



**Regional School District #4  
Chester – Deep River – Essex – Region 4**

**REGIONAL SUPERVISION DISTRICT COMMITTEE**

**AGENDA**

To: Members of the Regional Supervision District Committee  
Subject: **Committee meeting Thursday, April 04, 2019**  
Time: Committee meeting will begin at **6:30 p.m.**  
Place: Library, John Winthrop Middle School

Please contact Jennifer Bryan at Central Office- email [jbryan@reg4.k12.ct.us](mailto:jbryan@reg4.k12.ct.us) if you are unable to attend.

**Mission Statement**

We, the communities of Chester, Deep River, Essex and Region 4, engage all students in a rigorous and collaborative educational program. We prepare our learners to be respectful citizens who are empowered to contribute in a globalized society.

1. **Call to order. 6:30 p.m.** – EES BOE Chair = Supv. Dist. Chair (yearly rotation at December mtg. – goes to Essex until Dec. 2019)
2. **Consent agenda.** The following items are to be handled as combined and by single vote. Any Board member may request that an item be pulled out for further discussion.
  - 2.1 Minutes from the Regular Meeting of February 21, 2019 (*encl #1*)
  - 2.2 Minutes from the Special Meeting of February 25, 2019 (*encl #2*)
  - 2.3 Minutes from the Special Meeting of March 09, 2019 (*encl #3*)
  - 2.4 Accounts Payable report (*encl #4*)
3. **Other Items**
  - 3.1. Update on search for Superintendent – *L. Seidman*
4. **Public comment.** The public is reminded to state name for the record. Comments should be kept to a maximum of three minutes. Public comment is not intended to be a question and answer period; rather it is an opportunity for the Board to hear citizen comment related to educational matters.
5. **Reports.**
  - 5.1 Financial Status Report (*K. Allen*)
    - a. Supervision District Budget Status Report (*encl #5*)
    - b. Discussion and possible VOTE to approve recommended Supervision District budget transfers for 2018-19 (*encl #6*)
  - 5.2 Reports and Communication (BOE chair from Chester, Deep River, Essex & Region 4)

5.3 Joint PK-12 Committees – (*Comm. Chairs*) Policy – TBD, Curriculum – T. Dickson, Finance – TBD  
(hold for Joint BOE meeting)

Finance	Policy	Curriculum
Sept. 25, 2018 Oct. 16 <sup>th</sup> added as well	Sept. 17, 2018 Re-set to Oct. 15 <sup>th</sup>	Sept. 17, 2018
Nov. 27, 2018	Nov. 12, 2018 Re-set to Nov. 27 <sup>th</sup>	Nov. 12, 2018 Set on 2 <sup>nd</sup> Mon
Jan. 29, 2019	Jan. 28, 2019 Set on 4 <sup>th</sup> Mon.	Jan. 29, 2019 Set on 4 <sup>th</sup> Tues.
Feb. TBD 2019		
Mar. 19, 2019 Re-set to Mar. 25 <sup>th</sup>	Mar. 18, 2019 cancelled	Mar. 26, 2019 cancelled
May 01, 2019		
May 28, 2019	May 20, 2019	May 14, 2019 Set on 2 <sup>nd</sup> Tues.
Sept. 24, 2019	Sept. 16, 2019	Sept. 17, 2019
Nov. 19, 2019 Set on 3 <sup>rd</sup> Tues.	Nov. 18, 2019	Nov. 19, 2019

5.4 Assistant Superintendent's report.

- a. District update. (hold for Joint BOE meeting)

5.5 Superintendent's report.

- a. District update. (hold for Joint BOE meeting)
- b. Information and communication.

6. Public comment.

The public is reminded to state name for the record. Comments should be kept to a maximum of three minutes. Public comment is not intended to be a question and answer period; rather it is an opportunity for the Committee to hear citizen comment related to educational matters

7. Executive Session - Personnel

- Superintendent's presentation of Self-Evaluation

8. Future agenda items

- 8.1 Next regular Supervision District Committee meeting – June 06, 2019
- 8.2 End of Year Transportation Report – F. Kulick (June)
- 8.3 Discussion and possible VOTE to renew the *Agreement Concerning the Establishment and Operation of an Interim Collaborative Preschool Program* dated February 13, 2008. (June)

9. Adjournment



**Regional School District 4**  
**Chester – Deep River – Essex – Region 4**  
**Boards of Education Committees – School Year 2018-19 (Updates in Progress)**

Joint BOE Standing Committees (standing committees have regularly scheduled meetings)			
*Joint PK-12 Policy Sub-Committee	R4(Sandmann/Clymas/Grow) CH(Iselin/Scherber) DR(Resnisky/Massey) ES(Seidman/McCluskey)		
*Joint PK-12 Curriculum Sub-Comm.	R4(Cavanaugh/Brookhart) CH(Bibbiani/Fearon) DR(T.Dickson/Grunko) ES(Rotella/McCann)		
*Joint PK-12 Finance Sub-Committee	R4 (Gioco/Clark/Daniels) CH (Stack/Englert) DR (Munawar/Berardis) ES (Fitton/Watson)		
Supervision District Committee (2 yr terms end in Nov. of the year listed after each name)	R4 (Cavanaugh 19 / Gioco 19 / Clark 19) CH (Fearon 19 /Fitzgibbons 19 / Stack 19) DR (Weglarz 19 / Ferretti 19 / Morrissey 19) ES (Fitton 19 /McCluskey 19 / Seidman 19)		
Joint Ad Hoc Committees (ad hoc committees meet for a designated period or as needed)			
Personnel & Negotiations		Contract duration	Initiate negotiations
- Joint BOE Teacher negotiations	R4 (Daniels/Brookhart Alt.) CH (Stack/Englert Alt.) DR (Morrissey/Weglarz Alt.) ES (Fitton/Watson)	Expires 7/2019	6/2018
- Joint BOE Administrator negotiations	Same as ABOVE for Teacher negotiations	Expires 7/2020	9/2019
- Joint BOE Paraeducator negotiations	Same as BELOW for Net Tech et al.	Expires 7/2020	3/2019
- Joint BOE NetTechs et al negotiations (ElemSec/Elem Nurses/ElemNetTech/R4NetTech/ElemCustodians)	R4 (Daniels/Brookhart Alt.) CH (Fitzgibbons, Stack) DR (Massey/Ferretti Alt.) ES (Fitton/Watson)	Expires 7/2021	3/2021
- Cafeteria (all schools)		Expires 7/2020	3/2020
Public Relations & Community Outreach	R4(TBD/TBD), CH (Bibbiani), ES (Seidman), DR (Wegalarz/TBD)		
Technology	R4(Gioco), CH(Englert), ES (Seidman), DR (Munawar)		
School Calendar	R4(Brookhart/Daniels), CH (Englert), ES (McCluskey), DR (Weglarz)		
LEARN Joint BOE representative(s)	R4(Cavanaugh), CH(Myers), ES(Rotella), DR(Munawar)		
School Security Advisory Committee	R4(TBD), CH(Greenberg-Ellis), DR(Weglarz), ES(Fitton)		
Tuition Committee	R4(Grow), CH (Stack), DR (Morrissey), ES (McCluskey / Seidman Alt.)		
Transportation RFP Bid Review	R4(TBD), CH (Englert), DR (TBD), ES (Seidman/Fitton)		
Legal RFP Bid Review	R4(TBD), CH (Bibbiani), DR (TBD), ES (Seidman/Fitton)		
Individual BOE Ad Hoc Committees (ad hoc committees meet for a designated period or as needed)			
<b><u>Chester BOE</u></b>			
Facilities	Enlgert		
Internal Marketing	TBD		
PTO	Greenberg-Ellis		
CATV Advisory Council (Cable TV)	For Discussion		
<b><u>Deep River BOE</u></b>			
Facilities (Grounds and Buildings)	Morrissey/Ferretti		
PTO	rotating		
School Improvement Team	Weglarz/Ciaglo		
CATV Advisory Council (Cable TV)	TBD		
<b><u>Essex BOE</u></b>			
Building	Seidman		
PTO	Rotating		
School Improvement Team	TBD		
Essex Foundation	McCluskey / Fitton		
Communications	Rotating		
CATV Advisory Council (Cable TV)	Fitton		
<b><u>Region 4 BOE</u></b>			
Personnel & Negotiations		Contract duration	Initiate negotiations
▪ R4 Secretaries/Nurses	Daniels/Brookhart Alt.	Expires 7/2020	3/2020
▪ R4 Custodians	Daniels/Brookhart Alt.	Expires 7/2021	3/2021
R4 Audit & Finance	TBD/Gioco		
School Improvement Team	TBD/TBD/TBD		
R4 Grounds and Buildings Maintenance and Oversight Committee	Fitton/Gioco/Grow/Clark		
R4 Building Committee	TBD/TBD		
R4 Educational Foundation	TBD		
Region 4 Extra compensation points committee	Clark (only 1 rep needed)		
Public Relations & Outreach	TBD		
R4 Safety	TBD		
R4 Advisory Council (PTO)	For Discussion		
R4 Facilities Study Committee	TBD		

