

**ESSEX ELEMENTARY SCHOOL
BOARD OF EDUCATION REGULAR MEETING
EES MEDIA CENTER
THURSDAY, MARCH 14, 2024 6:00pm**

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

CALL TO ORDER

Mr. Seidman called the meeting to order at 6:00pm.

VERBAL ROLL CALL FOR BOE MEMBERS

Attendance:	Essex BOE	Administration:
	Mark Watson	Bob Grissom
	Nancy Johnston	Sarah Brzozowy
	Kristen Pillon	David Kitzman
	Marjorie Russell	
	Lon Seidman	
	Cassandra Sweet	
	Absent:	
	Other attendees:	Kelley Frazier, Clerk

CONSENT AGENDA

Upon a motion duly made and seconded the Essex Board of Education unanimously **VOTED** to approve the minutes from the regular meeting of January 11, 2024, the minutes from the budget Workshop I on January 22, 2024 and the minutes from the Budget Workshop II on February 8, 2024 and the Accounts Payable report as written.

PUBLIC COMMENT

No Comment.

Superintendent's Report

District Update – Information and Communication

Superintendent White was not present.

Assistant Superintendent's Report

General Update

Dr. Brzozowy gave a brief update. A new literacy program is being researched. Professional development explored the options available. Teachers will continue to work on this with Dr. Brzozowy. There is a change in the Bridges program next year. Social and emotional development will continue to be a focus next year.

Financial Status Updates

Current Year to Date Financial Status Update

This report is through February 2024. All financial obligations are expected to be met. The committed budget is 96.5%. There are no anticipated financial concerns at this time. Trends are as expected. An outplacement left the district so a surplus is expected.

Cafeteria Fund Update

Mr. Grissom reported on the cafeteria fund prepared through February 2024. We are breaking even for the cafeteria fund and maintaining the three month reserve.

Medical Reserve Tracking

The fund is tracking as expected. Claims are slightly higher than usual. The reserve balance was discussed with the Insurance Consultant. This will continue to be monitored. Monday a remote Joint BOE meeting will be held to review the Insurance Reserve and how to move forward.

Grants Update

No update.

Discussion and possible VOTE to approve a transfer of funds as presented.

Upon a motion duly made and seconded the Essex Elementary Board of Education unanimously **VOTED** to approve a transfer of funds as presented by the Finance Director.

PRINCIPAL'S REPORT- D. Kitzman

Mr. Kitzman gave a brief update. Kindergarten Orientation is occurring in March and the Kindergarten waiver screening will occur in April. The Essex Garden club is providing students with summer camp opportunities. A new logo is being developed.

Other Items

Discussion and possible VOTE to approve the Essex Elementary School 2024-25 budget for presentation to the Town of Essex.

Upon a motion duly made and seconded the Essex Elementary School unanimously **VOTED** to approve the Essex Elementary School 2024-25 budget in the amount of \$8,745,676 for presentation to the Town of Essex.

Upon a motion duly made and seconded the Essex Elementary School unanimously **VOTED** to accept the capital expenditure requests as presented.

Discussion and possible VOTE to accept a donation of classroom supplies valued at \$2,000 from the Essex PTO to be used at the discretion of the administration.

Upon a motion duly made and seconded the Essex Elementary Board of Education unanimously **VOTED** to accept a donation of classroom supplies valued at \$2,000 from the Essex PTO to be used at the discretion of the administration.

EES Parking Lot and Public Parking

Mr. Seidman discussed the parking lot issues with space availability. Parking overnight is not allowed during the week. Signage could be put in place. Research will be done to see how other schools handle this.

Committee Reports**Curriculum**

No Report

Finance

The Medical Insurance Reserve fund was discussed.

Policy

These policies are mandated. Vote will be taken at the next Joint Board of Education.

Supervision District Committee Updates

No Update.

Other Committee Reports**LEARN Committee Update**

No Update.

PUBLIC COMMENT

No Comments.

Executive Session-Personnel-Superintendent's Mid Year Goals Update and Evaluation

Executive session canceled.

FUTURE AGENDA ITEMS

- Present proposed Essex BOE 2024-25 budget to Essex BOF/BOS April 3, 2024 @ 7:00pm
- Joint BOE Meeting on April 4, 2024 @ 6:30pm at VRHS Media Center Library
- Present proposed Essex BOE 2024-25 budget at Public Hearing April 18, 2024 @ 7:30pm
- Essex Town budget Vote – May 3, 2024 @ 7:30pm
- Next Regular EES BOE Meeting Thursday, May 9, 2024 at 6:00pm

ADJOURNMENT

On motion duly made and seconded the Region 4 Board of Education unanimously **VOTED** to adjourn at 7:20p.m.

Respectfully Submitted,

Kelley Frazier Clerk

Essex Elementary School Budget Transfer Request
FY2024
Date: 3/14/2024

From	Acct Name	Amount	To	Acct Name	Amount
311231-5113	TEACHER SALARY	\$ (1,200.00)	324106-5610	GENERAL SUPPLIES P/O	\$ 1,200.00
		\$ (1,200.00)		TOTAL	\$ 1,200.00

Description:

To fund end of year celebrations as requested by the Region 4 Educators Association - \$6,000 total for District, split evenly by all five school buildings

Robert Grissom
Requested by:

3/14/2024
Date

Approved by:

Date

Posted by:

Date



**Essex Budget Presentation
For VOTE to Approve for Presentation to the Town
March 14, 2024**

Essex Proposed FY 2024-2025 Budget

\$8,745,676

4.39%

\$367,504

Decrease of (\$18,883) since budget workshop #2

<i>Description</i>	<i>Amount Presented February 8, 2024</i>	<i>Revised Amount March 14, 2024</i>	<i>Difference</i>
Allocation of Supervision District, IN TOTAL	\$2,919,830	\$2,900,947	(\$18,883)

Budget Revisions from Workshop #2 on February 8, 2024

Decrease of (\$18,883)

Description	Change
All Reductions a Result of Changes in the Allocations from Supervision District	
Professional Development Programs (5398) - <i>REDUCED</i>	(\$970)
Curriculum Writing (5398) - <i>REDUCED</i>	(\$2,910)
Electronic Student Enrollment Software (5398) - <i>CUT</i>	(\$3,994)
Electronic Time & Attendance Software (5398) - <i>CUT</i>	(\$2,280)
PowerSchool Student Analytics (5398) - <i>CUT</i>	(\$3,880)
District-Wide Curriculum Audit (5398) - <i>CUT</i>	(\$4,849)
TOTAL REDUCTION FROM WORKSHOP #2 *	(\$18,883)

* Other reductions made in advance of previous workshops include:

- Savings from staff turnover
- Cut of requested Supervision District Nurse position
- Lowered estimated cost of new transportation contract

Summary of Total PreK-6 Educational Expenditures

	2023-2024 Approved	2024-2025 Proposed	% Increase (From PY Total)	\$ Increase
Essex Elementary School	\$5,825,227	\$5,844,729	0.33%	\$19,502
Essex Portion of Supervision District	\$2,552,945	\$2,900,947	13.63%	\$348,002
Total Expenditures Essex PreK-6	\$8,378,172	\$8,745,676	4.39%	\$367,504

Average Daily Membership Calculation for the 2024 / 2025 Budget

■ Average Daily Membership based upon a three-way allocation to the elementary districts

	Chester	Deep River	Essex	Total
Total Students PreK - Grade 6	217	209	277	703
School Year 2024/2025	30.868%	29.730%	39.403%	
School Year 2023/2024	32.312%	28.691%	38.997%	
Change	-1.444%	1.039%	0.405%	

■ Average Daily Membership based upon a four-way allocation to the districts

	Chester	Deep River	Essex	Region 4	Total
Total Students PreK - Grade 12	217	209	277	725	1,428
School Year 2024/2025	15.196%	14.636%	19.398%	50.770%	
School Year 2023/2024	15.772%	14.004%	19.039%	51.185%	
Change	-0.576%	0.632%	0.359%	-0.415%	

Essex Elementary School - Capital Requests FY 2024-2025

Updated 1/22/2024

<i>Amount Requested:</i>	<i>Object</i>	<i>School Year 2023-2024</i>
Replace Art Room Floor Quotes in Process	5730	8,000.00
Replace Carpet Extractor Quote #1 (12 gallon) = \$5,435.78 Quote #2 (20 gallon) = \$7,343.58 Quote #3 (20 gallon) = \$10,357.66 Quote #4 (20 gallon) = \$11,814.28	5730	10,000.00
Replace Furniture (Teacher desks, stand-up desks, storage cabinets) Quote #1 = \$7,928.83 Quote #2 = \$8,599.99	5730	8,000.00
Total		26,000.00

Essex Budget Timeline & Next Steps

- ~~January 22, 2024 - Essex Budget Workshop #1~~
- ~~February 5, 2024 - Supervision District Budget Workshop #3~~
- ~~February 8, 2024 - Essex Budget Workshop #2~~
- ~~February 12, 2024 - Supervision District Public Budget Meeting~~
- ~~March 11, 2024 - Essex Budget Workshop #3 (if needed)~~
- March 14, 2024 (Tonight) - Essex BOE Meeting - Possible Vote to Approve 2024-2025 Essex Budget for Presentation to Town
- April 3, 2024 - Present Essex BOE 2024-2025 Budget to Essex BOF/BOS
- April 18, 2024 - Present Essex BOE 2024-2025 Budget at Public Hearing at Town Hall
- May 9, 2024 - Essex BOE Meeting
- May 13, 2024 - Essex Town Budget Vote

ESSEX SCHOOL DISTRICT
Essex Elementary School
2024-2025 Proposed Budget

Essex Board of Education
For VOTE on March 14, 2024 to Approve for Presentation to the Town



A Mission-Driven Learning Community with a PK-12 Line of Sight

Lon Seidman, Chair - Essex Board of Education
Brian J. White, Superintendent of Schools
Sarah Brzozowy, Ed.D, Assistant Superintendent
David Kitman, Principal
Christen Papallo, Director of Pupil Services
Robert Grissom, Finance Director



Regional School District 4
Chester - Deep River - Essex - Region 4

2024 - 2025 School Year Budget Request

ESSEX SCHOOL DISTRICT

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Regional School District 4 ***Chester - Deep River - Essex - Region 4***

2024 - 2025 School Year Budget Request

ESSEX SCHOOL DISTRICT

The Essex School District is part of a system of schools comprising the Chester, Deep River, Essex, and Region 4 school districts. The districts are governed by multiple Boards of Education and administered under the auspices of the Supervision District agreement. The Boards of Education are committed to providing a rigorous, challenging, and cohesive educational program with a PK-12 line of sight.

Essex Elementary School

Essex Elementary School opened in 1954 and serves students in Essex, Centerbrook, and Ivoryton. Today, Essex Elementary School serves approximately two hundred eighty students in grades PK-6. Essex Elementary School has high expectations for all students and uses a School Improvement Process to improve student achievement. School Improvement is a continuous process used to ensure that all students are achieving at high levels. Continuous improvement is essential to provide increased student performance and quality results. Innovative, exemplary, and research-based programs, coupled with professional development, focused and aligned resources, and public participation in planning, are critical factors in schools that demonstrate continuous growth. An early intervention process, SRBI, supports teacher and specialist collaboration for effective use of instructional resources and to monitor student progress. Performance Plus is used to monitor interventions and student data at Tier II and Tier III. All of these efforts are coordinated to provide seamless instruction between all professionals in the building for a continuum of instructional support for student growth. Meetings are held to discuss best practice, review student data, and plan collaboratively. The efforts of the staff are positively affecting student achievement and the staff is committed to continuing their efforts and expanding upon them in the future.

Besides a strong academic program in reading, writing and mathematics, there are other programs to enrich our students' elementary experience. Students in grades 3-6 participate in the World Language/Spanish program. Technology is integrated into the classrooms through three laptop labs, one full size iPad lab and one mini iPad lab along with multiple desktop computers in every classroom. The band and choral programs encourage students' skills in music. A school-wide Art Show demonstrates the multitude of media that students create in grades K-6. The Parent Teacher Organization (PTO) provides enrichment programs for students in the Cultural Arts, field trips to enhance the curriculum and a myriad of opportunities for parent/family involvement. The Essex Elementary School Foundation funds the Historian in Residence Program for students in grades 4, 5, and 6 and a World Cultures program for students in grade 3. The staff continues to enhance its Social Development Program, which helps to narrow the disparity between students who are already successful in school and those who struggle in school. The Social Development Program promotes a school culture, climate, and curriculum, which foster the social, emotional, and behavioral development of students. The Social Development Book of the Month program embeds our core values into the general curriculum in each classroom. At Essex Elementary School we strive to provide a strong academic program and to create an atmosphere that fosters a love of learning and a sense of community.



