

Board of Education Regular Meeting

Monday, June 18, 2018 7:30 PM

Weston Middle School Library, 24 School Road, Weston, CT 06883-1623

I. CALL TO ORDER, VERIFICATION OF QUORUM

II. EXECUTIVE SESSION

- A. Discussion of Salary and Contract Term for 2018-2019 Unaffiliated Central Office Administrators: Assistant Superintendent of Curriculum and Instruction, Director of Human Resources and Internal Counsel, Director of Finance and Operations, Director of Digital Learning and Technology, and Director of Facilities and Security

III. RESUME PUBLIC SESSION

IV. PLEDGE OF ALLEGIANCE

V. RECOGNITION

- A. Recognition and Presentation of Weston High School 2018 Girls Tennis Team, Class S State Champions and Coaching Staff and Weston High School 2018 Boys Tennis Team, Class M State Champions and Coaching Staff
- B. Recognition of Mr. Matthew Medve, Indoor Track Coach of the Year by the Connecticut High School Coaches Association
- C. Recognition of Mr. Mark Berkowitz, National Interscholastic Athletic Administrators Association State Award of Merit
- D. Recognition of Weston Intermediate School 2017-2018 National Math Olympiad Participants
- E. Recognition of Weston Intermediate School 2017-2018 Odyssey of the Mind Participants
- F. Recognition of Weston Middle School 2018 Connecticut Association of Schools Scholar Leaders
- G. Recognition of the Weston Middle School 2018 Robotics Teams
- H. Recognition of Weston High School's 2017-2018 Mock Trial Team in receiving State Awards
- I. Recognition of the Winners of the Connecticut Department of Motor Vehicles-Travelers Teen Save Driving Video Conference
- J. Recognition of the 2018 Civic Life Youth Film Challenge
- K. Recognition of the 2018 High School HALO Award Winners
- L. Recognition of the 2017-2018 Connecticut Music Educators Association All-State Festival Participants
- M. Recognition of National Association for Music Education 2017-2018 All-National Honors Jazz

Ensemble Participant, Jane Paknia

N. Recognition of the Presidents of 2017-2018
Weston High School, Weston Middle School, Weston
Intermediate School and Hurlbutt Elementary
School Parent Teacher Organizations

O. Recognition of Weston Public Schools 2017-2018
Parent Teacher Organization's Funded Initiatives

VI. APPROVAL OF MINUTES

VII. PUBLIC COMMENT

VIII. NEW BUSINESS

A. Retirements

1. Recognition of Retirement: Anne Graham, Jean
Weisheit, Linda Feldstein, Linda Hicks and
Marilyn Moks

B. Resignations

1. Recognition of Resignation of Nicole Pierce

**C. Discussion and Vote on Salary and Contract Term
for 2018-2019 Unaffiliated Central Office
Administrators**

1. Assistant Superintendent of Curriculum and
Instruction Contract

2. Director of Human Resources and Internal
Counsel Contract

3. Director of Finance and Operations Contract

4. Director of Digital Learning and Technology
Contract

5. Director of Facilities and Security Contract

**D. Discussion and Approval of New Textbook
Adoption for Weston High School: AP Environmental
Science**

**E. Discussion and Approval of New Textbook
Adoption for Weston Middle School: French, Grades
6, 7, and 8**

**F. Discussion and Approval of New Textbook
Adoption for Weston Middle School: Grades 6, 7,
and 8 Science e-Textbooks**

G. Update on Field Trip Request

**H. Eleventh FY 2018 Financial Update and Approval
of Transfers**

IX. OLD BUSINESS

**A. Weston Board of Education Policies,
Regulations, and Bylaws**

1. Second Reading of Policy 5141.21 Administration
of Student Medications in the Schools

2. Second Reading of Policy and Administration
Regulation 3516.4 Bloodborne Pathogens Exposure
Control

X. SUPERINTENDENT'S REPORT

A. District Update

XI. COMMITTEE REPORTS

A. Communications Committee

B. Curriculum Committee

C. Facilities Committee

D. Finance Committee

E. Policy Committee

F. Negotiations Committee

G. CES

H. CAFE

I. Weston Education Foundation

XII. WRITTEN REPORTS

A. Principals' Reports - No Report

**XIII. NEXT SCHEDULED MEETINGS OF THE BOARD OF
EDUCATION**

A. Regular Session on July 30, 2018 at 7:30 p.m.,
with an Executive Session at 6:30 p.m.

B. Review of Pending Agenda Items for Next Meeting

XIV. ADJOURNMENT

The focus of our 2017/2018 High School PTO was centered on connectability. Our mission is not only about fundraising and serving initiatives in our school, but is also about how we all work together and are more successful as one unit. We created a New Family committee so that any new family, after meeting with Ms. Deorio, has a parent contact to reach out and continue the dialogue Ms. Deorio started. Additionally, we approved a PPT Liaison position and will work with our new liaison on creating this role and actionable measures. We look forward to improving and expanding our High School PTO.

This year we were successful in funding and supporting the following projects:

- contributed toward the Pixelot Camera for both sports and drama
- contributed toward our science lab new curriculum
- completion of our new CASE study room for academic success
- a donation toward Hurlbutt Playground
- décor for a study room in our library
- purchased a new refrigerator in our teacher's lounge
- sponsorship of the Parenting Changemakers Workshop
- annual gift to the Weston Education Foundation
- contributed toward the Post-Graduation Trip for our seniors
- PTO Awards for exceptional citizenship
- canvas for senior art project
- professional development funds
- a principals discretionary fund to help offset student needs
- advertisement contributions to all drama venues for both HS & MS
- Lastly, we were proud sponsors of a regional "Talk to Someone" PSA, which our own Payton Spandow was the chosen winner



**Weston Middle School PTO
135 School Road
Weston, CT 06883**

June 3, 2018

Dr. William McKersie
Superintendent, Weston Public Schools
24 School Road
Weston, CT 06883

Dear Dr. McKersie:

As outgoing President of the Weston Middle School I want to extend my heartfelt thanks to you and to the Board of Education for your support of our many WMS PTO initiatives. Following is a summary of what we have contributed to the schools* in the 2017-2018 fiscal year.

| | |
|---------------------------------|-----------|
| Principal's Discretionary Fund: | \$3,000 |
| Cello Instruments: | \$1,790 |
| Screenagers Presentation/Movie: | \$325 |
| WHS Science Lab: | \$2,000 |
| Robotics Team: | \$750 |
| French Concert/Presentation: | \$1,500 |
| WHS Boosters Club NFHS System: | \$1,500 |
| HES Playground: | \$2,000 |
| WMS Beautification Project: | \$3783.97 |
| WMS Odyssey of the Mind | \$300 |
| WMS Student Tranquility Room | \$3,500 |

*\$500 donation was also made to the Weston Education Foundation

Sincerely,
Britta Lerner, President WMS PTO 2017-2018

2017-2018 Weston Intermediate School PTO Donations

- Die cut machines (\$1300)
- Two sets of Emotional Intelligence posters for every classroom (\$400)
- Books for reading units in all 3rd, 4th, 5th grade classrooms (\$7500)
- Cart for outdoor recess equipment (\$400)
- A donation to the Booster Club for a video camera to record and livestream events (\$750)
- A donation for the Hurlbutt playground (\$2000)
- A donation for the WHS Science Lab (\$2000)
- Replacement parts for instruments for the 5th grade music curriculum (\$900)

Total of \$15,250

2017-2018 Hurlbutt Elementary Parent Teacher Organization

- Learning Carpets for 2 Pre-k Classrooms (\$881)
- Reading Series for the 2nd grader Classrooms (\$5,000)
- Maker Space Items such as Bee Bot Hives with Command Cards (\$1,032)
- One School One Book Event (\$2,764)
- 4 Teacher's Name Banners for outside of their classrooms (\$280)
- Emotional Intelligence Posters (\$900)
- We made a donation to the new Weston High School Science Research Lab (\$2,000)
- We made a donation to the WHS Booster Club for Cameras (\$750)

A total of \$13,607

Also, this year our board took on the enormous challenge of raising \$130,000 for the North House Playground. I am thrilled to announce that as of today, we have raised \$69,300 for the playground.

