



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

Via Google Meet
Dial +1 (470) 616-0466
PIN: 138 395 104#
October 01, 2020 @ 7:00 p.m.

To: Members of the Region 4 Board of Education
Subject: Region 4 Board of Education Special Meeting – Thursday, October 01, 2020
Time: 7:00 p.m.
Place: Via Google Meet – To listen remotely please dial (US) +1 (470) 616-0466 PIN: 138 395 104#
(We kindly ask that you **please mute your phone immediately** upon connecting to the meeting as this will improve the audio quality for all participants. Google Meet may do this automatically, depending on the number of people already connected to the call. If so, pressing ***6** will unmute your phone when it's time to speak)

Please contact Jennifer Bryan at Central Office email 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.

AGENDA

- 1. Call to order**
- 2. Verbal roll call for BOE members**
- 3. 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.
 - 3.1 Minutes from the special meeting of June 16, 2020 (*encl #1*)
 - 3.2 Minutes from the special meeting of June 22, 2020 (*encl #2*)
 - 3.3 Minutes from the special meeting August 04, 2020 (*encl #3*)
 - 3.4 Minutes from the special meeting of August 10, 2020 (*encl #4*)
 - 3.5 Minutes from the special meeting of August 18, 2020 (*encl #5*)
 - 3.6 Accounts Payable Report (*encl #6*)
- 4. Reports and Other Items**

Superintendent's Report – B. White

Finance Office Report – K. Sterner (*encl #7, #8, #9, #10, #11, #12, #13, #14*)
- 5. Possible Action Items: (Please call each BOE member's name to record their vote)**
 - 5.1 Discussion and Possible VOTE to approve the transfer of current year funds in the amount of \$39,360 as presented. (*encl #15*)
 - 5.2 Discussion and Possible VOTE to approve the transfer of unexpended 2019-2020 funds in the amount of \$220,000 as presented (*please refer to previous encl #8*)

6. Comment. *(In the interest of creating the best remote meeting experience for all participating parties, we would ask that you please keep your phone on mute until such time when the Chair calls for Public Comment. Please continue to keep your phone on mute unless you are requesting to be recognized by the Chair to make a comment. Once you have been recognized by the Chair to make your comment, the following standard public comment guidelines will still apply):* **PLEASE NOTE: Upon dialing in, Google Meet may have shared a message that your phone has been automatically muted due to the number of callers on the line and instructed you to press *6 if you would like to unmute your phone. When you are done speaking, please remember to press *6 (or your phone's mute button) again to reduce background noise.**

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

7. Adjournment

Cc: Town Clerks: Chester, Deep River, Essex

F.O.I. Compliance – Subject to BOE approval

REGION 4 BOARD OF EDUCATION

Date: June 16, 2020

Special Meeting – REMOTE MEETING held

(To view a recording of this meeting, please visit our website www.reg4.k12.ct.us and select “Remote Meeting Recordings” under the BOARD OF EDUCATION Heading)

Attendance:	<u>Region 4 BOE</u>		<u>Administration:</u>		<u>Other:</u>	
(√ = attended)	Kate Sandmann	√	Brian White	√	Kelly Sterner	√
	John Stack	√	Kristina Martineau	√		
	Lori Ann Clymas	√	Sarah Smalley	√		
	Jane Cavanaugh	√	Michael Barile	√		
	Rick Daniels	√	Matt Espinosa	√		
	Trisha Brookhart	√	Richard Huot	√		
	Jennifer Clark	√				
	Paula Weglarz					
	DG Fitton					

Call To Order: at 6:25 pm by Kate Sandmann

Public Comment –

Jim Carey, of Essex, thanked everyone during this time of epic change for continuing to provide the kids with education and make it work, and to also provide a graduation for the kids. He also voiced his opinion regarding the possibility of re-appointing Shipman and Goodwin as the Board’s legal counsel for 2020-21. He voiced his dislike for the firm and his belief that the representing attorney did not serve the Board, but instead served the past superintendent. He asked the Board that if they do choose to continue with Shipman and Goodwin, they consider asking for a different representing attorney for the district.

Consent Agenda

On motion duly made by Jane Cavanaugh and seconded by Jennifer Clark, the Board unanimously VOTED to approve the consent agenda consisting of the minutes of Budget Workshop IV on March 02, 2020; the Special Meeting on April 21, 2020; the Special Meeting on May 07, 2020; the Special Meeting on May 14, 2020; and the Special Meeting on May 28, 2020

Before moving on to the rest of the agenda, Chair Sandmann expressed the Board’s appreciation for everything Superintendent White he has been doing this year, as well as all of the information he has been providing at the request of the Board, including updates to be shared this evening.

Superintendent's Update

Superintendent White and Assistant Superintendent Kristina Martineau presented a district update which included ongoing efforts to plan for school in the fall. Principals Matt Espinosa and Mike Barile shared updates on past and ongoing district efforts to foster a sense of school community for students and teachers during the COVID-19 closure, as well as end-of-year celebrations for students at John Winthrop Middle School and Valley Regional High School (see attached presentation).

Status Updates

Superintendent White provided the Board with an update on a variety of issues from earlier in the year, including the following: (virtual “handouts” regarding some of these matters were shared on screen, and will be attached to the minutes as indicated)

- At their May 14th meeting the Board had requested that Mr. White reach out to each of the three towns to ask that they consider an appropriation to return the 2018-19 Region 4 surplus (which the Board voted to return to the towns), back to the Region 4 Board for the purpose of applying those funds to reduce the capital fund deficit. The towns of Chester and Essex approved the requested appropriation conditional on approval by all three of the towns. The Town of Deep River, at a meeting last week, voted not to approve the appropriation of those surplus funds. Therefore the surplus dollars will be returned to all three towns as previously voted on by the Board.
- The Town of Deep River notified Mr. White that they have directed their tax collector to remove the tax lien on land owned by Regional School District No. 4, and moving forward to consider Region 4 owned property to be tax exempt.
- There was an update on Region 4 facility work to date as well as what is planned to occur over the upcoming summer. Interim Business Manager Richard Huot reviewed a handout of past and future projects as currently completed or planned. (handout attached)
- Mr. White updated the Board on the developments since learning, post budget development, that the towns of Essex and Deep River intended to stop participating in the Region 4 Medical Insurance Plan. The Joint BOE previously held a special meeting on April 30th to discuss the potential impact of that, and what a withdrawal from the fund should entail. Absent the ability of any of the participating entities to locate an original agreement document outlining what the terms of separation from the fund would be, Mr. White and his administration have instead proceeded conversationally with each of the two towns. Conversations were held initially with Essex, as they were the first to formally announce their withdrawal from the plan. Superintendent White has now also had an opening conversation with Angus McDonald, First Selectman of Deep River. They will continue that conversation, in consultation with legal counsel, to determine what a responsible separation will entail. Once a separation agreement is in place, Mr. White will report back to the Board.
- Mr. White shared an update on the technology lease that was first discussed during budget development earlier in the year. This lease provides technology for students and staff and has been a practice in Region 4 for approximately the last 10 years. Mr. Huot reviewed details of the lease. (handout attached)

- Mr. White shared an update with regards to a Region 4 Energy Audit. He noted that this was originally discussed at one of their first meetings at the beginning of the year, and as they may recall, the district had initiated an energy audit that was underway when he arrived in the district last fall. Mr. Huot reviewed the current status of the energy audit, which was originally supposed to be completed this spring, but has been delayed due to COVID-19. (handout attached)
- Mr. White said that upon his arrival in district, many stakeholders had expressed a desire for the district to be more diligent about obtaining bids for services that had not traditionally been put out to bid in the past. He asked Mr. Huot to share an update regarding the recent bid process for Region 4 Grounds and Maintenance work. Mr. Huot reviewed the RFP and its outcome, noting that best practices were followed throughout the process. (handout attached)

There was a discussion regarding what procedure the Board may wish to direct the administration to follow in the future when considering future multi-year contracts, given that payment for those contracts may span over multiple years. That would in turn create a financial obligation for the Board beyond an approved budget year's appropriation, whereas a single-year contract can be administered by administration within an already approved budget appropriation. Chair Sandmann asked Board members to share their thoughts on this and their preference for future contract approval. The Board's consensus was that given the circumstances of the current pandemic and the particulars of this contract, they did not have an issue with this particular multi-year contract. However, they agree that moving forward, under non-pandemic circumstances, the Board would request that they be allowed to have final approval over any multi-year bid contract that would require payment from a future, not yet appropriated, budget year.

- Mr. White asked Mr. Huot to provide an update on the planned installation of security cameras covered under current year funds, and a possible request for more cameras that the board will be asked to consider during future budget deliberations.
- Mr. White asked Mr. Huot to provide an update on the possible receipt of funds from the CARES act, as well as the FEMA application process with regards to COVID-19 costs. Mr. White will update the Board if/when any funds are received (handout attached)
- Update on contract negotiations – three of our contracts are currently set to expire June 30th (Paraprofessional, Cafeteria, and Region 4 Secretaries and Nurses). Negotiations had been scheduled to commence on a date just after the shutdown of our schools due to COVID-19. Social distancing restrictions enacted at that time necessitated placing negotiations temporarily on hold. Mr. White hopes to be able to commence with the planned negotiations this summer, once health guidelines will allow for it. There has been ongoing dialogue with the unions, their representatives, and legal counsel. Mr. White will keep the Board informed of any developments once more is known.
- Mr. White shared that the corrective action plan required by the 2018-19 Region 4 financial audit has been developed in close consultation with Mahoney Sabol and has been submitted by them to OPM as required. Mr. White thanked incoming Finance Director, Kelly Sterner, who has been integral in the development of this plan, along with the rest of the administration, as she will be the one ultimately overseeing the implementation of the plan.
- Finally, Mr. White asked Mr. Huot to share an update on the status of the Region 4 Medical Insurance Reserve Fund. Mr. Huot reviewed the current financial

status of the reserve. The reserve balance is currently much higher than anticipated due to a drop off in non-emergency procedures during the ongoing pandemic. However, he strongly cautioned that it is likely that there will be a sharp uptick in claims and costs, once restrictions on these types of procedures begin to lift, and as more people become comfortable with scheduling procedures that they are currently choosing to delay. (handout attached)

Action Items

Superintendent White prefaced the upcoming requested action items by letting the board know that he would be presenting recommendations for possible options that the board may, or may not, wish to consider approving. These options include things that have been discussed in the past, but due to financial constraints had not been included as part of the final 2020-21 Region 4 budget. However, due to the pandemic, the district now has a higher than anticipated amount of unexpended current year (2019-20) funds as June 30th approaches. Therefore, certain options have now become financially possible, using some of these unexpended funds, should the board be interested in moving forward with them.

Mr. Huot reviewed the current Region 4 financial status update, which is included as part of enclosure #6, and includes a year-end projection. He did share the caveat that there remains the possibility of some outstanding invoices that are yet to be received which could cause a change in the current year-end calculation. However, accounting for that possibility, and even if the board were to approve all of the recommendations that will be presented this evening, it is anticipated that there would still be a very sizable surplus to be returned to the member towns once the 2019-20 audit has been completed.

There was a discussion regarding a request for the purchase of COVID-19 related materials and supplies for use during 2020-21.

On motion duly made by Jane Cavanaugh and seconded by Rick Daniels, the Board unanimously VOTED to approve the purchase of COVID-19 related materials and supplies for use during 2020-21 as presented.

There was a discussion regarding the Superintendent's recommendation to use unexpended 2019-20 funds to make a transfer of funds in the amount of \$106,248 for the purpose of reducing the deficit. Mr. White noted that administration had spent a lot of time discussing and researching the maximum amount that the Board would be able to consider transferring from unexpended 2019-20 funds to be applied to reduce the capital deficit. Mr. Huot further discussed the various options and calculations, he reported that it was determined that the maximum possible and recommended amount to apply to deficit reduction would be \$106,248. Mr. White noted that this amount was reached in collaboration with Mike VanDeventer of Mahoney Sabol and is considered the simplest, most straightforward, transparent option for the Board to consider.

On motion duly made by Lori Ann Clymas and seconded by Jane Cavanaugh, the Board unanimously VOTED to approve the Superintendent's recommendation to use unexpended 2019-20 funds in the amount of \$106,248, to make a transfer of funds for the purpose of reducing the deficit.

Superintendent White spoke to the request for possible approval of an architectural services bid. He briefly reviewed steps to date, regarding a possible security project at JWMS. The review began that last spring, on March 7, 2019, prior to his arrival in district. The Board had approved \$50,000 to be spent for a double door, "mantrap", security project at JWMS. Upon his entry to the district, when he was reviewing the proposed project, he saw that there were factors and expense variables that had not been considered in the planning for the original project. He tasked the School Security Advisory Committee with taking another look at the project, and to determine a variety of

feasible options. Around the same time, the status of the capital sinking fund was determined, and at that point he froze any capital expenditures until the health of the fund was better understood, which it now is. Therefore, based on the Security Committee's work, the business office put out an RFP to get a bid for the architectural design, as recommended by the Committee, for the Board's consideration this evening. Mr. Huot then reviewed in detail the process and rationale behind the recommendation as presented in enclosure #8.

