SERV.	\$ 1,920,448	\$ 1,787,285	\$ 4,800	\$ 365,000	\$ 2,157,085	\$ 1,692,933	\$ 463,762	\$ 390
500	OTHER PURCHASED SERVICES	\$ 6,908,882	\$ 6,299,500	\$ 208,574	\$ 19,000	\$ 6,527,074	\$ 6,288,220	\$ 238,527	\$ 327
600	SUPPLIES	\$ 4,540,810	\$ 4,701,512	\$ (123,954)	\$ (148,900)	\$ 4,428,658	\$ 4,000,875	\$ 427,703	\$ 79
700	PROPERTY	\$ 435,685	\$ 209,375	\$ -	\$ (2,900)	\$ 206,475	\$ 203,463	\$ 3,000	\$ 12
800	MISCELLANEOUS	\$ 59,336	\$ 64,761	\$ 9,053	\$ (2,200)	\$ 71,614	\$ 71,081	\$ -	\$ 533
TOTAL GENERAL FUND BUDGET		\$ 67,941,140	\$ 68,355,794	\$ -	\$ -	\$ 68,355,794	\$ 64,427,848	\$ 3,921,911	\$ 6,035
GRAND TOTAL		\$ 67,941,140	\$ 68,355,794	\$ -	\$ -	\$ 68,355,794	\$ 64,427,848	\$ 3,921,911	\$ 6,035

Excess Cost Grant Reimbursement Offset	Budgeted	\$ 1,252,159	75.00%	Received	\$ 1,260,449	73.10%
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Town Capital & Non-recurring Account (Tech & Projects)	\$ 200,000	\$ -	\$ -	\$ 200,000	\$ 103,579	\$ 96,600	\$ (179)
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NEWTOWN BOARD OF EDUCATION

BUDGET SUMMARY REPORT

FOR THE MONTH ENDING JUNE 30, 2013 (Unaudited)

OBJECT CODE	EXPENSE CATEGORY	EXPENDED 2011 - 2012	APPROVED BUDGET	YTD TRANSFERS 2012 - 2013	CURRENT TRANSFERS	CURRENT BUDGET	YTD EXPENDITURE	ENCUMBER	BALANCE
100	SALARIES								
	Administrative Salaries	\$ 2,841,719	\$ 2,837,501	\$ 61,811		\$ 2,899,312	\$ 2,825,551	\$ 79,559	\$ (5,798)
	Teachers & Specialists Salaries	\$ 29,587,529	\$ 30,496,134	\$ (310,104)	\$ (10,000)	\$ 30,176,030	\$ 27,794,323	\$ 2,379,991	\$ 1,716
	Early Retirement	\$ 16,000	\$ 16,000	\$ -		\$ 16,000	\$ 16,000	\$ -	\$ -
	Continuing Ed./Summer School	\$ 72,611	\$ 81,787	\$ (6,200)		\$ 75,587	\$ 71,583	\$ 2,800	\$ 1,205
	Homebound & Tutors Salaries	\$ 249,480	\$ 170,998	\$ 4,954	\$ 70,000	\$ 245,952	\$ 244,063	\$ 5,461	\$ (3,572)
	Certified Substitutes	\$ 599,171	\$ 586,650	\$ 31,065	\$ (28,000)	\$ 589,715	\$ 580,928	\$ 8,255	\$ 532
	Coaching/Activities	\$ 539,589	\$ 541,749	\$ -	\$ (1,800)	\$ 539,949	\$ 534,475	\$ -	\$ 5,475
	Staff & Program Development	\$ 139,517	\$ 195,857	\$ (50,000)	\$ (29,000)	\$ 116,857	\$ 94,284	\$ 22,084	\$ 489
	CERTIFIED SALARIES	\$ 34,045,617	\$ 34,926,676	\$ (268,474)	\$ 1,200	\$ 34,659,402	\$ 32,161,206	\$ 2,498,150	\$ 46
	Supervisors/Technology Salaries	\$ 600,021	\$ 609,577	\$ 1,782		\$ 611,359	\$ 605,040	\$ 7,232	\$ (913)
	Clerical & Secretarial salaries	\$ 1,954,405	\$ 1,942,502	\$ 4,168	\$ (30,200)	\$ 1,916,470	\$ 1,874,104	\$ 39,048	\$ 3,317
	Educational Assistants	\$ 1,733,935	\$ 1,824,359	\$ -	\$ (40,000)	\$ 1,784,359	\$ 1,780,936	\$ 2,396	\$ 1,027
	Nurses & Medical advisors	\$ 580,246	\$ 680,221	\$ -	\$ (10,000)	\$ 670,221	\$ 632,763	\$ 32,771	\$ 4,687
	Custodial & Maint Salaries	\$ 2,686,968	\$ 2,822,289	\$ (30,000)	\$ (30,000)	\$ 2,762,289	\$ 2,703,377	\$ 56,036	\$ 2,875
	Bus Drivers salaries	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -
	Career/Job salaries	\$ 101,389	\$ 101,256	\$ 7,090		\$ 108,346	\$ 109,211	\$ -	\$ (865)
	Special Education Svcs Salaries	\$ 682,289	\$ 760,852	\$ (38,066)	\$ (60,000)	\$ 662,786	\$ 650,393	\$ 9,102	\$ 3,291
	Attendance & Security Salaries	\$ 140,940	\$ 146,750	\$ 2,089	\$ 59,000	\$ 207,839	\$ 206,862	\$ 1,080	\$ (103)
	Extra Work - Non-Cert	\$ 71,886	\$ 68,401	\$ -		\$ 68,401	\$ 73,783	\$ 2,473	\$ (7,855)
	Custodial & Maint. Overtime	\$ 210,183	\$ 210,363	\$ 10,000	\$ 20,000	\$ 240,363	\$ 239,890	\$ 2,562	\$ (2,089)
	Civic activities/Park & Rec	\$ 41,673	\$ 43,000	\$ -		\$ 43,000	\$ 42,413	\$ 1,642	\$ (1,055)
	NON-CERTIFIED SALARIES	\$ 8,803,935	\$ 9,209,570	\$ (42,937)	\$ (91,200)	\$ 9,075,433	\$ 8,918,773	\$ 154,343	\$ 2,318
	SUBTOTAL SALARIES	\$ 42,849,552	\$ 44,136,246	\$ (311,411)	\$ (90,000)	\$ 43,734,835	\$ 41,079,979	\$ 2,652,493	\$ 2,363