Regional School District 4
Chester - Deep River - Essex - Region 4

2024 - 2025 School Year Budget Request

ESSEX SCHOOL DISTRICT

FIVE YEAR STRATEGIC PRIORITIES 2023-2028

The Chester, Deep River, Essex, and Regional School District No. 4 Boards of Education developed a set of Strategic Priorities which will guide the work of our schools for the 2023-2028 school years. This Strategic Plan was adopted in February 2023 by the Boards of Education of Chester, Deep River, Essex, Regional School District No. 4, and the Supervision District Committee. The agreed upon priorities are:

1. Teaching and Learning: To provide each student with high quality classroom instruction to promote successful student outcomes.
2. Culture and Climate: To partner with students, staff, and families to maintain a positive learning environment where every child is successful.
3. Finance and Operations: Develop and implement practices to ensure effective long-range, strategic financial, and operational planning.



Regional School District 4 Chester - Deep River - Essex - Region 4

2024 - 2025 School Year Budget Request

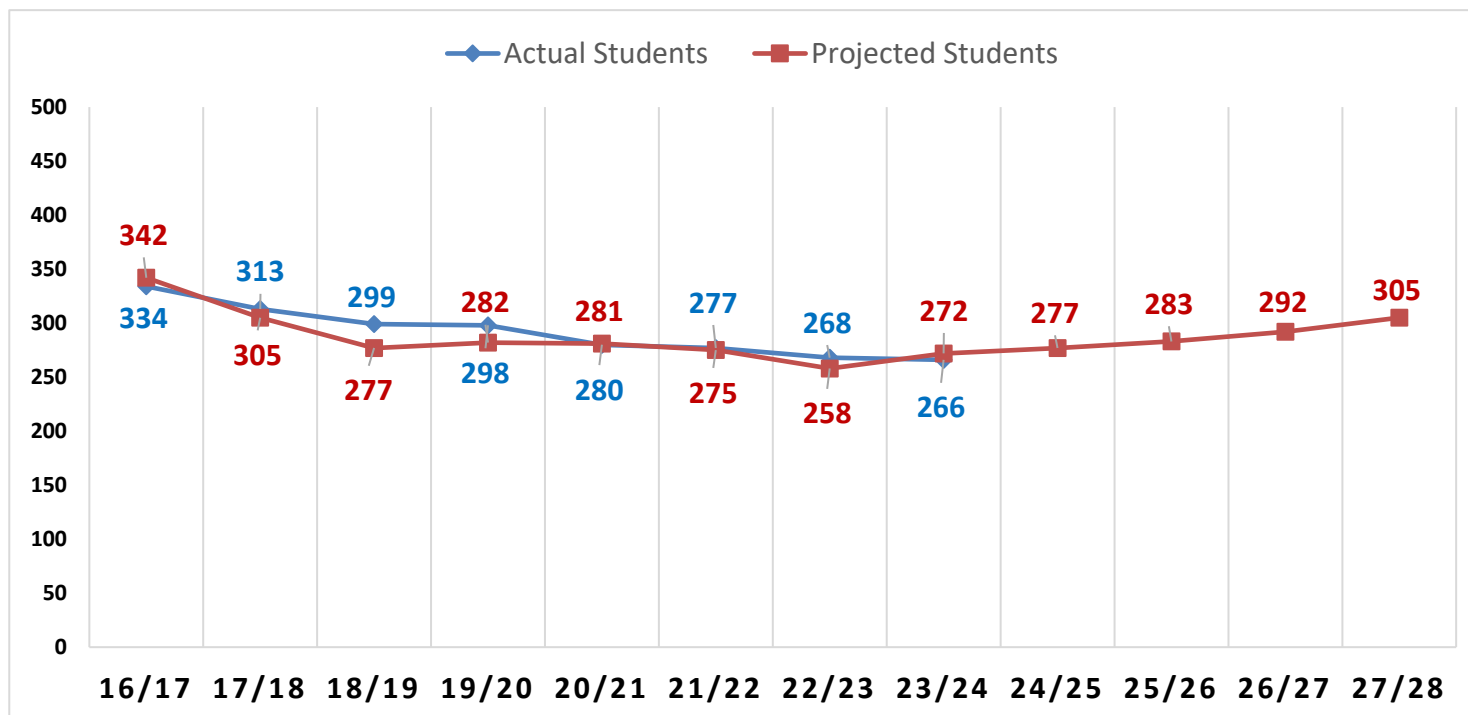
ESSEX SCHOOL DISTRICT

Essex Elementary School

Enrollments and Projections (Grades K-6)

2016/17 through 2027/28

(enrollment based upon SDE October 1 census PSIS report)



* Pete Prowda projections used for years 16/17 through 18/19

* Principal's projections used for year 19/20

* NESDEC study for projections for 20/21-27/28



Regional School District 4
Chester - Deep River - Essex - Region 4

2024 - 2025 School Year Budget Request

ESSEX SCHOOL DISTRICT

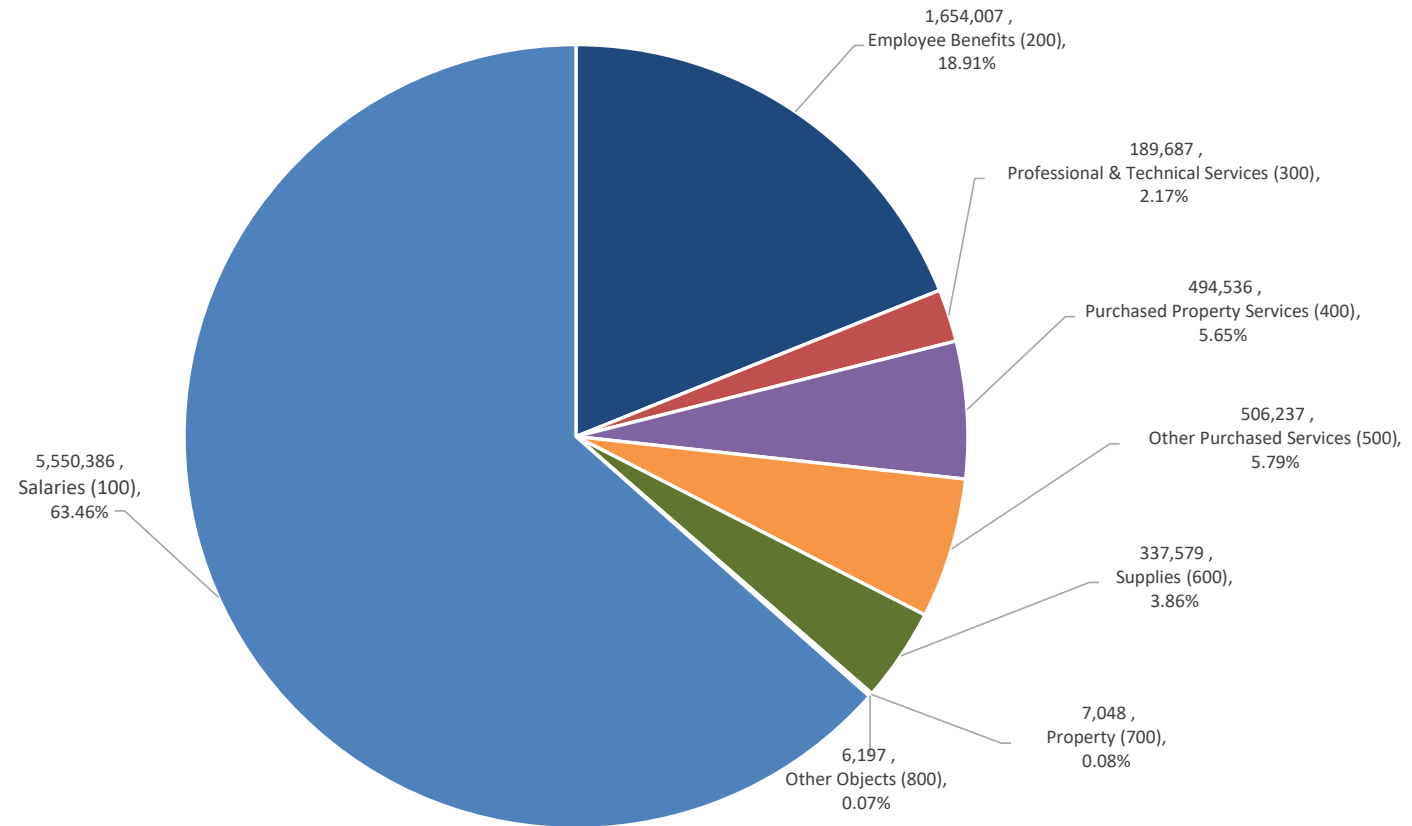
Essex Elementary School Enrollment and Projections