Weston Board of Education Executive Session

May 21, 2018 6:00 PM

Weston Middle Think Tank

Attendance Taken at 6:00 PM:

Present Board Members:

Gina Albert
Ellen Uzenoff
Sara Spaulding
Daniel McNeill
Samantha Nestor
Anthony Pesco

Absent Board Members:

Jacqueline Blechinger

OTHERS:

Dr. William McKersie, Superintendent of Schools
Mr. Lewis Brey, Director of Human Resources and Internal Counsel
Mr. Richard Rudl, Director of Finance and Operations

1. Matters Pertaining to Security

2. Matters Pertaining to Personnel-Discussion of Salary Increases for:

**District Medical Director;
Transportation Coordinator;
Nursing Supervisor;
Confidential Administrative Assistant for the Superintendent;
Administrative Assistant for the Assistant Superintendent of Schools;
Administrative Assistant for the Assistant Superintendent of Pupil Personnel Services;
Confidential Human Resources Specialist;
Administrative Assistant for the Director of Digital Learning and Technology;
Confidential Administrative Assistant for the Director of Finance, Operations, and Facilities;
Payroll and Benefits Coordinator;
Accounts Payable/Accounts Receivable;
High School Bookkeeper;
Athletic Trainer (2);
Systems Administrator;
District Data Coordinator;
Board Certified Behavioral Analysts (2);
Behavioral Specialist;
Vocational Therapist;
Unaffiliated Bus Aides (4); and
Unaffiliated Special Education Drivers (3)**

3. Discussion of Confidential Correspondence from the Board of Education's Legal Counsel Subject to the Attorney-Client Privilege

4. Matters Pertaining to Collective Bargaining

Upon a motion by Ellen Uzenoff, second by Samantha Nestor, the Board entered Executive Session at 6:03 p.m. to discuss matters pertaining to security, matters pertaining to personnel, confidential correspondence from the Board of Education's legal counsel subject to the attorney-client privilege, and matters pertaining to collective bargaining. The Board invited Dr. McKersie, Mr. Brey and Mr. Rudl to join them for discussion.

Up9on a motion by Daniel McNeill, second by Anthony Pesco, Executive Session adjourned at 7:32 p.m.

Approved by the Board of Education:

Chairperson

Superintendent

Board of Education Regular Meeting

May 21, 2018 7:30 PM

Weston Middle School Library

Attendance Taken at 7:30 PM:

Present Board Members:

Gina Albert

Ellen Uzenoff

Sara Spaulding

Daniel McNeill

Samantha Nestor

Anthony Pesco

Absent Board Members:

Jacqueline Blechinger

I. CALL TO ORDER, VERIFICATION OF QUORUM

II. EXECUTIVE SESSION

III. RESUME PUBLIC SESSION

IV. PLEDGE OF ALLEGIANCE

IV.A. ADDITION OF AGENDA ITEM UNDER NEW BUSINESS M.: Authorization of Superintendent to Conduct Search for, and Select, Special Education and Pupil Services Legal Council

Motion Passed: Move that the Weston Board of Education add the following item to its agenda under New Business IX.M. Authorization of Superintendent to Conduct Search for, and Select, Special Education and Pupil Services Legal Counsel; passed with a motion by Samantha Nestor and a second by Anthony Pesco.

V. RECOGNITION

V.A. Recognition of CABA Student Leadership Awards

Motion Passed: Move that the Weston Board of Education recognize Chloe Caplan and Gabriel Paknia as recipients of the CABA Student Leadership Award; passed with a motion by Ellen Uzenoff and a second by Sara Spaulding.

6 Yeas - 0 Nays.

V.B. Recognition of National Merit Scholarship Winner

Motion Passed: Move that the Weston Board of Education recognize Matthew Sydney as the winner of the 2018 National Merit Scholarship Award; passed with a motion by Anthony Pesco and a second by Ellen Uzenoff.

6 Yeas - 0 Nays.

V.C. Recognition of Student Board of Education Representatives

Motion Passed: Move that the Weston Board of Education recognize Susannah Keith and James Joyce for serving as the 2017-2018 Weston Board of Education Student Representatives; passed with a motion by Samantha Nestor and a second by Ellen Uzenoff.

6 Yeas - 0 Nays.

V.D. Recognition of Donation from Weston Education Foundation for Weston High School's Science Research Program

Motion Passed: Move that the Weston Board of Education recognize the donation from Weston Education Foundation for Weston High School's Science Research Program; passed with a motion by Sara Spaulding and a second by Ellen Uzenoff.

6 Yeas - 0 Nays.

VI. APPROVAL OF MINUTES

Motion Passed: Move that the Weston Board of Education approve the minutes from April 23 Executive and Regular Session, and from May 1 Executive and Regular Session; passed with a motion by Ellen Uzenoff and a second by Sara Spaulding.

6 Yeas - 0 Nays.

VII. PUBLIC COMMENT

Discussion: No public comment.

VIII. STUDENT BOARD OF EDUCATION REPRESENTATIVE COMMENTS

Discussion:

The High School just finished its Spring Fling with Color Clash. Food, friends, and Funk was very popular this year with the Colony Pizza food truck and ended with Field Day. In Sports, the girls and boys tennis teams won SWC's, and boys lacrosse has its first SWC game tomorrow. Prom was this past weekend and was a great time, following the AP testing. The seniors started their internships today.

IX. NEW BUSINESS

IX.A. Resignations

Motion Passed: Move that the Weston Board of Education recognize the resignation of Chris Pace and Megan Memoli; passed with a motion by Daniel McNeill and a second by Anthony Pesco.

6 Yeas - 0 Nays.

IX.B. Discussion and Vote on 2018-2019 Board of Education Meeting Dates

Discussion:

Noting two changes: 1) Change July 2018 meeting to July 30 and change April 2019 meeting to April 29.

Motion Passed: Move that the Weston Board of Education approve the Weston Board of Education meeting dates for the 2018-2019 school year; passed with a motion by Ellen Uzenoff and a second by Sara Spaulding.

6 Yeas - 0 Nays.

IX.C. Review of Annual Instructional Update

Discussion:

Dr. Kenneth Craw, Assistant Superintendent of Curriculum and Instruction, reviewed the 2017-2018 Annual Instructional Update, which was presented by the Curriculum Instructional Leaders on May 9, 2018, during the Curriculum Committee meeting. Dr. McKersie mentioned the depth and reach intellectually of the District.

IX.D. Discussion of Salary Increases for:
District Medical Advisor;
Transportation Coordinator;
Nursing Supervisor;

**Confidential Administrative Assistant for the Superintendent;
Administrative Assistant for the Assistant Superintendent of Schools;
Administrative Assistant for the Assistant Superintendent of Pupil Personnel Services;
Confidential Human Resources Specialist;
Administrative Assistant for the Director of Digital Learning and Technology;
Confidential Finance and Operations Office Manager;
Payroll and Benefits Coordinator;
Accounts Payable/Accounts Receivable;
High School Bookkeeper;
Athletic Trainer (2);
IT Manager;
Systems Administrator;
District Data Coordinator;
Board Certified Behavioral Analysts (2);
Behavioral Specialist;
Vocational Therapist;
Unaffiliated Bus Aides (4); and
Unaffiliated Special Education Drivers (3)**

Motion Passed: Move that the Weston Board of Education approve a general wage increase of 2.5% for the following positions:

District Medical Advisor;
Transportation Coordinator;
Nursing Supervisor;
Confidential Administrative Assistant for the Superintendent;
Administrative Assistant for the Assistant Superintendent of Schools;
Administrative Assistant for the Assistant Superintendent of Pupil Personnel Services;
Confidential Human Resources Specialist;
Administrative Assistant for the Director of Digital Learning and Technology;
Confidential Finance and Operations Office Manager;
Payroll and Benefits Coordinator;
Accounts Payable/Accounts Receivable;
High School Bookkeeper;
Athletic Trainer (2);
IT Manager;
Systems Administrator;
District Data Coordinator;
Board Certified Behavioral Analysts (2);
Behavioral Specialist;
Vocational Therapist;
Unaffiliated Bus Aides (4); and
Unaffiliated Special Education Drivers (3); passed with a motion by Daniel McNeill and a second by Samantha Nestor.