## REGIONAL SUPERVISION DISTRICT COMMITTEE

**Welcome to tonight's meeting of the Supervision District Committee. We appreciate your interest and attendance.**

### WHO WE ARE:

The Supervision district is chartered through an agreement established in 1964 among the Boards of Education of Chester, Deep River, Essex and Region 4, and modified in 2000, to fund those programs and services that are best shared across the five schools in our communities. The Supervision District provides our communities the economies of scale of a larger multi-school district yet allows each town the autonomy to manage its own elementary school.

<b>David Fitzgibbons</b>	<b>(CH)</b>	2019	<b>Paula Weglarz,</b>	<b>(DR)</b>	2019	<b>Lon Seidman, Chair</b>	<b>(ES)</b>	2019
<b>John Stack</b>	<b>(CH)</b>	2019	<b>Miriam Morrissey</b>	<b>(DR)</b>	2019	<b>Loretta McCluskey,</b>	<b>(ES)</b>	2019
<b>Charlene Fearon</b>	<b>(CH)</b>	2019	<b>Bob Ferretti</b>	<b>(DR)</b>	2019	<b>DG Fitton Sec/Trsr</b>	<b>(ES)</b>	2019
<b>Jane Cavanaugh</b>	<b>(R4)</b>	2019	<b>Jennifer Clark Vice-Chair</b>	<b>(R4)</b>	2019	<b>Mario Gioco</b>	<b>(R4)</b>	2019

Our contact information is listed on the District web site: [www.reg4.k12.ct.us](http://www.reg4.k12.ct.us) Our annual goals are also listed.

We are assisted in the meeting by our school administration:

**Ruth I. Levy, Ed.D.,** Superintendent of Schools  
**Kristina Martineau, Ed.D.,** Assistant Superintendent of Schools

**Kimberly Allen,** Business Manager  
**Sarah Smalley,** Director of Pupil Services

Our committee clerk is **Jennifer Bryan.**

### HOW YOU CAN CONTRIBUTE AND PARTICIPATE:

We typically have two "Audiences of Citizens" during the meeting. During this part of the meeting, you can make comments, suggestions and ask questions. We ask you to limit comments to 3 minutes. If you share a common topic with others, we encourage the use of a single spokesperson for the group. As the intention of the audience of citizens is for the Committee to listen to you, the Committee may not respond immediately since we may not have discussed or taken a position on the topic...please don't take this as a sign of disinterest. Our standard of courtesy and respect for the opinions of others is the same as the one expected of our students.

We encourage written input to the Committee to include suggestions on future agenda items. Upon request, letters can be read at the meeting as long as they focus on issues or policies and not people.

While we value your input, please know the Committee meeting is a "Meeting in Public" and not a "Public Meeting." We appreciate your helping us accomplish our agenda in a time effective manner.

### REGULAR MEETINGS:

Regular Meeting Agendas and Special Meeting Agendas are posted in each of the Town Halls and on the school website ([www.reg4.k12.ct.us](http://www.reg4.k12.ct.us)).

### EXECUTIVE SESSION:

The Committee may occasionally meet in "Executive Session." This closed-door meeting is for discussing items of a sensitive nature, such as personnel issues or negotiation strategy.

### SPECIAL MEETINGS:

Special meetings may be called with a minimum of 24 hours advanced notice, to discuss specific items.

We appreciate your attendance this evening and invite your continued interest on behalf of the students and residents of Region 4, Chester, Deep River and Essex.



Encl #1

**THESE MINUTES ARE SUBJECT TO COMMITTEE APPROVAL AT THE  
April 04, 2019 MEETING  
REGIONAL SUPERVISION DISTRICT COMMITTEE**

**February 21, 2019**

A regular meeting of the Regional Supervision District Committee was held on Thursday, February 21, 2019 in the John Winthrop Middle School Library, with the following Committee members present:

CHESTER BOARD OF EDUCATION:	David Fitzgibbons, Charlene Fearon, John Stack (6:28 arrival)
DEEP RIVER BOARD OF EDUCATION:	Paula Weglarz, Miriam Morrissey, Bob Ferretti
ESSEX BOARD OF EDUCATION:	Lon Seidman, DG Fitton
REGION 4 BOARD OF EDUCATION:	Jennifer Clark, Jane Cavanaugh (6:18 arrival)

Also in attendance: Dr. Ruth Levy, Superintendent; Dr. Kristina Martineau, Assistant Superintendent; Kim Allen, Business Manager, and Jennifer Bryan, Committee Clerk.

Audience of Citizens: approx. 10

**CALL TO ORDER**

Committee Chair Lon Seidman called the meeting to order at approx. 6:00 p.m. (The position of Committee Chair rotates yearly among BOE Chairs, and moved to Essex this year.)

Dr. Levy read a letter announcing her retirement effective June 30, 2019. Chair Seidman remarked on Dr. Levy's contributions to the Districts and how the goal over many years was to have a cohesive K-12 program, which has happened under her leadership. He briefly discussed next steps. Per past practice, the Supervision District Committee will be responsible for coordinating the search for a new Superintendent, but ultimately all of the Boards will need to approve the final choice. Chair Seidman asked that the Committee set a meeting date next week to determine the details of the search process. He envisions the process including public feedback. It will also likely be run in the same thorough manner that has been used for the past several years when hiring administrators throughout the districts. This allows input from as many stakeholders as possible. He then asked for thoughts and there was a brief general discussion. It was determined that there will be a special Supervision District meeting for the purposes of determining and planning the superintendent search process on Monday, Feb. 25th at 5:00 p.m. at JWMS. Dr. Levy has offered to be present at that meeting to help with logistics and the initial set-up of the process. Then it will be up to the Committees to enact and conduct the search.