	K	1	2	3	4	5	6	TOTAL	SECTIONS	CLASS SIZE
2019/20	37	32	39	38	45	44	63	298	19	15.7
2020/21	32	38	35	41	40	47	47	280	19	14.7
2021/22	32	38	35	40	40	47	45	277	20	13.9
2022/23	37	35	35	41	42	37	41	268	20	13.4
2023/24	37	34	36	34	43	44	38	266	20	13.3
Projected										
2024/25	51	37	33	35	35	42	44	277	20	13.9

*Note: all actual figures based on October 1st PSIS census report
all projections based on NESDEC study Projections*

Essex Elementary School
Requested Budget for
School Year 2024 - 2025

2024-2025 Analysis of Requested Budget by Object
Total Budget Request: \$8,745,676



Essex Elementary School
Proposed Budget for School Year 2024-2025

	2020-2021 Approved Budget	2021-2022 Approved Budget	2022-2023 Approved Budget	2023-2024 Requested Budget	2024-2025 Requested Budget	% of Change over 2023-2024	\$ of Change over 2023-2024	Object Description
BUDGET SUMMARY								
EXPENDITURES BY OBJECT CODE								
Salaries (100)	4,548,807	4,589,740	4,766,752	5,161,052	5,550,386	7.54%	389,334	Includes regular and extra compensatory wages for employees
Employee Benefits (200)	1,765,568	1,810,527	1,774,429	1,639,855	1,654,007	0.86%	14,152	Contractual Benefits for employees including medical, life insurance, annuities and FICA/Medicare.
Professional & Technical Services (300)	158,457	160,003	173,686	167,600	189,687	13.18%	22,087	Primarily legal, consulting, rehabilitative, and professional development services performed by outside contractors.
Purchased Property Services (400)	430,335	427,276	448,424	440,175	494,536	12.35%	54,361	Expenditures from these accounts are used for upkeep and repairs of school buildings, equipment and leases.
Other Purchased Services (500)	628,464	671,422	839,637	781,019	541,237	-30.70%	(239,782)	Expenditures from these accounts are used primarily for out-of-district transportation, communications, out of district tuition, travel, and conferences.
Supplies (600)	216,418	211,937	236,926	281,331	337,579	19.99%	56,248	Includes supplies, materials, textbooks, utilities such as heating fuel.
Property (700)	3,170	9,249	11,188	7,350	7,048	-4.11%	(302)	Funds from these accounts are used for new and replacement equipment.
Other Objects (800)	5,214	5,253	5,601	5,790	6,197	7.03%	407	These accounts are used to budget for professional memberships.
TOTAL EXPENDITURES	7,756,432	7,885,407	8,256,643	8,484,172	8,780,676	3.49%	296,504	
REVENUES	(48,000)	(24,000)	(112,000)	(106,000)	(35,000)	-66.98%	71,000	Excess cost reimbursements for OOD Tuition
NET BILLINGS TO TOWN	7,708,432	7,861,407	8,144,643	8,378,172	8,745,676	4.39%	367,504	Difference from 2023/24 budget 367,504 Over 2023/24 budget 4.39%