6 Yeas - 0 Nays.

IX.E. Weston Board of Education Policies, Regulations, and Bylaws

IX.E.1. First Reading of Board of Education Policy 5141.21, Administration of Student Medications in the Schools

Discussion:

Mr. Lewis Brey, Director of Human Resources and Internal Counsel, provided a first reading of Policy 5141.21, Administration of Student Medications in the Schools. Policy changes were recommended by Shipman and Goodwin.

IX.E.2. First Reading of Board of Education Policy and Administrative Regulation 3516.4 Bloodborne Pathogens Exposure Control

Discussion:

Mr. Lewis Brey, Director of Human Resources and Internal Counsel, provided a first reading of Policy and Administration Regulation 3516.4, Bloodborne Pathogens Exposure Control. Policy and Administration Regulation changes were recommended by Shipman and Goodwin.

IX.F. Discussion and Vote Regarding Special Appropriation for Technology Shared Services with Town of Weston

Discussion:

Mr. Richard Rudl, Director of Finance and Operations, reviewed the background regarding the need for the special appropriation for the IT shared services in the amount of \$15,978.

Motion Passed: Move that the Weston Board of Education approve the FY 2019 Special Appropriation (\$15,978) for Technology Shared Services with the Town of Weston, as stated in the memorandum from Richard Rudl, dated May 10, 2018; passed with a motion by Anthony Pesco and a second by Ellen Uzenoff.

6 Yeas - 0 Nays.

IX.G. Discussion and Vote for Hiring of 1.0 FTE for Technician-IT Shared Services

Discussion:

Mr. Lewis Brey, Director of Human Resources and Internal Counsel, spoke regarding the need for the hiring of a 1.0 FTE Technician-IT Shared Services.

Motion Passed: Move that the Weston Board of Education approve the addition of a new 1.0 FTE technician to be allocated to the Town of Weston, Weston Police Department and the Weston Volunteer Fire Department (0.8 FTE) and the BOE (0.2 FTE); passed with a motion by Sara Spaulding and a second by Anthony Pesco.

6 Yeas - 0 Nays.

IX.H. Tenth FY 2018 Financial Update and Approval of Transfers

Discussion:

Mr. Richard Rudl, Director of Finance and Operations, provided a monthly financial update. Transfers were presented for approval totaling \$106,489, five of which were in excess of \$5,000.

Motion Passed: Move that the Weston Board of Education approve the Tenth FY 018 Financial Update and Approval of Transfers as presented by Mr. Rudl; passed with a motion by Sara Spaulding and a second by Anthony Pesco.

6 Yeas - 0 Nays.

IX.I. Discussion and Vote on 2018-2019 Tuition Rates

Discussion:

Mr. Richard Rudl, Director of Finance and Operations, reviewed the Weston Public Schools 2018-2019 tuition rates.

Motion Passed: Move that the Weston Board of Education approve the tuition rates for the 2018-2019 school year; passed with a motion by Samantha Nestor and a second by Ellen Uzenoff.

6 Yeas - 0 Nays.

IX.J. Discussion and Vote on 2018-2019 Energy and Facilities Rental Rates

Discussion:

Mr. Richard Rudl, Director of Finance and Operations, reviewed the 2018-2019 Energy and Facilities Rental Rates.

Motion Passed: Move that the Weston Board of Education approve the energy and facilities rental rates for FY 2019; passed with a motion by Samantha Nestor and a second by Sara Spaulding.

6 Yeas - 0 Nays.

IX.K. Discussion and Vote on Trash Removal Services

Discussion:

Mr. Richard Rudl, Director of Finance and Operations, reviewed the trash removal contractor recommendation for 2018-2019.

Motion Passed: Move that the Weston Board of Education authorize the Superintendent to enter into agreement with City Carting as service provider for trash removal; passed with a motion by Sara Spaulding and a second by Anthony Pesco.

6 Yeas - 0 Nays.

IX.L. Discussion and Vote on Contractor for Life and Disability Insurance

Discussion:

Mr. Richard Rudl, Director of Finance and Operations, reviewed the selection process for life and disability insurance contractor.

Motion Passed: Move that the Weston Board of Education authorize the Superintendent to enter into agreement with Prudential as service provider for life and disability insurance; passed with a motion by Anthony Pesco and a second by Ellen Uzenoff.

6 Yeas - 0 Nays.

IX.M. Authorization of Superintendent to Conduct Search for, and Select, Special Education and Pupil Services Legal Counsel

Motion Passed: Move that the Weston Board of Education authorize the Superintendent to conduct a search for special education and pupil services legal counsel and to select such counsel; passed with a motion by Samantha Nestor and a second by Ellen Uzenoff.

6 Yeas - 0 Nays.

X. OLD BUSINESS

X.A. Weston Board of Education Policies, Regulations, and Bylaws

X.A.1. Second Reading of Policy and Administration Regulation 5141.3, Health Assessments

Discussion:

Mr. Lewis Brey, Director of Human Resources and Internal Counsel, provided a second reading of Policy and Administration Regulation 5141.3, Health Assessments.

Motion Passed: Move that the Weston Board of Education Approve Policy and Administrative Regulation 5141.3, Health Assessments; passed with a motion by Daniel McNeill and a second by Ellen Uzenoff.

6 Yeas - 0 Nays.

X.A.2. Second Reading of New Policy 1412, School Resource Officer

Discussion:

Mr. Lewis Brey, Director of Human Resources and Internal Counsel, provided a second reading of New Policy 1412, School Resource Officer.

Motion Passed: Move that the Weston Board of Education approve Policy 1412, School Resource Officers; passed with a motion by Ellen Uzenoff and a second by Daniel McNeill.

6 Yeas - 0 Nays.

X.A.3. Second Reading of New Policy 5131.31, Vaccinations

Discussion:

Mr. Lewis Brey, Director of Human Resources and Internal Counsel, provided a second reading of New Policy 5131.31, Vaccinations.

Motion Passed: Move that the Weston Board of Education approve Policy 5131.31, Vaccinations; passed with a motion by Ellen Uzenoff and a second by Daniel McNeill.

6 Yeas - 0 Nays.

XI. SUPERINTENDENT'S REPORT

XI.A. District Update

Discussion:

Dr. William McKersie, Superintendent of Schools, mentioned the shifting of the BOE backup materials to digital preferred as of July 2018. Dr. McKersie also mentioned that we are in the middle of rolling out a new health plan across the District. We have had better news from the State of CT regarding ECS. The US News & World Report school ranking for Weston High School changed this year. Dr. Craw is working on an analysis regarding the ranking. Dr. McKersie Shared an article in the Westport Magazine on anxiety with Meghan Skelton, Weston Social Worker, mentioned within the article.

XII. COMMITTEE REPORTS

XII.A. Communications Committee

Discussion:

Communications Committee will meet this Thursday and in June. In the 18-19 school year, will have monthly meetings.

XII.B. Curriculum Committee

XII.C. Facilities Committee

Discussion:

School walkthroughs will be held on May 28, June 4, June 5 and June 7, where BOF and BOS have been invited to attend.

XII.D. Finance Committee

XII.E. Policy Committee

XII.F. Negotiations Committee

XII.G. CES

XII.H. CABE

XII.I. Weston Education Foundation

XIII. WRITTEN REPORTS

XIII.A. Principals' Reports

XIV. NEXT SCHEDULED MEETINGS OF THE BOARD OF EDUCATION

XIV.A. Regular Session on June 18, 2018 at 7:30 p.m., with an Executive Session at 6:30 p.m.

XIV.B. Review of Pending Agenda Items for Next Meeting

XV. ADJOURNMENT

Discussion:

Meeting adjourned at 9:01 pm

Motion Passed: passed with a motion by Ellen Uzenoff and a second by Sara Spaulding.