**CONSENT AGENDA**

On motion duly made and seconded the Committee unanimously VOTED to approve the consent agenda consisting of the Minutes from the regular meeting of December 03, 2018, Minutes from the Public Hearing of February 04, 2019, and the Accounts Payable Report

**OTHER ITEMS –**

Business Manager Kim Allen presented the 2017-18 Supervision District audit report and the Superintendent's recommendation for the return of surplus funds.

On motion duly made and seconded, the Committee unanimously VOTED to approve the Superintendent's recommendation for the return of surplus Supervision District funds from FY 2017-18 to the member towns based on 2017-18 contributions. (Attached)

**PUBLIC COMMENT -**

Niki Waz, President of the Region 4 Educators Association thanked Dr. Levy for her support for teachers over the years and shared best wishes for her upon the announcement of her retirement.

**REPORTS AND COMMUNICATION**

Business Manager Kim Allen reviewed the highlights of the Supervision District Budget Status Report.

Mrs. Allen presented recommended budget transfers for 2018-19.

On motion duly made and seconded, the Committee unanimously VOTED to approve the Supervision District budget transfers for 2018-19 as recommended. (Attached)

The proposed Supervision District budget for 2019-20 was discussed. There have been no changes since it was presented at the February 4<sup>th</sup> Public Hearing.

On motion duly made and seconded, the Committee unanimously VOTED to move the proposed 2019-20 Supervision District Budget to the Joint BOE later this evening.

**Individual BOE reports**

Chester – Board Chair David Fitzgibbons reported that the Chester BOE continues to work on their budget. He thanked Chair Seidman for doing such a nice, clear job presenting the Supervision District Budget at Public Hearing recently and also for the op-ed piece that he wrote on education.

Deep River – Board Chair Paula Weglarz reported that the Deep River Board continues their budget work. They recently held their STEM day in December and their science fair is coming up soon. The PTO held their 3rd annual Valentine's Day dance which was enjoyed by everyone. Their request for an MBR waiver was denied.

Essex – Board Chair Lon Seidman reported that the Essex Board continues to work on their budget. He also gave an update on recent and upcoming happenings in the Education Committee of the State Legislature.

Region 4 – Board Chair Jennifer Clark reported that the Region 4 Board continues to consider the development of their 5 Year Capital Plan. They planned to hold a public presentation prior to another budget workshop recently, but it was cancelled due to bad weather and will need to be rescheduled. The district recently received a general grant for virtual reality equipment, and their IB program will begin at Valley next year.

**ASSISTANT SUPERINTENDENT'S REPORT**

Held until the Joint BOE meeting

**SUPERINTENDENT'S REPORT****Information and Communication**

Superintendent Levy's main district report was held until the Joint Board meeting.

**PUBLIC COMMENT – no comments were made**

On motion duly made and seconded, the Committee unanimously VOTED to move into Executive Session at 6:30 p.m. to discuss the Superintendent's recommendation regarding Staff Non-Renewals. Invited to stay was: The Superintendent, Assistant Superintendent, and Business Manager.

The Committee moved out of Executive Session at 6:33.

On motion duly made and seconded, the Committee unanimously VOTED to approve the Superintendent's recommendation regarding Staff Non-Renewals.

**FUTURE AGENDA ITEMS**

- Next regular Supervision District Committee meeting – April 04, 2019 @ 6:30 p.m. in JWMS library

**ADJOURNMENT:**

On motion duly made and seconded, the Committee unanimously VOTED to adjourn at 6:34 p.m.

Respectfully Submitted,

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DG Fitton, Secretary,  
Jennifer Bryan, Clerk

Encl #2

Supervision District Committee Special Meeting  
February 25, 2019  
John Winthrop Middle School Library

Members present: Chester -- David Fitzgibbons; Charlene Fearon; John Stack  
Deep River -- Paula Weglarz;; Miriam Morrissey; Robert Ferretti  
Essex -- Lon Seidman, Lorretta McCluskey  
Region 4 -- Jennifer Clark (by phone); Jane Cavanaugh  
Administration --Dr. Ruth Levy

Meeting called to order at 5:04 pm by Lon Seidman. Purpose of meeting was to discuss the search process for a new superintendent.

Members discussed the pros and cons of hiring a search consultant to help facilitate the process.

Lon Seidman will research three executive search providers (NESC, CABA, and a private consultant). The Supervision District will meet next on 3/9/19 at 9 a.m. with an alternate date of 3/15/19. It was noted that the process of selecting a search firm may need to be handled with a formal RFP per policy.

Dr. Levy will email the superintendent job description to committee members.

Members of the public were invited to speak.

Meeting adjourned at 5:58pm.

Prepared by Jane Cavanaugh



Encl #3

Supervision District Committee Special Meeting  
March 09, 2019  
John Winthrop Middle School Library

Meeting was called to order at 9:01 a.m.

Present:

Chester: David Fitzgibbons, Charlene Fearon, John Stack  
Deep River: Paula Weglarz, Miriam Morrissey, Robert Ferretti  
Essex: Lon Seidman, DG Fitton, Loretta McCluskey  
R4: Jennifer Clark, Jane Cavanaugh

**RFP FOR SEARCH CONSULTANT:**

Members discussed the draft RFP for a search consultant. After discussion it was decided to add general payment terms to the section 2.6 of the proposal so as to understand the payment schedule to the consultant. Note an additional item related to the scheduling of presentations on June 30 was discussed and added at the end of the meeting.

MOTION: DG, SECOND: Jennifer Clark , vote unanimous.

**AUTHORIZATION AND COMPOSITION OF SUPERINTENDENT SEARCH COMMITTEE**

Members discussed Lon Seidman's initial proposal for the search committee composition and involvement of various constituencies.

Members felt the "round robin" search process Region 4 has used for other administrative hires should also be used for this process so as to involve more constituencies than can reasonably accommodated on the search committee.

Members agreed to a 14 member search committee consisting of the following:

Board of Education Members: 8 (two from each Board of Education

Teachers : 2, (appointed by the R4 teacher's union. 1 from elementary school 1 from secondary)

Administrators: 1 (appointed by the administrator's union)

Members of the Public: 3 (1 appointed by each town's board of selectmen)

Each constituency to make its appointments by April 1.

MOTION: David Fitzgibbons

SECOND: Paula Weglarz

VOTE UNANIMOUS

### **GENERAL SUPERINDENDENT SEARCH DISCUSSION**

Members discussed the bid opening process and when to reconvene to hear presentations from qualifying firms. Members agreed to reconvene on **March 30, 2019 at 9 a.m.** to hear presentations from the firms and award the contract. Robert Ferretti suggested amending the RFP document to include the March 30 date for presentations.

MOTION: Ferretti

SECOND: DG

Vote Unanimous

Meeting adjourned at 10:14 a.m.

