



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

CHESTER BOARD OF EDUCATION

AGENDA

Please Note the Day:

This meeting will be held on a
Monday evening due to the holiday

To: Members of the Chester Board of Education
Subject: **Chester Board of Education meeting on Monday, November 21, 2022**
Time: This Board meeting will begin promptly at 7:00 p.m.
Place: **Chester Elementary Media Center**

Please contact Jennifer Bryan at Central Office via 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.

1. **Call to order 7:00 p.m. – B. White**
2. **Verbal roll call for BOE members**
3. **Election of Officers** for 1 yr. terms – Supt. White shall open the floor for nominations for the office of Chairman

The newly elected Chair shall open the floor for nominations for the following offices:

Vice-Chairman
Secretary

And shall name 2 Supervision District Committee reps in addition to the newly elected Chair
As well as make other Committee Appointments (Any Standing / Any Ad Hoc Committees as needed)

4. **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.

- 4.1. Minutes from the Regular Meeting of September 22, 2022 (*encl #1*)
- 4.2. Accounts Payable report (*encl #2*)

5. 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

6. Reports and Other Items:

6.1. Superintendent's Report – B. White

- a. District update
- b. Information and communication

6.2. Assistant Superintendent's Report – S. Brzozowy no report this evening

- a. General update

6.3. Financial Status Report – R. Grissom

- a. Financial Status Updates
 - o Current Year to Date Financial Status Update (*encl #3*)
 - o Cafeteria Fund Update (*encl #4*)
 - o Medical Reserve Tracking (*encl #5*)
 - o Grants update (*as needed*)
 - o ADM Calculation Methodology (*encl #6*)
- b. Discussion and Possible VOTE to approve transfers as requested (*encl #7*)

6.4. Principal's Report (as needed) – No report this evening Tyson Stoddard, CES

6.5. Other Items (as needed)

- a. Student Achievement Data – S. Brzozowy, T. Stoddard
- b. Enrollment Projections and Section Analysis – S. Brzozowy; T. Stoddard
- c. Presentation of Proposed Strategic Priorities - B. White
- d. Presentation of 2020-21 Performance Profile Reports for CES – S. Brzozowy

6.6. Committee reports (Chair)

- a. Joint PK-12 Committees (*comm. chairs*) – Policy – L. Seidman; Curriculum – N. Johnston; Finance – R. Daniels

Curriculum	Finance	Policy
Oct. 19 th , 2022 @ Noon	Oct. 19 th , 2022 @ Noon	Oct. 20 th , 2022 @ Noon
Dec. 14 th , 2022 @ Noon	Dec. 14 th , 2022 @ Noon	Dec. 15 th , 2022 @ Noon
Feb. 15 th , 2023 @ Noon	Feb. 15 th , 2023 @ Noon	Feb. 16 th , 2023 @ Noon
Apr. 19 th , 2023 @ Noon	Apr. 19 th , 2023 @ Noon	Apr. 20 th , 2023 @ Noon

- b. Supervision District Committee Update – D. Fitzgibbons, D. Bernardoni, TBD
- c. LEARN Committee Update – D. Bernardoni
- d. Other committee reports (as needed)

d.1 Discussion regarding any pending policies for all BOEs – *standing item*

None to discuss this evening

7. 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

8. Executive Session – Interview - candidates to fill a BOE vacancy for a term to end November 2023

9. **Action Item:** Possible **VOTE** to appoint a candidate to fill a vacancy on the BOE for a term to last until November 2023, at which time the position returns to the ballot as a full term 4 year vacancy.

10. Future Agenda Items

- 10.1 Joint BOE meeting December 01, 2022 @ 7:00 p.m.
- 10.2 Joint BOE Retreat – Saturday, January 21, 2023 from 9:00 a.m. – Noon @ JWMS Library
- 10.3 Chester BOE regular meeting January 26, 2023 @ 7:00 p.m.

11. Adjournment



Regional School District 4
Chester – Deep River – Essex – Region 4
Boards of Education Committees – School Year 2022-23 (Updates in Progress)

Joint BOE Standing Committees (standing committees have regularly scheduled meetings)			
*Joint PK-12 Policy Sub-Committee		R4(Sandmann/TBD) CH(Taigen/Scherber) DR(Maikowski/Scholfield) ES (Seidman/TBD)	
*Joint PK-12 Curriculum Sub-Comm.		R4(Cavanaugh/Silva) CH(Bernardoni/Johnson) DR(Grunko/Rioux) ES (Johnston/Sweet)	
*Joint PK-12 Finance Sub-Committee		R4 (Clark/Daniels/Fearon) CH (Rice/TBD) DR (Hallden/TBD) ES (Seidman/Watson)	
Supervision District Committee (2 yr terms end in Nov. of the year listed after each name)		R4 (Sandmann 23 / Cavanaugh 23 / Stack 23) CH (Fitzgibbons 23 / Bernardoni 23 / Greenberg-Ellis 23) DR (Morrissey 23 / Ferretti 23 / Maikowski 23) ES (Seidman 23 /Pillion 23 / Johnston 23)	
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/Sandmann) CH (Taigen) DR (Morrissey) ES (Watson/Pillion) Expires 7/2025	6/2024
- Joint BOE Administrator negotiations		Same as ABOVE for Teacher negotiations Expires 7/2023	9/2022
- Joint BOE Paraeducator negotiations		Same as BELOW for Net Tech et al. Expires 7/2023	3/2023
- Joint BOE NetTechs et al negotiations (ElemSec/Elem Nurses/ElemNetTech/R4NetTech/ElemCustodians)		R4 (Daniels/Sandmann) CH (Fitzgibbons) DR (Maikowski/Ferretti) ES (Watson/Pillion) Expires 7/2023	3/2023
- Cafeteria (all schools)		Expires 7/2022	4/2022
Technology		R4(Seidman), CH(TBD), ES (Seidman), DR (TBD)	
School Calendar		R4(Sandmann/Daniels), CH (TBD), ES (TBD), DR (Morrissey)	
LEARN Joint BOE representative(s)		R4(Cavanaugh), CH(Bernardoni), ES(TBD), DR(TBD)	
School Safety Committee		R4(Cavanaugh, Daniels), CH(Greenberg-Ellis), DR(TBD), ES(TBD)	
Tuition Committee		R4(Cavanaugh/Sandmann/Daniels), CH (TBD), DR (Morrissey), ES (Seidman Alt.)	
RFP Review		R4(Cavanaugh/Daniels), CH (Scherber), DR (Morrissey), ES (Seidman/Johnston)	
Individual BOE Ad Hoc Committees (ad hoc committees meet for a designated period or as needed)			
<u>Chester BOE</u>			
CATV Advisory Council (Cable TV)		For Discussion	
<u>Deep River BOE</u>			
Facilities		Morrissey/Ferretti	
CATV Advisory Council (Cable TV)		TBD	
<u>Essex BOE</u>			
Building		Seidman	
Essex Foundation		TBD	
CATV Advisory Council (Cable TV)		TBD	
<u>Region 4 BOE</u>			
Personnel & Negotiations		Contract duration	Initiate negotiations
▪ R4 Secretaries/Nurses		Daniels/Sandmann Expires 7/2022	4/2022
▪ R4 Custodians		Daniels/Sandmann Expires 7/2024	3/2024
R4 Grounds and Buildings Maintenance & Oversight Committee		Stack/Seidman/Strauss (alt. Sandmann)	
JWMS Security Project Building Committee		Daniels/ Cavanaugh/ Sandmann / Stack	
R4 Educational Foundation		TBD	
Region 4 Extra compensation points committee		Clark/Daniels/Sandmann (only 1 rep needed)	

CHESTER BOARD OF EDUCATION

Welcome to tonight's meeting of the Chester Board of Education. We appreciate your interest and attendance.