Essex Elementary School
Requested Budget for School Year 2024-2025
BY OBJECT

BUDGET BY OBJECT	2021-2022 Approved Budget	2021-2022 Actual Expense	2021-2022 Surplus (Deficit)	2022-2023 Approved Budget	2022-2023 Actual Budget	2022-2023 Surplus (Deficit)	2023-2024 Approved Budget	2024-2025 Requested Budget	\$ Change over 2023- 2024	% Change over 2023- 2024	Object Description
<u>OBJECT 100 - SALARIES:</u>											
5111 School Administration Salary	155,652	155,652	0	159,543	165,527	(5,984)	164,329	169,259	4,930	3.00%	Salaries of Principal.
5113 Teachers' Salaries	1,947,055	1,978,020	(30,965)	1,956,237	2,046,093	(89,856)	2,161,477	2,265,778	104,301	4.83%	Contractual salaries for Teachers.
5114 Secretary Salaries	146,812	155,950	(9,138)	153,239	149,469	3,770	157,268	160,728	3,460	2.20%	Salaries for Secretaries.
5115 Custodian Salaries	222,385	232,099	(9,714)	267,204	230,550	36,654	268,105	277,295	9,190	3.43%	Salaries for Custodians and Maintenance Supervisor.
5116 Nurse Salary	55,941	55,401	540	57,899	56,830	1,069	58,767	60,085	1,318	2.24%	Salaries for School Nurse.
5118 Food Service Administrator Salary	16,017	15,710	307	16,578	45,350	(28,772)	16,910	17,502	592	3.50%	Food Service Administrator Salary.
5118 Food Service Bookkeeper Salary	5,999	5,748	251	6,748	0	6,748	6,924	7,262	338	4.88%	Food Service Bookkeeper Salary.
5118 Cafeteria Salary	59,946	52,409	7,537	60,168	22,854	37,314	60,548	65,991	5,443	8.99%	Salaries for Cafeteria Program.
5119 Para Educators Salaries	447,680	441,751	5,929	432,919	403,815	29,104	451,834	465,646	13,812	3.06%	Wages for Para-Educators.
5123 Substitute Teachers Salary	54,755	35,658	19,097	54,000	42,097	11,903	101,140	102,940	1,800	1.78%	Daily rate of \$125 for the anticipated annual number of substitute days; includes long-term building sub.
5124 Substitute Secretary/Para-Educators	8,180	24,441	(16,261)	8,385	13,624	(5,240)	10,108	13,540	3,432	33.95%	Sub Secretaries and Para-Educators coverage.
5125 Substitute Custodians	5,113	3,773	1,340	5,241	19,994	(14,754)	5,380	5,525	145	2.70%	Sub Custodian coverage.
5126 Summer Part Time Custodian Salary	12,270	12,546	(276)	12,577	18,577	(6,000)	12,910	13,253	343	2.66%	Summer help for custodial services.
5133 Coaches/Extra-Curricular Salary	21,902	14,873	7,029	25,672	19,582	6,090	26,998	29,060	2,062	7.64%	Stipends for planned extracurricular clubs and activities, Mentors, and Teach In Charge stipend.
5134 Secretary Overtime	1,738	500	1,238	1,767	594	1,173	2,414	2,463	49	2.03%	Reflects the cost of overtime for the school secretaries and the clerk for the BOE.
5135 Custodian Overtime	4,601	941	3,660	4,716	1,726	2,990	4,841	4,970	129	2.66%	Covers custodians for emergency snow removal, repairs, etc.
5138 Cafeteria Overtime	0	4,316	(4,316)	0	5,857	(5,857)	0	2,500	2,500	100.00%	Negotiable increase for collectively bargained salaries.
5198 Supervision District	1,423,694	1,423,694	0	1,543,861	1,487,235	56,626	1,651,099	1,886,589	235,490	14.26%	Essex Elementary Schools proportionate share of Supervision District Salaries.
TOTAL SALARIES	4,589,740	4,613,482	(23,742)	4,766,752	4,729,774	36,978	5,161,052	5,550,386	389,334	7.54%	
<u>OBJECT 200 - EMPLOYEE BENEFITS:</u>											
5210 Health Insurance	1,056,808	1,056,808	0	1,056,808	1,056,808	0	883,244	829,115	(54,129)	-6.13%	Contractual health insurance to employees.
5212 Appropriation: Health Insurance Resen	33,524	33,524	0	0	0	0	0	0	0	0.00%	Appropriation: Health Insurance Reserve Fund.
5214 Life Insurance	3,863	3,774	89	3,938	3,753	185	4,898	4,832	(66)	-1.35%	To provide contractual life insurance to employees.
5223 FICA/Medicare	101,126	115,642	(14,515)	102,034	101,732	302	106,434	112,923	6,489	6.10%	Required by statute for all non-certified personnel and certified personnel hired after 4/1/1986.
5250 Unemployment Compensation	30,000	0	30,000	22,500	0	22,500	18,000	18,000	0	0.00%	Estimated expense based on potential claims due to staff reductions and other terminations.
5260 Worker's Compensation	31,797	27,469	4,328	31,797	26,093	5,704	33,387	34,389	1,002	3.00%	Premium payments, required by statute, for all employees. Per Town Hall.
5290 Other Employee Benefits	85,826	77,033	8,793	88,964	77,140	11,824	92,480	91,533	(947)	-1.02%	Contractual contributions for non-certified pensions.
5291 Annuities	14,997	12,938	2,059	14,562	12,050	2,512	14,562	10,919	(3,643)	-25.02%	Para-educators and Administrators contractual contributions to annuity contracts.
5298 Supervision District	452,586	452,586	0	453,826	437,180	16,646	486,850	552,296	65,446	13.44%	Essex Elementary Schools proportionate share of Supervision District Benefits.
TOTAL EMPLOYEE BENEFITS	1,810,527	1,779,773	30,755	1,774,429	1,714,756	59,673	1,639,855	1,654,007	14,152	0.86%	