6 Yeas - 0 Nays.

Chairperson

Superintendent

Weston Board of Education Executive Session

June 12, 2018 9:00 AM

Central Office Conference Room

Attendance Taken at 9:15 AM:

Present Board Members:

Gina Albert
Ellen Uzenoff
Sara Spaulding
Daniel McNeill

Absent Board Members:

Jacqueline Blechinger
Samantha Nestor
Anthony Pesco

OTHERS:

Dr. William McKersie, Superintendent of Schools

1. Discussion of Salary and Contract Term for 2018-2019 Unaffiliated Central Office Administrators:

**Assistant Superintendent of Curriculum and Instruction,
Director of Human Resources and Internal Counsel,
Director of Digital Learning and Technology,
Director of School Facilities and Security, and
Director of Finance and Operations**

Upon a motion by Gina Albert, second by Ellen Uzenoff, the Board entered Executive Session at 9:14 a.m. to discuss matters pertaining to salary and contract term for 2018-2019 for unaffiliated central office administrators. The Board invited Dr. McKersie to join them for discussion.

Upon a motion by Ellen Uzenoff, second by Gina Albert, Executive Session adjourned at 10:08 a.m.

Approved by the Board of Education:

Chairperson

Superintendent

Weston Public Schools



WILLIAM S. McKERSIE, PH.D.
williammckersie@westonps.org

Superintendent of Schools
24 School Road
Weston, Connecticut 06883-1699

Telephone: (203) 291-1401
FAX: (203) 291-1415

June 15, 2018

Ms. Anne Graham
64 Kings Highway North
Westport, CT 06880

Dear Anne:

I am writing to confirm your notice of retirement from Weston Public Schools effective July 1, 2018. You have earned an excellent reputation in Weston—among staff and students. I know you will be missed.

All the best to you in your retirement.

Sincerely,



William S. McKersie, Ph.D.
Superintendent

cc: Lewis Brey

Weston Public Schools

Empowering Each Student to Achieve Success and Contribute to Our Global Society

Weston Public Schools



WILLIAM S. McKERSIE, PH.D.
williammckersie@westonps.org

Superintendent of Schools
24 School Road
Weston, Connecticut 06883-1699

Telephone: (203) 291-1401
FAX: (203) 291-1415

June 15, 2018

Ms. Jean Weisheit
231 Flax Hill Road
Norwalk, CT 06854

Dear Jean:

I am writing to confirm your notice of retirement from Weston Public Schools effective July 1, 2018. You have earned an excellent reputation in Weston—among staff and students. I know you will be missed.

All the best to you in your retirement.

Sincerely,



William S. McKersie, Ph.D.
Superintendent

cc: Lewis Brey

Weston Public Schools

Empowering Each Student to Achieve Success and Contribute to Our Global Society

Weston Public Schools



WILLIAM S. McKERSIE, PH.D.
williammckersie@westonps.org

Superintendent of Schools
24 School Road
Weston, Connecticut 06883-1699

Telephone: (203) 291-1401
FAX: (203) 291-1415

June 15, 2018

Ms. Linda Feldstein
5 Alwyn Way
Weston, CT 06883

Dear Linda:

I am writing to confirm your notice of retirement from Weston Public Schools effective July 1, 2018. You have earned an excellent reputation in Weston—among staff and students. I know you will be missed.

All the best to you in your retirement.

Sincerely,

A handwritten signature in black ink, appearing to read 'W. S. McKersie'.

William S. McKersie, Ph.D.
Superintendent

cc: Lewis Brey

Weston Public Schools



WILLIAM S. McKERSIE, PH.D.
williammckersie@westonps.org

Superintendent of Schools
24 School Road
Weston, Connecticut 06883-1699

Telephone: (203) 291-1401
FAX: (203) 291-1415

June 15, 2018

Ms. Linda Hicks
234 B Mountain Road
Ridgefield, CT 06877

Dear Linda:

I am writing to confirm your notice of retirement from Weston Public Schools effective July 1, 2018. You have earned an excellent reputation in Weston—among staff and students. I know you will be missed.

All the best to you in your retirement.

Sincerely,



William S. McKersie, Ph.D.
Superintendent

cc: Lewis Brey

Weston Public Schools

Empowering Each Student to Achieve Success and Contribute to Our Global Society

Weston Public Schools



WILLIAM S. McKERSIE, PH.D.
williammckersie@westonps.org

Superintendent of Schools
24 School Road
Weston, Connecticut 06883-1699

Telephone: (203) 291-1401
FAX: (203) 291-1415

June 15, 2018

Ms. Marilyn Moks
10 Roscrea Place
Weston, CT 06883

Dear Marilyn:

I am writing to confirm your notice of retirement from Weston Public Schools effective July 1, 2018. You have earned an excellent reputation in Weston—among staff and students. I know you will be missed.

All the best to you in your retirement.

Sincerely,

A handwritten signature in black ink, appearing to read 'W.S. McKersie'.

William S. McKersie, Ph.D.
Superintendent

cc: Lewis Brey

Weston Public Schools

Empowering Each Student to Achieve Success and Contribute to Our Global Society

Weston Public Schools



WILLIAM S. MCKERSIE, PH.D.
williammckersie@westonps.org

Superintendent of Schools
24 School Road
Weston, Connecticut 06883-1699

Telephone: (203) 291-1401
FAX: (203) 291-1415

June 15, 2018

Ms. Nicole Pierce
80 Snowapple Lane
Milford, CT 06460

Dear Nicole:

I am writing to confirm your notice of resignation from Weston Public Schools effective July 1, 2018. You have earned an excellent reputation in Weston—among staff and students. I know you will be missed.

All the best to you in the future.

Sincerely,



William S. McKersie, Ph.D.
Superintendent

cc: Lewis Brey

Weston Public Schools

Empowering Each Student to Achieve Success and Contribute to Our Global Society

-----Original Message-----

From: Nicole Pierce

Sent: Sunday, April 15, 2018 8:21 PM

To: Jen Ryan <JenRyan@westonps.org>

Subject: Resignation Question

Hi Jen,

I hope you had a nice spring break!

I met with Pattie Falber a couple of weeks ago to let her know that I will not be returning from my maternity leave. I plan on taking a few years off to be at home with my girls. Could you please tell me what my next step is as far as officially resigning?

Thank you!!

Nicole Pierce

3rd grade teacher

Weston Intermediate School

WESTON BOARD OF EDUCATION

Weston, CT

Meeting Date: June 18, 2018

Information Only

Action Requested

Agenda Item Subject: New Textbook Adoption: AP Environmental Science

Submitted by: Kenneth Crow

Document Summary/Purpose and/or Recommended Action:

AP Environmental Textbook and e-text for Board review and adoption.

For more Board of Education Meeting and Committee Meeting Information, visit:
<https://meeting.cabe.org/public/Agency.aspx?PublicAgencyID=47&AgencyTypeID=1>



Weston Public Schools Textbook Adoption Form

School: WHS **Date:** 6/1/2018
Subject Area: Science – AP Environmental Science
Grade Level: Secondary **Grades:** 11-12

Committee Members:

| |
|---|
| Jamie Charles, Science/Tech CIL |
| Dawn Boulton, Environmental Science Teacher |
| Stacey Greenberg, Environmental Science Teacher |

Selection criteria or parameters established for this textbook:

- Rigor and content match well with course description and expectations at AP level
- Integrated case-study approach provides context for content learned throughout course.
- Case studies are current and compelling
- Quality of diagrams, real-life examples, and review questions in each section/chapter
- Availability of supplemental online resources: online text, online homework and assessments, web-based course management.

Weston Public Schools Textbook Adoption Form

Textbooks reviewed during the process:

Title: Environmental Science for AP (with online access/resources)
Author: Friedland and Relyea
Publisher: Bedford, Freeman and Worth
Publication Date: 2015

Title: Living in the Environment – AP edition
Author: Miller and Spoolman
Publisher: Cengage
Publication Date: 2015

Research Conducted:

(Survey of DRG, high performing districts in Fairfield County and in the Tri-State Consortium. List districts surveyed and text used if course is offered.)

| District | Text |
|-----------------|--|
| Wilton | Living in the Environment – AP edition (Miller and Spoolman) |
| Barlow | Environmental Science for AP (Friedland and Relyea) |
| Greenwich | Environment: The Science Behind the Stories (Pearson) |
| Darien | Environment: The Science Behind the Stories (Pearson) |

Pilot:

(If the text was piloted, please explain the process and include dates. If the textbook was not piloted, please explain the rationale for not piloting.)