WHO WE ARE:

We are fellow residents of Chester, elected by the community to serve 4 years (6-3 rotation) without compensation.

David Fitzgibbons , Chair	2023	Maria Scherber	2025	Stuart Johnson (appt. 'til Nov. 23)	2025
Dale Bernardoni Vice-Chair	2023	Rebecca Greenberg-Ellis , Sec.	2025	Ken Rice (appt. 'til Nov. 23)	2025
VACANCY	2023	Jan Taigen	2025	Faith Sprigg (appt. 'til Nov. 23)	2025

Our contact information is listed in the school calendar and the school web site. Our annual goals are also listed on the school web site (www.reg4.k12.ct.us).

We are assisted in the meeting by our school administration:

Brian J. White, Superintendent of Schools, Region 4 – Chester – Deep River - Essex
Sarah Brzozowy, Ed.D., Assistant Superintendent of Schools
Robert Grissom, Finance Director
Tyson Stoddard, Principal

Our board clerk is Ms. Kelley Frazier.

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 Board to listen to you, the Board 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 Board 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 Board of Education 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:

Our regular meetings are normally held on the fourth Thursday of every other month, unless there is a conflict with school vacation. In addition we participate in meetings of the Joint Board of Education Committee every other month along with the Boards of Education of Chester, Deep River and Essex. Our agenda is posted at town hall and on the school website (www.reg4.k12.ct.us).

EXECUTIVE SESSION:

The Board 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 24 hours advanced notice, to discuss specific items. The agenda will be posted on the bulletin board by the cafeteria and the meeting will be limited to those items.

We appreciate your attendance this evening and invite your continued interest on behalf of the children and residents of Chester.

**CHESTER ELEMENTARY SCHOOL
BOARD OF EDUCATION REGULAR MEETING
CHESTER ELEMENTARY MEDIA CENTER
SEPTEMBER 22, 2022 7:00pm**

F.O.I. Compliance – Subject to BOE approval at a future meeting

Chester BOE

David Fitzgibbons
Ken Rice
Jan Taigen
Dale Bernardoni
Charlene Fearon
Rebecca Greenberg-Ellis(Via Phone)
Stuart Johnson
Faith Spriggs
Absent: Maria Scherber

Administration

Brian White
Tyson Stoddard
Bob Grissom
Sarah Brzozowy

CALL TO ORDER

The meeting was called to order by Mr. Fitzgibbons at 7:00p.m.

CONSENT AGENDA

Upon a motion duly made and seconded the Chester Board of Education unanimously **VOTED** to approve the minutes from the regular meeting on May 26, 2022, the minutes from the special meeting on August 31, 2022 and the Accounts Payable report as written.

PUBLIC COMMENT

No Comment.

Other Items

Presentation on Building Study Outcomes – Representatives from Drummey Rosane Anderson (DRA)

Greg Smolley from DRA presented the facility needs for the Chester Elementary school. (see attached) He discussed the short term and long term facility needs. Mr. Smolley answered Board questions. A finalized report will be given to Board members and shared with the town for development of the capital plan.

REPORTS and OTHER ITEMS

Superintendent's Report

District Update

The opening of school went smoothly. Kids and staff are happy to be back in school. Cameras have been installed on the buses. First Student has been very supportive of this. The drivers are concerned about student safety. Driver training has been done. Reported cases of COVID will be tracked by a data tracker and will be available on the website. There has been an uptick in Chester but this is improving. A Board of Education retreat is scheduled for September 24, 2022 at 9:00am at the John Winthrop Library to discuss strategic planning goals.

Information and Communication

Five contracts will be negotiated this year. Cafeteria workers, Region 4 secretary and nurses and certified employees will be negotiated this fall. A three year contract is expected. Para-educators and network techs will be negotiated in the spring.

Mr. White gave an update on security. A firm will be secured to do a security audit. Practices will also be reviewed so there is consistency in all five buildings. Safety drills have occurred in all schools. A technology audit will occur later in the year. Free school lunch will be extended thru mid November.

Assistant Superintendent's Report S. Brzozowy

General Update

It was great to see staff and the kids coming back to school.

Financial Status Updates

Current Year to Date Financial Status Update

Mr. Grissom gave an update on the financial status. The FY21-22 status update was discussed. Last year's financials are closed. There is a small surplus of approximately \$105,000. The audit is being completed. Current year reporting is prepared through the end of August. There is no concern at this time of meeting the financial obligations of the district.

Cafeteria Fund Update

FY21-22 revenues were from federal monies received from the Seamless Summer option. Families who need this service will need to apply for this service.

Medical Reserve Tracking

Net favorable results have been realized last year. The reserve is funded adequately. The insurance consultant will present to the Board regarding future projections.

Grants

ESSER III funds were used to fund increasing hours of the school psychologist and an interventionist for ELA. Funding will also be provided a long term building substitute.

Possible VOTE to Accept Donation of Monitor, Computer and Digital License for Morning Broadcast from Lon Seidman valued at Approximately \$1,500.

Upon a motion made by Jan Taigen and seconded by Ken Rice the Chester Board of Education unanimously **VOTED** to accept the donation of a monitor, computer and digital license for the morning broadcast from Lon Seidman valued at approximately \$1,500.

Principal's Update

Mr. Stoddard gave a brief update. The opening of school this year has been wonderful. Mr. Stoddard thanked James and the custodial crew for their work on the grounds and in the school.

Committee Reports

Finance

The next meeting is October 19th.

Curriculum

The next meeting is October 19th.

Supervision District:

All Boards approved the Superintendent's contract.

LEARN Committee Report

Ms. Bernardoni discussed the LEARN update. Trauma coordinators have been hired for schools to be used as needed. LEARN has hired 79 new staff employees but there are still open positions. The technology department has 24/7 support for districts that need this.

Other Committee Reports

None

Discussion regarding and Pending Policies

No Policies to Discussion

PUBLIC COMMENT

No Comment

FUTURE AGENDA ITEMS

8.1 Joint BOE Meeting October 6, 2022 @ 7:00pm

8.2 Chester BOE Regular Meeting November 21, 2022 @ 7:00pm

ADJOURNMENT

On motion duly made and seconded the Board unanimously **VOTED** to adjourn at 8:27pm.