Essex Elementary School
Requested Budget for School Year 2024-2025
BY OBJECT

BUDGET BY OBJECT	2021-2022 Approved Budget	2021-2022 Actual Expense	2021-2022 Surplus (Deficit)	2022-2023 Approved Budget	2022-2023 Actual Budget	2022-2023 Surplus (Deficit)	2023-2024 Approved Budget	2024-2025 Requested Budget	\$ Change over 2023- 2024	% Change over 2023- 2024	Object Description
OBJECT 300 - PURCHASED & TECHNICAL SERVICES:											
5322 Professional Development	12,500	0	12,500	24,000	11,500	12,500	17,270	15,816	(1,454)	-8.42%	Contractual tuition reimbursement for teachers.
5330 Other Professional Services											
Sound Equipment Services	850	0	850	850	209	641	0	200	200	100.00%	Services purchased for concerts.
Special Education	17,000	0	17,000	17,000	26,289	(9,289)	17,000	17,000	0	0.00%	To provide services and consulting for special needs students serviced in district.
Health	900	0	900	900	0	900	0	500	500	100.00%	To provide for CPR recertification.
Physical Therapy	9,759	10,268	(509)	11,643	12,651	(1,008)	11,643	16,296	4,653	39.96%	To provide physical therapy for special needs students.
Testing & Therapy	9,000	7,500	1,500	10,000	3,838	6,162	7,500	10,000	2,500	33.33%	To provide diagnostic testing and speech therapy for special needs students serviced in district.
Building Study	17,000	10,200	6,800	0	0	0	0	0	0	0.00%	Building Study completed by DRA.
Other Services	31,500	27,950	3,550	33,440	25,476	7,964	34,000	35,000	1,000	2.94%	Audit fees, legal fees, and sound equipment services.
TOTAL OTHER PROFESSIONAL SER	86,009	55,918	30,091	73,833	68,463	5,370	70,143	78,996	8,853	12.62%	
5398 Supervision District	61,494	61,494	0	75,853	73,071	2,782	80,187	94,875	14,688	18.32%	Essex Elementary Schools proportionate share of Supervision District Purchased & Technical Services
TOTAL PURCHASED & TECHNICAL SERVICE	160,003	117,412	42,591	173,686	153,034	20,652	167,600	189,687	22,087	13.18%	
OBJECT 400 - PURCHASED PROPERTY SERVICES:											
5411 Water	9,100	9,058	42	9,200	9,787	(587)	9,300	12,980	3,680	39.57%	To provide water for the school.
5412 Electricity	70,000	55,860	14,140	70,000	52,578	17,422	57,500	93,500	36,000	62.61%	To provide electrical energy to the school.
5430 Repairs & Maintenance											
Art	300	118	182	300	0	300	300	300	0	0.00%	To provide repairs and maintenance for art equipment.
Music	2,050	1,205	845	2,050	1,950	100	2,050	2,350	300	14.63%	To provide repairs and maintenance for music equipment.
Computer Education	9,000	1,095	7,905	9,000	1,927	7,073	10,000	10,000	0	0.00%	To provide repairs and maintenance school technology equipment.
Special Education	3,550	3,033	517	3,550	0	3,550	3,550	3,550	0	0.00%	To provide repairs and maintenance to SPED equipment.
Health	85	75	10	85	75	10	2,590	1,090	(1,500)	-57.92%	To provide repairs and maintenance for the health equipment.
Audio/Visual	500	500	0	650	0	650	650	650	0	0.00%	To provide repairs and maintenance for the audio/visual equipment.
Contracts	825	763	62	850	775	75	850	875	25	2.94%	Maintenance for library automation.
Plant Operations Repairs			0								Repairs and maintenance costs for the building.
INSPECTIONS	9,800	0	9,800	10,100	0	10,100	10,400	10,900	500	4.81%	Inspections.
REGULAR FACILITY MAINTENANCE	13,800	0	13,800	21,300	0	21,300	22,100	23,700	1,600	7.24%	Maintenance of facilities.
COMMUNICATIONS SYSTEM	4,500	0	4,500	4,600	0	4,600	4,900	5,300	400	8.16%	Internet Service
PLUMBING	3,400	0	3,400	3,500	0	3,500	3,600	3,700	100	2.78%	Plumbing needs.
HEATING	40,600	0	40,600	46,700	0	46,700	46,300	47,500	1,200	2.59%	Heating.
GROUNDS	57,175	0	57,175	65,450	0	65,450	72,845	75,770	2,925	4.02%	Grounds maintenance contracts.
GENERAL REPAIRS	10,000	0	10,000	8,000	0	8,000	10,000	10,000	0	0.00%	General Repairs of facility.
MISCELLANEOUS	12,675	166,205	(153,530)	13,725	172,358	(158,633)	14,275	15,400	1,125	7.88%	Miscellaneous.
SINKING FUND	60,000	60,000	0	60,000	60,000	0	60,000	60,000	0	0.00%	
Security	0	0	0	575	0	575	5,000	15,000	10,000	200.00%	Camera licenses / subscription & replacements.
Cafeteria	2,500	639	1,861	2,500	0	2,500	2,500	2,500	0	0.00%	To provide repairs as needed.
TOTAL REPAIRS & MAINTENANCE	230,760	233,632	(2,872)	252,935	237,085	15,850	271,910	288,585	16,675	6.13%	
5440 Leases	111,505	96,283	15,222	111,505	109,599	1,906	95,906	92,431	(3,475)	-3.62%	Equipment lease agreements for technology, copy machines.
5498 Supervision District	5,911	5,911	0	4,784	4,609	175	5,559	7,040	1,481	26.64%	Essex Elementary Schools proportionate share of Supervision District Property Services.
TOTAL PURCHASED PROPERTY SERVICES	427,276	400,745	26,531	448,424	413,656	34,768	440,175	494,536	54,361	12.35%	

Essex Elementary School
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BY OBJECT

BUDGET BY OBJECT	2021-2022 Approved Budget	2021-2022 Actual Expense	2021-2022 Surplus (Deficit)	2022-2023 Approved Budget	2022-2023 Actual Budget	2022-2023 Surplus (Deficit)	2023-2024 Approved Budget	2024-2025 Requested Budget	\$ Change over 2023- 2024	% Change over 2023- 2024	Object Description
OBJECT 500 - OTHER PURCHASED SERVICES:											
5511 Transportation											
Out-of-District Transportation	75,200	43,703	31,497	115,133	66,630	48,503	76,090	35,000	(41,090)	-54.00%	Transportation for student(s) in educational placement outside of EES.
TOTAL TRANSPORTATION	75,200	43,703	31,497	115,133	66,630	48,503	76,090	35,000	(41,090)	-54.00%	
5515 Field Trips & School Events	2,850	2,275	575	4,964	2,906	2,058	5,515	6,900	1,385	25.11%	Money provided for transporting students to Unity Days at JWMS, buses for kindergarten orientation and community outreach and enrichment programs, etc.
5520 Comprehensive Insurance	29,333	26,889	2,444	30,213	27,784	2,429	31,120	32,676	1,556	5.00%	School portion of premium payments for Property and Liability Insurance.
5530 Communications	6,828	5,625	1,203	7,508	8,451	(943)	7,508	7,708	200	2.66%	Cost of telephone services.
5540 Advertising	200	0	200	200	0	200	200	200	0	0.00%	Primarily employment advertising in local newspapers.
5561 Tuition											
Out-of-District Tuition	279,333	350,881	(71,548)	388,835	425,924	(37,089)	349,656	115,000	(234,656)	-67.11%	Tuition for student(s) in educational placement outside of EES.
TOTAL TUITION	279,333	350,881	(71,548)	388,835	425,924	(37,089)	349,656	115,000	(234,656)	-67.11%	
5580 Travel & Conference											
Staff Travel & Conferences	2,308	1,559	749	12,402	9,595	2,807	13,002	13,439	437	3.36%	Money provided for travel to out-of-district and in-district conferences and professional development seminars and workshops.
Admin. Travel & Conferences	2,000	930	1,070	2,000	856	1,144	2,000	2,000	0	0.00%	Contractual amount for travel to out-of-district and in-district conferences and professional development seminars and workshops, including mileage.
TOTAL TRAVEL & CONFERENCES	4,308	2,489	1,819	14,402	10,451	3,951	15,002	15,439	437	2.91%	
5598 Supervision District	273,370	273,370		278,382	268,171	10,211	295,928	328,314	32,386	10.94%	Essex Elementary Schools proportionate share of Supervision District Purchased Services.
TOTAL OTHER PURCHASED SERVICES	671,422	705,233	(33,811)	839,637	810,317	29,320	781,019	541,237	(239,782)	-30.70%	
OBJECT 600 - SUPPLIES:											
5610 General Supplies											
Computer Education	7,000	7,000	0	8,000	7,818	182	8,000	13,600	5,600	70.00%	To provide paper, ink, and other supplies for computer education equipment.
Health	1,400	1,371	29	1,600	1,531	69	1,600	1,600	0	0.00%	To provide for health care supplies and contractually required health items.
Office Supplies	10,000	9,662	338	10,000	10,383	(383)	11,000	12,000	1,000	9.09%	Includes expenses for paper goods, postage, permanent record cards, local purchases, and the parent handbook/calender.
TOTAL GENERAL SUPPLIES	18,400	18,033	367	19,600	19,732	(132)	20,600	27,200	6,600	32.04%	
5611 Instruction Supplies:											
Art	5,400	5,398	2	5,400	5,398	2	5,400	5,400	0	0.00%	Purch of instructional supp for the art program.
Language Arts	7,075	7,075	0	6,114	4,883	1,231	8,654	11,953	3,299	38.12%	Purch of instructional supp for the language arts program.
Foreign Language (FLES)	480	350	130	918	0	918	470	470	0	0.00%	Purch of instructional supp for the foreign language program.
Kindergarten	714	601	113	1,196	1,144	52	1,879	2,306	427	22.72%	Purch of instructional supp for the kindergarten program.
Mathematics	6,349	5,197	1,152	6,232	9,616	(3,384)	7,989	19,901	11,912	149.11%	Purch of instructional supp for the math program.
Music	765	765	0	2,194	2,119	75	2,009	2,536	527	26.23%	Purch of instructional supp for the music program.
Physical Education	2,208	2,203	5	2,823	2,822	1	3,100	4,044	944	30.45%	Purch of instructional supp for the physical ed program.
Reading	2,947	1,426	1,521	2,834	1,305	1,529	4,061	4,791	730	17.98%	Purch of instructional supp for the reading program.
Science	2,618	1,465	1,153	2,726	1,726	1,000	4,641	6,423	1,782	38.40%	Purch of instructional supp for the science program.