NEWTOWN BOARD OF EDUCATION

BUDGET SUMMARY REPORT

FOR THE MONTH ENDING JUNE 30, 2013 (Unaudited)

OBJECT CODE	EXPENSE CATEGORY	EXPENDED 2011 - 2012	APPROVED BUDGET	YTD TRANSFERS 2012 - 2013	CURRENT TRANSFERS	CURRENT BUDGET	YTD EXPENDITURE	ENCUMBER	BALANCE
200	EMPLOYEE BENEFITS								
	Medical & Dental Expenses	\$ 8,039,444	\$ 7,933,343	\$ (15,000)		\$ 7,918,343	\$ 7,918,031	\$ 699	\$ (387)
	Life Insurance	\$ 82,766	\$ 84,270	\$ -		\$ 84,270	\$ 83,605	\$ -	\$ 665
	FICA & Medicare	\$ 1,257,494	\$ 1,357,597	\$ -	\$ (51,000)	\$ 1,306,597	\$ 1,250,642	\$ 55,211	\$ 744
	Pensions	\$ 439,834	\$ 475,318	\$ -	\$ 12,000	\$ 487,318	\$ 487,540	\$ -	\$ (222)
	Unemployment & Employee Assist.	\$ 120,616	\$ 128,120	\$ (34,000)	\$ (18,000)	\$ 76,120	\$ 58,311	\$ 17,770	\$ 39
	Workers Compensation	\$ 446,361	\$ 446,362	\$ 24,000		\$ 470,362	\$ 470,055	\$ -	\$ 307
	SUBTOTAL EMPLOYEE BENEFITS	\$ 10,386,515	\$ 10,425,010	\$ (25,000)	\$ (57,000)	\$ 10,343,010	\$ 10,268,184	\$ 73,680	\$ 1,146
300	PROFESSIONAL SERVICES								
	Professional Services	\$ 634,759	\$ 490,240	\$ 241,638	\$ (8,000)	\$ 723,878	\$ 672,812	\$ 50,619	\$ 448
	Professional Educational Ser.	\$ 205,154	\$ 241,865	\$ (3,700)	\$ (75,000)	\$ 163,165	\$ 150,301	\$ 12,127	\$ 736
	SUBTOTAL PROFESSIONAL SVCS	\$ 839,913	\$ 732,105	\$ 237,938	\$ (83,000)	\$ 887,043	\$ 823,113	\$ 62,746	\$ 1,184
400	PURCHASED PROPERTY SVCS								
	Buildings & Grounds Services	\$ 651,996	\$ 671,800	\$ -		\$ 671,800	\$ 625,237	\$ 40,625	\$ 5,938
	Utility Services - Water & Sewer	\$ 106,310	\$ 116,600	\$ -		\$ 116,600	\$ 97,523	\$ 9,780	\$ 9,298
	Building, Site & Emergency Repairs	\$ 463,765	\$ 460,850	\$ -	\$ 71,000	\$ 531,850	\$ 491,542	\$ 42,429	\$ (2,120)
	Equipment Repairs	\$ 213,556	\$ 252,403	\$ -		\$ 252,403	\$ 178,508	\$ 73,723	\$ 172
	Rentals - Building & Equipment	\$ 274,884	\$ 285,632	\$ 4,800		\$ 290,432	\$ 300,124	\$ 3,105	\$ (12,797)
	Building & Site Maintenance	\$ 209,937	\$ -	\$ -	\$ 294,000	\$ 294,000	\$ -	\$ 294,100	\$ (100)
	SUBTOTAL PUR. PROPERTY SER.	\$ 1,920,448	\$ 1,787,285	\$ 4,800	\$ 365,000	\$ 2,157,085	\$ 1,692,933	\$ 463,762	\$ 390

NEWTOWN BOARD OF EDUCATION

BUDGET SUMMARY REPORT

FOR THE MONTH ENDING JUNE 30, 2013 (Unaudited)