There was a discussion by Board members regarding the recommendation to approve the bid. The board also requested that in the future, when any RFP is distributed that a copy also be sent to BOE members at the same time.

On motion duly made by Jennifer Clark and seconded John Stack the Board unanimously VOTED to approve the Superintendent's recommendation to accept the architectural services bid from QAM for the design of a secured entry at JWMS, to be paid in the amount of \$62,500 from unexpended 2019-20 funds.

Superintendent White spoke to the request for possible approval of a bid to create an athletic fields and land use study as described in enclosure #9. This recommendation arose from conversations with the board, and a variety of stakeholders, regarding varied issues connected to land use, the state of our athletic fields in general, and the determination of possible future bonding initiatives. He believes that the data that would come from such a study would be beneficial to board for a variety of budgeting considerations in the future.

There was a discussion regarding this request. Some members again voiced their request that in the future, an RFP such as this, be sent to the Board at the same time it is put out to vendors.

On motion duly made by Trish Brookhart and seconded by Lori Ann Clymas, the Board unanimously VOTED to approve the Superintendent's recommendation to accept the bid from BSC, for an athletic fields and land use study as presented, to be paid for with unexpended 2019-20 funds in the amount of \$27,700.

Upon a question raised by a board member, there was a discussion regarding whether or not there would be a need for an additional special meeting in order to specify the transfers (i.e. out of what specific account(s) and into what specific account) for each vote regarding the use of unexpended 2019-20 funds that had been approved this evening.

After considerable discussion, it was the Board's consensus that the best and most transparent process would be to schedule an additional meeting for this. (note: at the end of the meeting, the Board directed Superintendent White to schedule an additional meeting for the purpose of voting on the specific line item transfers for any votes already approved this evening, that involve the use of unexpended 2019-20 funds)

On motion duly made by Rick Daniels and seconded by LoriAnn Clymas, the Board unanimously VOTED to approve the end-of-year transfers as presented (see attached).

Superintendent White spoke to his recommendation to continue engaging services with Mahoney Sabol as auditors for the Region 4 2019-20 financials. He shared that in light of previous discussions with the Board regarding the audit timeframe, he, Mr. Huot and Mike VanDeventer have had several discussions regarding a commitment to a time-frame for the 2019-20 audit. The discussion included the ability of both sides to engage in the field work needed to move forward and stay on schedule for the completion of the 2019-20 audit within that desired time frame.

There was a discussion regarding this recommendation, including some members voicing their desire that Mike VanDeventer again take the lead on the Region 4 audit based on the

quality of his work completed for the 2018-19 audit. Superintendent White confirmed that he anticipates Mr. VanDeventer would continue to take the lead for the 2019-20 audit.

On motion duly made by Rick Daniels and seconded by Jane Cavanaugh the Board unanimously VOTED to approve the Superintendent's recommendation to appoint Mahoney Sabol as auditors for 2019-20.

Superintendent White spoke to his recommendation to continue with Shipman and Goodwin as legal counsel. He noted the importance of both their general, historical knowledge of past issues and the continuity that goes along with that, as well as their knowledge of the unique governance structure that we have in our districts. He also spoke to his ongoing awareness of legal costs, and his discussions with the firm regarding efforts to reduce future costs. He reported that the firm has been very open to finding ways to reduce those costs moving forward.

There was a discussion. Some members expressed a desire that if the district continues with Shipman and Goodwin, the district should ask to engage with a different specific counsel member, than previously used. Some also expressed a desire to reengage with a new legal RFP, once times have normalized, and we are no longer dealing with the pandemic situation. Mr. White noted he has already made efforts during the current year to utilize lower cost associates whenever the work warrants it.

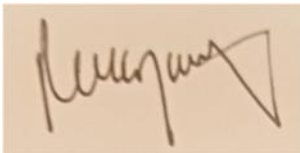
On motion duly made by Jennifer Clark and seconded by John Stack, the Board unanimously VOTED to approve Shipman and Goodwin as legal counsel for 2020-21.

Superintendent White asked the Board to clarify if they would like him to schedule an additional meeting for the purpose of voting on the specific line item transfers for the items they approved this evening that are to be paid out of unexpended 2019-20 funds. The Board confirmed that they were directing him to schedule such a meeting. Mr. White said his office would reach out tomorrow with the date for the requested meeting.

ADJOURNMENT:

On motion duly made by Jennifer Clark and seconded by John Stack, the Board unanimously VOTED to adjourn at 9:00 pm.

Respectfully submitted,

A handwritten signature in dark ink on a light-colored rectangular background. The signature is cursive and appears to read 'Rick Daniels'.

Rick Daniels
Secretary
Regional District #4 Board of Education

F.O.I. Compliance – Subject to BOE approval

REGION 4 BOARD OF EDUCATION**Date:** June 22, 2020**Special Meeting – REMOTE MEETING held**

(To view a recording of this meeting, please visit our website www.reg4.k12.ct.us and select “Remote Meeting Recordings” under the BOARD OF EDUCATION Heading)

Attendance:	<u>Region 4 BOE</u>		<u>Administration:</u>		<u>Other:</u>
(√ = attended)	Kate Sandmann	√	Brian White	√	Kelly Sterner
	John Stack		Kristina Martineau	√	
	Lori Ann Clymas	√	Richard Huot	√	
	Jane Cavanaugh	√			
	Rick Daniels	√			
	Trisha Brookhart	√			
	Jennifer Clark	√			
	Paula Weglarz	√			
	DG Fitton	√			

Call To Order: at 4:00 pm by Kate Sandmann

Public Comment –

Richard Strauss requested information regarding the ongoing plans to retire the debt.

Action Items

1. Transfer of unexpended 2019 – 20 funds in the amount of \$26,000 for the purchase of COVID-19 related materials and supplies during 2020-21 as follows:

From Account	Object	Description	Amount	To Account	Object	Description	Amount
4112151	5113	JW Salary Special ED	\$10,000.00	4126006	5613	Supplies	
		Teacher Salary				Maintenance	\$10,400.00
4211031	5113	English	\$8,000.00	4226006	5613	Supplies	
		Teacher Salary				Maintenance	\$15,600.00
4211041	5113	Foreign	\$8,000.00				
		Total	\$26,000.00			Total	\$26,000.00

A motion was made by Lori Ann Clymas and seconded by Jane Cavanaugh, to approve the transfers listed above. APPROVED unanimously.

2. Transfer of unexpended 2019 – 20 funds in the amount of \$106,248 for the purpose of reducing the capital deficit 2020-21 as follows:

From Account	Object	Description	Amount	To Account	Object	Description	Amount
						Capital Projects	
4126004	5412	JW Electric	\$20,000.00	744500	1404	Account	\$106,248.00
4226004	5412	VR Electric	\$30,000.00				
4112705	5511	OOD Transportation	\$20,000.00				
4211906	5611	Other Instr:Supplies	\$11,000.00				
4211066	5611	Supplies Tech ED	\$6,000.00				
4221206	5611	Supplies Guidance	\$7,000.00				
4211126	5641	Textbooks Science	\$3,000.00				
4211906	5641	Textbooks Other	\$5,000.00				
4212156	5641	Textbooks Special Ed	\$4,248.00				
		Total	\$106,248.00			Total	\$106,248.00

A motion was made by DG Fitton and seconded by Lori Ann Clymas, to approve the transfers listed above.
APPROVED unanimously.

3. Transfer of unexpended 2019 – 20 funds in the amount of \$62,500 for the purpose of paying for approved architectural services to design a secured entry at JWMS with DAS grant assistance as follows:

From Account	Object	Description	Amount	To Account	Object	Description	Amount
		Out of District				Plant Technical	
4112705	5561	Tuition	\$62,500.00	4126003	5340	Services	\$62,500.00
		Total	\$62,500.00			Total	\$62,500.00

A motion was made by DG Fitton and seconded by Jane Cavanaugh, to approve the transfers listed above.
APPROVED unanimously.

4. Transfer of unexpended 2019 – 20 funds in the amount of \$27,700 for the purpose of paying for an approved athletic fields and land use study as follows:

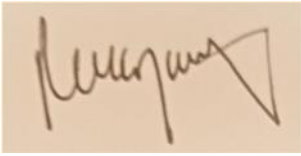
From Account	Object	Description	Amount	To Account	Object	Description	Amount
						VR Plant Technical	
4126004	5412	JW Electricity	\$10,000.00	4226003	5340	Services	\$27,700.00
4226004	5412	VR Electricity	\$17,700.00				
		Total	\$27,700.00			Total	\$27,700.00

A motion was made by Lori Ann Clymas and seconded by DG Fitton, to approve the transfers listed above.
APPROVED unanimously.

ADJOURNMENT:

There being no further business, a motion was made by Lori Ann Clymas and seconded by DG Fitton, to adjourn this meeting. APPROVED unanimously. This special meeting was adjourned at 4:12 pm.

Respectfully submitted,

A handwritten signature in brown ink on a light brown rectangular background. The signature is cursive and appears to read 'Rick Daniels'.

Rick Daniels
Secretary
Regional District #4 Board of Education

F.O.I. Compliance – Subject to BOE approval

REGION 4 BOARD OF EDUCATION

Date: August 04, 2020

Special Meeting – REMOTE MEETING held

PLEASE NOTE: this meeting was unable to be recorded due to power outages and subsequent technical difficulties during the meeting caused by Tropical Storm Isaias.

Attendance:	<u>Region 4 BOE</u>		<u>Administration:</u>		<u>Other:</u>
(√ = attended)	Kate Sandmann	√	Brian White	√	
	John Stack	√	Kristina Martineau	√	
	Lori Ann Clymas	√	Sarah Smalley	√	
	Jane Cavanaugh		Michael Barile	√	
	Rick Daniels	√	Matt Espinosa	√	
	Trisha Brookhart	√			
	Jennifer Clark	√			
	Paula Weglarz	√			
	DG Fitton				

Chairperson Kate Sandmann called the meeting to order at approx. 7:00 p.m.

Chair Sandmann stated that the purpose of the meeting was for Region 4 BOE to gather input from the public regarding a request to retire the Native American imagery from use as a Valley Regional High School Mascot.

Public Comment

Approximately 6 people spoke. Some were representatives of larger groups, some spoke on their own behalf. All spoke in favor of retiring the imagery.

Board Discussion regarding mascot and use of Native American imagery to represent any program, athletics or otherwise, at Valley Regional High School –

Chair Sandmann invited the board members to express their opinions. John Stack, Trisha Brookhart, and Lori Ann Clymas spoke in favor of retiring the imagery. Rick Daniels spoke against retiring the imagery and also voiced concerns about whether the process had been handled fairly. There was a brief discussion about the process and then Chairperson Sandmann redirected the discussion back to the agenda. Jennifer Clark spoke in favor of retiring the imagery.

Second Public Comment Period -

An additional 6 people spoke, all in favor of retiring the imagery.

ADJOURNMENT: On motion duly made and seconded, the Board unanimously VOTED to adjourn at approx. 8:00 p.m.

Respectfully submitted,

Handwritten signature or mark on a small piece of paper.

F.O.I. Compliance – Subject to BOE approval

REGION 4 BOARD OF EDUCATION

Date: August 10, 2020

Special Meeting – REMOTE MEETING held

Attendance:	<u>Region 4 BOE</u>		<u>Administration:</u>		<u>Other:</u>	
(√ = attended)	Kate Sandmann	√	Brian White	√	Kelly Sterner	√
	John Stack	√	Kristina Martineau	√		
	Lori Ann Clymas	√	Sarah Smalley	√		
	Jane Cavanaugh	√	Mike Barile	√		
	Rick Daniels	√	Matt Espinosa			
	Trisha Brookhart	√				
	Jennifer Clark	√				
	Paula Weglarz					
	DG Fitton	√				

Call To Order: at 6:01 pm by Kate Sandmann

Public Comment –

none

Action Items

VRHS Mascot – further discussion took place, following the special meeting on August 4th, in regards to the mascot imagery.

A motion was made by Jennifer Glark and seconded by DG Fitton, as follows:

That the board direct the Superintendent to retire all use of Native American imagery, including the head, the feathers and the spear. Understanding that there are associated costs, the pace of removal, of all imagery, will be determined by the Superintendent.

Discussion followed both for and against the change.

The motion was APPROVED 7 – 1 as follows (Yes – Brookhart, Cavanaugh, Clark, Clymas, Fitton, Sandmann and Stack ; No – Daniels)

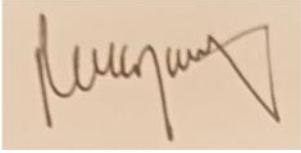
Public Comment – several callers spoke in favor of the approval of the motion.

Executive Session – there was no executive session held.

ADJOURNMENT:

There being no further business, a motion was made by Lori Ann Clymas and seconded by DG Fitton, to adjourn this meeting. APPROVED unanimously. This special meeting was adjourned at 6:52 pm.

Respectfully submitted,

A handwritten signature in brown ink on a light brown rectangular background. The signature is cursive and appears to read 'Rick Daniels'.