Respectfully submitted,

Lon Seidman

Encl #4

02/15/2019 14:46  
9781dpeaREGIONAL SCHOOL DIST # 4  
A/P CASH DISBURSEMENTS JOURNALCASH ACCOUNT: 5000  
CHECK NO CHK DATE TYPE VENDOR NAME

1040 SUPERVISION CASH

VOUCHER INVOICE

INVOICE DTL DESC

INV DATE PO WARRANT

P 1  
apcshdsb

NET

13429	02/15/2019	PRTD	6892	APPLE INC	95254	6791317276	01/18/2019	19500070	SD021519	897.00
	Invoice: 6791317276						IPAD WI-FI 32GB SPACE GRAY -US			
							CHECK	13429	TOTAL:	897.00
13430	02/15/2019	PRTD	6171	EARTHLINK BUSINESS	95255	02/02/19-03/01/19	02/02/2019	19500009	SD021519	2,417.81
	Invoice: 02/02/19-03/01/19						ACCOUNT 5214280			
							CHECK	13430	TOTAL:	2,417.81
13431	02/15/2019	PRTD	2332	FIRST STUDENTS INC	95256	11544931	01/30/2019	19500016	SD021519	66,822.75
	Invoice: 11544931						CUST 94420 - DAILY BUSES			
							CHECK	13431	TOTAL:	66,822.75
							CUST 94420 DAILY BUSES 1/2 DAY			5,877.90
							CHECK	13432	TOTAL:	12,470.41
							CUST 94420 PREK BUSES & CAMERAS			85,171.06
13432	02/15/2019	PRTD	5486	DAWN PEARSON	95259	2/1/19	02/01/2019	SD021519	REMBURSEMENT FOR EXCELL BEYOND BASICS 5/21/19	99.00
	Invoice: 2/1/19						CHECK	13432	TOTAL:	99.00
13433	02/15/2019	PRTD	2944	PLAN ADMINISTRATION, 95260	FEB2019		02/01/2019	SD021519	PAL 0868 VOLUNTARY LIFE	335.82
	Invoice: FEB2019						CHECK	13433	TOTAL:	335.82
13434	02/15/2019	PRTD	2944	PLAN ADMINISTRATION, 95262	FEB 2019		02/01/2019	SD021519	REG LIFE PAL 0768,0769,0771,0770,0744	2,892.21
	Invoice: FEB 2019						CHECK	13434	TOTAL:	2,892.21
13435	02/15/2019	PRTD	2249	REGIONAL SCHOOL DIST 95263	2/11/2019		02/11/2019	19500028	SD021519	173.20
	Invoice: 2/11/2019						LEGAL FEES - DEC 2018			
							CHECK	13435	TOTAL:	173.20
13436	02/15/2019	PRTD	2432	STAPLES ADVANTAGE	95264	3404059451	02/02/2019	19500022	SD021519	145.28
	Invoice: 3404059451						CUST BOS 1824234			





02/15/2019 14:46  
978idpea

REGIONAL SCHOOL DIST # 4  
A/P CASH DISBURSEMENTS JOURNAL

P 2  
apchdsb

CASH ACCOUNT: 5000  
CHECK NO CHK DATE

1040  
TYPE VENDOR NAME

SUPERVISION CASH  
VOUCHER INVOICE

INV DATE PO WARRANT NET  
INVOICE DTL DESC

CHECK 13436 TOTAL: 145.28

13437 02/15/2019 PRD 2761 SUBURBAN PROPANE-733 95265 50597 01/25/2019 19500023 SD021519 1,017.84  
Invoice: 50597 ACCT 7335-152207 DELIVERY 1/24/19

Invoice: 02/08/19 95266 02/08/19 02/08/2019 19500023 SD021519 701.56  
ACCT 7335-152207- DELIVERY 2/07/19

CHECK 13437 TOTAL: 1,719.40

NUMBER OF CHECKS 9 \*\*\* CASH ACCOUNT TOTAL \*\*\* 93,850.78

COUNT	AMOUNT
9	93,850.78

TOTAL PRINTED CHECKS

\*\*\* GRAND TOTAL \*\*\* 93,850.78

02/15/2019 14:46  
9781dpea

REGIONAL SCHOOL DIST # 4  
A/P CASH DISBURSEMENTS JOURNAL

CLERK: 9781dpea  
YEAR PER JNL  
SRC ACCOUNT

P 3  
apcsbdsb

JOURNAL ENTRIES TO BE CREATED

EFF DATE	JNL	DESC	REF 1	REF 2	REF 3	ACCOUNT DESC LINE DESC	T	OB	DEBIT	CREDIT
2019 8 198	APP	5000-2000				SUPERVISION ACCOUNTS PAYABLE			93,850.78	
02/15/2019	DP	SD021519				AP CASH DISBURSEMENTS JOURNAL				
APP 5000-1040						SUPERVISION CASH				
02/15/2019	DP	SD021519				AP CASH DISBURSEMENTS JOURNAL			93,850.78	
JOURNAL 2019/08/198 TOTAL									93,850.78	93,850.78

02/15/2019 14:46 REGIONAL SCHOOL DIST # 4 P 4  
 9781dpea A/P CASH DISBURSEMENTS JOURNAL apcsldsdb

JOURNAL ENTRIES TO BE CREATED

FUND	ACCOUNT	YEAR	PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
5000	SUPERVISION DISTRICT	2019	8	198	02/15/2019	SUPERVISION CASH		93,850.78
	5000-1040					SUPERVISION ACCOUNTS PAYABLE	93,850.78	
	5000-2000					FUND TOTAL	93,850.78	93,850.78

\*\* END OF REPORT - Generated by Dawn Pearson \*\*



INVOICE DTL DESC						
13438 02/21/2019 PRTD Invoice: 433647433699	2836 SYNCB/AMAZON	95393	433647433699	01/17/2019 19500071 SD022119 XTEK GYM 10' GYMNASTICS BALANC	CHECK 13438 TOTAL:	85.00
13439 02/21/2019 PRTD Invoice: 1852779	2152 CITIZENS BANK	95405	1852779	02/19/2019 19500026 SD022119 OFFICE SUPPLIES - GREEN PENS	CHECK 13439 TOTAL:	15.10
13440 02/21/2019 PRTD Invoice: FEB	7703 DEPARTMENT OF SOCIAL	95395	FEB	01/20/2019 SD022119 REFUND IN LIEU OF 17-18 COST REPORT COMPLETION	CHECK 13440 TOTAL:	110.00
13441 02/21/2019 PRTD Invoice: FEB2019	7703 DEPARTMENT OF SOCIAL	95396	FEB2019	01/20/2019 SD022119 REFUND IN LIEU OF 17-18 COST REPORT COMPLETION	CHECK 13441 TOTAL:	399.50
13442 02/21/2019 PRTD Invoice: FEB 2019	7703 DEPARTMENT OF SOCIAL	95397	FEB 2019	01/20/2019 SD022119 REFUND IN LIEU OF 17-18 COST REPORT COMPLETION	CHECK 13442 TOTAL:	514.50
13443 02/21/2019 PRTD Invoice: 2019 FEB	7703 DEPARTMENT OF SOCIAL	95398	2019 FEB	01/20/2019 SD022119 REFUND IN LIEU OF 17-18 COST REPORT COMPLETION	CHECK 13443 TOTAL:	665.50
13444 02/21/2019 PRTD Invoice: INVUS93879	6728 FRONTLINE TECHNOLOGI	95400	INVUS93879	02/11/2019 19500077 SD022119 FRONTLINE CENTRAL HR PACKET - IMPLEMENTATION	CHECK 13444 TOTAL:	3,000.00
Invoice: INVUS93881		95401	INVUS93881	02/11/2019 19500077 SD022119 FRONTLINE CENTRAL HR PACKET - UNLIMITED USAGE	CHECK 13445 TOTAL:	7,423.00
13445 02/21/2019 PRTD Invoice: 022119	4149 RUTH LEVY	95402	022119	02/05/2019 SD022119 REIMBURSMENT FOR CONFERENCE WORKSHOP EXPENSES	CHECK 13446 TOTAL:	10,423.00
				CHECK 13447 TOTAL:		254.29