OBJECT CODE	EXPENSE CATEGORY	EXPENDED 2011 - 2012	APPROVED BUDGET	YTD TRANSFERS 2012 - 2013	CURRENT TRANSFERS	CURRENT BUDGET	YTD EXPENDITURE	ENCUMBER	BALANCE
500	OTHER PURCHASED SERVICES								
	Contracted Services	\$ 374,023	\$ 408,667	\$ (8,940)		\$ 399,727	\$ 333,924	\$ 67,235	\$ (1,432)
	Transportation Services	\$ 4,443,994	\$ 3,819,431	\$ (155,000)	\$ (57,000)	\$ 3,607,431	\$ 3,491,125	\$ 115,453	\$ 853
	Insurance - Property & Liability	\$ 336,943	\$ 291,066	\$ -		\$ 291,066	\$ 290,759	\$ 347	\$ (40)
	Communications	\$ 112,883	\$ 127,369	\$ -	\$ (6,000)	\$ 121,369	\$ 120,914	\$ 270	\$ 186
	Printing Services	\$ 51,981	\$ 50,697	\$ (4,800)	\$ (13,000)	\$ 32,897	\$ 23,960	\$ 8,487	\$ 450
	Tuition - Out of District	\$ 1,364,044	\$ 1,392,548	\$ 379,000	\$ 126,000	\$ 1,897,548	\$ 1,855,261	\$ 42,060	\$ 227
	Student Travel & Staff Mileage	\$ 225,014	\$ 209,722	\$ (1,686)	\$ (31,000)	\$ 177,036	\$ 172,279	\$ 4,675	\$ 82
	SUBTOTAL OTHER PURCHASED SERVICES	\$ 6,908,882	\$ 6,299,500	\$ 208,574	\$ 19,000	\$ 6,527,074	\$ 6,288,220	\$ 238,527	\$ 327
600	SUPPLIES								
	Instructional & Library Supplies	\$ 991,852	\$ 1,002,246	\$ 5,046	\$ (73,000)	\$ 934,292	\$ 875,919	\$ 58,188	\$ 185
	Software, Medical & Office Sup.	\$ 231,715	\$ 165,988	\$ -	\$ (21,000)	\$ 144,988	\$ 106,141	\$ 38,395	\$ 452
	Plant Supplies	\$ 361,207	\$ 361,100	\$ (20,000)	\$ (2,900)	\$ 338,200	\$ 304,355	\$ 33,564	\$ 281
	Electric	\$ 1,371,748	\$ 1,442,763	\$ (59,000)	\$ (26,000)	\$ 1,357,763	\$ 1,237,338	\$ 119,983	\$ 442
	Propane & Natural Gas	\$ 311,240	\$ 358,287	\$ (50,000)	\$ (16,000)	\$ 292,287	\$ 282,138	\$ 9,784	\$ 364
	Fuel Oil	\$ 557,923	\$ 617,123	\$ -		\$ 617,123	\$ 532,585	\$ 87,380	\$ (2,842)
	Fuel For Vehicles & Equip.	\$ 480,240	\$ 565,019	\$ -	\$ (10,000)	\$ 555,019	\$ 554,631	\$ -	\$ 388
	Textbooks	\$ 234,884	\$ 188,986	\$ -		\$ 188,986	\$ 107,768	\$ 80,410	\$ 808
	SUBTOTAL SUPPLIES	\$ 4,540,810	\$ 4,701,512	\$ (123,954)	\$ (148,900)	\$ 4,428,658	\$ 4,000,875	\$ 427,703	\$ 79

NEWTOWN BOARD OF EDUCATION

BUDGET SUMMARY REPORT

FOR THE MONTH ENDING JUNE 30, 2013 (Unaudited)

OBJECT CODE	EXPENSE CATEGORY	EXPENDED 2011 - 2012	APPROVED BUDGET	YTD TRANSFERS 2012 - 2013	CURRENT TRANSFERS	CURRENT BUDGET	YTD EXPENDITURE	ENCUMBER	BALANCE
700	PROPERTY								
	Capital Improvements (Sewers)	\$ 124,177	\$ 124,177	\$ -	\$ -	\$ 124,177	\$ 124,177	\$ -	\$ 0
	Technology Equipment	\$ 264,535	\$ 51,602	\$ -	\$ -	\$ 51,602	\$ 51,953	\$ -	\$ (351)
	Other Equipment	\$ 46,973	\$ 33,596	\$ -	\$ (2,900)	\$ 30,696	\$ 27,333	\$ 3,000	\$ 363
	SUBTOTAL PROPERTY	\$ 435,685	\$ 209,375	\$ -	\$ (2,900)	\$ 206,475	\$ 203,463	\$ 3,000	\$ 12
800	MISCELLANEOUS								
	Memberships	\$ 59,336	\$ 64,761	\$ 9,053	\$ (2,200)	\$ 71,614	\$ 71,081	\$ -	\$ 533
	SUBTOTAL MISCELLANEOUS	\$ 59,336	\$ 64,761	\$ 9,053	\$ (2,200)	\$ 71,614	\$ 71,081	\$ -	\$ 533
	TOTAL LOCAL BUDGET	\$ 67,941,140	\$ 68,355,794	\$ -	\$ -	\$ 68,355,794	\$ 64,427,848	\$ 3,921,911	\$ 6,035

NEWTOWN BOARD OF EDUCATION

BUDGET SUMMARY REPORT

FOR THE MONTH ENDING JUNE 30, 2013 (Unaudited)

OBJECT CODE	EXPENSE CATEGORY	EXPENDED 2011 - 2012	APPROVED BUDGET	YTD TRANSFERS 2012 - 2013	CURRENT TRANSFERS	CURRENT BUDGET	YTD EXPENDITURE	ENCUMBER	BALANCE
	<u>SCHOOL GENERATED FEES</u>	<u>RECEIVED 2011 - 2012</u>				2012-13 APPROVED BUDGET	RECEIVED	BALANCE	% RECEIVED
	<u>HIGH SCHOOL FEES</u>								
	NURTURY PROGRAM	\$8,000				\$8,000	\$8,000.00	\$0.00	100.00%
	PARKING PERMITS	\$20,000				\$20,000	\$20,000.00	\$0.00	100.00%
	PAY FOR PARTICIPATION IN SPORTS	\$84,800				\$84,800	\$84,800.00	\$0.00	100.00%
		\$112,800				\$112,800	\$112,800.00	\$0.00	100.00%
	<u>BUILDING RELATED FEES</u>								
	ENERGY - ELECTRICITY	\$626				\$313	\$0.00	\$313.00	0.00%
	HIGH SCHOOL POOL - OUTSIDE USAGI	\$400				\$500	\$1,100.00	(\$600.00)	220.00%
		\$1,026				\$813	\$1,100.00	(\$287.00)	135.30%
	MISCELLANEOUS FEES	\$77				\$150	\$86.50	\$63.50	57.67%
	TOTAL SCHOOL GENERATED FEES	\$113,903				\$113,763	\$113,986.50	(\$223.50)	100.20%