Rick Daniels
Secretary
Regional District #4 Board of Education

F.O.I. Compliance – Subject to BOE approval

REGION 4 BOARD OF EDUCATION

Date: August 18, 2020

Special Meeting – REMOTE MEETING held

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Attendance:	<u>Region 4 BOE</u>		<u>Administration:</u>		<u>Other:</u>
(√ = attended)	Kate Sandmann	√	Brian White	√	Kelly Sterner
	John Stack	√	Kristina Martineau	√	
	Lori Ann Clymas	√	Sarah Smalley	√	
	Jane Cavanaugh	√	Mike Barile	√	
	Rick Daniels	√	Matt Espinosa	√	
	Trisha Brookhart	√			
	Jennifer Clark	√			
	Paula Weglarz	√			
	DG Fitton	√			

Call To Order: at 7:30 pm by Kate Sandmann

Superintendent’s Report

Brian White presented updates to the school re-opening plan. The plan continues to evolve with guidance from the department of education and the local health authorities.

Update on Status of School Reopening

Matt Espinosa and Mike Barile discussed school specific re-opening plans

Action Items

COVID -19 related expenses : no action is necessary at this time.

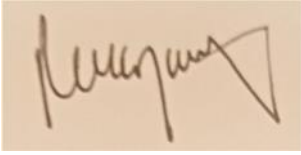
Public Comment –

Several questions were received from callers. These questions will be answered on the district FAQ page.

ADJOURNMENT:

There being no further business, a motion was made by Lori Ann Clymas and seconded by DG Fitton, to adjourn this meeting. APPROVED unanimously. This special meeting was adjourned at 8:57 pm.

Respectfully submitted,

A handwritten signature in dark ink on a light brown rectangular background. The signature is cursive and appears to read 'Rick Daniels'.

Rick Daniels
Secretary
Regional District #4 Board of Education

09/25/2020 11:30
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 REGIONAL SCHOOL DIST # 4
 AP CHECK RECONCILIATION REGISTER

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FOR CASH ACCOUNT: 4000 1040

FOR: Cleared and Uncleared

CHECK #	CHECK DATE	TYPE	VENDOR NAME	UNCLEARED	CLEARED	BATCH	CLEAR DATE
44339	07/13/2020	PRINTED	002836 SYNCB/AMAZON		119.97		07/31/2020
44340	07/13/2020	PRINTED	004305 COLLEGE BOARD		8,472.50		07/31/2020
44341	07/13/2020	PRINTED	005407 REGION 4 CAFETERIA		497.10		07/31/2020
44342	07/14/2020	PRINTED	006432 A&A OFFICE SYSTEMS, INC		171.00		07/31/2020
44343	07/14/2020	PRINTED	002467 ALLSTON SUPPLY CO INC		3,807.00		07/31/2020
44344	07/14/2020	PRINTED	002920 BENHAVEN		11,434.00		07/31/2020
44345	07/14/2020	PRINTED	008119 CLINTON GLASS		3,750.00		07/31/2020
44346	07/14/2020	PRINTED	006771 CT SOLAR LEASE 2, LLC		3,189.73		07/31/2020
44347	07/14/2020	PRINTED	004148 DENNIS DIX, JR.		2,225.00		07/31/2020
44348	07/14/2020	PRINTED	002812 EASTERN ANALYTICAL LAB IN		231.00		07/31/2020
44349	07/14/2020	PRINTED	008134 EDUCATIONAL ADVANCEMENT A	6,000.00			
44350	07/14/2020	PRINTED	006719 EVERSOURCE		15.04		07/31/2020
44351	07/14/2020	PRINTED	007678 EXXONMOBIL		72.99		07/31/2020
44352	07/14/2020	PRINTED	007637 GOVCONNECTION, INC.		37,477.70		07/31/2020
44353	07/14/2020	PRINTED	005959 LEAF		773.00		07/31/2020
44354	07/14/2020	PRINTED	002949 LEQUIRE, CHRIS		629.00		07/31/2020
44355	07/14/2020	PRINTED	007715 NEW ENGLAND TURF MANAGEME		5,420.00		07/31/2020
44356	07/14/2020	PRINTED	002588 SHERWIN- WILLIAMS COMPANY		794.65		07/31/2020
44357	07/14/2020	PRINTED	002429 SHIPMAN & GOODWIN		5,241.00		07/31/2020
44358	07/14/2020	PRINTED	008125 SMARTSIGN		274.00		07/31/2020
44359	07/14/2020	PRINTED	007180 TREASURER - STATE OF CONN		4,950.00		07/31/2020
44360	07/14/2020	PRINTED	005776 THERMOMEDICS, LLC		2,321.00		07/31/2020
44361	07/14/2020	PRINTED	002518 TREASURER SUPERVISION DIS		1,261.25		07/31/2020
44362	07/14/2020	PRINTED	007120 WATERFORD COUNTRY SCHOOL		47,210.84		07/31/2020
44363	07/14/2020	PRINTED	005105 WB MASON		1,000.00		07/31/2020
44364	07/14/2020	PRINTED	005105 WB MASON		1,515.56		07/31/2020
44365	07/14/2020	PRINTED	003674 KEVIN WOODS		4,077.00		07/31/2020
44366	07/16/2020	PRINTED	002991 TOWN OF CHESTER		984.00		07/31/2020
44367	07/16/2020	PRINTED	005959 LEAF		3,832.00		07/31/2020
44369	07/21/2020	PRINTED	002082 ADMIN, UNEMPLOYMENT COMPE		4,981.87		07/31/2020
44370	07/21/2020	PRINTED	002087 CAS		5,200.00		08/31/2020
44371	07/21/2020	PRINTED	002732 DINN BROS		65.25		07/31/2020
44372	07/21/2020	PRINTED	005040 PITNEY BOWES GLOBAL FIN S		577.01		07/31/2020
44373	07/21/2020	PRINTED	003976 SHORELINE CONFERENCE		1,500.00		08/31/2020
44374	07/22/2020	PRINTED	002851 JOSTENS		9.08		07/31/2020
44375	07/22/2020	PRINTED	002667 PROQUEST, LLC		961.00		07/31/2020
44376	07/22/2020	PRINTED	004016 STEWART'S MUSIC LLC		150.00		07/31/2020
44377	07/22/2020	PRINTED	005848 BANK OF NEW YORK MELLON		51,825.00		07/31/2020
44378	07/22/2020	PRINTED	005848 BANK OF NEW YORK MELLON		144,200.00		07/31/2020
44379	07/22/2020	PRINTED	002408 CABE		5,360.60		07/31/2020
44380	07/22/2020	PRINTED	005835 CITIZENS BANK - HEALTH B		329,834.00		07/31/2020
44381	07/22/2020	PRINTED	002197 ESSEX HARDWARE CO		9.99		08/31/2020
44382	07/22/2020	PRINTED	002506 GRAINGER		186.00		07/31/2020
44383	07/22/2020	PRINTED	004778 GROVE SCHOOL		8,200.00		07/31/2020
44384	07/22/2020	PRINTED	006610 LEARNING ALLY		2,499.00		07/31/2020
44385	07/22/2020	PRINTED	005713 NEW ENGLAND INDUSTRIAL SU		59.90		07/31/2020
44386	07/22/2020	PRINTED	002814 PAUL J. RADICCHI, LLC		2,600.00		07/31/2020
44387	07/22/2020	PRINTED	002754 PROFESSIONAL FIELD CARE		10,142.50		08/31/2020
44388	07/22/2020	PRINTED	002588 SHERWIN- WILLIAMS COMPANY		1,015.21		07/31/2020
44389	07/22/2020	PRINTED	008072 STATE OF CONNECTICUT		480.00		08/31/2020
44390	07/22/2020	PRINTED	005776 THERMOMEDICS, LLC		6,365.93		07/31/2020
44391	07/23/2020	PRINTED	006008 IXL LEARNING		3,188.00		08/31/2020

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REGIONAL SCHOOL DIST # 4
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CHECK #	CHECK DATE	TYPE	VENDOR NAME	UNCLEARED	CLEARED	BATCH	CLEAR DATE
44392	07/23/2020	PRINTED	008000 PETTY CASH- CINDY SADLWS		524.60		07/31/2020
44396	08/03/2020	PRINTED	002836 SYNCB/AMAZON		486.70		08/31/2020
44397	08/03/2020	PRINTED	002323 ESSEX PRINTING		1,404.97		08/31/2020
44398	08/03/2020	PRINTED	007223 INTERNATIONAL BACCALAUREA		11,650.00		08/31/2020
44399	08/03/2020	PRINTED	007912 MANAGEBAC INC		998.00		08/31/2020
44400	08/03/2020	PRINTED	005040 PITNEY BOWES GLOBAL FIN S		571.89		08/31/2020
44401	08/03/2020	PRINTED	007822 RAPTOR TECHNOLOGIES, LLC		550.00		08/31/2020
44402	08/07/2020	PRINTED	006432 A&A OFFICE SYSTEMS, INC		44.75		08/31/2020
44403	08/07/2020	PRINTED	002082 ADMIN, UNEMPLOYMENT COMPE		4,347.06		08/31/2020
44404	08/07/2020	PRINTED	008119 CLINTON GLASS		7,875.00		08/31/2020
44405	08/07/2020	PRINTED	005959 LEAF		702.05		08/31/2020
44406	08/07/2020	PRINTED	002429 SHIPMAN & GOODWIN		1,415.00		08/31/2020
44407	08/07/2020	PRINTED	005776 THERMOMEDICS, LLC		6,178.00		08/31/2020
44408	08/07/2020	PRINTED	002518 TREASURER SUPERVISION DIS		727.96		08/31/2020
44409	08/07/2020	PRINTED	005105 WB MASON		59.90		08/31/2020
44410	08/07/2020	PRINTED	003767 AIREX FILTER CORP		48.64		08/31/2020
44411	08/07/2020	PRINTED	005181 CT SCHOOLS BUILDING & GRO		300.00		08/31/2020
44412	08/07/2020	PRINTED	008121 ENCORE FIRE PROTECTION		4,184.40		08/31/2020
44413	08/07/2020	PRINTED	008121 ENCORE FIRE PROTECTION		2,788.40		08/31/2020
44414	08/07/2020	PRINTED	008121 ENCORE FIRE PROTECTION		3,461.40		08/31/2020
44415	08/07/2020	PRINTED	006719 EVERSOURCE		19,405.51		08/31/2020
44416	08/07/2020	PRINTED	006678 FRONTIER		210.81		08/31/2020
44417	08/07/2020	PRINTED	002506 GRAINGER		14.59		08/31/2020
44418	08/07/2020	PRINTED	002217 KONE INC.		6,840.00		08/31/2020
44419	08/07/2020	PRINTED	002843 MUNICIPAL EMP. RETIREMENT		7,280.00		08/31/2020
44420	08/07/2020	PRINTED	005713 NEW ENGLAND INDUSTRIAL SU		2,328.50		08/31/2020
44421	08/07/2020	PRINTED	007605 R.A. PARADY & SONS, INC		1,002.50		08/31/2020
44422	08/07/2020	PRINTED	005001 BOB SEHL		450.00		08/31/2020
44423	08/07/2020	PRINTED	002588 SHERWIN- WILLIAMS COMPANY		676.81		08/31/2020
44424	08/07/2020	PRINTED	002518 TREASURER SUPERVISION DIS		188,115.25		08/31/2020
44425	08/07/2020	PRINTED	006838 UTICA NATIONAL INS. GROUP		29,424.00		08/31/2020
44426	08/10/2020	PRINTED	002539 ALL WASTE, INC.		1,424.92		08/31/2020
44427	08/10/2020	PRINTED	005105 WB MASON		1,313.38		08/31/2020
44428	08/13/2020	PRINTED	002302 BEARD LUMBER		48.87		08/31/2020
44429	08/13/2020	PRINTED	002197 ESSEX HARDWARE CO		84.80		08/31/2020
44430	08/13/2020	PRINTED	006719 EVERSOURCE		14.24		08/31/2020
44431	08/13/2020	PRINTED	007678 EXXONMOBIL		75.28		08/31/2020
44432	08/13/2020	PRINTED	008141 AMERICAN SCHOOLCOUNSELOR	378.00			
44433	08/13/2020	PRINTED	004737 ASSOCIATION FOR MIDDLE LE		459.85		08/31/2020
44434	08/13/2020	PRINTED	002087 CAS		675.00		08/31/2020
44435	08/13/2020	PRINTED	002194 EDUCATION WEEK	97.00			
44436	08/13/2020	PRINTED	007014 NASSP		250.00		08/31/2020
44437	08/13/2020	PRINTED	007179 NELMS	275.00			
44438	08/13/2020	PRINTED	007822 RAPTOR TECHNOLOGIES, LLC		500.00		08/31/2020
44439	08/13/2020	PRINTED	007499 RESOURCES FOR EDUCATORS	259.00			
44440	08/14/2020	PRINTED	005105 WB MASON	3,645.20			
44441	08/18/2020	PRINTED	002411 PITNEY BOWES INC		577.65		08/31/2020
44442	08/18/2020	PRINTED	002267 SCHOOL SPECIALTY		529.59		08/31/2020
44443	08/18/2020	PRINTED	005105 WB MASON		3,176.48		08/31/2020
44444	08/20/2020	PRINTED	002467 ALLSTON SUPPLY CO INC		1,340.00		08/31/2020
44445	08/20/2020	PRINTED	002168 DEEP RIVER HARDWARE CO.		239.43		08/31/2020
44446	08/20/2020	PRINTED	007979 HEMLOCK CONSTRUCTION CO.	6,312.00			