The text was not piloted, as this is a new course for the 2018-2019 school year.

Weston Public Schools Textbook Adoption Form

Committee Recommendations:

We recommend the Pearson textbook Environment: The Science Behind the Stories (2018, AP edition) by Withgott and Laposata for use in the AP Environmental Science course beginning with the 2018-19 school year. This textbook was chosen based on its coverage of AP-required content areas, its organization around current and compelling case studies that are integrated into many of the units throughout the book, and its quality and currency of connections to global issues in environmental studies. We believe this textbook will help support students in their studies of environmental science at the AP level, as well as help prepare students for the AP Environmental Science exam. Its text reading, diagrams, case studies, and guiding review questions are all appropriately aligned to the goal of the College Board's AP Environmental Science course: "to provide students with the scientific principles, concepts and methodologies required to understand the interrelationships of the natural world, to analyze both natural and man-made environmental problems, to evaluate the risks associated with these problems, and to examine alternative solutions for resolving or preventing them."

Title: *Environment: The Science Behind the Stories (AP edition) *With Mastering Environmental Science e-text*

Author: Withgott and Laposata

Publisher: Pearson

Publication Date: 2018

Planned date of next edition: N/A

DRP Score: unknown

Unit Cost: \$135.97 (includes online access)

Number of texts being purchased: 55

Total cost (including shipping): \$8,039.23

Based on criteria established, explain why this textbook is being recommended for purchase.

This new textbook matches the required AP-topics, level of rigor, and accessibility of the content, diagrams, and case-studies desired in the AP Environmental Science course. As this is a new course for Weston HS, the topical arrangement, text readings, diagrams and data charts, and integrated case-studies are all well-organized and aligned to the AP curriculum. The currency and relevancy of the many highlighted topics, data points, and articles in the textbook will help the students connect with real-world phenomena.

Recommendation approved by:

Jamie Charles Date: June 1, 2018 CIL, Science and Technology

Lisa Deorio Date: 6/1/2018 Principal, WHS

Ken Craw Date: 6/8/2018 Assistant Superintendent

WESTON BOARD OF EDUCATION

Weston, CT

Meeting Date: June 18, 2018

Information Only

Action Requested

Agenda Item Subject: New Textbook Adoption: French, Grades 6, 7, 8

Submitted by: Kenneth Crow

Document Summary/Purpose and/or Recommended Action:

French Grades 6, 7, 8 Textbook proposal for Board review and adoption.

For more Board of Education Meeting and Committee Meeting Information, visit:
<https://meeting.cabe.org/public/Agency.aspx?PublicAgencyID=47&AgencyTypeID=1>



Weston Public Schools Textbook Adoption Form

School: WMS

Date: June 13, 2018

Subject Area: French, Grades 6, 7 and 8

Grade Level: 6, 7 and 8

Grade: 6, 7 and 8

Committee Members:

| |
|------------------------------------|
| Mercedes Fernandes, CIL |
| Gretchen Mancuso, Teacher |
| Dan Doak, Principal, WMS |
| Laura Del Savio, Teacher |
| Ken Crow, Assistant Superintendent |

Selection criteria or parameters established for this textbook:

- Textbook must support and enhance the curriculum
- Textbook must provide authentic print and audio input
- Textbook must provide authentic communicative tasks
- Vocabulary must be current and relevant
- Tasks must be diverse, with some activities very simplistic and others leading into higher thinking application of learning
- Textbook presentation must be clear and succinct
- Textbook is accompanied by practice workbook
- Textbook is supported by SMART Board companion
- Textbook must support vertical articulation with WHS program

Weston Public Schools Textbook Adoption Form

Textbooks reviewed during the process:

Title: D'accord! 1A

Author: Vista Higher Learning

Publisher: Vista Higher Learning

Publication Date: 2016

Title: T'es Branche 1A

Author: Toni Theisen and Jacques Pechéur

Publisher: EMC

Publication Date: 2016

Title: Nouveau Pixel 1 – Methode de Francais

Author: Catherine Favret and Sylvie Schmitt

Publisher: CLE International

Publication Date: 2016

Research Conducted:

During the 2016-2017 school year, the World Language CIL conducted research for available textbooks. The CIL attended the ACTFL (American Council on the Teaching of Foreign Languages) conference where she met with several publishers and requested textbook samples to review. The CIL also conducted research in the DRG A schools to find out which textbooks they use (if any). During the course of the 2017-2018 school year the committee met to review and discuss the textbooks. The committee narrowed the selection to two textbooks: D'accord! and Pixel.

Pilot:

Mrs. Mancuso and Mrs. Kremer piloted chapters of Pixel 1 and 2 in grades 6, 7, and 8. In addition, they piloted pieces of the workbooks and audio materials. The teachers reported that the communicative activities were highly authentic and engaging for the students, with relevant vocabulary and idiomatic expressions. Both the textbooks and the workbooks provided a clear framework for the students to practice and progress in their language skills.

Committee Recommendations:

Adopt: Nouveau Pixel 1 – Methode de Francais – textbook and workbook, for French grade 6.

Adopt: Nouveau Pixel 2 – Methode de Francais – textbook and workbook, for French grades 7 and 8.

Both Pixel 1 and Pixel 2 support and enhance the French grades 6, 7, and 8 curriculum. The units presented in the textbooks match our curricular units; therefore, they are the ideal complement for students to achieve higher communicative proficiency. The units focus on highly cultural and authentic communicative tasks while embedding the new vocabulary and grammar to be acquired. The workbooks, audio materials, and SMART Board software also provide interactive activities for further practice. The audio materials are age appropriate and engaging, which is otherwise very difficult to find. In summary, these textbooks make for a great companion to our curriculum without them “becoming the curriculum.

Title: Nouveau Pixel 1 – Methode de Francais - Livre

Author: Catherine Favret and Sylvie Schmitt

Publisher: CLE International

Publication Date: 2016

Unit Cost: 39.95

Number of texts being purchased: 70

Total cost: 2,796.5

Title: Nouveau Pixel 1 – Methode de Francais – Cahier d’exercices

Author: Catherine Favret and Sylvie Schmitt

Publisher: CLE International

Publication Date: 2016

Unit Cost: 27.95

Number of texts being purchased: 70

Total cost: 1,956.5

Title: Nouveau Pixel 1 – Methode de Francais – Teacher’s Guide

Author: Catherine Favret and Sylvie Schmitt

Publisher: CLE International

Publication Date: 2016

Unit Cost: 39.95

Number of texts being purchased: 1

Total cost: 39.95

Title: Ressources Numeriques pour TBI sur Cle Numeriques

Author: Catherine Favret and Sylvie Schmitt

Publisher: CLE International

Publication Date: 2016

Unit Cost: 136.95

Number of texts being purchased:1
Total cost: 136.95

Title: CD Audio Collectifs
Author: Catherine Favret and Sylvie Schmitt
Publisher: CLE International
Publication Date: 2016
Unit Cost: 109.95
Number: 1
Total Cost: 109.95

Title: Nouveau Pixel 2 – Methode de Francais - Livre
Author: Catherine Favret and Sylvie Schmitt
Publisher: CLE International
Publication Date: 2016
Unit Cost: 39.95
Number of texts being purchased: 110
Total cost: 4,394.5

Title: Nouveau Pixel 2 – Methode de Francais – Cahier d'exercices
Author: Catherine Favret and Sylvie Schmitt
Publisher: CLE International
Publication Date: 2016
Unit Cost: 27.97
Number of texts being purchased: 110
Total cost: 3,076.7

Title: Nouveau Pixel 2 – Methode de Francais – Teacher's Guide
Author: Catherine Favret and Sylvie Schmitt
Publisher: CLE International
Publication Date: 2016
Unit Cost: 39.95
Number of texts being purchased: 1
Total cost: 39.95

Title: Ressources Numeriques pour TBI sur Cle Numeriques
Author: Catherine Favret and Sylvie Schmitt
Publisher: CLE International
Publication Date: 2016
Unit Cost: 136.95
Number of texts being purchased: 1
Total cost: 136.95

Title: CD Audio Collectifs
Author: Catherine Favret and Sylvie Schmitt
Publisher: CLE International
Publication Date: 2016
Unit Cost: 108.95

Number: 1
Total Cost: 108.95

Shipping: 250.00
Total Cost (including shipping): 13,046.9
10% Discount: 1,304.69

Total: 11,742.21

Recommendation approved by:

| | | |
|---------------------------|---------------------------|---------------------------------|
| Mercedes Fernandes | Date: June 8, 2018 | CIL, World Language |
| Dan Doak | Date: June 8, 2018 | Principal, WMS |
| Dr. Kenneth Crow | Date: June 8, 2018 | Assistant Superintendent |

WESTON BOARD OF EDUCATION

Weston, CT

Meeting Date: June 18, 2018

Information Only

Action Requested

Agenda Item Subject: New Textbook Adoption: Grade 6, 7, 8 Science e-textbooks

Submitted by: Kenneth Crow

Document Summary/Purpose and/or Recommended Action:

NSTA eBook proposal for grades 6, 7, and 8 science courses for Board review and adoption.