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BY OBJECT

BUDGET BY OBJECT	2021-2022 Approved Budget	2021-2022 Actual Expense	2021-2022 Surplus (Deficit)	2022-2023 Approved Budget	2022-2023 Actual Budget	2022-2023 Surplus (Deficit)	2023-2024 Approved Budget	2024-2025 Requested Budget	\$ Change over 2023- 2024	% Change over 2023- 2024	Object Description
Social Studies	1,279	1,059	220	1,354	1,354	0	1,705	1,704	(1)	-0.06%	Purch of instructional supp for the social studies program.
Testing (Incl Scoring Services)	2,114	872	1,242	3,005	3,005	0	2,970	3,281	311	10.47%	To provide for all consumable materials necessary to conduct testing.
Enrichment Projects	4,356	1,918	2,438	3,201	3,201	0	3,364	3,364	0	0.00%	Purch of instructional supp for enrichment projects.
Special Education	1,789	1,780	9	2,233	2,233	0	2,363	2,837	474	20.06%	Purch of instructional supp for the special ed program.
Library	352	350	2	649	647	2	810	952	142	17.53%	To provide for materials necessary for the library.
Audio Visual	7,609	7,387	222	7,538	7,538	0	8,020	8,614	594	7.41%	To provide for materials necessary for the audio visual program.
TOTAL INSTRUCTION SUPPLIES	46,055	37,845	8,210	48,417	46,991	1,426	57,435	78,576	21,141	36.81%	
5613 Operations Maintenance Supplies	19,000	20,801	(1,801)	20,000	21,645	(1,645)	22,000	24,000	2,000	9.09%	General maintenance & cleaning supplies.
5624 Heating Fuel Natural Gas	34,000	41,417	(7,417)	35,360	38,188	(2,828)	44,780	48,362	3,582	8.00%	Based on an estimated usage for new natural gas system.
5626 Gasoline	50	0	50	50	0	50	50	50	0	0.00%	Gas needed to operate the schools machinery.
5629 General Instructional Supplies	20,131	20,148	(17)	23,230	30,181	(6,951)	25,500	31,718	6,218	24.38%	Includes pens, writing and copy paper, pencils, rulers, clips, staples, etc. used for instruction.
5641 Instruction Materials:											
Language Arts	1,784	1,053	731	4,940	3,440	1,500	5,086	3,504	(1,582)	-31.10%	Purchase of new and replacement textbooks and supporting materials for instruction for the language arts program.
Foreign Language (FLES)	329	244	85	240	110	130	368	410	42	11.41%	Purchase of new and replacement textbooks and supporting materials for instruction for the foreign language program.
Kindergarten	526	254	272	1,073	1,051	22	6,773	2,347	(4,426)	-65.35%	Purchase of new and replacement textbooks and supporting materials for instruction for the kindergarten program.
Mathematics	8,102	7,694	409	8,991	8,955	36	8,979	10,497	1,518	16.91%	Purchase of new and replacement materials for instruction for the math program.
Music	1,750	1,721	29	1,750	517	1,233	1,425	1,775	350	24.56%	Purchase of new and replacement materials for instruction for the music program.
Reading	5,500	5,499	1	11,475	5,618	5,857	16,612	33,172	16,560	99.69%	Purchase of new and replacement textbooks and supporting materials for instruction for the reading program.
Science	2,750	1,788	962	2,600	1,546	1,054	2,700	3,620	920	34.07%	Purchase of new and replacement textbooks and supporting materials for instruction for the science program.
Social Studies	385	368	18	385	346	39	403	1,745	1,342	333.00%	Purchase of new and replacement textbooks and supporting materials for instruction for the social studies program.
Computer Education Software	11,409	11,409	0	20,448	16,382	4,066	21,882	24,660	2,778	12.70%	TCI Social Studies Curriculum grades 5 & 6.
Study Skills Program	1,578	302	1,276	949	638	311	1,064	1,064	0	0.00%	Purchase of new and replacement materials for instruction for the study skills program.
Enrichment Projects	1,750	1,298	452	2,010	2,438	(428)	2,950	2,950	0	0.00%	Purchase of new and replacement textbooks and supporting materials for instruction for enrichment projects.
Special Education	2,764	2,764	0	2,765	2,771	(6)	2,979	3,320	341	11.45%	Purchase of new and replacement textbooks and supporting materials for instruction for the special education program.
Guidance	880	839	41	805	415	390	863	1,288	425	49.25%	Purchase of new and replacement materials for instruction for the guidance program.
Library	6,560	6,388	172	6,540	6,856	(316)	7,560	7,560	0	0.00%	To provide for materials necessary for the library.
TOTAL INSTRUCTION MATERIALS	46,067	41,619	4,448	64,971	51,082	13,889	79,644	97,912	18,268	22.94%	
5698 Supervision District	28,234	28,234	0	25,298	24,370	928	31,322	29,761	(1,561)	-4.98%	Essex Elementary Schools proportionate share of Supervision District Supplies
TOTAL SUPPLIES	211,937	208,098	3,839	236,926	232,189	4,737	281,331	337,579	56,248	19.99%	