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REGIONAL SCHOOL DIST # 4
AP CHECK RECONCILIATION REGISTER

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CHECK #	CHECK DATE	TYPE	VENDOR NAME	UNCLEARED	CLEARED	BATCH	CLEAR DATE
44447	08/20/2020	PRINTED	002964 SUBURBAN STATIONERS		1,295.00		08/31/2020
44448	08/20/2020	PRINTED	005776 THERMOMEDICS, LLC		2,925.00		08/31/2020
44449	08/25/2020	PRINTED	002836 SYNCB/AMAZON		40.78		08/31/2020
44450	08/25/2020	PRINTED	006771 CT SOLAR LEASE 2, LLC	3,050.01			
44451	08/25/2020	PRINTED	002810 DEEP RIVER RENTAL	98.00			
44452	08/25/2020	PRINTED	002506 GRAINGER		143.92		08/31/2020
44453	08/25/2020	PRINTED	007979 HEMLOCK CONSTRUCTION CO.	60,000.00			
44454	08/25/2020	PRINTED	002365 INTERSTATE ALL BATTERY CE	579.96			
44455	08/25/2020	PRINTED	002210 JOHNSON FLOOR COVERING L.	111.00			
44456	08/25/2020	PRINTED	005959 LEAF		4,947.00		08/31/2020
44457	08/25/2020	PRINTED	005713 NEW ENGLAND INDUSTRIAL SU	178.00			
44458	08/25/2020	PRINTED	003864 NCS PEARSON INC.		627.27		08/31/2020
44459	08/25/2020	PRINTED	002754 PROFESSIONAL FIELD CARE	10,142.50			
44460	08/25/2020	PRINTED	005776 THERMOMEDICS, LLC	2,361.00			
44461	08/25/2020	PRINTED	002518 TREASURER SUPERVISION DIS		727.96		08/31/2020
44462	08/25/2020	PRINTED	006838 UTICA NATIONAL INS. GROUP		76,764.00		08/31/2020
44463	08/25/2020	PRINTED	002539 ALL WASTE, INC.		964.17		08/31/2020
44464	08/25/2020	PRINTED	005040 PITNEY BOWES	596.44			
44465	09/02/2020	PRINTED	006281 CENGAGE LEARNING	50.00			
44466	09/02/2020	PRINTED	007014 NASSP	250.00			
44467	09/02/2020	PRINTED	005624 NOODLE TOOLS, INC.	261.00			
44468	09/02/2020	PRINTED	005712 PITNEY BOWES, INC	237.98			
44469	09/02/2020	PRINTED	004823 SCHOLASTIC MAGAZINES	347.58			
44470	09/02/2020	PRINTED	003055 B & L CONSTRUCTION, INC.	486.00			
44471	09/02/2020	PRINTED	005835 CITIZENS BANK - HEALTH B	238,405.00			
44472	09/02/2020	PRINTED	002168 DEEP RIVER HARDWARE CO.	268.92			
44473	09/02/2020	PRINTED	007528 LEIGH RANKIN	1,413.99			
44474	09/02/2020	PRINTED	005713 NEW ENGLAND INDUSTRIAL SU	449.65			
44475	09/02/2020	PRINTED	002248 REFRIGERATION SERVICES LL	717.15			
44476	09/02/2020	PRINTED	002588 SHERWIN- WILLIAMS COMPANY	20.29			
44477	09/02/2020	PRINTED	002518 TREASURER SUPERVISION DIS	188,115.25			
44478	09/04/2020	PRINTED	007970 FLUENCY MATTERS	295.00			
44479	09/04/2020	PRINTED	002147 GOPHER SPORT	788.79			
44480	09/04/2020	PRINTED	002267 SCHOOL SPECIALTY	105.90			
44481	09/04/2020	PRINTED	006037 STAPLES BUSINESS ADVANTAG	665.65			
44482	09/04/2020	PRINTED	005780 TOLEDO PHYSICAL EDUCATION	66.32			
44483	09/04/2020	PRINTED	006294 USI LAMINATE	111.05			
44484	09/04/2020	PRINTED	002664 WOODBURN PRESS	371.96			
44485	09/08/2020	PRINTED	007096 BILLINGS SPORTS	1,226.00			
44486	09/08/2020	PRINTED	005176 IMPACT APPLICATIONS	875.00			
44487	09/08/2020	PRINTED	007969 LAUREN MACDONALD	88.00			
44488	09/08/2020	PRINTED	008128 QA & M ARCHITECTS	10,090.85			
44489	09/09/2020	PRINTED	002836 SYNCB/AMAZON	43.99			
44490	09/09/2020	PRINTED	002810 DEEP RIVER RENTAL	2,500.00			
44491	09/09/2020	PRINTED	004965 NASP	220.00			
44492	09/09/2020	PRINTED	008151 OAKLAND UNIVERSITY	675.00			
44493	09/09/2020	PRINTED	005105 WB MASON	39.90			
44494	09/10/2020	PRINTED	007893 MONICA BAUER	36.00			
44495	09/10/2020	PRINTED	008153 BRANDON WOODCOCK	26.66			
44496	09/10/2020	PRINTED	002851 JOSTENS	84.75			
44497	09/10/2020	PRINTED	006432 A&A OFFICE SYSTEMS, INC	182.05			
44498	09/10/2020	PRINTED	005835 CITIZENS BANK - HEALTH B	238,405.00			

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REGIONAL SCHOOL DIST # 4
AP CHECK RECONCILIATION REGISTER

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FOR CASH ACCOUNT: 4000 1040

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CHECK #	CHECK DATE	TYPE	VENDOR NAME	UNCLEARED	CLEARED	BATCH	CLEAR DATE
44499	09/10/2020	PRINTED	007556 DIME OIL, LLC	1,815.53			
44500	09/10/2020	PRINTED	006719 EVERSOURCE	623.57			
44501	09/10/2020	PRINTED	006719 EVERSOURCE	25,167.78			
44502	09/10/2020	PRINTED	006678 FRONTIER	210.81			
44503	09/10/2020	PRINTED	005959 LEAF	1,796.76			
44504	09/10/2020	PRINTED	002429 SHIPMAN & GOODWIN	7,298.00			
44505	09/10/2020	PRINTED	002518 TREASURER SUPERVISION DIS	188,115.25			
44506	09/10/2020	PRINTED	007075 AMERICAN LIBRARY ASSOCIAT	198.00			
44507	09/10/2020	PRINTED	005624 NOODLE TOOLS, INC.	261.00			
44508	09/10/2020	PRINTED	002667 PROQUEST, LLC	948.01			
44509	09/10/2020	PRINTED	006292 SCHOLASTIC INC.	109.89			
44510	09/16/2020	PRINTED	005986 MALLORY CAPPABIANCA	212.50			
44511	09/16/2020	PRINTED	003487 CMEA	140.00			
44512	09/16/2020	PRINTED	006938 CHRISTINA LUTJEN	80.62			
44513	09/16/2020	PRINTED	007179 NELMS	50.00			
44514	09/16/2020	PRINTED	007863 ROBERTS MUSICAL INSTRUMEN	750.00			
44515	09/16/2020	PRINTED	008147 SENOR WOOLY	161.50			
44516	09/16/2020	PRINTED	007866 TEACHER SYNERGY, LLC	8.99			
44517	09/16/2020	PRINTED	005983 TRAVER, LAURA	137.00			
44518	09/16/2020	PRINTED	003061 A-DEC COMMUNICATIONS, LLC	1,412.00			
44519	09/16/2020	PRINTED	003767 AIREX FILTER CORP	785.40			
44520	09/16/2020	PRINTED	002467 ALLSTON SUPPLY CO INC	897.84			
44521	09/16/2020	PRINTED	007890 ANDERSON TURF IRRIGATION,	12,289.00			
44522	09/16/2020	PRINTED	002971 CHSCA	570.00			
44523	09/16/2020	PRINTED	002197 ESSEX HARDWARE CO	218.59			
44524	09/16/2020	PRINTED	008160 FEINSTEIN EDUCATION LAW G	29,950.00			
44525	09/16/2020	PRINTED	006809 FOLLETT SCHOOL SOLUTIONS	1,525.34			
44526	09/16/2020	PRINTED	002506 GRAINGER	217.49			
44527	09/16/2020	PRINTED	005959 LEAF	773.00			
44528	09/16/2020	PRINTED	005959 LEAF	3,908.95			
44529	09/16/2020	PRINTED	002329 LEARN	300.00			
44530	09/16/2020	PRINTED	007360 MCKESSON MEDICAL - SURGIC	196.42			
44531	09/16/2020	PRINTED	005713 NEW ENGLAND INDUSTRIAL SU	4,311.44			
44532	09/16/2020	PRINTED	008126 PENNYWISE OIL CO	8,854.00			
44533	09/16/2020	PRINTED	007605 R.A. PARADY & SONS, INC	492.50			
44534	09/16/2020	PRINTED	004743 READ NATURALLY	690.00			
44535	09/16/2020	PRINTED	002588 SHERWIN- WILLIAMS COMPANY	498.69			
44536	09/16/2020	PRINTED	002429 SHIPMAN & GOODWIN	331.50			
44537	09/16/2020	PRINTED	007091 SULLIVAN PAVING CO. INC.	2,200.00			
44538	09/16/2020	PRINTED	005776 THERMOMEDICS, LLC	2,107.50			
44539	09/16/2020	PRINTED	007883 THUNDERBIRD ENVIRONMENTAL	610.00			
44540	09/16/2020	PRINTED	006358 TOP NOTCH ELECTRICAL SERV	753.90			
44541	09/16/2020	PRINTED	005105 WB MASON	221.65			
44542	09/16/2020	PRINTED	008155 WILLIAMS SCOTSMAN, INC.	659.33			
44543	09/16/2020	PRINTED	006019 ZORO TOOLS ACCOUNTS RECEI	1,044.52			
44544	09/16/2020	PRINTED	003180 DESIGN SCIENCE, INC.	192.00			
44545	09/16/2020	PRINTED	008029 LARRY MAIN	200.00			
44546	09/16/2020	PRINTED	002949 LEQUIRE, CHRIS	886.08			
44547	09/16/2020	PRINTED	008157 NATIONAL ASSOCIATION OF M	137.00			
44548	09/16/2020	PRINTED	004823 SCHOLASTIC MAGAZINES	109.89			
44549	09/16/2020	PRINTED	004016 STEWART'S MUSIC LLC	15.99			
44550	09/18/2020	PRINTED	002836 SYNCB/AMAZON	319.96			