P 2  
apcsbdsb

REGIONAL SCHOOL DIST # 4  
A/P CASH DISBURSEMENTS JOURNAL

02/21/2019 14:45  
9781dpea

CASH ACCOUNT: 5000 1040  
CHECK NO CHK DATE TYPE VENDOR NAME SUPERVISION CASH VOUCHER INVOICE

INVOICE DTL DESC

13446 02/21/2019 PRID 2165 NORTHEAST UTILITIES 95399 51017903063FEB 2018 02/13/2019 19500013 SD022119 550.77  
Invoice: 51017903063FEB 2018 ACCT 5101 790 3063

CHECK 13446 TOTAL: 550.77

13447 02/21/2019 PRID 2432 STAPLES ADVANTAGE 95403 3404756546 02/09/2019 19500022 SD022119 176.94  
Invoice: 3404756546 CUST BOS 1824234

CHECK 13447 TOTAL: 176.94

NUMBER OF CHECKS 10 \*\*\* CASH ACCOUNT TOTAL \*\*\* 13,194.60

COUNT	AMOUNT
10	13,194.60

TOTAL PRINTED CHECKS

\*\*\* GRAND TOTAL \*\*\* 13,194.60

02/21/2019 14:45  
9781dpea

REGIONAL SCHOOL DIST # 4  
A/P CASH DISBURSEMENTS JOURNAL

CLERK: 9781dpea

YEAR PER JNL  
SRC ACCOUNT

P 3  
apcsdshsb

JOURNAL ENTRIES TO BE CREATED

EFF DATE	JNL	DESC	REF 1	REF 2	REF 3	ACCOUNT DESC LINE DESC	T	OB	DEBIT	CREDIT
2019 8 238	APP	5000-2000				SUPERVISION ACCOUNTS PAYABLE			13,194.60	
02/21/2019	SD	0222119	DP			AP CASH DISBURSEMENTS JOURNAL				13,194.60
02/21/2019	APP	5000-1040				SUPERVISION CASH				
02/21/2019	SD	0222119	DP			AP CASH DISBURSEMENTS JOURNAL				
JOURNAL 2019/08/238 TOTAL									13,194.60	13,194.60

02/21/2019 14:45  
9781dpea

REGIONAL SCHOOL DIST # 4  
A/P CASH DISBURSEMENTS JOURNAL  
JOURNAL ENTRIES TO BE CREATED

P 4  
apcsbdb

FUND ACCOUNT	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
5000 SUPERVISION DISTRICT	2019 8	238	02/21/2019	SUPERVISION CASH		13,194.60
5000-1040				SUPERVISION ACCOUNTS PAYABLE	13,194.60	
5000-2000				FUND TOTAL	13,194.60	13,194.60

\*\* END OF REPORT - Generated by Dawn Pearson \*\*



P 1  
apcsdhsb

03/08/2019 14:27  
9781dpea

REGIONAL SCHOOL DIST # 4  
A/P CASH DISBURSEMENTS JOURNAL

CASH ACCOUNT: 5000  
CHECK NO CHK DATE

1040  
TYPE VENDOR NAME

SUPERVISION CASH  
VOUCHER

INVOICE

NET

INVOICE DTL DESC

13448 03/08/2019 PRD 2419 FRONTIER COMMUNICATI 95643 2/19/19  
Invoice: 2/19/19

ACCT 860-526-2490-123179-5  
CHECK 13448 TOTAL: 37.99

13449 03/08/2019 PRD 2419 AT & T MOBILITY 95637 01/05/19-02/04/19  
Invoice: 01/05/19-02/04/19

ACCT 287242481688  
CHECK 13449 TOTAL: 33.55

13450 03/08/2019 PRD 2152 CITIZENS BANK 95639 MARCH 2019  
Invoice: MARCH 2019

CASBO ANNUAL INSTITUTE WORKSHO  
CHECK 13450 TOTAL: 318.00

13451 03/08/2019 PRD 6999 CT COMPUTER SERVICES 95638 INV000158793  
Invoice: INV000158793

BACKUP, OFFSITE BACKUP AND SUP  
CHECK 13451 TOTAL: 1,400.00

13452 03/08/2019 PRD 7556 DIME OIL, LLC 95640 54748  
Invoice: 54748

ACCT REG4D - DIESEL FUEL  
CHECK 13452 TOTAL: 6,643.45

13453 03/08/2019 PRD 2332 FIRST STUDENTS INC 95641 11551980  
Invoice: 11551980

CUST 94420 - DAILY BUSES  
CHECK 13453 TOTAL: 66,822.75

13454 03/08/2019 PRD 6223 JUDI IVIMEY 95644 2/25/19  
Invoice: 2/25/19

CUST 94420 - PREK BUSES/CAMERAS  
CHECK 13454 TOTAL: 13,016.76

13455 03/08/2019 PRD 7435 COURTNEY KELLY 95645 2/24/19  
Invoice: 2/24/19

REIMBURSEMENT FOR CTABA CONF 3/1/19  
CHECK 13455 TOTAL: 79,839.51

REIMBURSEMENT FOR SUPPLIES  
CHECK 13455 TOTAL: 103.70

13455 03/08/2019 PRD 7435 COURTNEY KELLY 95645 2/24/19  
Invoice: 2/24/19

REIMBURSEMENT FOR SUPPLIES  
CHECK 13455 TOTAL: 155.00

13455 03/08/2019 PRD 7435 COURTNEY KELLY 95645 2/24/19  
Invoice: 2/24/19

REIMBURSEMENT FOR SUPPLIES  
CHECK 13455 TOTAL: 155.00



CASH ACCOUNT: 5000 1040  
CHECK NO CHK DATE TYPE VENDOR NAME SUPERVISION CASH VOUCHER INVOICE

INVOICE DTL DESC	INV DATE	PO	WARRANT	NET
13456 03/08/2019 PRPD Invoice: 165110	4131 KRYSTAL KLEER	95646	165110	43.00
MONTHLY RENTAL - WATER PURIFIC	03/01/2019	19500018	SD030819	
CHECK 13456 TOTAL:				43.00
13457 03/08/2019 PRPD Invoice: IN121276	5713 NEW ENGLAND INDUSTRI	95647	IN121276	688.81
CLEANING SUPPLIES	02/27/2019		SD030819	
CHECK 13457 TOTAL:				688.81
13458 03/08/2019 PRPD Invoice: 11998269	3864 NCS PEARSON INC.	95648	11998269	303.97
FORMS	02/20/2019	19500072	SD030819	
CHECK 13458 TOTAL:				303.97
13459 03/08/2019 PRPD Invoice: MARCH 2019	5568 RESERVE ACCOUNT	95649	MARCH 2019	3,500.00
ACCT 20648663 - POSTAGE REFILL	03/08/2019	19500039	SD030819	
CHECK 13459 TOTAL:				3,500.00
13460 03/08/2019 PRPD Invoice: 3308300975	2411 PITNEY BOWES GLOBAL	95669	3308300975	163.56
ACCT 0012399752= 12/30/18-3/29/19	02/27/2019	19500021	SD030819	
CHECK 13460 TOTAL:				163.56
13461 03/08/2019 PRPD Invoice: MARCH2019	2944 PLAN ADMINISTRATION,	95650	MARCH2019	335.82
PAL0868 VOLUNTARY LIFE INS	03/01/2019		SD030819	
CHECK 13461 TOTAL:				335.82
13462 03/08/2019 PRPD Invoice: MARCH 2019	2944 PLAN ADMINISTRATION,	95651	MARCH 2019	2,836.11
PAL 0768,0769,0771,0770,0744 REG LIFE	03/01/2019		SD030819	
CHECK 13462 TOTAL:				2,836.11
13463 03/08/2019 PRPD Invoice: 56705	5372 PMT ASSOCIATES, INC	95652	56705	120.00
PHYSICAL/PSYCO MANAGEMENT TRAINING 2/25/19	02/25/2019		SD030819	
13463 03/08/2019 PRPD Invoice: 56654	5372 PMT ASSOCIATES, INC	95653	56654	1,815.00
ANNUAL PMT REFRESHER PROGRAM	02/07/2019		SD030819	
CHECK 13463 TOTAL:				1,935.00