2012-13 EXCESS COST & AGENCY PLACEMENT ALLOCATION OF RECEIPTS

					PAYMENT	FEBRUARY \$1,017,825	MAY \$242,624
<u>ACCOUNT #</u>	<u>DESC.</u>	<u>STARR PROGRAM AT 73.103% *</u>	<u>OTHER LOCAL AT 73.103% *</u>	<u>OUT OF DISTRICT AT 73.103% *</u>	<u>TOTAL AT 73.103% *</u>	<u>FIRST PAYMENT ALLOCATION</u>	<u>SECOND PAYMENT ALLOCATION</u>
01-75-63-1121	TEACHERS - SP. ED. H.S.	\$26,529			\$26,529	\$21,175	\$5,354
01-75-61-1232	ED. ASSISTANTS - SP ED PREK-8		\$74,888		\$74,888	\$59,778	\$15,110
01-77-43-1240	NURSES - ELEM.	\$22,743			\$22,743	\$18,154	\$4,589
01-75-51-1263	THERAPISTS - OCCUP/PHYSICAL	\$8,561			\$8,561	\$6,833	\$1,728
01-75-61-1266	BEHAVIORAL THERAPISTS - SP ED PREK	\$9,545	\$123,250		\$132,795	\$105,996	\$26,799
		<u>\$18,106</u>	<u>\$123,250</u>	<u>\$0</u>	<u>\$141,356</u>	<u>\$112,829</u>	<u>\$28,527</u>
01-75-51-3000	PROF. SERV. - OT/PT	\$658			\$658	\$525	\$133
01-75-52-3000	PROF. SERV. - TRANSITIONAL			\$0	\$0	\$4,903	(\$4,903)
01-75-58-3000	PROF. SERV. - SP/HEAR.	\$5,459			\$5,459	\$4,358	\$1,101
01-76-56-3000	PROF. SERV. - PSYCH/MED EVAL.		\$20,922		\$20,922	\$16,699	\$4,223
01-77-43-3000	PROF. SERV. - HEALTH	\$74,273			\$74,273	\$59,286	\$14,987
		<u>\$80,390</u>	<u>\$20,922</u>	<u>\$0</u>	<u>\$101,312</u>	<u>\$85,771</u>	<u>\$15,541</u>
01-92-87-4115	TRANS. - LOCAL SP. ED.	\$17,551	\$29,996		\$47,547	\$37,953	\$9,594
01-92-87-4116	TRANS. - OUT OF DISTRICT			\$146,493	\$146,493	\$123,079	\$23,414
		<u>\$17,551</u>	<u>\$29,996</u>	<u>\$146,493</u>	<u>\$194,040</u>	<u>\$161,032</u>	<u>\$33,008</u>
01-75-52-4160	TUITION - OUT OF DISTRICT			\$699,581	\$699,581	\$559,086	\$140,495
		<u>\$165,319</u>	<u>\$249,056</u>	<u>\$846,074</u>	<u>\$1,260,449</u>	<u>\$1,017,825</u>	<u>\$242,624</u>

* REIMBURSEMENT AS A PERCENTAGE OF 5/31/13 PROJECTED ELIGIBLE COSTS.

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

SUMMARY

Information available for the first financial report in fiscal year 2013-14 is limited at this time. This is generally the case as anticipated obligations are not indicated and would be projected as the budgeted numbers until the account-by-account analysis progresses. Any event that would negatively impact our budget as the school year begins will be addressed and brought forward as soon as possible. Routine account analyses ramp up throughout the year. The first major priority is to properly encumber all regular employee salaries.

This July report correlates with the final approved budget.

The budget is very lean and will be monitored closely with important and or significant issues identified as quickly as we become aware of them. Current Special Education tuition needs have been encumbered and appear to have exceeded the account balance by approximately \$267,000. This account, however, does have \$812,079 budgeted as the estimated amount for the Excess Cost and Agency Placement Grants, therefore we feel comfortable with this situation at this time.

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

Ron Bienkowski
Director of Business
August 16, 2013

TERMS AND DEFINITIONS

The Newtown Board of Education's Monthly Financial Report provides summary financial information in the following areas:

- Object Code – a service or commodity obtained as the result of a specific expenditure defined by eight categories: Salaries, Employee Benefits, Professional Services, Purchased Property Services, Other Purchased Services, Supplies, Property, and Miscellaneous.
- Expense Category – further defines the type of expense by Object Code
- Approved Budget – indicates a town approved financial plan used by the school district to achieve its goals and objectives.
- YTD Transfers – identified specific cross object codes requiring adjustments to provide adequate funding for the fiscal period. This includes all transfers made to date.
- Current Transfers – identifies the recommended cross object codes for current month action.
- Current Budget – adjusts the Approved Budget calculating adjustments (+ or -) to the identified object codes.
- Year-To-Date Expended – indicates the actual amount of cumulative expenditures processed by the school district through the month-end date indicated on the monthly budget summary report.
- Encumbered – indicates approved financial obligations of the school district as a result of employee salary contracts, purchasing agreements, purchase orders, or other identified obligations not processed for payment by the date indicated on the monthly budget summary report.
- Balance – calculates object code account balances subtracting expenditures and encumbrances from the current budget amount indicating accounts with unobligated balances or shortages.

The monthly budget summary report also provides financial information on the State of Connecticut grant reimbursement programs (Excess Cost and Agency Placement Grants and Magnet Grant Transportation). These reimbursement grants/programs are used to supplement local school district budget programs as follows:

Excess Cost Grant – this State of Connecticut reimbursement grant is used to support local school districts for education costs of identified special education students whose annual education costs exceed local prior year per pupil expenditure by 4 ½. Students placed by the Department of Child and Family Services (DCF) are reimbursed after the school district has meet the prior year's per pupil expenditure. School districts report these costs annually in December and March of each fiscal year. State of Connecticut grant calculations are determined by reimbursing eligible costs

(60%-100%) based on the SDE grant allocation and all other town submittals. Current year receipts results from the state reporting done in December. We receive notice of what we are eligible for in early April.