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REGIONAL SCHOOL DIST # 4
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44551	09/18/2020	PRINTED	003584 ASCD	89.00			
44552	09/18/2020	PRINTED	007353 BLICK ART MATERIALS	1,952.10			
44553	09/18/2020	PRINTED	007168 CAROLYN GBUNBLEE	89.00			
44554	09/18/2020	PRINTED	002382 RUSTY KILN POTTERY	347.40			
44555	09/22/2020	PRINTED	008128 QA & M ARCHITECTS	1,250.00			
44556	09/22/2020	PRINTED	002276 TOWN OF DEEP RIVER	6,322.84			
44557	09/25/2020	PRINTED	007096 BILLINGS SPORTS	2,522.50			
44558	09/25/2020	PRINTED	005657 FEARON, MICK	125.00			
44559	09/25/2020	PRINTED	007614 ANB PTSMA HOLDINGS, INC	3,500.00			
44560	09/25/2020	PRINTED	002836 SYNCB/AMAZON	1,007.11			
44561	09/25/2020	PRINTED	002625 APPLE COMPUTER INC.	2,796.00			
44562	09/25/2020	PRINTED	002744 COLONNA INSURANCE SERVICE	2,869.00			
44563	09/25/2020	PRINTED	006999 CT COMPUTER SERVICES, INC	63,987.00			
44564	09/25/2020	PRINTED	006771 CT SOLAR LEASE 2, LLC	2,301.01			
44565	09/25/2020	PRINTED	002812 EASTERN ANALYTICAL LAB IN	959.00			
44566	09/25/2020	PRINTED	007387 EDPuzzle	5,823.00			
44567	09/25/2020	PRINTED	003886 EDUCATE-ME-NET	1,051.38			
44568	09/25/2020	PRINTED	008121 ENCORE FIRE PROTECTION	14.50			
44569	09/25/2020	PRINTED	008121 ENCORE FIRE PROTECTION	72.50			
44570	09/25/2020	PRINTED	008121 ENCORE FIRE PROTECTION	238.50			
44571	09/25/2020	PRINTED	008121 ENCORE FIRE PROTECTION	693.00			
44572	09/25/2020	PRINTED	008121 ENCORE FIRE PROTECTION	2,260.74			
44573	09/25/2020	PRINTED	008121 ENCORE FIRE PROTECTION	2,276.00			
44574	09/25/2020	PRINTED	002447 EPCO-NBF GROUP	357.50			
44575	09/25/2020	PRINTED	006577 FIREFLY COMPUTER	210,792.50			
44576	09/25/2020	PRINTED	007585 GDL SERVICES LLC	805.00			
44577	09/25/2020	PRINTED	002506 GRAINGER	816.04			
44578	09/25/2020	PRINTED	002217 KONE INC.	892.00			
44579	09/25/2020	PRINTED	005959 LEAF	783.32			
44580	09/25/2020	PRINTED	006697 NATIONWIDE SECURITY CORPO	232.50			
44581	09/25/2020	PRINTED	006084 NAVIANCE, INC.	4,569.50			
44582	09/25/2020	PRINTED	002743 OLSEN'S SANITATION CO., L	2,520.00			
44583	09/25/2020	PRINTED	008152 RAPID RESPONSE PPE	1,413.99			
44584	09/25/2020	PRINTED	007524 SCREENCASTIFY	4,500.00			
44585	09/25/2020	PRINTED	007976 TECHPDIA	2,100.00			
44586	09/25/2020	PRINTED	004861 VALLEY COMMUNICATIONS SYS	25,431.00			
44587	09/25/2020	PRINTED	007531 WATSAVER LIGHTING PRODUC	285.00			
44588	09/25/2020	PRINTED	002539 ALL WASTE, INC.	999.43			
44589	09/25/2020	PRINTED	002836 SYNCB/AMAZON	1,914.71			
44590	09/25/2020	PRINTED	002159 CREC	600.00			
44591	09/25/2020	PRINTED	004924 CSCA	60.00			
44592	09/25/2020	PRINTED	006008 IXL LEARNING	359.00			
44593	09/25/2020	PRINTED	007796 KOGNITY USA, INC.	2,570.00			
44594	09/25/2020	PRINTED	008044 KUTA SOFTWARE LLC	360.00			
44595	09/25/2020	PRINTED	002949 LEQUIRE, CHRIS	134.56			
44596	09/25/2020	PRINTED	006664 MATHBITS	159.80			
44597	09/25/2020	PRINTED	007360 MCKESSON MEDICAL - SURGIC	2,714.49			
44598	09/25/2020	PRINTED	006516 NATIONAL SPEECH & DEBATE	389.00			
44599	09/25/2020	PRINTED	006856 NEACAC	25.00			
44600	09/25/2020	PRINTED	006503 NEASC	3,925.00			
44601	09/25/2020	PRINTED	007644 STEVE KLEIMAN	40.00			
44602	09/25/2020	PRINTED	005105 WB MASON	155.96			

09/25/2020 11:30
 9781nmar

 REGIONAL SCHOOL DIST # 4
 AP CHECK RECONCILIATION REGISTER

 P 6
 apchkrcn

FOR CASH ACCOUNT: 4000 1040

FOR: Cleared and Uncleared

CHECK #	CHECK DATE	TYPE	VENDOR NAME	UNCLEARED	CLEARED	BATCH	CLEAR DATE
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44603	09/25/2020	PRINTED	008170 YALE DEBATE ASSOCIATION	100.00			
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			261 CHECKS				
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			CASH ACCOUNT TOTAL				
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				1,460,320.86			
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					1,134,367.95		
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 9781nmar

REGIONAL SCHOOL DIST # 4
 AP CHECK RECONCILIATION REGISTER

P 7
 apchkrcn

		UNCLEARED	CLEARED
261 CHECKS	FINAL TOTAL	1,460,320.86	1,134,367.95

** END OF REPORT - Generated by naomi marinelli **

Regional School District 4
FY 2019-2020 Year End Report

Object		Description	2019-2020 Original Budget	2019-2020 Transfers	2019-2020 Revised Budget	2019-2020 Actual Expense	2019-2020 Surplus/ (Deficit)
OBJECT 100 - SALARIES:							
5111		Administration	575,530	-	575,530	575,530	-
5112		Department Coordinators Salary	76,112	-	76,112	78,129	(2,017)
5113		Teachers	6,658,908	(177,000)	6,481,908	6,489,452	(7,544)
5114		Secretary Salary	363,416	-	363,416	362,091	1,325
5115		Custodial Service	648,990	-	648,990	637,513	11,477
5116		Nurse Salary	107,538	-	107,538	111,488	(3,950)
5119		Para Educators	713,149	27,898	741,047	712,039	29,008
5123		Substitute Teachers	120,000	-	120,000	136,594	(16,594)
5124		Substitute Secretary/Para-ed	7,000	-	7,000	3,397	3,603
5133		Extra-Curricular	432,580	-	432,580	351,482	81,098
5134		Secretary OT/ BOE Clerk Salary	1,000	-	1,000	100	900
5135		Custodian OT	27,000	(10,000)	17,000	4,238	12,762
5190		Bldg Rental Reimb	3,000	-	3,000	876	2,124
5198		Supervision District Salary	1,034,933	-	1,034,933	1,034,932	1
TOTAL SALARIES			10,769,156	(159,102)	10,610,054	10,497,861	112,193
OBJECT 200 - EMPLOYEE BENEFITS:							
5210		Health Insurance	2,327,783	27,304	2,355,087	2,355,087	-
5214		Life Insurance	11,577	-	11,577	11,417	160
5222		MERF	154,115	-	154,115	153,842	273
5223		FICA/Medicare	283,801	2,089	285,890	265,095	20,795
5250		Unemployment Compensation	63,500	-	63,500	13,109	50,391
5260		Worker's Compensation	72,300	-	72,300	50,128	22,172
5291		Annuities	15,180	-	15,180	18,118	(2,938)
5298		Supervision District Fringe Benefits	326,667	-	326,667	326,667	-
TOTAL EMPLOYEE BENEFITS			3,254,923	29,393	3,284,316	3,193,463	90,853

Regional School District 4
FY 2019-2020 Year End Report

Object		Description	2019-2020 Original Budget	2019-2020 Transfers	2019-2020 Revised Budget	2019-2020 Actual Expense	2019-2020 Surplus/ (Deficit)
OBJECT 300 - PURCHASED & TECHNICAL SERVICES:							
5321		Purchased Services					
	2410	Principal's Office	2,650	-	2,650	1,830	820
	2901	National Honor Society	2,000	-	2,000	385	1,615
		TOTAL PURCHASED SERVICES	4,650	-	4,650	2,215	2,435
5322		Instructional Program Improvement					
	1103	English	1,500	-	1,500	1,500	-
	1190	After School Program & Assembly Speakers	8,900	-	8,900	5,740	3,160
	2120	Assembly Program (Substance Abuse)	400	-	400	-	400
	2310	Teacher Course Reimbursement	19,000	-	19,000	17,619	1,381
		TOTAL INSTR. PROGRAM IMPROVE	29,800	-	29,800	24,859	4,941
5330		Other Professional Services					
	1203	Homebound Instruction	33,000	-	33,000	26,295	6,705
	1215	Special Education	52,300	-	52,300	28,175	24,125
	2134	Health	1,000	-	1,000	-	1,000
	2135	Occ/Phys Therapy	9,642	-	9,642	9,599	43
	2310	Purchased Services	35,658	-	35,658	29,601	6,057
	2901	Athletics	56,000	-	56,000	29,512	26,488
		TOTAL OTHER PROF SERVICES	187,600	-	187,600	123,182	64,418
5340		Technical Services					
	2310	Board of Education	90,000	(6,650)	83,350	66,803	16,547
	2600	Plant Services	26,500	96,850	123,350	127,875	(4,525)
		TOTAL TECHNICAL SERVICES	116,500	90,200	206,700	194,677	12,023
5398		Supervision District Purchased Svcs	152,071	-	152,071	152,071	-
TOTAL PURCHASED & TECHNICAL SERVICES			490,621	90,200	580,821	497,005	83,816
OBJECT 400 - PURCHASED PROPERTY SERVICES:							
5412		Electricity	358,000	(77,700)	280,300	258,553	21,747
5422		Snow Plowing	24,000	(5,000)	19,000	14,015	4,985
5430		Repairs & Maintenance					
	1105	Life Management	800	-	800	-	800
	1106	Technical Education	3,000	-	3,000	2,027	973
	1109	Music	1,000	-	1,000	450	550
	1112	Science	1,200	-	1,200	-	1,200
	1207	Technology	3,000	-	3,000	1,889	1,111
	2410	Principal's Office	14,000	-	14,000	13,479	521
	2600	Plant Operations/Security	360,869	52,510	413,379	407,586	5,793
	2901	Athletics	40,000		40,000	45,088	(5,088)
		TOTAL REPAIRS & MAINTENANCE	423,869	52,510	476,379	470,520	5,859

Regional School District 4
FY 2019-2020 Year End Report

Object		Description	2019-2020 Original Budget	2019-2020 Transfers	2019-2020 Revised Budget	2019-2020 Actual Expense	2019-2020 Surplus/ (Deficit)
5440		<u>Rentals</u>					
	1190	Copiers	58,760	-	58,760	63,050	(4,290)
	1207	Technology Lease	187,992	-	187,992	163,894	24,098
	2410	Principal's Office	3,000	-	3,000	2,811	189
	2600	Plant Operations	2,900	-	2,900	1,320	1,580
	2903	Graduation	5,000	-	5,000	2,939	2,061
		TOTAL LEASES	257,652	-	257,652	234,014	23,638
5498		Supervision District Purchased Property Services	21,694	-	21,694	21,694	-
TOTAL PURCHASED PROPERTY SERVICES			1,085,215	(30,190)	1,055,025	998,796	56,229
<u>OBJECT 500 - OTHER PURCHASED SERVICES:</u>							
5510		Transportation Voc Ed	52,941	-	52,941	38,133	14,808
5511		Out-of-District Transportation	304,669	(20,000)	284,669	326,885	(42,216)
5515		Field Trips	10,800	-	10,800	8,442	2,358
5516		Athletic Transportation	53,260	(1,000)	52,260	50,006	2,254
5517		Late Bus	32,081	-	32,081	21,716	10,365
5520		Comprehensive Insurance	119,745	-	119,745	112,392	7,353
5530		Communications	12,500	-	12,500	11,255	1,245
5540		Advertising	500	-	500	106	394
5560		Magnet & VoAg Tuition	64,244	-	64,244	65,537	(1,293)
5561		Out-of-District Tuition	1,472,163	(134,791)	1,337,372	1,276,123	61,249
5580		Travel & Conferences	19,100	-	19,100	14,843	4,257
5598		Supervision District Other Purchased Services	403,121	-	403,121	403,121	-
TOTAL OTHER PURCHASED SERVICES			2,545,124	(155,791)	2,389,333	2,328,558	60,775
<u>OBJECT 600 - SUPPLIES:</u>							
5610		General Supplies	71,420	(69)	71,351	63,329	8,022
5611		<u>Instructional Supplies</u>					
	1101	Art	18,740	-	18,740	18,456	284
	1102	Business	4,521	-	4,521	3,910	611
	1103	English	1,900	-	1,900	493	1,407
	1104	World Languages	300	-	300	295	5
	1105	Life Management	9,000	-	9,000	5,645	3,355
	1106	Technical Education	22,220	(6,000)	16,220	15,669	551
	1108	Math	5,910	269	6,179	6,097	82
	1109	Music	6,610	-	6,610	4,162	2,448
	1110	Physical Ed/Health	1,700	69	1,769	1,020	749
	1111	Reading	2,500	-	2,500	65	2,435
	1112	Science	11,530	(4,000)	7,530	5,966	1,564
	1113	Social Studies	1,410	-	1,410	-	1,410
	1114	Computer Education	800	-	800	800	-

Regional School District 4
FY 2019-2020 Year End Report

Object		Description	2019-2020 Original Budget	2019-2020 Transfers	2019-2020 Revised Budget	2019-2020 Actual Expense	2019-2020 Surplus/ (Deficit)
	1190	Other Education	31,900	(12,000)	19,900	13,479	6,421
	1207	Technology Services	22,900	(3,000)	19,900	17,356	2,544
	1210	Gifted & Talned	3,000	-	3,000	1,500	1,500
	1215	Special Ed	12,918	-	12,918	9,626	3,292
	1220	Social Development	1,000	-	1,000	248	752
	2113	Social Wrker	200	-	200	146	54
	2120	AP Exams / Guidance Supplies	10,907	(7,000)	3,907	1,849	2,058
	2134	Health	130	-	130	106	24
	2222	Library	7,153	-	7,153	5,758	1,395
	2223	Audio/Visual/ Tech Services	7,485	-	7,485	4,394	3,091
	2410	Principal's Office	2,400	-	2,400	769	1,631
	2901	Athletics	37,365	1,000	38,365	35,118	3,247
		TOTAL GENERAL SUPPLIES	224,499	(30,662)	193,837	152,926	40,910
5613		Maintenance Supplies	38,500	26,000	64,500	63,460	1,040
5623		Bottled Gas	500	-	500	180	320
5624		Heating Fuel	159,200	-	159,200	200,288	(41,088)
5626		Gasoline	900	-	900	673	227
5641		<u>Textbooks & Workbooks</u>					
	1101	Art	600	-	600	600	-
	1102	Business	4,859	-	4,859	2,811	2,048
	1103	English	7,494	-	7,494	4,351	3,143
	1104	World Languages	870	-	870	37	833
	1105	Life Management	200	-	200	57	143
	1108	Math	3,400	(269)	3,131	2,695	437
	1109	Music	1,600	-	1,600	701	899
	1112	Science	3,425	(3,000)	425	233	192
	1113	Social Studies	5,817	-	5,817	5,016	801
	1114	Computer Education	875	-	875	454	421
	1190	Other Education	12,705	(5,000)	7,705	7,477	228
	1210	Gifted & Talned	500	-	500	500	-
	1215	Special Ed	6,650	(4,248)	2,402	845	1,557
	2120	Guidance & Testing	800	-	800	392	408
		TOTAL TEXTBOOK & WORKBOOKS	49,795	(12,517)	37,278	26,168	11,110
5642		Library & Professional Books	18,051	(8,050)	10,001	7,521	2,480
5698		Supervision District Supplies	58,736		58,736	58,736	-
TOTAL SUPPLIES			621,601	(25,298)	596,303	573,280	23,023