For more Board of Education Meeting and Committee Meeting Information, visit:
<https://meeting.cabe.org/public/Agency.aspx?PublicAgencyID=47&AgencyTypeID=1>



Weston Public Schools Textbook Adoption Form

School: WMS **Date:** 6/1/2018
Subject Area: Science
Grade Level: Middle School **Grades:** 6-8

Committee Members:

| |
|--|
| Jamie Charles, Science/Tech CIL, 6-12 |
| D. Rosvally, M. Welsh – 8th grade teachers |
| C. Collins, P. Nizlek – 7th grade teachers |
| A. Kovac, J. Nolle-Berg – 6th grade teachers |
| <i>(Darcy Ronan – previous Science CIL)</i> |

Selection criteria or parameters established for this textbook:

- Alignment of content to the NGSS, disciplinary core ideas, cross-cutting concepts, and science and engineering practices
- Age-appropriate reading/pedagogy
- Engaging and stimulating content
- Interactive features that enhance student learning (animations, simulations, videos)
- Diagrams, real-world examples, and review questions help reinforce curriculum

Weston Public Schools Textbook Adoption Form

Textbooks reviewed during the process:

Title: Interactive Science
Author: unknown
Publisher: Pearson
Publication Date: 2016

Title: Glencoe iScience
Author: unknown
Publisher: McGraw Hill
Publication Date: 2017

Research Conducted: With the changes to the curriculum at the middle school over the past two years in response to the adoption of the new science standards (NGSS), attention has been placed on finding appropriate, effective, and engaging resources to supplement this new curriculum. As textbook suppliers also shift their resources to align to the NGSS, there have not been many high-quality textbooks (or digital resources) available that closely link to the standards and engage the students in the science and engineering practices of the NGSS. After researching some possibilities that had been released, such as Pearson’s “Interactive Science” texts and Glencoe’s “iScience” texts, it seemed that the textbook suppliers required more time to truly shift their resources to the NGSS and not just push a product to the market that they claim was NGSS-aligned.

While at the National Science Teachers Association convention in Maryland in October 2017, several teachers reviewed several of the textbook options available and found the NSTA eBooks to be well-aligned, engaging, and interactive resources to supplement their curricular units in grades 6-8. After piloting several of the eBooks this year and reviewing other titles, these resources seem to be very appropriate, hands-on, challenging, and effective digital textbooks that leverage the availability of the one-to-one devices at the middle school. However, other textbook suppliers are continually in the process of creating NGSS-aligned resources, such as a new line of consumable plus digital textbooks coming out in spring 2019 by McGraw Hill publishers. Therefore, additional research will be needed to review new resources and pilot additional ones that may eventually fit more efficiently into our courses.

Pilot:

(If the text was piloted, please explain the process and include dates. If the textbook was not piloted, please explain the rationale for not piloting.)

These digital textbook resources were piloted for the second half of the 2017-2018 school year. After exploring the resource at the National Science Teachers Association conference in Maryland in October 2017, several of the middle school science teachers were interested in taking a closer look at the various eBooks. As a result, we ordered a variety of them for piloting/reference and gained access to them in February 2018. The teachers found them engaging, relevant, and effective for supplementing their curricula, and as a result, have chosen to order them for the future years.

Weston Public Schools Textbook Adoption Form

Committee Recommendations:

We recommend the National Science Teacher Association (NSTA) eBooks+ for use in the middle school science courses to supplement the curricular units in grade 6-8. These texts align well with the one-to-one digital access of all middle school students in Weston. The appeal of these digital textbooks include their interactive features (such as animations, simulations, and 'Check your Thinking' review questions) as well as age-appropriate readings, diagrams, and authentic real-world examples of class concepts. The specific titles are as follows:

- 1) *Ocean's Effect on Weather and Climate (6th grade)*
- 2) *Flow of Matter and Energy in Ecosystems (6th grade)*
- 3) *Plate Tectonics (7th grade)*
- 4) *Explaining Matter with Elements, Atoms, and Molecules (7th grade)*
- 5) *Force and Motion (8th grade)*
- 6) *Cell Structure and Function (8th grade)*
- 7) *Heredity and Variation (8th grade)*

Title: National Science Teacher Association (NSTA) eBooks+.

Author: Unknown

Publisher: NSTA

Publication Date: 2016

Planned date of next edition: Unknown

Unit Cost: Student editions: \$7.95 for 5-yr access (or \$3.16/yr)
Teacher editions: \$23.96/yr

Number of texts being purchased:

Student editions: 6th grade: 2 eBooks x 185 students

7th grade: 2 eBooks x 200 students

8th grade: 3 eBooks x 200 students

Teacher editions: 6th grade: 1 Teacher edition x 2 teachers

7th grade: 1 Teacher edition x 2 teachers

8th grade: 1 Teacher edition x 2 teachers

Total cost (including shipping): 5-year access (student editions): \$10,891.50

Teacher editions (1-year): \$ 143.76

Total: \$11,035.26

Based on criteria established, explain why this textbook is being recommended for purchase.

These digital textbook resources take full advantage of the one-to-one digital access of our middle school students and appropriately and effectively align with the content and expectations of the NGSS and science practices. Their focused content allows for the teachers to integrate these resources into their curriculum whenever relevant and provide their students with interactive, engaging, and dynamic readings, videos, examples, and practice questions to supplement and reinforce their comprehension of the class content and expectations.

Recommendation approved by:

Jamie Charles

Date: June 1, 2018

CIL

Lisa Deorio

Date: 6/1/2018

Principal

Dr. Kenneth Crow

Date: 6/7/2018

Assistant Superintendent

WESTON BOARD OF EDUCATION

Weston, CT

Meeting Date: June 18, 2018

Information Only

Action Requested

Agenda Item Subject: Update on overnight field trip request for Weston High School

Submitted by: Kenneth Crow

Document Summary/Purpose and/or Recommended Action:

Weston High School overnight field trip request to Festival Disney for Board review.

For more Board of Education Meeting and Committee Meeting Information, visit:
<https://meeting.cabe.org/public/Agency.aspx?PublicAgencyID=47&AgencyTypeID=1>

Overnight Field Trip Request for Weston High School

April 29, 2018

Request:

The Weston High School music department would like to continue the tradition of providing our musical ensembles performance experiences at venues outside of the school district. This overnight trip will include several of our ensembles (Wind Ensemble, Jazz Ensemble, Symphonic Orchestra, String Orchestra, Concert Choir and Chamber Singers), with a planned destination of Orlando, and the Walt Disney World Resort for participation in performances in *Festival Disney*. Ensembles will participate in Disney master-led instrumental and vocal workshops including "Soundtrack Sessions" at the Disney Recording Studios. In this unique workshop, students will learn new repertoire and set their personal performance to a short Disney film using sound studio technology. They will also work with guest conductors in the "You're Instrumental" and "Disney Sings" workshops. They will also perform in concerts at Disney Springs, and Downtown Disney. The trip schedule is outlined on the attached itinerary.

Purpose and relation to the Curriculum:

To prepare concert repertoire for masterclasses with music professionals at Disney
To prepare a concert and perform in the Disney Resort.
To experience recording in a professional sound studio and work with Disney conductors.
To visit the Disney parks and enjoy professional Disney performances.