Respectfully Submitted,

Kelley Frazier, Secretary

09/19/2022 08:30
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REGIONAL SCHOOL DIST # 4
A/P CASH DISBURSEMENTS JOURNAL

P 1
apcshdsb

CASH ACCOUNT: 1000		1040	CHESTER CASH		VOUCHER	INVOICE	INV DATE	PO	WARRANT	NET
CHECK NO	CHK DATE	TYPE	VENDOR NAME							
INVOICE DTL DESC										
420555	09/19/2022	PRTD	5390 CATHERINE ANOUAR	121289	091522	09/16/2022	23100171	CH091622		300.00
	Invoice: 091522					REIMB. FOR POSTAGE STAMPS				
						CHECK	420555	TOTAL:		300.00
420556	09/19/2022	PRTD	3055 B & L CONSTRUCTION,	121290	81209	09/16/2022	23100170	CH091622		2,551.00
	Invoice: 81209					MULCH/LIMESTONE				
						CHECK	420556	TOTAL:		2,551.00
420557	09/19/2022	PRTD	2357 CIRMA	121291	26061	09/16/2022	23100002	CH091622		4,888.80
	Invoice: 26061					WC PREMIUM #2 OF 4				
				121292	26572	09/16/2022	23100037	CH091622		10,653.64
	Invoice: 26572					LAP INSURANCE PREMIUM #2 OF 4				
						CHECK	420557	TOTAL:		15,542.44
420558	09/19/2022	PRTD	5835 CITIZENS BANK - HEA	121293	100122	09/16/2022	23100011	CH091622		57,388.67
	Invoice: 100122					OCT. 2022 HEALTH PAY'T				
						CHECK	420558	TOTAL:		57,388.67
420559	09/19/2022	PRTD	2155 CONNECTICUT WATER CO	121294	090222	09/16/2022	23100201	CH091622		472.29
	Invoice: 090222					PUBLIC WATER SVC.-6/15-8/30/22				
						CHECK	420559	TOTAL:		472.29
420560	09/19/2022	PRTD	6593 CRYSTAL ROCK LLC	121295	17730296091322	09/16/2022	23100007	CH091622		47.96
	Invoice: 17730296091322					OCT. 2022 FILTERED WATER SVC.				
						CHECK	420560	TOTAL:		47.96
420561	09/19/2022	PRTD	2534 DE LAGE LANDEN	121296	77576699	09/16/2022	23100003	CH091622		399.00
	Invoice: 77576699					SEPT. 2022 DOWNSTAIRS COPIER LEASE				
						CHECK	420561	TOTAL:		399.00
420562	09/19/2022	PRTD	3078 FLAGHOUSE, INC.	121297	V025876601027	09/16/2022	23100198	CH091622		77.00
	Invoice: V025876601027					PE EQUIPMENT				
						CHECK	420562	TOTAL:		77.00

09/19/2022 08:30
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REGIONAL SCHOOL DIST # 4
A/P CASH DISBURSEMENTS JOURNAL

P 2
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CASH ACCOUNT: 1000			1040	CHESTER CASH																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																													
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REGIONAL SCHOOL DIST # 4
 A/P CASH DISBURSEMENTS JOURNAL

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NUMBER OF CHECKS 15 *** CASH ACCOUNT TOTAL *** 227,825.27

	<u>COUNT</u>	<u>AMOUNT</u>
TOTAL PRINTED CHECKS	15	227,825.27

*** GRAND TOTAL *** 227,825.27

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 A/P CASH DISBURSEMENTS JOURNAL

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JOURNAL ENTRIES TO BE CREATED

CLERK: 9781dpea

YEAR PER	JNL									
SRC ACCOUNT										
EFF DATE	JNL DESC	REF 1	REF 2	REF 3	ACCOUNT DESC LINE DESC	T OB	DEBIT	CREDIT		
2023 3 188										
APP 1000-2000					CHESTER ACCOUNTS PAYABLE		227,825.27			
09/19/2022	CH091622 DP				AP CASH DISBURSEMENTS JOURNAL					
APP 1000-1040					CHESTER CASH			227,825.27		
09/19/2022	CH091622 DP				AP CASH DISBURSEMENTS JOURNAL					
					JOURNAL 2023/03/188 TOTAL		227,825.27	227,825.27		

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REGIONAL SCHOOL DIST # 4
A/P CASH DISBURSEMENTS JOURNAL

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CASH ACCOUNT: 1000			1040	CHESTER CASH						
CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	WARRANT	NET	
INVOICE DTL DESC										
420570	10/07/2022	PRTD	6432 UBEO LLC	121890	INV623130	10/06/2022	23100214	CH100622	1,427.90	
Invoice: INV623130						JUL-SEP 2022	COPIER MAINT.	CONTRACT		
						CHECK	420570	TOTAL:	1,427.90	
420571	10/07/2022	PRTD	2532 ALARM SYSTEMS	121891	59421	10/06/2022	23100168	CH100622	1,684.00	
Invoice: 59421						FIRE ALARM ANN.	INSPECTION/REPAIRS			
				121892	54864	10/06/2022	23100168	CH100622	3,964.98	
Invoice: 54864						SEC. CAMERA	INSTALLATION			
						CHECK	420571	TOTAL:	5,648.98	
420572	10/07/2022	PRTD	2539 ALL WASTE, INC.	121893	3-58813-2-0922	10/06/2022	23100004	CH100622	385.25	
Invoice: 3-58813-2-0922						OCT. 2022	TRASH REMOVAL			
						CHECK	420572	TOTAL:	385.25	
420573	10/07/2022	PRTD	2836 SYNCB/AMAZON	121894	839664476869	10/06/2022	23100139	CH100622	86.14	
Invoice: 839664476869						GR. 5 MATH/LA	SUPPLIES			
Invoice: 734674964566					121896	734674964566	10/06/2022	23100155	CH100622	659.42
						MAINT./OFFICE/KM/KS	SUPPLIES			
Invoice: 655455665666					121897	655455665666	10/06/2022	23100182	CH100622	782.60
						COPY PAPER				
Invoice: 754357547939					121898	754357547939	10/06/2022	23100181	CH100622	1,957.76
						FURN/MNT-OFF-HTH-SS-LA-SPED-IT-PE-SD-GEN	SUP/LA BK			
						CHECK	420573	TOTAL:	3,485.92	
420574	10/07/2022	PRTD	3055 B & L CONSTRUCTION,	121899	80982	10/06/2022	23100211	CH100622	139.75	
Invoice: 80982						LIMESTONE				
						CHECK	420574	TOTAL:	139.75	
420575	10/07/2022	PRTD	4356 DATTCO, INC.	121900	3	10/06/2022	23100216	CH100622	2,195.00	
Invoice: 3						GR. 5 PLIMOTH	PLANT. BUS			
						CHECK	420575	TOTAL:	2,195.00	
420576	10/07/2022	PRTD	2534 DE LAGE LANDEN	121901	77724450	10/06/2022	23100003	CH100622	203.00	
Invoice: 77724450						OCT. 2022	OFFICE COPIER	LEASE		