03/08/2019 14:27  
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REGIONAL SCHOOL DIST # 4  
A/P CASH DISBURSEMENTS JOURNAL

P 3  
apcshdsb

CASH ACCOUNT: 5000  
CHECK NO CHK DATE

1040  
TYPE VENDOR NAME

SUPERVISION CASH  
VOUCHER INVOICE

INV DATE PO WARRANT  
INVOICE DTL DESC

NET

13464 03/08/2019 PRD Invoice: 5335001	4621 QUILL CORP.	95656	5335001	02/25/2019 19500022	SD030819	148.80
				SELF SEAL ENVELOPES		
				CHECK	13464 TOTAL:	148.80
13465 03/08/2019 PRD Invoice: 3/7/2019	2249 REGIONAL SCHOOL DIST	95657	3/7/2019	03/07/2019 19500028	SD030819	1,648.18
				JAN 2019 LEGAL FEES		
				CHECK	13465 TOTAL:	1,648.18
13466 03/08/2019 PRD Invoice: 02/14/19	2128 SHORELINE PUBLISHING	95658	02/14/19	02/14/2019 19500076	SD030819	29.00
				LEGAL AD REGARDING TRANSPORTAT	ACCT 213489	
				CHECK	13466 TOTAL:	29.00
13467 03/08/2019 PRD Invoice: 62002	2761 SUBURBAN PROPANE	95659	62002	02/14/2019 19500023	SD030819	1,462.84
				ACCT 7335-152207 - PROPANE		
				CHECK	13467 TOTAL:	1,462.84
13468 03/08/2019 PRD Invoice: IN477784	2304 THERAPRO	95662	IN477784	02/19/2019 19500074	SD030819	203.50
				TEST OF VISUAL PERCEPTUAL SKILLS		
				CHECK	13468 TOTAL:	203.50
13469 03/08/2019 PRD Invoice: FEB 23 2019	3285 TOVEY, TERRY	95661	FEB 23 2019	02/23/2019 19500073	SD030819	494.00
				REIMBURSEMENT ANATOMY & PHYSIOLOGY	JUNE 25-29 2019	
				CHECK	13469 TOTAL:	494.00
13470 03/08/2019 PRD Invoice: MARCH 2019	2276 TOWN OF DEEP RIVER	95664	MARCH 2019	02/26/2019 SD030819	SD030819	21,041.67
				RETURN 17/18 YR END SURPLUS- SUPV DIST		
				CHECK	13470 TOTAL:	21,041.67
13471 03/08/2019 PRD Invoice: MARCH 2019	2438 TREASURER TOWN OF CH	95663	MARCH 2019	02/26/2019 SD030819	SD030819	15,165.60
				RETURN 17/18 YR END SURPLUS- SUPV DIST		
				CHECK	13471 TOTAL:	15,165.60
13472 03/08/2019 PRD Invoice: MARCH 219	2434 TREASURER TOWN OF ES	95665	MARCH 219	02/26/2019 SD030819	SD030819	24,747.73
				RETURN 17/18 YR END SURPLUS- SUPV DIST		



03/08/2019 14:27 REGIONAL SCHOOL DIST # 4 P 4  
9781dpea A/P CASH DISBURSEMENTS JOURNAL apshdsb

CASH ACCOUNT: 5000 1040 SUPERVISION CASH VOUCHER INVOICE INV DATE PO WARRANT NET  
CHECK NO CHK DATE TYPE VENDOR NAME

INVOICE DTL DESC		CHECK	13472 TOTAL:	24,747.73
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13473 03/08/2019 PRTD 2381 TYLER TECHNOLOGIES I 95666 045-253532	CUST 4836-APPLICATION SER 4/1/19-6/30/19	CHECK	13473 TOTAL:	10,935.49
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Invoice: 045-253532

13474 03/08/2019 PRTD 6082 VERIZON WIRELESS 95667 JAN 16 - FEB 15 2019	ACCT 9809144644 - FEB 2019	CHECK	13474 TOTAL:	1,533.79
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Invoice: JAN 16 - FEB 15 2019

1,533.79

13475 03/08/2019 PRTD 4765 WB MASON CO., INC 95668 I63970603	CUST C1024719 - TONER	CHECK	13475 TOTAL:	174.35
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Invoice: I63970603

174.35

NUMBER OF CHECKS 28 \*\*\* CASH ACCOUNT TOTAL \*\*\* 175,922.42

COUNT	AMOUNT
28	175,922.42

TOTAL PRINTED CHECKS

\*\*\* GRAND TOTAL \*\*\* 175,922.42

03/08/2019 14:27 REGIONAL SCHOOL DIST # 4 JOURNAL ENTRIES TO BE CREATED P 5  
 9781dpea A/P CASH DISBURSEMENTS JOURNAL apcsbdsb

CLERK: 9781dpea

YEAR PER	JNL	ACCOUNT	EFF DATE	JNL DESC	REF 1	REF 2	REF 3	ACCOUNT DESC LINE DESC	T OB	DEBIT	CREDIT
2019	9	100									
APP	5000-2000		03/08/2019	SD030819	DP			SUPERVISION ACCOUNTS PAYABLE		175,922.42	
APP	5000-1040		03/08/2019	SD030819	DP			AP CASH DISBURSEMENTS JOURNAL			175,922.42
								AP CASH DISBURSEMENTS JOURNAL			
								JOURNAL 2019/09/100 TOTAL	175,922.42	175,922.42	

FUND ACCOUNT	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
5000 SUPERVISION DISTRICT	2019 9	100	03/08/2019	SUPERVISION CASH		175,922.42
5000-1040				SUPERVISION ACCOUNTS PAYABLE	175,922.42	
5000-2000				FUND TOTAL	175,922.42	175,922.42

\*\* END OF REPORT - Generated by Dawn Pearson \*\*



1040  
SUPERVISION CASH

VOUCHER INVOICE

INV DATE PO WARRANT

INVOICE DTL DESC

13476 03/22/2019 PRD 6356 ALPHACARD 95999 INV6253766 180.78  
Invoice: INV6253766

180.78

13477 03/22/2019 PRD 2419 AT & T MOBILITY 96000 02/05/19-03/04/19 19500006 SD032219 33.55  
Invoice: 02/05/19-03/04/19 ACCT 287242481688

33.55

13478 03/22/2019 PRD 2135 CASBO 96002 200003505 180.00  
Invoice: 200003505

180.00

13479 03/22/2019 PRD 6645 COMMON CENTS EMS SUP 96001 690 03/05/2019 19500078 SD032219 459.50  
Invoice: 690

459.50

13480 03/22/2019 PRD 7028 CRITICAL SKILLS EDUC 96004 19-0011 03/07/2019 SD032219 1,500.00  
Invoice: 19-0011