Magnet Transportation Grant – provides reimbursement of \$1,300 for local students attending approved Magnet school programs. The budgeted grant is \$70,200 for this year.

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

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

NEWTOWN BOARD OF EDUCATION

BUDGET SUMMARY REPORT

FOR THE MONTH ENDING , JULY 31, 2013

OBJECT CODE	EXPENSE CATEGORY	APPROVED BUDGET	CURRENT BUDGET	YTD EXPENDITURE	ENCUMBER	BALANCE
<u>GENERAL FUND BUDGET</u>						
100	SALARIES	\$ 45,076,226	\$ 45,076,226	\$ 656,279	\$ 39,097,043	\$ 5,322,904
200	EMPLOYEE BENEFITS	\$ 10,675,831	\$ 10,675,831	\$ 2,599,519	\$ 6,446,951	\$ 1,629,361
300	PROFESSIONAL SERVICES	\$ 920,517	\$ 920,517	\$ 14,130	\$ 218,115	\$ 688,272
400	PURCHASED PROPERTY SERV.	\$ 2,393,290	\$ 2,393,290	\$ 52,283	\$ 207,045	\$ 2,133,962
500	OTHER PURCHASED SERVICES	\$ 6,851,622	\$ 6,851,622	\$ 412,479	\$ 2,546,543	\$ 3,892,600
600	SUPPLIES	\$ 4,554,880	\$ 4,554,880	\$ 55,268	\$ 328,786	\$ 4,170,826
700	PROPERTY	\$ 497,748	\$ 497,748	\$ 40,020	\$ 53,937	\$ 403,791
800	MISCELLANEOUS	\$ 75,190	\$ 75,190	\$ 40,790	\$ 789	\$ 33,611
TOTAL GENERAL FUND BUDGET		\$ 71,045,304	\$ 71,045,304	\$ 3,870,769	\$ 48,899,209	\$ 18,275,327
GRAND TOTAL		\$ 71,045,304	\$ 71,045,304	\$ 3,870,769	\$ 48,899,209	\$ 18,275,327
Excess Cost Grant Reimbursement Offset		75.00%	\$ 1,452,095		T.B.D.	\$ -
Net Projected Balance						\$ 18,275,327

NEWTOWN BOARD OF EDUCATION

BUDGET SUMMARY REPORT

FOR THE MONTH ENDING , JULY 31, 2013

OBJECT CODE	EXPENSE CATEGORY	APPROVED BUDGET	CURRENT BUDGET	YTD EXPENDITURE	ENCUMBER	BALANCE
100	SALARIES					
	Administrative Salaries	\$ 2,826,231	\$ 2,826,231	\$ 161,511	\$ 2,544,810	\$ 119,910
	Teachers & Specialists Salaries	\$ 30,919,957	\$ 30,919,957	\$ 48,216	\$ 29,586,593	\$ 1,285,148
	Early Retirement	\$ 16,000	\$ 16,000	\$ -	\$ -	\$ 16,000
	Continuing Ed./Summer School	\$ 84,903	\$ 84,903	\$ 33,446	\$ 39,471	\$ 11,986
	Homebound & Tutors Salaries	\$ 211,664	\$ 211,664	\$ 10,979	\$ 120,491	\$ 80,194
	Certified Substitutes	\$ 645,725	\$ 645,725	\$ -	\$ -	\$ 645,725
	Coaching/Activities	\$ 532,749	\$ 532,749	\$ -	\$ -	\$ 532,749
	Staff & Program Development	\$ 167,891	\$ 167,891	\$ 41,656	\$ 121,596	\$ 4,640
	CERTIFIED SALARIES	\$ 35,405,120	\$ 35,405,120	\$ 295,808	\$ 32,412,961	\$ 2,696,351
	Supervisors/Technology Salaries	\$ 622,327	\$ 622,327	\$ 39,938	\$ 540,236	\$ 42,152
	Clerical & Secretarial salaries	\$ 1,985,904	\$ 1,985,904	\$ 77,716	\$ 1,875,369	\$ 32,819
	Educational Assistants	\$ 1,843,658	\$ 1,843,658	\$ 17,037	\$ 286,355	\$ 1,540,267
	Nurses & Medical advisors	\$ 683,022	\$ 683,022	\$ 2,230	\$ 568,596	\$ 112,197
	Custodial & Maint Salaries	\$ 2,898,325	\$ 2,898,325	\$ 170,147	\$ 2,688,182	\$ 39,996
	Bus Drivers salaries	\$ -	\$ -	\$ -	\$ -	\$ -
	Career/Job salaries	\$ 108,501	\$ 108,501	\$ 4,518	\$ 53,646	\$ 50,337
	Special Education Svcs Salaries	\$ 824,820	\$ 824,820	\$ 22,125	\$ 396,016	\$ 406,678
	Attendance & Security Salaries	\$ 380,071	\$ 380,071	\$ 11,456	\$ 275,682	\$ 92,933
	Extra Work - Non-Cert	\$ 71,115	\$ 71,115	\$ 9,211	\$ -	\$ 61,904
	Custodial & Maint. Overtime	\$ 210,363	\$ 210,363	\$ 3,333	\$ -	\$ 207,030
	Civic activities/Park & Rec	\$ 43,000	\$ 43,000	\$ 2,760	\$ -	\$ 40,240
	NON-CERTIFIED SALARIES	\$ 9,671,106	\$ 9,671,106	\$ 360,471	\$ 6,684,083	\$ 2,626,552
	SUBTOTAL SALARIES	\$ 45,076,226	\$ 45,076,226	\$ 656,279	\$ 39,097,043	\$ 5,322,904