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REGIONAL SCHOOL DIST # 4
A/P CASH DISBURSEMENTS JOURNAL

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CASH ACCOUNT: 1000		1040	CHESTER CASH		VOUCHER	INVOICE	INV DATE	PO	WARRANT	NET
CHECK NO	CHK DATE	TYPE	VENDOR NAME				INVOICE DTL	DESC		
							CHECK	420576	TOTAL:	203.00
420577	10/07/2022	PRTD	2168 DEEP RIVER HARDWARE	121902	2377/3280		10/06/2022	23100185	CH100622	218.68
			Invoice: 2377/3280				MAINT. REPAIR ITEMS			
							CHECK	420577	TOTAL:	218.68
420578	10/07/2022	PRTD	8513 DRUMMEY ROSANE ANDER	121903	0000003CHESTER		10/06/2022	22100331	CH100622	3,350.00
			Invoice: 0000003CHESTER				SEPT. 2022 BUILDING STUDY			
							CHECK	420578	TOTAL:	3,350.00
420579	10/07/2022	PRTD	3004 ERIC ARMIN INCORPORA	121904	INV1212280		10/06/2022	23100196	CH100622	28.82
			Invoice: INV1212280				GR. 6 PENTOMINOES			
							CHECK	420579	TOTAL:	28.82
420580	10/07/2022	PRTD	6719 EVERSOURCE	121905	091922A		10/06/2022	23100125	CH100622	503.89
			Invoice: 091922A				ENERGY LOAN PAY'T #23			
				121906	091922		10/06/2022	23100125	CH100622	2,593.29
			Invoice: 091922				ELECTRICITY SVC.-8/18-9/19/22			
							CHECK	420580	TOTAL:	3,097.18
420581	10/07/2022	PRTD	2332 FIRST STUDENTS INC	121907	11829922		10/06/2022	23100215	CH100622	223.32
			Invoice: 11829922				KG ORIENTATION BUSES			
							CHECK	420581	TOTAL:	223.32
420582	10/07/2022	PRTD	3078 FLAGHOUSE, INC.	121908	V025876601019		10/06/2022	23100198	CH100622	22.75
			Invoice: V025876601019				GYM CONE TOPPERS			
							CHECK	420582	TOTAL:	22.75
420583	10/07/2022	PRTD	6678 FRONTIER	121910	091922		10/06/2022	23100124	CH100622	273.55
			Invoice: 091922				TELEPHONE SVC.-9/19-10/18/22			
							CHECK	420583	TOTAL:	273.55
420584	10/07/2022	PRTD	7696 GRE FUND III HOLDCO	121911	CT-17-291A-202209-01		10/06/2022	23100159	CH100622	715.13
			Invoice: CT-17-291A-202209-01				SEPT. 2022 SOLAR SVC.			

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REGIONAL SCHOOL DIST # 4
A/P CASH DISBURSEMENTS JOURNAL

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CASH ACCOUNT: 1000		1040	CHESTER CASH		VOUCHER	INVOICE	INV DATE	PO	WARRANT	NET
CHECK NO	CHK DATE	TYPE	VENDOR NAME				INVOICE DTL	DESC		
							CHECK	420584	TOTAL:	715.13
420585	10/07/2022	PRTD	2158 HEINEMANN PUBLISHING	121912	7475991		10/06/2022	23100199	CH100622	54.00
			Invoice: 7475991				GR. 2	STICKY NOTES		
				121913	7475552		10/06/2022	23100197	CH100622	151.69
			Invoice: 7475552				GR. 5	LITERACY PACK		
							CHECK	420585	TOTAL:	205.69
420586	10/07/2022	PRTD	2217 KONE INC.	121914	962336389		10/06/2022	23100027	CH100622	931.08
			Invoice: 962336389				OCT-DEC 2022	ELEVATOR MAINT.		
							CHECK	420586	TOTAL:	931.08
420587	10/07/2022	PRTD	5959 LEAF	121915	13786881		10/06/2022	23100026	CH100622	515.00
			Invoice: 13786881				OCT. 2022	WORKROOM COPIER LEASE		
							CHECK	420587	TOTAL:	515.00
420588	10/07/2022	PRTD	7303 LIPIN DIETZ, ASSOCIA	121916	1002679		10/06/2022	23100000	CH100622	75.00
			Invoice: 1002679				AUDIOMETER	CALIBRATION		
							CHECK	420588	TOTAL:	75.00
420589	10/07/2022	PRTD	2373 MATHCOUNTS FOUNDATIO	121917	WEB-8902		10/06/2022	23100204	CH100622	240.00
			Invoice: WEB-8902				COMPETITOR	REG.		
							CHECK	420589	TOTAL:	240.00
420590	10/07/2022	PRTD	6325 LEANNE MCKENNA	121918	092122		10/06/2022	23100212	CH100622	20.00
			Invoice: 092122				GR. 2M	SOUND WALL		
							CHECK	420590	TOTAL:	20.00
420591	10/07/2022	PRTD	3758 NASN	121919	LUNZ		10/06/2022	23100213	CH100622	141.00
			Invoice: LUNZ				KATHLEEN LUNZ	MEMB. RENEWAL		
							CHECK	420591	TOTAL:	141.00
420592	10/07/2022	PRTD	2267 SCHOOL SPECIALTY, LL	121922	208131000640		10/06/2022	23100149	CH100622	2.71
			Invoice: 208131000640				EN CONSUMABLE	SUPPLIES		
				121923	208131091884		10/06/2022	23100059	CH100622	56.56

32,337.72

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 A/P CASH DISBURSEMENTS JOURNAL

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JOURNAL ENTRIES TO BE CREATED

CLERK: 9781dpea

YEAR PER	JNL								
SRC ACCOUNT									
EFF DATE	JNL DESC	REF 1	REF 2	REF 3	ACCOUNT DESC LINE DESC	T OB	DEBIT	CREDIT	
2023 4 84									
APP 1000-2000					CHESTER ACCOUNTS PAYABLE		32,337.72		
10/07/2022	CH100622 DP				AP CASH DISBURSEMENTS JOURNAL				
APP 1000-1040					CHESTER CASH			32,337.72	
10/07/2022	CH100622 DP				AP CASH DISBURSEMENTS JOURNAL				
					JOURNAL 2023/04/84 TOTAL		32,337.72	32,337.72	

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REGIONAL SCHOOL DIST # 4
A/P CASH DISBURSEMENTS JOURNAL

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CASH ACCOUNT: 1000			1040	CHESTER CASH							
CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	WARRANT	NET		
INVOICE DTL DESC											
420596	10/28/2022	PRTD	2836 SYNCB/AMAZON	122432	447798483789	10/27/2022	23100209	CH102722	32.98		
Invoice: 447798483789						CAFE BOOSTER SEAT/SOCIAL DEV. TAPE					
				122433	947395468468	10/27/2022	23100021	CH102722	173.25		
Invoice: 947395468468						JOHNSON CONTROLS THERMOSTAT					
				122434	895695397497	10/27/2022	23100181	CH102722	1,562.84		
Invoice: 895695397497						SD/SPED/MAINT/OFFICE/IT/FLES/MUSIC/GEN. SUPPLIES					
						CHECK	420596	TOTAL:	1,769.07		
420597	10/28/2022	PRTD	5835 CITIZENS BANK - HEA	122435	110122	10/27/2022	23100011	CH102722	57,388.67		
Invoice: 110122						NOV. 2022 HEALTH PAY'T					
						CHECK	420597	TOTAL:	57,388.67		
420598	10/28/2022	PRTD	6593 CRYSTAL ROCK LLC	122436	17730296101122	10/27/2022	23100007	CH102722	47.96		
Invoice: 17730296101122						NOV. 2022 FILTERED WATER SVC.					
						CHECK	420598	TOTAL:	47.96		
420599	10/28/2022	PRTD	2534 DE LAGE LANDEN	122437	77804589	10/27/2022	23100003	CH102722	399.00		
Invoice: 77804589						OCT. 2022 DOWNSTAIRS COPIER LEASE					
						CHECK	420599	TOTAL:	399.00		
420600	10/28/2022	PRTD	2168 DEEP RIVER HARDWARE	122438	03360	10/27/2022	23100185	CH102722	24.19		
Invoice: 03360						MAINT. REPAIR ITEMS					
						CHECK	420600	TOTAL:	24.19		
420601	10/28/2022	PRTD	2197 ESSEX HARDWARE CO	122439	2210-210698	10/27/2022	23100022	CH102722	32.28		
Invoice: 2210-210698						ELECTRICAL SUPPLIES					
						CHECK	420601	TOTAL:	32.28		
420602	10/28/2022	PRTD	6719 EVERSOURCE	122440	101822A	10/27/2022	23100125	CH102722	503.89		
Invoice: 101822A						ENERGY LOAN PAY'T #24					
				122441	101822	10/27/2022	23100125	CH102722	2,057.89		
Invoice: 101822						ELECTRICITY SVC.-9/19-10/18/22					
						CHECK	420602	TOTAL:	2,561.78		