Regional School District 4
FY 2019-2020 Year End Report

Object		Description	2019-2020 Original Budget	2019-2020 Transfers	2019-2020 Revised Budget	2019-2020 Actual Expense	2019-2020 Surplus/ (Deficit)
OBJECT 700 - PROPERTY:							
5624		Equipment					
	1103	English	300	-	300	-	300
	1109	Music	3,210	-	3,210	2,167	1,043
	1215	Special Ed	2,600	-	2,600	2,457	143
	2600	Café	11,850	(3,510)	8,340	9,087	(747)
		TOTAL TEQUIPMENT	17,960	(3,510)	14,450	13,711	739
5798		Supervision District Equipment	-	-	-	-	-
TOTAL PROPERTY			17,960	(3,510)	14,450	13,711	739
OBJECT 800 - OTHER OBJECTS:							
5810		Dues & Fees					
	1101	Art	620	-	620	302	318
	1103	English	365	-	365	-	365
	1104	World Languages	500	-	500	119	381
	1106	Technical Education	375	-	375	310	65
	1109	Music	6,450	-	6,450	4,820	1,630
	1112	Science	120	-	120	-	120
	1113	Social Studies	492	-	492	-	492
	1210	Gifted & Talned	1,000	-	1,000	1,000	-
	1215	Special Ed	350	-	350	305	45
	2120	Guidance	740	-	740	710	30
	2222	Library	5,100	8,050	13,150	12,053	1,097
	2310	BOE	2,499	-	2,499	4,844	(2,345)
	2410	Principal's Office	19,330	-	19,330	18,381	949
	2600	Plant Operations	450	-	450	2,220	(1,770)
	2901	Athletics	16,935	-	16,935	16,708	227
	2908	Virtual High School/IB Program	28,600	-	28,600	27,573	1,027
		TOTAL DUES & FEES	83,926	8,050	91,976	89,345	2,631
5930		Transfers Out					
	3100	Cafeteria Subsidy	100,000	-	100,000	100,000	-
	3200	Capital Projects	131,000	106,248	237,248	231,045	6,203
		TOTAL DUES & FEES	231,000	106,248	337,248	331,045	6,203
5898		Supervision District Other Objects	4,925	-	4,925	4,925	-
TOTAL OTHER OBJECTS			319,851	114,298	434,149	425,315	8,834
		TOTAL	19,104,451	(140,000)	18,964,451	18,527,988	436,463
		Debt Service	1,468,225	140,000	1,608,225	1,608,225	-
		TOTAL EXPENDITURES	20,572,676	-	20,572,676	20,136,213	436,463

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

Brian J. White
Superintendent of Schools
bwhite@reg4.k12.ct.us

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



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

Kelly Sterner
Finance Director
ksterner@reg4.k12.ct.us

July 28, 2020

To: Brian White, Superintendent of Schools

From: Kelly Sterner, Finance Director 

RE: Region 4 Cafeteria Fund fiscal year end results

Attachment 1 is the revenue and expenditure report for the Region 4 (Valley and JWMS) cafeterias for the fiscal year July 1, 2019 through June 30, 2020. The net result for the year was a deficit of \$54,247. There are a number of items contributing to the deficit. These include:

- Fixed pricing for meals below breakeven level
- Level of support from Region 4 operating fund
- Closure of schools in March halted café food sales revenue

The deficit has been funded through a decrease in cash balances, increased accounts payable, but primarily by an increase in the amount that the café fund owes the Region 4 operating fund (aka the Due To/Due From accounts). Fiscal year end cash balances of \$249,046 in the café fund will be used for the inventory purchases for the start of school in the Fall. Additionally, a portion could be used for a partial pay down of the Due To/Due From deficit. The cumulative balance due from the café fund to the Region 4 operating fund as of June 30th totalled \$366,328.51.

For fiscal year 2020-2021, the cafeteria staff salaries and fringes have been shifted to the Region 4 budget and appropriately funded. This should alleviate the growing deficit in the fund particularly when food sales resume. This may provide the opportunity to reimburse the deficit over time. An alternative solution that the Board of Education could consider would be a supplemental appropriation for fiscal year 2019-2020 to partially offset the balance due.

Reg 4 2019-2020

	July	August	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Total
Eligible Students - Free	0	146	137	139	139	138	141	142	142	142	142	142	1,408
Eligible - Reduced	0	43	32	32	32	30	30	29	29	29	29	29	315
Eligible - Full Pay	0	651	672	671	670	670	671	672	672	672	672	672	6,693
Total Enrollment	0	840	841	842	841	838	842	843	843	843	843	843	8,416
Breakfast - Free meals served	0	304	401	329	376	357	300	170	0	0	0	0	2,017
Breakfast - Reduced meals served	0	23	43	54	37	52	42	27	0	0	0	0	278
Breakfast - Full Pay meals served	0	84	199	171	90	236	146	65	0	0	0	0	991
Lunch - Free meals served	0	1,538	1,646	1,386	834	1,295	1,335	703	0	0	0	0	8,737
Lunch - Reduced meals served	0	445	391	335	214	297	261	135	0	0	0	0	2,078
Lunch - Full Pay meals served	0	3,959	4,465	3,941	2,493	3,788	3,597	1,873	0	0	0	0	24,116
Total Meal Count	0	6,353	7,145	6,216	3,844	6,005	5,681	2,973	0	0	0	0	38,217
Object													
4090 Miscellaneous Income	\$ -	\$ -	\$ -	\$ 55	\$ 29	\$ 32	\$ 1,128	\$ 76	\$ -	\$ 2,188	\$ 325	\$ 104	\$ 3,936
4160 Café Lunch Cash Sales	\$ -	\$ 5,001	\$ 22,197	\$ 19,711	\$ 18,319	\$ 13,138	\$ 20,181	\$ 9,938	\$ 12,166	\$ 645	\$ 919	\$ 844	\$ 123,059
4360 State & Fed Grants - Claims breakfast	\$ -	\$ -	\$ 621	\$ 866	\$ 741	\$ 409	\$ 773	\$ 665	\$ 375	\$ -	\$ -	\$ -	\$ 4,450
4360 State & Fed Grants - Claims lunch	\$ -	\$ -	\$ 7,852	\$ 8,219	\$ 6,996	\$ 4,286	\$ 6,522	\$ 6,493	\$ 3,403	\$ -	\$ -	\$ -	\$ 43,770
4360 State & Fed Grants - 6 Cent	\$ -	\$ -	\$ 416	\$ 455	\$ 396	\$ 248	\$ 377	\$ 364	\$ 190	\$ -	\$ -	\$ -	\$ 2,446
4360 State & Fed Grants - Healthy Foods							\$ 2,820			\$ 2,153			\$ 4,973
4360 State & Fed Grants - CN State Match						\$ 1,290			\$ 660	\$ 660			\$ 2,610
4360 State & Fed Grants - State School Breakfast													\$ 2,867
4361 USDA commodities													\$ -
4890 Transfer In													\$ 100,000
Total Revenue	\$ -	\$ 5,001	\$ 31,085	\$ 132,172	\$ 26,482	\$ 19,402	\$ 31,801	\$ 17,536	\$ 16,794	\$ 5,646	\$ 1,245	\$ 948	\$ 288,110
5111 Administrator Salary	\$ 31,330	\$ 731	\$ 3,191	\$ 1,462	\$ 2,340	\$ 2,340	\$ 3,510	\$ 2,340	\$ 2,340	\$ 2,340	\$ 2,340	\$ 2,340	\$ 26,734
5114 Secretary Salary	\$ 11,736	\$ -	\$ 794	\$ 637	\$ 1,199	\$ 1,019	\$ 1,379	\$ 1,080	\$ 1,077	\$ 950	\$ 950	\$ 950	\$ 10,064
5118 Food Service Salary	\$ 145,630	\$ -	\$ 12,064	\$ 12,885	\$ 14,709	\$ 12,350	\$ 15,322	\$ 12,763	\$ 12,479	\$ 10,212	\$ 10,212	\$ 10,212	\$ 122,807
5124 Sub Sec'y Café	\$ 4,000	\$ -	\$ 108	\$ 47	\$ 50	\$ 41	\$ 327	\$ 73	\$ 757	\$ 1,286	\$ 1,286	\$ 1,286	\$ 5,261
5138 OT Cafeteria Salary	\$ 2,000	\$ -	\$ 3,326	\$ 152	\$ 103	\$ 215	\$ 135	\$ 178	\$ 79	\$ 647	\$ -	\$ 693	\$ 5,527
Total Salaries	\$ 194,696	\$ 731	\$ 3,219	\$ 17,754	\$ 14,783	\$ 15,965	\$ 20,672	\$ 16,434	\$ 16,732	\$ 15,435	\$ 14,787	\$ 15,480	\$ 170,393
5210 Health Insurance	\$ 42,917	\$ -	\$ 956	\$ 3,897	\$ 4,471	\$ 4,471	\$ 4,471	\$ 4,470	\$ 4,471	\$ 4,471	\$ 4,471	\$ 4,471	\$ 40,617
5214 Life Insurance	\$ 500	\$ -	\$ 13	\$ 16	\$ 22	\$ 22	\$ 22	\$ 22	\$ 26	\$ 29	\$ 29	\$ 29	\$ 230
5222 MERF	\$ 29,473	\$ 201	\$ 2,423	\$ 2,023	\$ 2,520	\$ 2,186	\$ 2,793	\$ 2,250	\$ 2,292	\$ 2,119	\$ 2,030	\$ 2,125	\$ 23,268
5223 Fica/Medicare	\$ 14,894	\$ 109	\$ 1,303	\$ 1,056	\$ 1,320	\$ 1,138	\$ 1,412	\$ 1,170	\$ 1,189	\$ 1,093	\$ 1,044	\$ 1,097	\$ 12,097
Total Benefits	\$ 87,784	\$ 310	\$ 472	\$ 4,695	\$ 6,992	\$ 8,332	\$ 7,818	\$ 8,698	\$ 7,913	\$ 7,978	\$ 7,712	\$ 7,573	\$ 76,213
Total Salary & Benefit Cost	\$ 282,480	\$ 1,041	\$ 3,691	\$ 22,449	\$ 21,775	\$ 23,783	\$ 29,370	\$ 24,347	\$ 24,709	\$ 23,146	\$ 22,361	\$ 23,201	\$ 246,606
5430 Repairs & Maintenance	\$ 3,500	\$ -	\$ -	\$ 777	\$ 804	\$ -	\$ 397	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,978
5600 All - General Supplies	\$ 15,980	\$ -	\$ 336	\$ 855	\$ 2,877	\$ 1,056	\$ 1,819	\$ 381	\$ 6,447	\$ (3,595)	\$ -	\$ -	\$ 10,697
5601 USDA Donations	\$ 16,800	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5610 General Supplies	\$ 129,080	\$ -	\$ 7,058	\$ 12,142	\$ 13,070	\$ 9,158	\$ 7,988	\$ 9,673	\$ 8,860	\$ -	\$ -	\$ 108	\$ 77,679
5800 All - Other Misc. Expense	\$ 240	\$ -	\$ 1,849	\$ 708	\$ 584	\$ 252	\$ 155	\$ 647	\$ 176	\$ 304	\$ 22	\$ -	\$ 700
5890 Other Objects-Dues & Fees	\$ 3,204	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Product Cost	\$ 168,804	\$ -	\$ 9,242	\$ 14,482	\$ 17,335	\$ 9,930	\$ 9,199	\$ 12,537	\$ 10,179	\$ 15,611	\$ (3,573)	\$ 808	\$ 95,751
Total Product Salary & Benefit Costs	\$ 1,041	\$ 12,934	\$ 36,931	\$ 39,110	\$ 36,663	\$ 32,981	\$ 41,907	\$ 34,526	\$ 40,321	\$ 19,573	\$ 22,361	\$ 24,009	\$ 342,357
Profit (Loss)	\$ (1,041)	\$ (7,933)	\$ (5,846)	\$ 93,061	\$ (10,182)	\$ (13,579)	\$ (10,106)	\$ (16,989)	\$ (23,527)	\$ (13,927)	\$ (21,116)	\$ (23,061)	\$ (54,247)
Operating Days	2	19	21	18	15	21	16	21	15	19	13	180	
Lunch Participation	0.0%	37.2%	36.8%	37.4%	28.1%	30.6%	38.5%	15.3%	0.0%	0.0%	0.0%	0.0%	#REF!
Breakfast Participation	#DIV/0!	2.6%	3.6%	3.7%	2.4%	3.6%	3.6%	1.5%	0.0%	0.0%	0.0%	0.0%	0.2%
Meals Product Cost	#DIV/0!	\$ 2.28	\$ 2.43	\$ 1.60	\$ 2.39	\$ 2.09	\$ 1.79	\$ 5.25	\$ 8.31	#DIV/0!	#DIV/0!	#DIV/0!	
Labor/McMeal	#DIV/0!	\$ 3.53	\$ 3.05	\$ 4.30	\$ 6.19	\$ 4.89	\$ 4.29	\$ 8.31	\$ 13.56	#DIV/0!	#DIV/0!	#DIV/0!	
unpaid lunch balances - monthly value	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (8,069)	\$ (8,472)	\$ (9,555)	\$ -	\$ (9,057)	\$ -	\$ -	
lunch account balances- monthly value	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 19,080	\$ -	\$ -	\$ -	\$ -	\$ -	
Month End Checking Account Balance							\$ 228,425						