Depart/Return: Thursday, Feb. 28, 2019 at 2:30pm / Monday, March 4th, 2019 11:00pm

Chaperones: Liz Morris, Choral Director and Music CIL, Meghan Stewart, Orchestra Director, Steve Fasoli, Band Director, 2 additional staff members and three parent chaperones.

Minimum number of students: approximately 80 percent of each performing group

Cost Estimate per Person:

| | |
|-------------------------|----------------------|
| 100 paying participants | \$1400 (anticipated) |
| 5 chaperones | \$0 |

Transportation: Coach bus to local airport, airline flight TBD, Coach buses for transportation in Orlando

Lodging: Disney Resort Hotel

State Department Checks: There are no travel advisories currently posted for Orlando, FL for American travelers.

Weston High School Music Department Disney World Trip - Tentative Schedule

Thursday **February 28, 2019**

Load the buses after school at Weston High School
The buses will bring the group from Weston High School to the airport
There will be time to buy dinner at the airport - \$15 cash provided
Fly to Orlando, Florida in the evening
The buses will bring the group to the hotel

Friday **March 1, 2019**

Breakfast at the hotel - \$15 cash provided
Bus from the hotel to Disney's Epcot
Admission into Disney's Epcot
Lunch is on your own in the park - Not Included
TBA Disney's "You're Instrumental" workshop
TBA Disney's "Disney Sings" workshop
Dinner is on your own in the park - \$15 cash provided
Watch the fireworks show - Illuminations!
Bus from Epcot to the hotel

Saturday **March 2, 2019**

Breakfast at the hotel - \$15 cash provided
Bus from the hotel to Disney's Magic Kingdom
Admission into Disney's Magic Kingdom
Lunch is on your own in the park - Not Included
Dinner is on your own in the park - \$15 cash provided
Watch the Magic Kingdom fireworks show
Bus from the Magic Kingdom to the hotel

Sunday **March 3, 2019**

Breakfast at the hotel - \$15 cash provided
Bus from the hotel to Disney's Hollywood Studios
Admission into Disney's Hollywood Studios
Lunch is on your own in the park - Not Included
TBA The Weston High School Concert Band will perform
TBA The Weston High School Orchestra will perform
TBA The Weston High School Choir will perform
Dinner is on your own in the park - \$15 cash provided
Bus from Hollywood Studios to the hotel

Monday **March 4, 2019**

Breakfast at the hotel - \$15 cash provided
Bus from the hotel to Disney's Animal Kingdom
Admission into Disney's Animal Kingdom
Lunch is on your own in the park - Not Included
Bus from Disney's Animal Kingdom to the Orlando Airport
Dinner is on your own at the Orlando Airport - \$15 cash provided
Fly home from Orlando
The buses will bring the group back to Weston High School

WESTON BOARD OF EDUCATION

Weston, CT

Meeting Date: 6/18/18

Information Only

Action Requested

Agenda Item Subject: Approval of May 2018 Financial Report

Submitted by: Richard Rudl

Document Summary/Purpose and/or Recommended Action:

Following is the Financial Report, with an update on the Internal Services Fund, for May 2018. We are recommending approval of the report.

For more Board of Education Meeting and Committee Meeting Information, visit:
<https://meeting.cabe.org/public/Agency.aspx?PublicAgencyID=47&AgencyTypeID=1>

WESTON PUBLIC SCHOOLS
FINANCIAL REPORT
Period 11 of 12
July 2017-May 2018

The financial report for the FY 2018 Operating Budget can be found on pages 12 through 44 of this document. The financial information presented in this section of the report includes the adopted budget, monthly and year-to-date transfers, the revised budget (adopted budget plus or minus transfers), actual year-to-date budget expenditures, encumbrances, anticipated expenditures that have not been encumbered and the total projected expenditures by object, which is the sum of the previous three columns. The Internal Services report for health insurance can be found on pages 45-48.

| | | |
|------------------------------------|----|------------|
| FY 2018 Budget | \$ | 49,907,521 |
| FY 2018 Supplemental Appropriation | \$ | 1,061,852 |
| FY 2018 Adjusted Budget | \$ | 50,969,373 |
| FY 2018 YTD Actuals | \$ | 43,916,282 |
| FY 2018 Encumbrances | \$ | 5,970,731 |
| FY 2018 Anticipated | \$ | 1,082,361 |
| FY 2018 Balance | \$ | (0) |

There are transfers totaling \$178,159 before the Board of Education for its approval. Of these transfers there are 9 in excess of \$5,000.

Special Education:

| | | | | |
|-------|--|----|--------|--------|
| To: | Excess Cost (Special Education) | \$ | 17,815 | |
| From: | Office Materials (WHS) | | \$ | 2 |
| From: | Books (WIS) | | \$ | 43 |
| From: | Dues, Fees and Memberships (WMS) | | \$ | 59 |
| From: | Certified Stipends (HES) | | \$ | 286 |
| From: | Non Certified Salaries (Special Education) | | \$ | 11,978 |
| From: | Software (Technology) | | \$ | 2,003 |
| From: | Dues, Fees and Memberships (Technology) | | \$ | 350 |
| From: | Materials (HES) | | \$ | 16 |
| From: | Books (WHS) | | \$ | 20 |
| From: | Mileage (WHS) | | \$ | 100 |
| From: | Mileage (WMS) | | \$ | 4 |
| From: | Materials (Technology) | | \$ | 17 |
| From: | Consulting (Special Education) | | \$ | 467 |
| From: | Contracted Services (Special Education) | | \$ | 2,470 |

Entitlement cap changed by the State of CT resulting in a reduction in the final Excess Cost Payment for FY 18

| | | | | |
|-------|---|----|-------|-------|
| To: | Tuition (Special Education) | \$ | 7,415 | |
| From: | Contracted Services (Special Education) | | \$ | 7,415 |

Adjustment to Encumbrance Hold for Unilateral Agreement

WESTON PUBLIC SCHOOLS
FINANCIAL REPORT
Period 11 of 12
July 2017-May 2018

| | | | | |
|-------|---|----|-------|----------|
| To: | Legal Fees (Special Education) | \$ | 5,000 | |
| From: | Contracted Services (Special Education) | | | \$ 5,000 |

Additional Legal Fees for Special Education

Facilities:

| | | | | |
|-------|--|----|--------|----------|
| To: | Repair Allowance (Facilities) | \$ | 14,562 | |
| From: | Contracted Services (Special Education) | | | \$ 7,615 |
| From: | Propane (Facilities) | | | \$ 668 |
| From: | Rubbish Removal (Facilities) | | | \$ 906 |
| From: | Equipment Repair (Facilities) | | | \$ 49 |
| From: | Maintenance Materials (Facilities) | | | \$ 607 |
| From: | Non Certified Stipends (Special Education) | | | \$ 1,120 |
| From: | Other Purchased Services (Curriculum) | | | \$ 50 |
| From: | Non Certified Salaries (Facilities) | | | \$ 1,400 |
| From: | Office Materials (WMS) | | | \$ 10 |
| From: | Books (WMS) | | | \$ 1,187 |
| From: | Materials (WMS) | | | \$ 407 |
| From: | Materials (WIS) | | | \$ 120 |
| From: | Transportation (WMS) | | | \$ 424 |

Chiller Repair at Hurlbutt

| | | | | |
|-------|-------------------------------------|----|--------|----------|
| To: | Electricity (Facilities) | \$ | 12,749 | |
| From: | Non Certified Salaries (Facilities) | | | \$ 5,361 |
| From: | Travel and Conference (Curriculum) | | | \$ 700 |
| From: | Office Materials (Hurlbutt) | | | \$ 173 |
| From: | Office Materials (WIS) | | | \$ 100 |
| From: | Mileage (WHS) | | | \$ 1,032 |
| From: | Pension (Employee Benefits) | | | \$ 5,244 |
| From: | Copy Center Materials (Copy Center) | | | \$ 139 |

To cover increased electricity costs

| | | | | |
|-------|--|----|-------|----------|
| To: | Heat (Facilities) | \$ | 7,664 | |
| From: | Social Security (Employee Benefits) | | | \$ 2,893 |
| From: | Pension (Employee Benefits) | | | \$ 3,000 |
| From: | Materials (Copy Center) | | | \$ 788 |
| From: | Non Certified Salaries (Copy Center) | | | \$ 834 |
| From: | Disability Insurance (Employee Benefits) | | | \$ 150 |