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REGIONAL SCHOOL DIST # 4
A/P CASH DISBURSEMENTS JOURNAL

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CASH ACCOUNT: 1000		1040	CHESTER CASH		VOUCHER	INVOICE	INV DATE	PO	WARRANT	NET
CHECK NO	CHK DATE	TYPE	VENDOR NAME				INVOICE DTL	DESC		
420603	10/28/2022	PRTD	6678 FRONTIER	122442	101922	10/27/2022	23100124	CH102722		270.20
	Invoice: 101922					TELEPHONE SVC.-10/19-11/18/22				
						CHECK	420603	TOTAL:		270.20
420604	10/28/2022	PRTD	2158 HEINEMANN PUBLISHING	122443	7479999	10/27/2022	23100207	CH102722		50.00
	Invoice: 7479999					GR. 6 "GET FOCUSED" LA RESOURCE				
						CHECK	420604	TOTAL:		50.00
420605	10/28/2022	PRTD	2365 INTERSTATE BATTERY S	122444	1919201023010	10/27/2022	23100230	CH102722		265.00
	Invoice: 1919201023010					BATTERIES				
						CHECK	420605	TOTAL:		265.00
420606	10/28/2022	PRTD	6589 JUNIOR LIBRARY GUILD	122445	627878	10/27/2022	23100231	CH102722		1,036.36
	Invoice: 627878					LIBRARY BOOKS				
						CHECK	420606	TOTAL:		1,036.36
420607	10/28/2022	PRTD	5686 MARIJANE MANTIE	122446	101822	10/27/2022	23100232	CH102722		280.74
	Invoice: 101822					REIMB. FOR CLASSROOM SUPPLIES				
						CHECK	420607	TOTAL:		280.74
420608	10/28/2022	PRTD	6110 PKF O'CONNOR DAVIES,	122447	651782	10/27/2022	23100186	CH102722		3,500.00
	Invoice: 651782					2022 AUDIT PROGRESS BILLING				
						CHECK	420608	TOTAL:		3,500.00
420609	10/28/2022	PRTD	3380 MARJORIE RUSSELL	122448	102122	10/27/2022	23100233	CH102722		6,276.92
	Invoice: 102122					SCHOOL COUNSELOR SVCS.-9/7-10/21/22				
						CHECK	420609	TOTAL:		6,276.92
420610	10/28/2022	PRTD	2267 SCHOOL SPECIALTY, LL	122449	308104185940	10/27/2022	23100205	CH102722		589.64
	Invoice: 308104185940					ART SUPPLIES				
						CHECK	420610	TOTAL:		589.64
420611	10/28/2022	PRTD	8665 SPANISH FOR KIDS	122450	4948080	10/27/2022	23100221	CH102722		18.50
	Invoice: 4948080					SPANISH MAP				

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REGIONAL SCHOOL DIST # 4
A/P CASH DISBURSEMENTS JOURNAL

P 3
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CASH ACCOUNT: 1000		1040	CHESTER CASH		VOUCHER	INVOICE	INV DATE	PO	WARRANT	NET
CHECK NO	CHK DATE	TYPE	VENDOR NAME				INVOICE DTL	DESC		
							CHECK	420611	TOTAL:	18.50
420612	10/28/2022	PRTD	5776 THERMOMEDICS, LLC	122451	3058		10/27/2022	23100122	CH102722	4,985.00
	Invoice: 3058						OCT-DEC	2022	MAINT. CONTRACT	
							CHECK	420612	TOTAL:	4,985.00
420613	10/28/2022	PRTD	2436 TREASURER REGIONAL S	122453	618004		10/27/2022	23100200	CH102722	681.78
	Invoice: 618004						AUG. 2022		LEGAL FEES	
				122454	2022-OCTOBER		10/27/2022	23100210	CH102722	2,232.46
	Invoice: 2022-OCTOBER						OCT. 2022	CAFE	SALARIES/BENEFITS	
							CHECK	420613	TOTAL:	2,914.24
420614	10/28/2022	PRTD	2518 TREASURER SUPERVISIO	122455	SEPTEMBER2022		10/27/2022	23100164	CH102722	50.41
	Invoice: SEPTEMBER2022						SEPT. 2022		PRINCIPAL'S CELL PHONE FEE	
				122456	110122		10/27/2022	23100012	CH102722	149,330.32
	Invoice: 110122						NOV. 2022	SHARE OF	SUPERV. BUDGET	
							CHECK	420614	TOTAL:	149,380.73
					NUMBER OF CHECKS	19	*** CASH ACCOUNT TOTAL ***			231,790.28
							COUNT	AMOUNT		
					TOTAL PRINTED CHECKS		19	231,790.28		
					*** GRAND TOTAL ***					231,790.28

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REGIONAL SCHOOL DIST # 4
A/P CASH DISBURSEMENTS JOURNAL

P 4
apcshdsb

JOURNAL ENTRIES TO BE CREATED

CLERK: 9781dpea

YEAR PER	JNL						ACCOUNT DESC	T OB	DEBIT	CREDIT
SRC ACCOUNT	EFF DATE	JNL DESC	REF 1	REF 2	REF 3	LINE DESC				
2023 4 327										
APP 1000-2000						CHESTER ACCOUNTS PAYABLE			231,790.28	
10/28/2022	CH102722	DP				AP CASH DISBURSEMENTS JOURNAL				
APP 1000-1040						CHESTER CASH				231,790.28
10/28/2022	CH102722	DP				AP CASH DISBURSEMENTS JOURNAL				
						JOURNAL 2023/04/327	TOTAL		231,790.28	231,790.28