NEWTOWN BOARD OF EDUCATION

BUDGET SUMMARY REPORT

FOR THE MONTH ENDING , JULY 31, 2013

OBJECT CODE	EXPENSE CATEGORY	APPROVED BUDGET	CURRENT BUDGET	YTD EXPENDITURE	ENCUMBER	BALANCE
200	EMPLOYEE BENEFITS					
	Medical & Dental Expenses	\$ 8,213,013	\$ 8,213,013	\$ 2,034,533	\$ 6,123,618	\$ 54,862
	Life Insurance	\$ 86,226	\$ 86,226	\$ 6,683	\$ -	\$ 79,543
	FICA & Medicare	\$ 1,359,593	\$ 1,359,593	\$ 44,433	\$ -	\$ 1,315,160
	Pensions	\$ 462,466	\$ 462,466	\$ 384,719	\$ 3,561	\$ 74,186
	Unemployment & Employee Assist.	\$ 98,120	\$ 98,120	\$ 600	\$ -	\$ 97,520
	Workers Compensation	\$ 456,413	\$ 456,413	\$ 128,552	\$ 319,772	\$ 8,090
	SUBTOTAL EMPLOYEE BENEFITS	\$ 10,675,831	\$ 10,675,831	\$ 2,599,519	\$ 6,446,951	\$ 1,629,361
300	PROFESSIONAL SERVICES					
	Professional Services	\$ 675,542	\$ 675,542	\$ 8,945	\$ 149,930	\$ 516,667
	Professional Educational Ser.	\$ 244,975	\$ 244,975	\$ 5,185	\$ 68,185	\$ 171,605
	SUBTOTAL PROFESSIONAL SVCS	\$ 920,517	\$ 920,517	\$ 14,130	\$ 218,115	\$ 688,272
400	PURCHASED PROPERTY SVCS					
	Buildings & Grounds Services	\$ 670,300	\$ 670,300	\$ -	\$ -	\$ 670,300
	Utility Services - Water & Sewer	\$ 117,000	\$ 117,000	\$ -	\$ -	\$ 117,000
	Building, Site & Emergency Repairs	\$ 460,850	\$ 460,850	\$ -	\$ -	\$ 460,850
	Equipment Repairs	\$ 270,975	\$ 270,975	\$ 200	\$ 36,970	\$ 233,805
	Rentals - Building & Equipment	\$ 300,165	\$ 300,165	\$ 52,083	\$ 170,075	\$ 78,007
	Building & Site Improvements	\$ 574,000	\$ 574,000	\$ -	\$ -	\$ 574,000
	SUBTOTAL PUR. PROPERTY SER.	\$ 2,393,290	\$ 2,393,290	\$ 52,283	\$ 207,045	\$ 2,133,962

NEWTOWN BOARD OF EDUCATION

BUDGET SUMMARY REPORT

FOR THE MONTH ENDING , JULY 31, 2013

OBJECT CODE	EXPENSE CATEGORY	APPROVED BUDGET	CURRENT BUDGET	YTD EXPENDITURE	ENCUMBER	BALANCE
500	OTHER PURCHASED SERVICES					
	Contracted Services	\$ 360,504	\$ 360,504	\$ 84,699	\$ 51,445	\$ 224,359
	Transportation Services	\$ 3,640,547	\$ 3,640,547	\$ 1,200	\$ -	\$ 3,639,347
	Insurance - Property & Liability	\$ 299,135	\$ 299,135	\$ 79,419	\$ 219,197	\$ 519
	Communications	\$ 129,209	\$ 129,209	\$ 13,529	\$ 77,773	\$ 37,907
	Printing Services	\$ 42,382	\$ 42,382	\$ -	\$ -	\$ 42,382
	Tuition - Out of District	\$ 2,152,926	\$ 2,152,926	\$ 232,072	\$ 2,188,227	\$ (267,373)
	Student Travel & Staff Mileage	\$ 226,919	\$ 226,919	\$ 1,559	\$ 9,900	\$ 215,460
	SUBTOTAL OTHER PURCHASED SER	\$ 6,851,622	\$ 6,851,622	\$ 412,479	\$ 2,546,543	\$ 3,892,600
600	SUPPLIES					
	Instructional & Library Supplies	\$ 939,666	\$ 939,666	\$ 49,219	\$ 217,541	\$ 672,905
	Software, Medical & Office Sup.	\$ 184,465	\$ 184,465	\$ 1,785	\$ 55,843	\$ 126,837
	Plant Supplies	\$ 376,100	\$ 376,100	\$ 3,973	\$ -	\$ 372,127
	Electric	\$ 1,401,255	\$ 1,401,255	\$ -	\$ -	\$ 1,401,255
	Propane & Natural Gas	\$ 326,370	\$ 326,370	\$ -	\$ -	\$ 326,370
	Fuel Oil	\$ 575,466	\$ 575,466	\$ -	\$ -	\$ 575,466
	Fuel For Vehicles & Equip.	\$ 486,739	\$ 486,739	\$ -	\$ -	\$ 486,739
	Textbooks	\$ 264,819	\$ 264,819	\$ 291	\$ 55,402	\$ 209,126
	SUBTOTAL SUPPLIES	\$ 4,554,880	\$ 4,554,880	\$ 55,268	\$ 328,786	\$ 4,170,826