1,500.00

13481 03/22/2019 PRD 6171 EARTHLINK BUSINESS 96010 03/02/19-04/01/19 19500009 SD032219 1,569.20  
Invoice: 03/02/19-04/01/19 ACCOUNT 5214280

1,569.20

13482 03/22/2019 PRD 6171 WINDSTREAM 96007 71090209 03/12/2019 SD032219 146.07  
Invoice: 71090209 ACCOUNT 209485924

146.07

13483 03/22/2019 PRD 4835 EASTCONN 96005 TM19516 03/19/2019 SD032219 75.00  
Invoice: TM19516

75.00

11/06/2018 SD032219 750.00  
TEAM COLLABORATIVE MEMBERSHIP 18/19 SCHOOL YR  
Invoice: TM19122

825.00

CHECK 13483 TOTAL:



P 2  
apcshdsb

REGIONAL SCHOOL DIST # 4  
A/P CASH DISBURSEMENTS JOURNAL

03/22/2019 13:03  
9781dpea

CASH ACCOUNT: 5000  
CHECK NO CHK DATE TYPE VENDOR NAME

1040  
SUPERVISION CASH

VOUCHER INVOICE

NET

INV DATE PO WARRANT  
INVOICE DTL DESC

13484	03/22/2019	PRTD	6223	JUDI IVIMEY	96011	3/13/19	03/13/2019	SD032219	1,279.50
	Invoice: 3/13/19						COURSE REIMBURSEMENT		
							CHECK	13484 TOTAL:	1,279.50
13485	03/22/2019	PRTD	7599	KYLE FITCH	96009	3/15/19	03/15/2019	SD032219	126.56
	Invoice: 3/15/19						REIMBURSEMENT FOR MILEAGE		
							CHECK	13485 TOTAL:	126.56
13486	03/22/2019	PRTD	4783	LEIGH PATTERSON	96012	3/5/19	03/05/2019	SD032219	86.33
	Invoice: 3/5/19						MILEAGE REIMBURSEMENT/FOLDERS		
							CHECK	13486 TOTAL:	86.33
13487	03/22/2019	PRTD	2249	REGIONAL SCHOOL DIST	96013	CUST-2019D	02/04/2019	SD032219	728.75
	Invoice: CUST-2019D						CUST SERVICE W/E JAN 4- FEB 1 2019		
	Invoice: CUST-2019E				96014	CUST-2019E	03/14/2019	SD032219	874.50
							CUST SERVICES W/E FEB 2 - MARCH 15 2019		
							CHECK	13487 TOTAL:	1,603.25
13488	03/22/2019	PRTD	3042	SMALLEY, SARAH	96015	NOV-FEB 2019	03/05/2019	SD032219	391.80
	Invoice: NOV-FEB 2019						MILEAGE REIMBURSEMENT		
							CHECK	13488 TOTAL:	391.80
13489	03/22/2019	PRTD	2432	STAPLES ADVANTAGE	96016	3407582278	03/09/2019	SD032219	299.04
	Invoice: 3407582278						CUST BOS 1824234		
							CHECK	13489 TOTAL:	299.04
13490	03/22/2019	PRTD	2761	SUBURBAN PROPANE-733	96018	85891	03/09/2019	SD032219	1,504.58
	Invoice: 85891						ACCT 7335-152207		
							CHECK	13490 TOTAL:	1,504.58



NUMBER OF CHECKS	15	*** CASH ACCOUNT TOTAL ***	10,185.16
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	COUNT	AMOUNT
TOTAL PRINTED CHECKS	15	10,185.16

***	GRAND TOTAL	***	10,185.16
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YEAR PER	SRC ACCOUNT	JNL	EFF DATE	JNL DESC	REF 1	REF 2	REF 3	ACCOUNT DESC LINE DESC	T	OB	DEBIT	CREDIT
2019	9	335										
APP	5000-2000		03/22/2019	SD032219	DP			SUPERVISION ACCOUNTS PAYABLE			10,185.16	
APP	5000-1040		03/22/2019	SD032219	DP			AP CASH DISBURSEMENTS JOURNAL				10,185.16
								SUPERVISION CASH				
								AP CASH DISBURSEMENTS JOURNAL				
								JOURNAL 2019/09/335	TOTAL		10,185.16	10,185.16

03/22/2019 13:03 REGIONAL SCHOOL DIST # 4 JOURNAL ENTRIES TO BE CREATED P 5  
9781dpea A/P CASH DISBURSEMENTS JOURNAL apcshdsb

FUND	ACCOUNT	YEAR	PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
5000	SUPERVISION DISTRICT	2019	9	335	03/22/2019	SUPERVISION CASH		
	5000-1040					SUPERVISION ACCOUNTS PAYABLE	10,185.16	10,185.16
	5000-2000					FUND TOTAL	10,185.16	10,185.16

\*\* END OF REPORT - Generated by Dawn Pearson \*\*

Encl #5

REGIONAL SCHOOL DISTRICT NO. 4  
CHESTER • DEEP RIVER • ESSEX

Ruth I. Levy, Ed.D.  
Superintendent of Schools  
rlevy@reg4.k12.ct.us

Sarah Smalley  
Director of Pupil Services  
ssmalley@reg4.k12.ct.us



Kristina J. Martineau, Ed.D.  
Assistant Superintendent of Schools  
kmartineau@reg4.k12.ct.us

Kim Allen  
Business Manager  
kallen@reg4.k12.ct.us

To: Ruth I. Levy, Ed.D., Superintendent  
From: Kim Allen, Business Manager  
Date: April 4, 2019  
Re: Supervision District 2018-2019 Budget Status Report through March 28, 2019

---

Attached is the 2018-2019 status report through March 28, 2019

Salaries: Overall surplus - savings from staff turnover after the budget was approved.

Line 5113 Teacher turnover allowed new hires with lower salaries.

Line 5118 Cafeteria – will be reimbursed throughout the year by the cafeteria accounts.

Benefits: Overall surplus– lower benefits directly correspond with lower salaries.

Purchased Services: Overall deficit

Line 5330 Other Professional Services – MUNIS upgrade costs higher than budgeted and ALICE Training for district-wide staff as recommended by the Joint Security Committee.

Also, new module purchased to begin automating some of the HR functions

Rentals/Repairs: Overall surplus – folding machine lease reduction.

Other Outside Services: Overall surplus – reduced field trip and communication costs.

Supplies: Project that the entire approved budget will be expended.

Other: Overall surplus due to reduced membership dues.