Chester Board of Education
FY 2022-2023 Year-to-Date Report as of 10-31-2022

Object	Description	2022-2023 Original Budget	2022-2023 Transfers	2022-2023 Revised Budget	2022-2023 Actual Expense YTD	2022-2023 Encumbrances	2022-2023 Available
<u>OBJECT 100 - SALARIES:</u>							
TOTAL SALARIES		3,456,891	-	3,456,891	967,397	2,315,695	173,799
<u>OBJECT 200 - EMPLOYEE BENEFITS:</u>							
TOTAL EMPLOYEE BENEFITS		1,155,792	-	1,155,792	461,610	614,718	79,465
<u>OBJECT 300 - PURCHASED & TECHNICAL SERVICES:</u>							
TOTAL PURCHASED & TECHNICAL SERVICES		123,952	-	123,952	42,950	70,785	10,217
<u>OBJECT 400 - PURCHASED PROPERTY SERVICES:</u>							
TOTAL PURCHASED PROPERTY SERVICES		224,630	-	224,630	62,564	93,824	68,242
<u>OBJECT 500 - OTHER PURCHASED SERVICES:</u>							
TOTAL OTHER PURCHASED SERVICES		252,289	-	252,289	97,197	132,396	22,697
<u>OBJECT 600 - SUPPLIES:</u>							
TOTAL SUPPLIES		221,473	-	221,473	82,831	35,768	102,874
<u>OBJECT 700 - PROPERTY:</u>							
TOTAL PROPERTY		1,800	-	1,800	1,248	-	552
<u>OBJECT 800 - OTHER OBJECTS:</u>							
TOTAL OTHER OBJECTS		4,695	-	4,695	3,213	826	656
SUBTOTAL		<u>5,441,522</u>	<u>-</u>	<u>5,441,522</u>	<u>1,719,010</u>	<u>3,264,010</u>	<u>458,502</u>

Chester Board of Education
FY 2022-2023 Year-to-Date Report as of 10-31-2022

Object		Description	2022-2023 Original Budget	2022-2023 Transfers	2022-2023 Revised Budget	2022-2023 Actual Expense YTD	2022-2023 Encumbrances	2022-2023 Available
OBJECT 100 - SALARIES:								
5111		Administration	161,543	-	161,543	53,848	107,695	-
5113		Teachers' Salaries	1,329,654	-	1,329,654	247,938	1,041,340	40,376
5114		Secretary Salaries	109,006	-	109,006	27,293	78,431	3,282
5115		Custodial Salaries	197,110	-	197,110	42,680	92,217	62,214
5116		Nurse Salary	55,355	-	55,355	10,645	44,710	-
5118		Food Service Dir/Bookkeeper/Cafeteria Salaries	63,557	-	63,557	13,288	15,764	34,505
5119		Para Educators	268,479	-	268,479	40,245	236,723	(8,489)
5123		Substitute Teachers	30,000	-	30,000	6,840	-	23,160
5124		Substitute Secretary/Para-Educators	9,400	-	9,400	15,727	-	(6,327)
5133		Coaches/Extra-Curricular	28,218	-	28,218	-	-	28,218
5134		Secretary OT	600	-	600	100	-	500
5135		Custodian OT	6,000	-	6,000	8,459	-	(2,459)
5138		Cafeteria OT	-	-	-	1,180	-	(1,180)
5198		Supervision District Salary	1,197,969	-	1,197,969	499,154	698,815	-
TOTAL SALARIES			3,456,891	-	3,456,891	967,397	2,315,695	173,799
OBJECT 200 - EMPLOYEE BENEFITS:								
5210		Health Insurance	688,664	-	688,664	286,943	401,721	-
5214		Life Insurance	3,019	-	3,019	604	67	2,348
5222		MERF	-	-	-	2,266	2,767	(5,032)
5223		FICA/Medicare	71,324	-	71,324	15,499	1,220	54,605
5250		Unemployment Compensation	6,500	-	6,500	-	-	6,500
5260		Worker's Compensation	22,504	-	22,504	9,779	9,780	2,945
5290		Other Employee Benefits	13,174	-	13,174	260	-	12,914
5291		Annuities	9,185	-	9,185	4,000	-	5,185
5298		Supervision District Fringe Benefits	341,422	-	341,422	142,259	199,163	-
TOTAL EMPLOYEE BENEFITS			1,155,792	-	1,155,792	461,610	614,718	79,465

Chester Board of Education
FY 2022-2023 Year-to-Date Report as of 10-31-2022

Object		Description	2022-2023 Original Budget	2022-2023 Transfers	2022-2023 Revised Budget	2022-2023 Actual Expense YTD	2022-2023 Encumbrances	2022-2023 Available
OBJECT 300 - PURCHASED & TECHNICAL SERVICES:								
5322		Professional Development Programs	11,688	-	11,688	-	12,120	(432)
5330		<u>Other Professional Services</u>						
	2134	Health	-	-	-	-	-	-
	2135	Physical Therapy	10,926	-	10,926	-	-	10,926
	2140	Other Services	16,000	-	16,000	6,277	10,000	(277)
	2310	BOE - Other Services	26,000	-	26,000	8,599	17,401	-
	2600	Building Study	-	-	-	3,350	(3,350)	-
		TOTAL OTHER PROF SERVICES	52,926	-	52,926	18,226	24,051	10,649
5398		Supervision District Purchased Svcs	59,338	-	59,338	24,724	34,614	-
TOTAL PURCHASED & TECHNICAL SERVICES			123,952	-	123,952	42,950	70,785	10,217
OBJECT 400 - PURCHASED PROPERTY SERVICES:								
5411		Water	4,200	-	4,200	472	3,728	-
5412		Electricity	51,000	-	51,000	12,683	38,317	-
5430		<u>Repairs & Maintenance</u>						
	1109	Music	900	-	900	-	-	900
	1110	Phys Ed	1,600	-	1,600	-	-	1,600
	1114	Computer Education	5,000	-	5,000	-	-	5,000
	2134	Health	660	-	660	75	-	585
	2150	Repairs & Maintenance	266	-	266	-	-	266
	2222	Library	800	-	800	775	-	25
	2410	Contracts	8,000	-	8,000	1,428	6,572	-
	2600	Plant Operations Repairs	81,725	-	81,725	40,311	33,124	8,289
		TOTAL REPAIRS & MAINTENANCE	98,951	-	98,951	42,589	39,696	16,665
5440		Leases	66,737	-	66,737	5,261	9,899	51,577
5498		Supervision District Purchased Property Services	3,742	-	3,742	1,559	2,183	-
TOTAL PURCHASED PROPERTY SERVICES			224,630	-	224,630	62,564	93,824	68,242