NEWTOWN BOARD OF EDUCATION

BUDGET SUMMARY REPORT

FOR THE MONTH ENDING , JULY 31, 2013

OBJECT CODE	EXPENSE CATEGORY	APPROVED BUDGET	CURRENT BUDGET	YTD EXPENDITURE	ENCUMBER	BALANCE
700	PROPERTY					
	Capital Improvements (Sewers)	\$ 124,177	\$ 124,177	\$ -	\$ -	\$ 124,177
	Technology Equipment	\$ 325,559	\$ 325,559	\$ 40,020	\$ 53,937	\$ 231,602
	Other Equipment	\$ 48,012	\$ 48,012	\$ -	\$ -	\$ 48,012
	SUBTOTAL PROPERTY	\$ 497,748	\$ 497,748	\$ 40,020	\$ 53,937	\$ 403,791
800	MISCELLANEOUS					
	Memberships	\$ 75,190	\$ 75,190	\$ 40,790	\$ 789	\$ 33,611
	SUBTOTAL MISCELLANEOUS	\$ 75,190	\$ 75,190	\$ 40,790	\$ 789	\$ 33,611
	TOTAL LOCAL BUDGET	\$ 71,045,304	\$ 71,045,304	\$ 3,870,769	\$ 48,899,209	\$ 18,275,327

NEWTOWN BOARD OF EDUCATION

BUDGET SUMMARY REPORT

FOR THE MONTH ENDING , JULY 31, 2013

OBJECT CODE	EXPENSE CATEGORY	APPROVED BUDGET	CURRENT BUDGET	YTD EXPENDITURE	ENCUMBER	BALANCE
			2013-14 APPROVED BUDGET	RECEIVED	BALANCE	% RECEIVED
	<u>SCHOOL GENERATED FEES</u>					
	<u>HIGH SCHOOL FEES</u>					
	NURTURY PROGRAM		\$8,000	\$0.00	\$8,000.00	0.00%
	PARKING PERMITS		\$20,000	\$0.00	\$20,000.00	0.00%
	PAY FOR PARTICIPATION IN SPORTS		\$84,800	\$0.00	\$84,800.00	0.00%
			\$112,800	\$0.00	\$112,800.00	0.00%
	<u>BUILDING RELATED FEES</u>					
	ENERGY - ELECTRICITY		\$313	\$0.00	\$313.00	0.00%
	HIGH SCHOOL POOL - OUTSIDE USAGE		\$8,000	\$0.00	\$8,000.00	0.00%
			\$8,313	\$0.00	\$8,313.00	0.00%
	MISCELLANEOUS FEES		\$200	\$45.00	\$155.00	22.50%
	TOTAL SCHOOL GENERATED FEES		\$121,313	\$45.00	\$121,268.00	0.04%

NEWTOWN BOARD OF EDUCATION
SUMMARY - CAPITAL IMPROVEMENT PLAN
2013/14 TO 2018/19

For Discussion
for the BOE on 08/20/13

LY#	Priority CIP Item #	Location	Description of Project	underway 2013/14	Year 1	Year 2	Year 3	Year 4	Year 5	TOTALS
					2014/15	2015/16	2016/17	2017/18	2018/19	
1	0	Hawley Elem.	HVAC Phase I Professional Services	\$144,000						
2	0	Hawley Elem.	HVAC Phase I Boiler Replacement 1948 & 1997							
4	2	Hawley Elem.	upgrade two boilers (<i>build in redundancy</i>)	\$2,370,000						
5	3	Hawley Elem.	HVAC Phase II Ventilation Improvements 1948 and 1997 sections			\$3,500,000				
			HVAC Phase III Remove Steam Radiators & boiler & tie into ventilation 1921 section				\$2,500,000			\$8,514,000
6	4 now out	Sandy Hook Elem	Window Replacement Projects - was \$600,000				\$0			\$0
8	5	Middle Gate Elem	Window Replacement Projects					\$400,000		\$400,000
7	4	Middle School	Phase 0 - Professional Services					\$100,000		
7	4	Middle School	Phase I - New boilers and re-piping					\$2,100,000		\$2,200,000
3	1	High School	Phase 0 - Professional Services							
3	1	High School	Auditorium ADA code, replace duct work, lighting, seating and fire sprinkler system		\$100,000					\$2,300,000
					\$2,200,000					
			TOTAL COSTS OF ALL PROJECTS	\$2,514,000	\$2,300,000	\$3,500,000	\$2,500,000	\$2,600,000	\$0	\$13,414,000
			TOTAL TO BE BONDED	\$2,514,000	\$2,300,000	\$3,500,000	\$2,500,000	\$2,600,000	\$0	\$13,414,000

Town of Newtown
Board of Finance - Capital Improvement Plan Calendar
CIP 2014-15 through 2018-19

October 14, 2013	Board of Selectmen & Board of Education presents 2014-15 through 2018-19 Capital Improvement Plan
October 24, 2013	Board of Finance Reviews 2014-15 through 2018-19 Capital Improvement Plan
November 12, 2013	Board of Finance completes recommended Capital Improvement Plan
November 20, 2013	Board of Finance recommended CIP presented to The Legislative Council for its review and Approval (by November 30).
January 2013	Legislative Council approves the Capital Improvement Plan (within 60 days from receipt of BOF)



Letter of Understanding between the Newtown Board of Education and CABE

This letter summarizes our understanding concerning consultant services for the Newtown Board of Education superintendent search.