**SUPERVISION DISTRICT**  
**FY2018-2019 BUDGET STATUS REPORT**  
**through MARCH 28, 2019**

ACCOUNT DESCRIPTION	2018-2019 ORIGINAL BUDGET	2018-2019 TRANSFERS	2018-2019 REVISED BUDGET	2018-2019 YTD EXPENDED	2018-2019 ENCUMBERED	2018-2019 AVAILABLE BUDGET	% USED
5111 ADMINISTRATOR SALARY	883,242		884,318	680,185	204,133	0	100.00%
5113 TEACHER SALARY	2,856,004		2,794,514	1,670,034	1,036,955	87,526	96.87%
5114 SECRETARY SALARY	426,013		451,024	329,439	122,438	(853)	100.19%
5115 CUSTODIAN SALARY	8,541		8,541	1,519	0	7,022	17.78%
5116 NURSE SALARY	3,000		3,000	1,500	1,500	0	100.00%
5118 FOOD SERVICE SALARY	-		0	4,491	6,972	(11,463)	#DIV/0!
5119 PARA-EDUCATOR SALARY	3,000		3,000	0	0	3,000	0.00%
5123 SUBSTITUTE TEACHER SALARY	47,450		47,450	35,193	11,731	526	98.89%
5124 SUB SECT\ PARA-ED\CUST\CUST	20,000		19,934	20,941	0	(1,007)	105.05%
5134 SECRETARY OT\ BOE CLERK	500		500	0	500	0	100.00%
5135 CUSTODIAN OVERTIME SALARY	1,000		5,028	5,317	0	(289)	105.75%
<b>SUBTOTAL SALARY</b>	<b>4,248,750</b>	<b>(31,440)</b>	<b>4,217,310</b>	<b>2,748,619</b>	<b>1,384,228</b>	<b>84,463</b>	<b>98.00%</b>
5210 HEALTH INSURANCE	920,868	0	920,868	908,948	11,920	0	100.00%
5214 LIFE INSURANCE	7,496	0	7,496	7,124	0	372	95.04%
5222 MERF	84,938	0	84,938	67,809	17,129	0	100.00%
5223 FICA/MEDICARE	121,989	0	121,989	81,372	37,450	3,167	97.40%
5250 UNEMPLOYMENT COMPENSATION	10,000	0	10,000	3,653	336	6,011	39.89%
5260 WORKER'S COMPENSATION	35,807	0	35,807	35,807	0	0	100.00%
5291 ANNUITIES	27,600	0	27,600	31,600	0	(4,000)	114.49%
<b>SUBTOTAL BENEFITS</b>	<b>1,208,698</b>	<b>0</b>	<b>1,208,698</b>	<b>1,136,314</b>	<b>66,834</b>	<b>5,550</b>	<b>99.54%</b>
5322 PROFESSIONAL DEVELOPMENT	89,740		82,015	82,995	5,369	(6,349)	107.74%
5330 OTHER PROFESSIONAL SERVICES	169,537		207,717	200,063	22,714	(15,060)	107.25%
<b>SUBTOTAL PURCHASED SERVICES</b>	<b>259,277</b>	<b>30,455</b>	<b>289,732</b>	<b>283,058</b>	<b>28,083</b>	<b>(21,409)</b>	<b>107.39%</b>



**SUPERVISION DISTRICT**  
**FY2018-2019 BUDGET STATUS REPORT**  
**through MARCH 28, 2019**

ACCOUNT DESCRIPTION	2018-2019 ORIGINAL BUDGET	2018-2019 TRANSFERS	2018-2019 REVISED BUDGET	2018-2019 YTD EXPENDED	2018-2019 ENCUMBERED	2018-2019 AVAILABLE BUDGET	% USED
5412 ELECTRICITY	7,800	0	7,800	4,349	3,451	0	100.00%
5430 REPAIRS & MAINTENANCE	6,000	0	11,549	6,549	5,000	0	100.00%
5440 RENTALS	9,052	0	4,488	1,360	164	2,965	33.95%
<b>SUBTOTAL RENTALS/REPAIRS</b>	<b>22,852</b>	<b>985</b>	<b>23,837</b>	<b>12,258</b>	<b>8,615</b>	<b>2,965</b>	<b>87.56%</b>
5510 TRANSPORTATION DAILY	722,585	0	722,585	440,154	282,431	0	100.00%
5513 SPEC ED IN DIST TRANSP	123,034	0	123,034	78,004	45,232	(202)	100.16%
5515 FIELD TRIPS	34,033	0	34,033	19,809	10,000	4,224	87.59%
5520 COMPREHENSIVE INSURANCE	4,679	0	4,679	2,626	2,053	0	100.00%
5530 COMMUNICATIONS	50,000	0	50,000	24,267	21,513	4,220	91.56%
5540 ADVERTISING	750	0	750	1,395	0	(645)	186.00%
5580 TRAVEL & CONFERENCE	32,516	0	32,516	17,535	11,435	3,546	89.10%
<b>SUBTOTAL OUTSIDE SERVICES</b>	<b>967,597</b>	<b>0</b>	<b>967,597</b>	<b>583,790</b>	<b>372,663</b>	<b>11,143</b>	<b>98.85%</b>
5610 GENERAL SUPPLIES	13,500	0	13,802	12,241	1,562	0	100.00%
5611 INSTRUCTIONAL SUPPLIES	4,772	0	4,672	3,947	725	0	100.00%
5613 MAINTENANCE SUPPLIES	1,000	0	1,000	689	311	0	99.98%
5624 HEATING OIL	6,500	0	6,500	7,588	412	(1,500)	123.08%
5626 GASOLINE / FUEL OIL	82,000	0	82,000	51,366	30,634	0	100.00%
5641 TEXTBOOKS & WORKBOOKS	1,300	0	1,300	442	0	858	34.03%
5642 LIBRARY & PROFESSIONAL BOOKS	1,000	0	798	798	0	0	100.00%
<b>SUBTOTAL SUPPLIES</b>	<b>110,072</b>	<b>0</b>	<b>110,072</b>	<b>77,070</b>	<b>33,644</b>	<b>(642)</b>	<b>100.58%</b>
5810 DUES & FEES	8,924	0	8,924	8,241	0	683	92.35%
<b>SUBTOTAL OTHER</b>	<b>8,924</b>	<b>0</b>	<b>8,924</b>	<b>8,241</b>	<b>0</b>	<b>683</b>	<b>92.35%</b>
<b>GRAND TOTAL</b>	<b>6,826,170</b>	<b>0</b>	<b>6,826,170</b>	<b>4,849,349</b>	<b>1,894,068</b>	<b>82,753</b>	<b>98.79%</b>

Encl #6  
REVISED

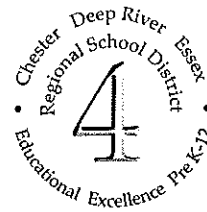
# REGIONAL SCHOOL DISTRICT NO. 4

CHESTER • DEEP RIVER • ESSEX

Ruth I. Levy, Ed.D.  
Superintendent of Schools  
rlevy@reg4.k12.ct.us

Kristina J. Martineau, Ed.D.  
Assistant Superintendent of Schools  
kmartineau@reg4.k12.ct.us

Sarah Smalley  
Director of Pupil Services  
ssmalley@reg4.k12.ct.us



Kim Allen  
Business Manager  
kallen@reg4.k12.ct.us

**To:** Ruth Levy, Superintendent  
**From:** Kim Allen, Business Manager  
**Date:** April 4, 2019  
**Re:** Supervision Requested Budget Transfers – 2018-2019

I would like to make the following request to the Board for 2018-2019 budget transfers. Please contact me prior to the next BOE meeting with any questions so that I will be prepared to answer them at the meeting.

Object 100:	Salaries	Decrease	\$36,409
Object 200:	Fringe Benefits		
Object 300:	Purchased Services	Increase	\$36,409
Object 400:	Rentals & Repairs		
Object 500:	Other Outside Services		
Object 600:	Supplies		
Object 700:	Equipment		
Object 800:	Other Miscellaneous		

Total  
Transfers 0.00

## Explanation:

1. Higher than anticipated contractual course reimbursement (\$6,349)
2. New module to automate some of the HR functions and will allow us to integrate with MUNIS payroll. This module sets the framework for more integration in the future and additional electronic processes. (\$15,060)
3. Superintendent Search Contract (\$15,000)