Chester Board of Education
FY 2022-2023 Year-to-Date Report as of 10-31-2022

Object		Description	2022-2023 Original Budget	2022-2023 Transfers	2022-2023 Revised Budget	2022-2023 Actual Expense YTD	2022-2023 Encumbrances	2022-2023 Available
OBJECT 500 - OTHER PURCHASED SERVICES:								
5511		Out-of-District Transportation	-	-	-	-	-	-
5515		Field Trips & School Events	19,003	-	19,003	2,418	6,777	9,808
5520		Comprehensive Insurance	44,709	-	44,709	21,309	21,312	2,089
5530		Communications	7,050	-	7,050	1,242	2,758	3,050
5580		Travel & Conferences	8,300	-	8,300	50	500	7,750
5598		Supervision District Other Purchased Services	173,227	-	173,227	72,178	101,049	-
TOTAL OTHER PURCHASED SERVICES			252,289	-	252,289	97,197	132,396	22,697
OBJECT 600 - SUPPLIES:								
5610		General Supplies						
	2310	Principal's Office	300	-	300	-	-	300
	2410	Office Supplies	7,850	-	7,850	3,820	1,184	2,846
		TOTAL INSTRUCTIONAL SUPPLIES	8,150	-	8,150	3,820	1,184	3,146
5611		Instructional Supplies						
	1101	Art	3,820	-	3,820	1,603	172	2,045
	1103	Language Arts	9,035	-	9,035	6,824	335	1,876
	1104	Foreign Language (FLES)	814	-	814	100	-	714
	1107	Kindergarten	1,230	-	1,230	919	275	36
	1108	Mathematics	4,980	-	4,980	3,442	693	846
	1109	Music	1,500	-	1,500	400	-	1,100
	1110	Physical Education	1,178	-	1,178	670	-	508
	1111	Reading	800	-	800	714	-	86
	1112	Science	8,070	-	8,070	1,849	970	5,251
	1113	Social Studies	2,813	-	2,813	2,330	400	83
	1114	Technology Education	3,500	-	3,500	-	-	3,500
	1190	Testing	15,000	-	15,000	5,541	3,235	6,224
	1207	Technology	13,100	-	13,100	343	45	12,712
	1210	Gifted and Talented	2,821	-	2,821	334	400	2,087
	1215	Special Education	2,363	-	2,363	2,179	145	39
	2134	Nurse	4,090	-	4,090	630	74	3,386
	2150	Speech Hearing	1,010	-	1,010	767	205	38
	2213	Social Development	6,000	-	6,000	1,285	-	4,715
	2222	Library	1,400	-	1,400	-	-	1,400
		TOTAL INSTRUCTIONAL SUPPLIES	83,524	-	83,524	29,930	6,950	46,644

Chester Board of Education
FY 2022-2023 Year-to-Date Report as of 10-31-2022

Object		Description	2022-2023 Original Budget	2022-2023 Transfers	2022-2023 Revised Budget	2022-2023 Actual Expense YTD	2022-2023 Encumbrances	2022-2023 Available
5613		Operations Maintenance Supplies	29,500	-	29,500	16,023	10,521	2,956
5624		Heating Fuel Natural Gas	32,480	-	32,480	-	-	32,480
5626		Gasoline	600	-	600	-	-	600
5641		Instructional Materials						
	1103	Language Arts	8,726	-	8,726	1,487	1,362	5,876
	1104	Foreign Language (FLES)	-	-	-	-	-	-
	1107	Kindergarten	1,950	-	1,950	682	-	1,268
	1108	Mathematics	5,353	-	5,353	5,189	-	164
	1111	Reading	11,250	-	11,250	10,484	-	766
	1112	Science	3,213	-	3,213	693	-	2,520
	1113	Social Studies	2,080	-	2,080	1,034	193	853
	1114	Computer Education	6,000	-	6,000	3,190	-	2,810
	1210	Gifted and Talented	-	-	-	-	-	-
	1215	Special Education	1,847	-	1,847	916	726	205
		TOTAL INSTRUCTIONAL MATERIALS	40,419	-	40,419	23,675	2,282	14,462
5642		Library Books	11,950	-	11,950	3,195	6,169	2,586
5698		Supervision District Supplies	14,850	-	14,850	6,188	8,663	-
TOTAL SUPPLIES			221,473	-	221,473	82,831	35,768	102,874
OBJECT 700 - PROPERTY:								
5730		Equipment	1,800	-	1,800	1,248	-	552
5798		Supervision District Equipment	-	-	-	-	-	-
TOTAL PROPERTY			1,800	-	1,800	1,248	-	552
OBJECT 800 - OTHER OBJECTS:								
5810		Dues & Fees						
	2134	Board of Education	150	-	150	141	-	9
	2310	School Dues & Fees	1,940	-	1,940	1,923	-	17
	2410	School Dues & Fees	809	-	809	259	-	550
	2905	School Dues & Fees	380	-	380	300	-	80
		TOTAL DUES & FEES	3,279	-	3,279	2,623	-	656
5898		Supervision District Other Objects	1,416	-	1,416	590	826	-
TOTAL OTHER OBJECTS			4,695	-	4,695	3,213	826	656
SUBTOTAL			5,441,522	-	5,441,522	1,719,010	3,264,010	458,502

Medical Reserve Tracking
Chester, Deep River, Essex, Regional School
District No. 4, and the Supervision District

2022-2023

As of: 10.26.2022

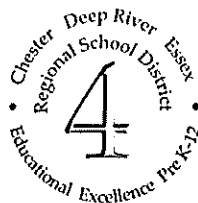
Monthly Revenue	July	August	September	October	November	December	January	February	March	April	May	June	Total
First Week	391,669	250,148	89,039	3,088									733,944
2nd Week	58,050	67,339	154,801	153,284									433,475
3rd Week	118,954	33,037	68,542	59,805									280,337
4th Week		90,522	119,859										210,382
5th week													-
H S A Payments	188,086	17,946	124,704	17,489									348,225
Medicare Supp.	7,654	7,527	7,527	3,700									26,408
Miscellaneous exp	4,092	8,816	504										13,412
Total Expenses	768,504	475,336	564,976	237,367	-	-	-	-	-	-	-	-	2,046,183
Monthly Revenue	July	August	September	October	November	December	January	February	March	April	May	June	Total
Supv Dist.	101,470	101,470	101,470	101,470	101,470	101,470	101,470	101,470	101,470	101,470	101,470	101,470	1,217,645
Reg 4	238,405	238,405	238,405	238,405	238,405	238,405	238,405	238,405	238,405	238,405	238,405	238,405	2,860,860
Chest. BOE	57,389	57,389	57,389	57,389	57,389	57,389	57,389	57,389	57,389	57,389	57,389	57,386	688,664
Deep River BOE	54,392	54,392	54,392	54,392	54,392	54,392	54,392	54,392	54,392	54,392	54,392	54,395	652,708
Essex BOE	88,067	88,067	88,067	88,067	88,067	88,067	88,067	88,067	88,067	88,067	88,067	88,067	1,056,808
First Pay EE			50,940	58,873	65,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000	629,813
Second Pay EE	12,771		59,355	65,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000	657,125
TRB	19,289		28,639	(1,100)									46,829
Retirees	40,150	23,005	29,807	8,835									101,797
Other Rev.													-
													-
Total Revenue	611,934	562,729	708,464	671,331	669,724	669,724	669,724	669,724	669,724	669,724	669,724	669,724	7,912,249
Net Rev/Exp/Month	(156,569)	87,392	143,488	433,964	669,724	669,724	669,724	669,724	669,724	669,724	669,724	669,724	
Self Insured cash balance at month end	\$ 5,551,360	\$ 5,548,978	\$ 6,149,273										

Revenue (Full Year Projection) 7,912,249
Expenses (YTD) 2,046,183
Net Position 5,866,066

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



Sarah Brzozowy, Ed.D.
Assistant Superintendent of Schools
sbrzozowy@reg4.k12.ct.us

Robert Grissom
Finance Director
rgrissom@reg4.k12.ct.us

Date: October 13, 2022

To: Brian White, Superintendent of Schools

From: Robert Grissom, Finance Director

RE: Average Daily Membership (ADM) Methodology & Calculation

Att: Average Daily Membership for Budget Year 2023-2024 – Region 4
Average Daily Membership for Budget Year 2023-2024 – Supervision District

Average daily membership (ADM) reflects resident students of fiscal responsibility to a municipality. It is the allowed method for regional school districts to allocate budgets. Per the State of Connecticut, students attending the Connecticut Technical High School System or state charter schools are not included in ADM. The ADM allocation rates for a given budget year are based on the October 1 student enrollment counts of the prior year. For example, the ADM rates to be used in the budget development and allocation of expenses for fiscal year 2023-2024 are based on the October 1, 2022 student count.