notes

Attachment 1

**Region 4 Board of Education
FY 2019-2020**

Transfer Request Cafeteria fye deficit

FROM

Account #	Object	Description	Amount		Account #	Object	Description	Amount
various	5330	Salaries - Extra Curricular	\$ 81,000		4031000	5930	Food Service/Cafeteria Salaries	\$220,000
4212153	5330	Other Professional Services	\$ 24,900					
4111162 & 4211162	5250	Unemployment Comp	\$ 50,300					
4226004	5412	Electricity	\$ 21,700					
4111162 & 4211162	5260	Workers Comp	\$ 22,100					
4212153	5330	Other Professional Services	\$ 20,000					
		Total	\$ 220,000				Total	\$220,000

Funding necessary to reduce the Due From deficit between R4 operating budget and the R4 school lunch fund for fy 2019-2020

Regional School District 4
FY 2020-2021 Year-to-date Report as of 9-28-2020

Object		Description	2020-2021 Original Budget	2020-2021 Transfers	2020-2021 Revised Budget	2020-2021 Actual Expense YTD	2020-2021 Actual Encumbrances	2020-2021 Available
OBJECT 100 - SALARIES:								
5111		Administration	586,435	-	586,435	139,517	466,823	(19,905)
5112		Department Coordinators Salary	77,634	-	77,634	-	-	77,634
5113		Teachers	6,348,256	-	6,348,256	741,771	5,452,124	154,362
5114		Secretary Salary	359,890	-	359,890	64,562	317,182	(21,853)
5115		Custodial Service	647,793	-	647,793	156,724	512,048	(20,979)
5116		Nurse Salary	107,583	-	107,583	13,427	91,036	3,120
5118		Cafeteria Salary	188,692	-	188,692	29,770	59,957	98,965
5119		Para Educators	749,297	-	749,297	64,035	-	685,262
5123		Substitute Teachers	120,000	-	120,000	6,010	-	113,990
5124		Substitute Secretary/Para-ed	7,300	-	7,300	168	-	7,132
5133		Extra-Curricular	442,035	-	442,035	1,517	14,407	426,111
5134		Secretary OT/ BOE Clerk Salary	1,000	-	1,000	-	-	1,000
5135		Custodian OT	15,000	-	15,000	430	-	14,570
5190		Bldg Rental Reimb	3,000	-	3,000	-	-	3,000
5198		Supervision District Salary	1,078,817	-	1,078,817	269,704	809,113	-
TOTAL SALARIES			10,732,732	-	10,732,732	1,487,635	7,722,690	1,522,408
OBJECT 200 - EMPLOYEE BENEFITS:								
5210		Health Insurance	2,952,289	-	2,952,289	806,644	2,145,645	-
5214		Life Insurance	11,907	-	11,907	1,118	-	10,789
5222		MERF	196,385	-	196,385	44,594	-	151,791
5223		FICA/Medicare	290,965	-	290,965	36,557	-	254,408
5250		Unemployment Compensation	30,000	-	30,000	517	20,100	9,383
5260		Worker's Compensation	75,192	-	75,192	38,316	61,710	(24,834)
5291		Annuities	30,680	-	30,680	12,000	-	18,680
5298		Supervision District Fringe Benefits	522,848	-	522,848	130,712	392,136	-
TOTAL EMPLOYEE BENEFITS			4,110,266	-	4,110,266	1,070,458	2,619,591	420,217

Regional School District 4
FY 2020-2021 Year-to-date Report as of 9-28-2020

Object		Description	2020-2021 Original Budget	2020-2021 Transfers	2020-2021 Revised Budget	2020-2021 Actual Expense YTD	2020-2021 Actual Encumbrances	2020-2021 Available
OBJECT 300 - PURCHASED & TECHNICAL SERVICES:								
5321		Purchased Services						
	2410	Principal's Office	2,650	-	2,650	-	2,000	650
	2901	National Honor Society	2,000	-	2,000	-		2,000
		TOTAL PURCHASED SERVICES	4,650	-	4,650	-	2,000	2,650
5322		Instructional Program Improvement						
	1190	After School Program & Assembly Speakers	9,600	-	9,600	-	-	9,600
	2310	Teacher Course Reimbursement	17,000	-	17,000	-	-	17,000
		TOTAL INSTR. PROGRAM IMPROVE	26,600	-	26,600	-	-	26,600
5330		Other Professional Services						
	1203	Homebound Instruction	43,000	-	43,000	373	-	42,627
	1215	Special Education	34,248	-	34,248	-	-	34,248
	2134	Health	1,000	-	1,000	-	-	1,000
	2135	Occ/Phys Therapy	2,657	-	2,657	-	-	2,657
	2310	Purchased Services	35,658	-	35,658	3,500	-	32,158
	2901	Athletics	59,000	-	59,000	40	-	58,960
		TOTAL OTHER PROF SERVICES	175,563	-	175,563	3,913	-	171,650
5340		Technical Services						
	2310	Board of Education	95,000	-	95,000	4,884	62,496	27,620
	2600	Plant Services	30,200	-	30,200	-	-	30,200
		TOTAL TECHNICAL SERVICES	125,200	-	125,200	4,884	62,496	57,820
5398		Supervision District Purchased Svcs	161,106		161,106	40,277	120,830	-
TOTAL PURCHASED & TECHNICAL SERVICES			493,119	-	493,119	49,074	185,325	258,720
OBJECT 400 - PURCHASED PROPERTY SERVICES:								
5412		Electricity	365,000	-	365,000	50,562	285,438	29,000
5422		Snow Plowing	24,000	-	24,000	-	-	24,000
5430		Repairs & Maintenance						
	1101	Art	500	-	500	-	-	500
	1105	Life Management	800	-	800	-	-	800
	1106	Technical Education	3,000	-	3,000	1,021	-	1,979
	1109	Music	1,800	-	1,800	200	-	1,600
	1112	Science	2,000	-	2,000	-	-	2,000
	1207	Technology	2,500	-	2,500	-	-	2,500
	2410	Principal's Office	8,000	-	8,000	-	160	7,840
	2600	Plant Operations/Security	355,321	-	355,321	99,494	184,293	71,534
	2901	Athletics	59,022	-	59,022	11,275	17,514	30,233
		TOTAL REPAIRS & MAINTENANCE	432,943	-	432,943	111,989	201,967	118,987

Regional School District 4
FY 2020-2021 Year-to-date Report as of 9-28-2020

Object		Description	2020-2021 Original Budget	2020-2021 Transfers	2020-2021 Revised Budget	2020-2021 Actual Expense YTD	2020-2021 Actual Encumbrances	2020-2021 Available
5440		<u>Rentals</u>						
	1190	Copiers	71,000	-	71,000	12,391	54,112	4,497
	1207	Technology Lease	174,644	-	174,644	143,293	-	31,351
	2410	Principal's Office	7,800	-	7,800	2,323	3,077	2,400
	2600	Plant Operations	3,000	-	3,000	757	1,939	304
	2903	Graduation	5,000	-	5,000	-	4,595	405
		TOTAL LEASES	261,444	-	261,444	158,764	63,722	38,957
5498		Supervision District Purchased Property Services	21,652		21,652	5,413	16,239	-
TOTAL PURCHASED PROPERTY SERVICES			1,105,039	-	1,105,039	326,729	567,366	210,944
<u>OBJECT 500 - OTHER PURCHASED SERVICES:</u>								
5510		Transportation Voc Ed	55,218	-	55,218	-	-	55,218
5511		Out-of-District Transportation	337,827	-	337,827	-	-	337,827
5515		Field Trips	10,950	-	10,950	-	-	10,950
5516		Athletic Transportation	86,175	-	86,175	-	79,875	6,300
5517		Late Bus	33,409	-	33,409	-	-	33,409
5520		Comprehensive Insurance	124,534	-	124,534	70,741	42,429	11,364
5530		Communications	16,500	-	16,500	1,150	8,230	7,120
5540		Advertising	500	-	500	-	-	500
5560		Magnet & VoAg Tuition	40,254	-	40,254	-	-	40,254
5561		Out-of-District Tuition	1,137,605	-	1,137,605	38,150	376,668	722,787
5580		Travel & Conferences	19,100	(250)	18,850	1,934	-	16,916
5598		Supervision District Other Purchased Services	410,970	-	410,970	102,743	308,228	-
TOTAL OTHER PURCHASED SERVICES			2,273,042	(250)	2,272,792	214,717	815,430	1,242,645
<u>OBJECT 600 - SUPPLIES:</u>								
5610		General Supplies	71,920	-	71,920	13,555	11,062	47,303
5611		<u>Instructional Supplies</u>						
	1101	Art	18,740	-	18,740	2,380	8,314	8,046
	1102	Business	4,911	-	4,911	-	-	4,911
	1103	English	942	-	942	-	-	942
	1104	World Languages	956	-	956	295	-	661
	1105	Life Management	12,000	-	12,000	-	256	11,744
	1106	Technical Education	22,607	-	22,607	320	2,911	19,376
	1108	Math	4,500	-	4,500	694	-	3,806
	1109	Music	7,025	-	7,025	-	2,834	4,191
	1110	Physical Ed/Health	1,945	-	1,945	1,136	-	809
	1111	Reading	2,500	-	2,500	-	146	2,354
	1112	Science	11,238	-	11,238	-	548	10,690
	1113	Social Studies	600	-	600	-	-	600
	1114	Computer Education	800	-	800	-	-	800

Regional School District 4
FY 2020-2021 Year-to-date Report as of 9-28-2020

Object		Description	2020-2021 Original Budget	2020-2021 Transfers	2020-2021 Revised Budget	2020-2021 Actual Expense YTD	2020-2021 Actual Encumbrances	2020-2021 Available
	1190	Other Education	31,900	-	31,900	44	9,888	21,968
	1207	Technology Services	23,650	-	23,650	361	434	22,855
	1210	Gifted & Talned	3,000	-	3,000	-	-	3,000
	1215	Special Ed	25,510	-	25,510	4,148	3,521	17,841
	1220	Social Development	1,000	-	1,000	-	-	1,000
	2113	Social Worker	210	-	210	-	-	210
	2120	Guidance & Testing	-	-	-	-	-	-
		AP Exams / IB Exams / Guidance Supplies	21,010	-	21,010	1,038	67	19,906
	2134	Health	130	-	130	66	63	1
	2222	Library	7,153	-	7,153	111	1,425	5,617
	2223	Audio/Visual/ Tech Services	7,700	-	7,700	-	-	7,700
	2410	Principal's Office	2,400	-	2,400	-	-	2,400
	2901	Athletics	43,310	-	43,310	4,656	100	38,554
		TOTAL GENERAL SUPPLIES	255,737	-	255,737	15,248	30,506	209,983
5613		Maintenance Supplies	41,000	-	41,000	8,643	32,357	-
5623		Bottled Gas	750	-	750	-	-	750
5624		Heating Fuel	147,600	-	147,600	1,816	145,784	-
5626		Gasoline	1,340	-	1,340	75	1,265	-
5641		<u>Textbooks & Workbooks</u>						
	1101	Art	630	-	630	-	-	630
	1102	Business	5,801	-	5,801	-	2,559	3,242
	1103	English	7,540	-	7,540	1,594	-	5,946
	1104	World Languages	870	250	1,120	162	70	889
	1105	Life Management	210	-	210	-	-	210
	1106	Technical Education	420	-	420	-	-	420
	1108	Math	4,999	-	4,999	2,313	-	2,686
	1109	Music	1,645	-	1,645	16	292	1,337
	1110	Physical Ed/Health	345	-	345	-	-	345
	1112	Science	7,651	-	7,651	-	-	7,651
	1113	Social Studies	6,158	-	6,158	110	3,133	2,915
	1114	Computer Education	875	-	875	-	-	875
	1190	Other Education	12,810	-	12,810	6,068	1,518	5,224
	1210	Gifted & Talned	525	-	525	-	-	525
	1215	Special Ed	6,745	-	6,745	-	-	6,745
	2120	Guidance & Testing	250	-	250	250	-	-
	2134	Health	170	-	170	-	-	170
		TOTAL TEXTBOOK & WORKBOOKS	57,644	250	57,894	10,512	7,572	39,809
5642		Library & Professional Books	15,000		15,000	-	-	15,000
5698		Supervision District Supplies	57,736		57,736	14,434	43,302	-
TOTAL SUPPLIES			648,727	250	648,977	64,284	271,848	312,845