1. The general services to be provided by CABE Search Services will be conducted by a team of consultants and are outlined in the Proposal and Description of Service (Attachment I) provided to the Newtown Board of Education, and are incorporated by reference into this Agreement.
2. We will conduct a search and post the vacancy in agreed upon newspapers and selected websites (cost varies based on newspaper/website and size of ad), and post the vacancy on the Connecticut Association of Public School Superintendent's (CAPSS) website, the American Association of School Administrator's (AASA) website, and the National Association of Superintendent's Searchers website, an affiliate of NSBA, (and other websites) at no cost to the district. An ad will also appear in the CABE Journal (no cost) and on CABE's website. A vacancy brochure will be designed and distributed widely by CABE Search Services.
3. The search will open and resume reviewing begins immediately, with search open until filled. A search calendar will be established during a planning meeting. Focus groups will be conducted throughout the Newtown school community and community at large. A leadership profile report reflecting the findings of the focus groups will be presented to the Board. Initial screening and all interviews with potential candidates will be conducted by the consultants and the lead consultant will present a select slate of candidates on a date agreeable to the Board.
4. The Board will conduct its interviews and site visits shortly thereafter. The lead consultant will be available for counsel or direct assistance during interviews and will assist the Board in its preparation for the interviews. When presenting the slate, we will provide interview guidelines and protocols including suggested questions to ensure informative, effective interviews.
5. The interim superintendent will assist with the search as determined by the Board, consultant and interim superintendent.
6. Throughout the search process the lead consultant will be available to consult with the Board about the search. The consultant will assist the Board until the Board determines it has found the appropriate candidate for the position.
7. At the close of the search and the appointment of the new superintendent, the lead consultant will assist the Board in communicating with all unsuccessful candidates. The consultant also will advise the Board in effecting a smooth transition of leadership.
8. If the new superintendent resigns or is dismissed for cause within twelve months of commencing duties, CABE Search Services will conduct a new search for the Board at no additional cost to the Board except for expenses.

9. The newly appointed superintendent will not be recruited by CABE Search Services for another position within five years of commencing duties unless the Board advises us that the superintendent may seek another position or the superintendent is no longer employed by the Board.
10. The consulting fee for this search will be \$20,000 (Attachment II). Administrative expenses are waived as a courtesy by CABE. The consultant fee will be billed in three equal installments; one-third of fee upon signing of the agreement; one-third upon presentation of the Leadership Profile Report; and one-third upon election of the new superintendent. The potential costs for advertising and travel may vary depending on the amount and kind of advertising including the cost of the brochure and need for out of state applicant travel and will be charged accordingly and billed separately. In addition, the Board shall pay or properly reimburse CABE for travel expenses of candidates invited for interview by the consultant or by the Board, subject to advance authorization and submission of substantiating documentation.
11. All information, notes, interview sheets, lists, and other documents developed by CABE Search Services shall remain the property of CABE Search Services until such time as specific information is given to the Board.
12. The consultant, with regard to the work performed by the consultant pursuant to this Agreement, will not discriminate against any applicant on the basis of race, color, religious creed, age, sex, marital status, national origin, ancestry, present or past history of mental or physical disability, Vietnam Veteran status or sexual orientation.

If this letter conforms to the Board's understanding, please sign and return a copy for our files. We look forward to working with the Newtown Board, staff and community.



Robert Rader, Executive Director
Connecticut Association of Boards of Education

Date: 8/15/13

Debbie Leidlein, Chairperson
Newtown Board of Education

Date: / /

Superintendent Comprehensive Search Process (Team Approach)

Planning

- Planning with the Board of Education to establish search criteria and a timeline. Planning process will begin immediately if CABE is selected to conduct the search.
- Determining the membership of the Search Committee.
- Developing a Press Release to inform the community of search process.
- Seeking input from constituents through focus groups, conducted by the team of consultants, interviews and surveys to receive feedback about qualities desired in the next leader. Board determines constituent groups.
- Designing a brochure or vacancy notice to be distributed through direct mailings and/or e-mail to schools and education related organizations both inside and outside of CT. Choice of brochure or vacancy notice is determined by the Board.
- Collecting and analyzing the data from the survey, interviews, and focus groups to be compiled into a Leadership Profile (LP).
- Developing search publicity and advertising copy for newspapers, websites both CT and national and CABE Journal. Board preferences will be sought with regard to advertising.

Recruitment and Selection

- Creating Superintendent Search link on Newtown website.
- Posting vacancy on websites known to be active search sites.
- Conducting personal recruitment through colleagues, organizations and university contacts.
- Utilizing CABE national network to recruit quality candidates nationally.
- Receiving, processing applications and contacting candidates.
- Conducting pre-interviews or telephone conferences with candidates by CABE Consultants in order to provide a slate of candidates for Board interviews.
- Conducting preliminary background checks for candidates slated to be interviewed.
- Facilitating an interview seminar/drafting interview questions with Board.
- Initial interviews with slated candidates and second interviews conducted by the Board. Consultant facilitates the process.
- Assisting with planning a site visit.
- Conducting a comprehensive background check on finalist.

Appointment and Transition

- Coordinating the announcement of appointment with Board once a finalist has been chosen.
- Communicating regrets to other candidates.
- Assisting Board with preparation of motion to appoint new superintendent.
- Assisting the Board of Education with compensation package preparation, as requested.
- Developing a draft announcement of new appointment.
- Assisting in developing a transition and entry plan with Board and new superintendent, if requested.
- Suggesting services of CABE to assist with transition, as requested.
- Assisting in seeking a mentor/coach for the new superintendent, if requested.

NEWTOWN PUBLIC SCHOOLS SUPERINTENDENT SEARCH

Schedule of Search Costs

	Comprehensive Search
Professional Consulting Fee for Superintendent Search	\$20,000
CABE Administrative Expenses (clerical services, printing, telephone, supplies) Waived as a Courtesy by CABE	\$3,000
CABE SEARCH SERVICES TOTAL	\$20,000

Payment

The consulting fee expense will be billed in three equal installments:

1. Upon contract between the Board and CABE Search Services
2. At the completion of the Leadership Profile Document
3. Following an employment offer and acceptance

OTHER: Potential of \$3000

Advertising and Candidate Travel: The costs associated with advertising, brochure and applicant travel are billed directly to the district. The cost of advertisements may vary depending on the amount and kind of advertising the Board selects. If there is a need for out of state applicant travel, consultants will seek pre-approval from the Board. CABE will advise the Board on obtaining maximum exposure at the most reasonable cost.

Expenses related to advertising and candidate travel will be billed on a monthly basis, with the final invoice rendered approximately eight weeks after the search is complete.