Our methodology to calculate the ADM each year begins with PowerSchool student enrollment data. A report of student enrollment by school district as of October 1 must be submitted to the Connecticut State Department of Education (CSDE) annually during October via the Public School Information System (PSIS). This same data serves as the primary basis of the ADM calculation. The report to the state counts students by the school district attended. ADM rates are based on each student's town of residence, so the data obtained from PowerSchool must be analyzed to allocate students to their home town. A useful example of this is the Pre-Kindergarten program. As the program is housed at Essex Elementary, all students are reported to the state as part of Essex School District. However, for ADM purposes, Pre-K students are reallocated to be included in their actual town of residence. This methodology ensures the educational costs of each student are more accurately represented in the fiscal responsibility of each of the three towns.

There are other validations and adjustments to be made with the PowerSchool data before the calculation is considered FINAL.

- The Finance Office receives PowerSchool data from two different sources within the District and confirms the information is consistent; this step validates the accuracy of the starting data.
- PowerSchool data may or may not include Out of District (OOD) placements. OOD students are verified with data obtained from the Pupil Services Department and assigned to their town of residence.
- PowerSchool data does not include students attending Magnet schools, the Middletown VoAg High School, and Vinal Technical High School, at the expense of the districts. Working with each school, the Assistant Superintendent, and the Pupil Services Department, students attending Magnet schools and the Middletown VoAg High School are confirmed and added to the counts for their respective towns. Vinal Technical High School students are not included in accordance with

CT statute, and therefore the Finance Department ensures none of those students are listed in the ADM student counts.

- Non-resident students paying tuition to attend one of the schools within the districts are included in the PowerSchool student data as of October 1; these students must be removed from the enrollment data if they do not reside in one of the three towns, or allocated to the correct town if they do reside in one of the three towns.

Once final student count is confirmed by residency town, these figures are used to calculate the Region 4 3-way ADM allocation rate and the Supervision District 3-way and 4-way ADM allocation rates.

The ADM calculation and results are reviewed within Central Office by the Assistant Finance Director and Superintendent to ensure accuracy prior to their release to the towns each year.

**AVERAGE DAILY MEMBERSHIP
FOR BUDGET YEAR 2023-2024**

Based on October 1 2022 State Reporting

REGION 4

<u>JWMS</u>				
Grade	Chester	Deep River	Essex	Total
7th	25	44	44	113
8th	29	49	47	125
School Total*	54	93	91	238
Magnet	-	-	-	-
JWMS ADM TOTAL	54	93	91	238
 <u>Valley</u>				
Grade	Chester	Deep River	Essex	Total
9th	23	34	52	109
10th	26	43	44	113
11th	30	56	56	142
12th	36	50	60	146
School Total*	115	183	212	510
Magnet	2	-	1	3
VoAg	-	2	-	2
VALLEY ADM TOTAL	117	185	213	515
 R4 ADM GRAND TOTAL	 171	 278	 304	 753

<u>R4 ADM ALLOCATION</u>	<u>Chester</u>	<u>Deep River</u>	<u>Essex</u>	<u>Total</u>
2023-2024 R4 ADM	22.71%	36.92%	40.37%	100.00%
2022-2023 R4 ADM	23.30%	35.07%	41.63%	100.00%
Change over prior year	-0.59%	1.85%	-1.26%	

*School totals include OOD placements and Transition Academy, exclude non-resident tuition students and tech school students

**AVERAGE DAILY MEMBERSHIP
FOR BUDGET YEAR 2023-2024**

Based on October 1 2022 State Reporting

SUPERVISION DISTRICT

Grade*	<u>Chester</u>	<u>Deep River</u>	<u>Essex</u>	<u>Total</u>
Pre-K	10	8	14	32
Kindergarten	32	29	35	96
1st	34	31	33	98
2nd	27	26	35	88
3rd	37	29	40	106
4th	26	24	42	92
5th	36	22	39	97
6th	30	37	42	109
School Total*	232	206	280	718
PK - 6 ADM TOTAL	<u>232</u>	<u>206</u>	<u>280</u>	<u>718</u>

	<u>Chester</u>	<u>Deep River</u>	<u>Essex</u>	<u>Total</u>
Oct 1 2022 total count	232	206	280	718
2023-2024 Budget ADM 3-way	32.31%	28.69%	39.00%	100.00%
2022-2023 Budget ADM 3-way	30.63%	30.21%	39.16%	100.00%
Change over prior year	1.68%	-1.52%	-0.16%	

	<u>Chester</u>	<u>Deep River</u>	<u>Essex</u>	<u>R4</u>	<u>Total</u>
Oct 1 2022 total count	232	206	280	753	1,471
2023-2024 Budget ADM 4-way	15.77%	14.00%	19.03%	51.19%	100.00%
2022-2023 Budget ADM 3-way	14.23%	14.04%	18.19%	53.54%	100.00%
Change over prior year	1.54%	-0.04%	0.84%	-2.35%	

*Grade and school totals include OOD placements, exclude non-resident tuition students

Encl #7

REGION 4 SCHOOLS
Chester, Deep River, Essex
Budget Appropriation Transfers

SCHOOL: Chester Elementary School

DATE: 10/31/22

FROM ACCOUNT				TO ACCOUNT			
OBJ#	ORG#	Account Description	Amt	OBJ#	ORG#	Account Description	Amt
5123	111151	Substitute Teacher (Building Sub salary paid through grant)	\$ 10,000.00	5330	121403	Other Professional Services	\$19,800.00
5641	111036	Textbooks - Language Arts (includes \$3.8K Lexia renewal paid through Title IV)	\$ 4,000.00				
5611	112076	Supplies - Technology	\$ 2,600.00				
5580	122135	Travel - Staff Training	\$ 2,200.00				
5611	122136	Supplies - Social Development	\$ 1,000.00				
		*TOTAL:	\$19,800.00			TOTAL:	\$19,800.00
		*Total rounded up from \$19,796.44					
		1450					

Reason(s) For Transfer Request:

We are requesting this transfer to cover the anticipated salary of CES's long-term substitute school counselor from the wk of 10/24 through wk of 1/30 (41 days).

Amount based on 41 days @\$482.84/day [15 wks @3 days/wk beginning wk of 10/24/22 through wk of 1/30/23 with these exceptions: 2 days only for wk of 11/21 and 0 days for wk of 12/26].

There should be no negative impact from transferring these funds.

Requested By:

Principal

Date:

Approved By:

Business Manager

Date

Posted By

Date