Regional School District 4
FY 2020-2021 Year-to-date Report as of 9-28-2020

Object		Description	2020-2021 Original Budget	2020-2021 Transfers	2020-2021 Revised Budget	2020-2021 Actual Expense YTD	2020-2021 Actual Encumbrances	2020-2021 Available
OBJECT 700 - PROPERTY:								
5624		Equipment						
	1101	Art	2,900	-	2,900	-	-	2,900
	1105	Life Management	1,600	-	1,600	-	-	1,600
	1106	Technical Education	250	-	250	-	-	250
	1109	Music	8,660	-	8,660	750	5,692	2,218
	1113	Social Studies	1,500	-	1,500	-	-	1,500
	1215	Special Ed	550	-	550	-	-	550
	2120	Guidance	400	-	400	-	-	400
	2222	Library	250	-	250	-	-	250
	2600	Plant Operations	23,051	-	23,051	5,703	-	17,348
		TOTAL TEQUIPMENT	39,161	-	39,161	6,453	5,692	27,016
5798		Supervision District Equipment	-	-	-	-	-	-
TOTAL PROPERTY			39,161	-	39,161	6,453	5,692	27,016
OBJECT 800 - OTHER OBJECTS:								
5810		Dues & Fees						
	1101	Art	995	-	995	-	-	995
	1102	Business	375	-	375	-	-	375
	1103	English	350	-	350	-	-	350
	1104	World Languages	320	-	320	-	-	320
	1106	Technical Education	375	-	375	-	-	375
	1108	Math	629	-	629	-	-	629
	1109	Music	7,903	-	7,903	137	1,625	6,141
		Reading	200	-	200	-	-	200
	1112	Science	250	-	250	-	-	250
	1113	Social Studies	774	-	774	-	-	774
	1210	Gifted & Talned	7,269	-	7,269	489	-	6,780
	1215	Special Ed	4,160	-	4,160	-	-	4,160
	2120	Guidance	1,388	-	1,388	85	-	1,303
	2222	Library	20,401	(1,500)	18,901	3,243	2,476	13,181
	2310	BOE	2,499	-	2,499	4,844	-	(2,345)
	2410	Principal's Office	19,330	1,500	20,830	16,545	1,225	3,060
	2600	Plant Operations	2,350	-	2,350	780	480	1,090
	2901	Athletics	17,735	-	17,735	3,158	-	14,577
	2908	Virtual High School/IB Program	30,898	-	30,898	11,650	-	19,248
		TOTAL DUES & FEES	118,201	-	118,201	40,932	5,806	71,463
5930		Transfers Out						
	3200	Capital Reserve Fund	35,000	-	35,000	-	-	35,000
	3200	Capital Projects	65,000	-	65,000	-	-	65,000
		TOTAL DUES & FEES	100,000	-	100,000	-	-	100,000

Regional School District 4
FY 2020-2021 Year-to-date Report as of 9-28-2020

Object		Description	2020-2021 Original Budget	2020-2021 Transfers	2020-2021 Revised Budget	2020-2021 Actual Expense YTD	2020-2021 Actual Encumbrances	2020-2021 Available
5898		Supervision District Other Objects	4,254	-	4,254	1,064	3,191	-
TOTAL OTHER OBJECTS			222,455	-	222,455	41,995	8,997	171,463
		TOTAL	19,624,541	-	19,624,541	3,261,345	12,196,939	4,166,258
		Debt Service	1,539,200		1,539,200	196,025	-	1,343,175
		TOTAL EXPENDITURES	<u>21,163,741</u>	<u>-</u>	<u>21,163,741</u>	<u>3,457,370</u>	<u>12,196,939</u>	<u>5,509,433</u>

Encl #10

Medical Reserve Tracking 2020-2021

Revenue	7,994,576
Expenses	1,312,951
Net Position	6,681,626

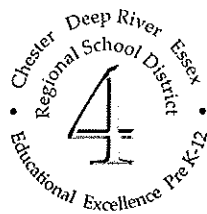
CGS 10-183 (T) requires that retired/certified employees be given the opportunity to purchase the Health insurance of the last employing BOE at the group rate.

This document is a working projection of medical revenue and expenses as a tool for projecting the District's fiscal position.

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

Brian J. White
Superintendent of Schools
bwhite@reg4.k12.ct.us

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



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

Kelly Sterner
Finance Director
ksterner@reg4.k12.ct.us

July 17, 2020

To: Brian White, Superintendent of Schools

From: Kelly Sterner, Finance Director

RE: Regional School District #4 BOE Unemployment Claims

As a little background, Municipalities and Boards of Education can elect one of two methods for paying their unemployment to the State. One method is to pay quarterly a set percent of payroll. The percent is established by the State based in part by experience. The second method is to elect not to pay the quarterly fee, but to reimburse the State dollar-for-dollar for all claims incurred. Region 4 Board of Education operates under the latter method.

With COVID causing so many shutdowns and layoffs, the State of Connecticut has received a tremendous number of unemployment claims. This has caused a significant delay in producing the charge back invoices to the schools. Region 4 BOE has just recently received their unemployment claims invoice for March/April/May. Included with this memo is a breakdown of the billing statement. Using our third-party administrator, we are contesting those charges for paras who were paid their full salary during the period. We are obligated to pay the full invoice and will be reimbursed if the State accepts our application to deny the claim.

The 2019-2020 Region 4 budget has sufficient budgeted amounts available and we do not anticipate the need for a transfer.

Note that should the State not agree with our protest of the charges, we still may be eligible for a 50% reimbursement via the CARES Act. I have included information received on that program. How long before we see any of the reimbursement remains to be seen.

Regional School District #4 Board of Education

Unemployment Compensation

Billing Statement as of 06/19/2020

Invoice Total: 4,981.87

Balance from previous bill 187.00

Interest on unpaid balance 1.87

Credits

		# of EE
CONTESTED CHARGES (Paras who were paid their full salary)	2,356.00	4
Paras who filed for unemployment for overtime hours	48.00	1
Students on WFA Program who filed for unemployment	30.00	1
Former Employees for whom we figure on their wage history	870.00	2
Substitute Teachers	1,169.00	3
Substitute Cafeteria Workers	7.00	1
Coaches	313.00	4
	4,981.87	16

Coronavirus Aid, Relief, and Economic Support (CARES) Act

✓ 50% Reimbursements for those employers who make payments in lieu of contributions (reimbursing employers)

Who is a reimbursing employer?

Reimbursing employers include state, municipalities, federally recognized Indian Tribes and 501 (c) (3) non-profit organizations. In order to be eligible to receive this payment, the organization must have elected to reimburse the state for UI benefits paid to former employees, rather than electing to pay UI taxes on a quarterly basis.

What is the 50% reimbursement provision for reimbursing employers?

Section 2103 of the CARES Act provides for a federal reimbursement of up to a 50% of certain unemployment insurance (UI) benefits paid to former employees of the state, municipalities, federally recognized Indian Tribes and 501 (c) (3) non-profit organizations. The UI benefits paid must be for weeks of unemployment beginning March 17, 2020, through December 26, 2020.

Is every reimbursing employer eligible for the 50% reimbursement?

Every reimbursing employer who is current in its UI tax obligations, will be eligible. All charges must be paid in full, including any applicable interest and penalties.

Can a reimbursing employer simply pay half of its monthly bill?

No. The federal law requires the employer to pay 100% of its bill and then it will be reimbursed 50%.

How will the reimbursing employer receive the 50% reimbursement?

The Connecticut Department of Labor (CTDOL), using funds provided by the federal government, will issue a check monthly for 50% of the applicable weekly UI benefits paid. For example, CTDOL bills reimbursing employers monthly for their share of UI benefits paid to their former employees. If a reimbursing employer pays their monthly bill in full and has no outstanding UI tax delinquency, CTDOL will issue a check the following month for 50% of the applicable weeks of unemployment listed on that prior month's bill.

Please note that despite the availability of possible reimbursements, the continued focus on integrity remains as a critical component of the UI program. As such, CTDOL urges employers to review all correspondence as it relates to the payment of UI benefits to ensure that only those individuals who are eligible to receive benefits actually collect those benefits.

REGIONAL SCHOOL DISTRICT NO. 4

CHESTER • DEEP RIVER • ESSEX



Brian J. White
Superintendent of Schools
bwhite@reg4.k12.ct.us

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

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

Kelly Sterner
Finance Director
ksterner@reg4.k12.ct.us

September 17, 2020

To: Brian White, Superintendent of Schools

From: Kelly Sterner, Finance Director

RE: Regional School District 4 - ESSER and CRF Allocations

Below is an update for the Regional School District 4 of potential funding sources for costs incurred related to COVID-19. I have included a brief description of each. Further updates will be provided as we progress through the year.

ESSER Funds

Elementary and Secondary School Emergency Relief

Federal funds allotted through the CARES Act. Grants awarded for the purpose of providing local educational agencies with relief funds to address the impact of COVID-19 on elementary and secondary schools. Budgeted and administered through Region 4 grant fund #4210.

Regional School District 4 Allocation: \$24,567

CRF

Coronavirus Relief Funds

Administered by the State Department of Education on behalf of the Office of Policy and Management. CRF may only be used to cover costs that:

- Are necessary expenditures incurred due to COVID-19
- Expenditures were not accounted for in the budget most recently approved
- Were incurred during the period that begins on March 1, 2020 and ends December 30, 2020

Regional School District 4 Allocations:

Personnel Related-Cleaning/PPE/Health/Safety	\$2,250
Non-Personnel Related-Cleaning/PPE/Health/Safety	\$42,669
Non-Personnel Related-Transportation	\$148,404
Total	\$193,323

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ssmalley@reg4.k12.ct.us

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

Kelly Sterner
Finance Director
ksterner@reg4.k12.ct.us

September 25, 2020

To: Brian White, Superintendent of Schools

From: Kelly Sterner, Finance Director *KJS*

RE: Tropical Storm Isaias JW Café Food Program & Recharging Station

Subsequent to Tropical Storm Isaias on August 4, 2020, a centralized Grab-n-Go food program and recharging station was set up at John Winthrop Middle School. This differs from the Summer Seamless Option Grab-n-Go program, as it is open to all, not just students from our school districts. As such, the meals are not eligible for federal funding. The Chester, Deep River and Essex Selectmen supported this collaborative approach to providing food for those impacted by the storm.

The costs related to the John Winthrop Café Food Program/Recharging Station are as follows:

Labor Cost – Café	\$6,077.01
Payroll Taxes	<u>464.89</u>
Total Labor	\$6,541.90
 Food Cost	 <u>\$4251.38</u>
 Total Cost for providing Café food program at JWMS	 <u>\$10,793.28</u>

An even 3-way split of the costs between the towns will result in a charge back of \$3,597.76 to each municipality.

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ssmalley@reg4.k12.ct.us

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

Kelly Sterner
Finance Director
ksterner@reg4.k12.ct.us

September 23, 2020

To: Brian White, Superintendent of Schools

From: Kelly Sterner, Finance Director 

RE: Tropical Storm Isaias Damage at Region 4 schools and Insurance claim

During the Tropical Storm Isaias on August 4, 2020, both of our schools in Region 4 sustained damage. We notified our insurance agent of a potential claim and were put in touch with a claims adjuster who visited the schools to assess the initial damage that we were aware of which included track damage, fence damage and some significant damage to the Pole Vault Pit. Subsequently we learned of damage to some electrical components. We obtained quotes for repairs for the adjuster that total as follows:

JWMS

Electrical Panel Distribution Surge Protector (1)	\$ 828.34
Building Management Controllers (2)	1,738.56

Valley Regional

Electrical Panel Distribution Surge Protectors (3)	\$ 2,485.02
Track Damage	725.00
Fence Damage	600.00
Pole Vault Pit Damage	19,957.00
Electrician on site per Eversource request	170.00

Total	\$26,503.92
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The adjuster has completed the estimate based on our quotes and has recommended that the carrier issue payment. There is a \$5,000 deductible that will have to come from our Region 4 budget. This will be allocated between the two schools based on their total claims.

Region 4 Board of Education
FY 2020-2021

Transfer Request Paraeducator salary

FROM

Account #	Object	Description	Amount		Account #	Object	Description	Amount
4212705	5561	OOD Tuition	\$ 39,360		4212151	5119	Para Salary	\$25,508
					4212151	5223	FICA/Medicare	\$1,946
					4220011	5210	Health Insurance	\$11,906
		Total	\$ 39,360				Total	\$39,360

To provide funding for hire of paraeducator for a student returning from an OOD Placement