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BY OBJECT

BUDGET BY OBJECT	2021-2022 Approved Budget	2021-2022 Actual Expense	2021-2022 Surplus (Deficit)	2022-2023 Approved Budget	2022-2023 Actual Budget	2022-2023 Surplus (Deficit)	2023-2024 Approved Budget	2024-2025 Requested Budget	\$ Change over 2023- 2024	% Change over 2023- 2024	Object Description
<u>OBJECT 700 - PROPERTY:</u>											
<u>5730 Equipment</u>											
Physical Education	1,311	1,158	153	0	0	0	0	0	0	0.00%	Physical education needs.
Science	840	420	420	0	0	0	0	0	0	0.00%	Microscopes.
Special Education	2,330	707	1,623	2,420	2,462	(42)	1,850	2,280	430	23.24%	Purchase of new and replacement assistive technology equipment which supports the special education program.
Audio/Visual	0	0	0	0	0	0	0	0	0	0.00%	
Plant Operations	4,768	0	4,768	8,768	4,522	4,246	5,500	4,768	(732)	-13.31%	
TOTAL EQUIPMENT	9,249	2,285	6,964	11,188	6,984	4,204	7,350	7,048	(302)	-4.11%	
5798 Supervision District	0	0	0	0	0	0	0	0	0	0.00%	Essex Elementary Schools proportionate share of Supervision District Equipment.
TOTAL PROPERTY	9,249	2,285	6,964	11,188	6,984	4,204	7,350	7,048	(302)	-4.11%	
<u>OBJECT 800 - OTHER OBJECTS:</u>											
<u>5810 Dues & Fees</u>											
Board of Education	3,000	2,921	79	3,100	2,948	152	3,100	3,175	75	2.42%	Connecticut Association of Boards of Education dues.
School Dues & Fees	550	545	5	690	579	111	690	949	259	37.54%	Connecticut Association of Schools and Learn dues.
TOTAL DUES & FEES	3,550	3,466	84	3,790	3,527	263	3,790	4,124	334	8.81%	
5898 Supervision District	1,703	1,703	0	1,811	1,745	66	2,000	2,073	73	3.64%	Essex Elementary Schools proportionate share of Supervision District.
TOTAL OTHER OBJECTS	5,253	5,169	84	5,601	5,272	329	5,790	6,197	407	7.03%	
TOTAL EXPENDITURES	7,885,407	7,832,196	53,212	8,256,643	8,065,982	190,661	8,484,172	8,780,676	296,504	3.49%	
<u>REVENUES</u>											
55111 Excess Cost Reimb.	(24,000)	(53,492)	29,492	(112,000)	(113,641)	1,641	(106,000)	(35,000)	71,000	-66.98%	Reimbursement from State of CT for excessive special education costs.
TOTAL REVENUES	(24,000)	(53,492)	29,492	(112,000)	(113,641)	1,641	(106,000)	(35,000)	71,000	-66.98%	
TOTAL REVENUES	(24,000)	(53,492)	29,492	(112,000)	(113,641)	1,641	(106,000)	(35,000)	71,000	-66.98%	
GRAND TOTAL	7,861,407	7,778,704	82,704	8,144,643	7,952,341	192,302	8,378,172	8,745,676	367,504	4.39%	

ESSEX ELEMENTARY STAFFING ANALYSIS

<u>Position</u>	<u>Description</u>	<u>20-21 Approved</u>	<u>21-22 Approved</u>	<u>22-23 Approved</u>	<u>23-24 Approved</u>	<u>24-25 Requested</u>	<u>Adjustments</u>
5111	Administration	1.0	1.0	1.0	1.0	1.0	0.0
5113	Teachers K-6 Classroom						
	Kindergarten	3.0	2.0	2.0	3.0	3.0	0.0
	1st Grade	3.0	3.0	3.0	3.0	3.0	0.0
	2nd Grade	2.0	3.0	3.0	3.0	3.0	0.0
	3rd Grade	3.0	3.0	3.0	2.0	2.0	0.0
	4th Grade	3.0	3.0	3.0	3.0	3.0	0.0
	5th Grade	3.0	3.0	3.0	3.0	3.0	0.0
	6th Grade	2.0	3.0	3.0	3.0	3.0	0.0
	Teachers Special Area						
	TLC Coordinator	0.5	0.5	0.5	0.5	0.5	0.0
	Reading Consultant	2.0	2.0	2.0	2.0	2.0	0.0
	Math Coach	1.0	1.0	1.0	1.0	1.0	0.0
	School Counselors / Social Workers	1.0	1.0	1.0	1.0	2.0	1.0
	Specials (0.1 Art, 0.1 PE, 0.2 Music/Instrum)	0.4	0.4	0.4	0.4	0.4	0.0
	Total Teachers	23.9	24.9	24.9	24.9	25.9	1.0
5114	Secretaries	2.8	2.8	2.8	2.8	2.8	0.0
5115	Custodians	3.6	3.6	4.1	4.1	4.1	0.0
5116	Nurse	1.0	1.0	1.0	1.0	1.0	0.0
5119	Para-educators						
	Special Education	14.8	14.8	16.8	16.8	16.8	0.0
	Kindergarten	1.5	1.5	1.5	1.5	1.5	0.0
	Health	0.3	0.3	0.3	0.3	0.3	0.0
	Total Para-educators	16.5	16.5	18.5	18.5	18.5	0.0
5123	Daily Building Sub	0.0	0.0	0.0	1.0	1.0	0.0
	TOTALS	48.8	49.8	52.3	53.3	54.3	1.0
SUPERVISION FUNDED							
5113	Teachers						
	Art	0.9	0.9	0.9	0.9	0.9	0.0
	Music	1.8	1.8	1.8	1.8	1.8	0.0
	FLES	0.8	0.8	0.8	0.8	0.8	0.0
	Physical Education	0.9	0.9	0.9	0.9	0.9	0.0
	Library Media Specialist	1.0	1.0	1.0	1.0	1.0	0.0
	Special Education	4.0	4.0	4.4	4.4	4.9	0.5
	Speech/Language	1.5	1.5	1.5	1.5	1.5	0.0
	Psychological Services	1.0	1.0	1.0	1.0	1.0	0.0
	Occupational & Physical Therapy	0.4	0.4	0.4	0.4	0.4	0.0
	Dyslexia Specialist	As needed	As needed	As needed	As needed	As needed	
	Behavior Analyst (BCBA)	As needed	As needed	As needed	As needed	As needed	
	Total Teachers	12.3	12.3	12.7	12.7	13.2	0.5
5119	Para-educators						
	Special Education	0.00	0.00	0.80	0.80	1.60	0.8
	TOTAL SUPERVISION FUNDED	12.30	12.30	13.50	13.50	14.80	1.3