To cover increased heating costs

WESTON PUBLIC SCHOOLS
FINANCIAL REPORT
Period 11 of 12
July 2017-May 2018

Pupil Services:

| | | | | |
|-------|---|----|--------|-------|
| To: | Other Pupil Services (PPS) | \$ | 10,000 | |
| From: | Contracted Services (Special Education) | | \$ | 5,583 |
| From: | Consulting (Special Education) | | \$ | 267 |
| From: | Materials (WHS) | | \$ | 91 |
| From: | Travel and Conference (Curriculum) | | \$ | 1 |
| From: | Office Materials (Curriculum) | | \$ | 15 |
| From: | Equipment (Curriculum) | | \$ | 3 |
| From: | Travel and Conference (WHS) | | \$ | 500 |
| From: | Other Objects (District Administration) | | \$ | 4 |
| From: | Certified Salaries (PPS) | | \$ | 3,536 |

*Contracted OT/PT Costs***Weston Intermediate School:**

| | | | | |
|-------|--------------------------|----|-------|-------|
| To: | Certified Salaries (WIS) | \$ | 8,867 | |
| From: | Certified Salaries (PPS) | | \$ | 6,562 |
| From: | Materials (WMS) | | \$ | 35 |
| From: | Materials (WIS) | | \$ | 34 |
| From: | Materials (WHS) | | \$ | 14 |
| From: | Overtime (WIS) | | \$ | 100 |
| From: | Office Materials (WIS) | | \$ | 122 |
| From: | Certified Salaries (WMS) | | \$ | 2,000 |

*Increased Substitute Costs***District Administration:**

| | | | | |
|-------|--------------------------------------|----|-------|-------|
| To: | Legal Fees (District Administration) | \$ | 6,550 | |
| From: | Pension (Employee Benefits) | | \$ | 6,550 |

*Increased district legal fees***Curriculum:**

| | | | | |
|-------|---------------------------------------|----|-------|-------|
| To: | Certified Salaries (Curriculum) | \$ | 4,537 | |
| From: | Dues, Fees, Memberships (Curriculum) | | \$ | 1,342 |
| From: | Other Purchased Services (Curriculum) | | \$ | 895 |
| From: | Consulting (Curriculum) | | \$ | 2,300 |

Summer Curriculum Writing

**WESTON PUBLIC SCHOOLS
FINANCIAL REPORT
Period 11 of 12
July 2017-May 2018**

| | | | | |
|------------------------------------|---|----|-------|----------|
| To: | Other Purchased Services (Curriculum) | \$ | 1,300 | |
| From: | Testing (Curriculum) | | | \$ 1,300 |
| | <i>EOY Catering</i> | | | |
| To: | Travel and Conference (Curriculum) | \$ | 692 | |
| From: | Certified Salaries (Curriculum) | | | \$ 692 |
| | <i>Robotics regional championships</i> | | | |
| To: | Equipment (Curriculum) | \$ | 238 | |
| From: | Travel and Conference (Curriculum) | | | \$ 238 |
| | <i>Science Equipment</i> | | | |
| To: | Travel and Conference (Curriculum) | \$ | 83 | |
| From: | Consulting (Special Education) | | | \$ 83 |
| | <i>Conference for Special Education Staff</i> | | | |
| Weston Intermediate School: | | | | |
| To: | Other Professional Technical Services (WIS) | \$ | 4,658 | |
| From: | Certified Stipends (WIS) | | | \$ 4,658 |
| | <i>Payment for services for Show Stoppers</i> | | | |
| Special Education: | | | | |
| To: | Testing (Special Education) | \$ | 4,500 | |
| From: | Contracted Services (Special Education) | | | \$ 4,500 |
| | <i>Testing for Students</i> | | | |
| To: | Contracted Services (Special Education) | \$ | 1,321 | |
| From: | Consulting (Special Education) | | | \$ 1,321 |
| | <i>Behavior Therapy Services</i> | | | |
| To: | Testing (Special Education) | \$ | 913 | |
| From: | Consulting (Special Education) | | | \$ 913 |
| | <i>Observation</i> | | | |

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| | | | | |
|-------|-------------------------------|----|---|------|
| To: | Materials (Special Education) | \$ | 5 | |
| From: | Materials (PPS) | | | \$ 5 |

Test for Student

Athletics:

| | | | | |
|-------|---|----|-------|----------|
| To: | Other Objects (Athletics) | \$ | 4,369 | |
| From: | Office Materials (Curriculum) | | | \$ 1 |
| From: | Other Professional Technical Services (District Administration) | | | \$ 110 |
| From: | Unemployment (Employee Benefits) | | | \$ 1,500 |
| From: | Medicare (Employee Benefits) | | | \$ 1,000 |
| From: | Overtime (WHS) | | | \$ 1 |
| From: | Overtime (WIS) | | | \$ 150 |
| From: | Non Certified Salaries (WHS) | | | \$ 166 |
| From: | Non Certified Salaries (Copy Center) | | | \$ 136 |
| From: | Advertising (District Administration) | | | \$ 1,013 |
| From: | Office Materials (District Administration) | | | \$ 186 |
| From: | Printing (PPS) | | | \$ 107 |

Less Special Revenue than anticipated

| | | | | |
|-------|--|----|-------|--------|
| To: | Participation Fees (Athletics) | \$ | 2,966 | |
| From: | Materials (Copy Center) | | | \$ 39 |
| From: | Maintenance Materials (Facilities) | | | \$ 600 |
| From: | Locks (Facilities) | | | \$ 180 |
| From: | Materials (HES) | | | \$ 997 |
| From: | Printing (WHS) | | | \$ 463 |
| From: | Materials (PPS) | | | \$ 100 |
| From: | Glass Repair (Facilities) | | | \$ 121 |
| From: | Office Materials (HES) | | | \$ 132 |
| From: | Office Materials (District Administration) | | | \$ 72 |
| From: | Certified Stipends (Athletics) | | | \$ 262 |

Less participation fee revenue

Middle School:

| | | | | |
|-------|--------------------------|----|-------|----------|
| To: | Certified Stipends (WMS) | \$ | 4,330 | |
| From: | Certified Salaries (WMS) | | | \$ 3,506 |
| From: | Certified Salaries (WHS) | | | \$ 824 |

Extracurricular Stipends

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| | | | | |
|--|--------------------------------------|----|-------|-------|
| To: | Certified Stipends (WMS) | \$ | 2,264 | |
| From: | Equipment Rental (Facilities) | | \$ | 2,264 |
| <i>Extracurricular Stipends</i> | | | | |
| To: | Certified Stipends (WMS) | \$ | 1,019 | |
| From: | Mileage (WMS) | | \$ | 300 |
| From: | Travel and Conference (Curriculum) | | \$ | 23 |
| From: | Travel and Conference (WHS) | | \$ | 695 |
| From: | Materials (WMS) | | \$ | 2 |
| <i>MS After School Sports Stipends</i> | | | | |
| To: | Certified Stipends (WMS) | \$ | 508 | |
| From: | Mileage (WMS) | | \$ | 75 |
| From: | Materials (WMS) | | \$ | 0 |
| From: | Materials (Athletics) | | \$ | 33 |
| From: | Office Materials (HES) | | \$ | 400 |
| <i>Extracurricular Stipends</i> | | | | |
| Copy Center: | | | | |
| To: | Equipment Rental (Copy Center) | \$ | 4,207 | |
| From: | Maintenance Materials (Facilities) | | \$ | 646 |
| From: | Materials (WMS) | | \$ | 211 |
| From: | Materials (WIS) | | \$ | 1,221 |
| From: | Materials (WHS) | | \$ | 4 |
| From: | Mileage (District Administration) | | \$ | 500 |
| From: | Fire Protection (Facilities) | | \$ | 836 |
| From: | Fire Alarm (Facilities) | | \$ | 446 |
| From: | Sprinkler System (Facilities) | | \$ | 4 |
| From: | Software (Technology) | | \$ | 213 |
| From: | Materials (Copy Center) | | \$ | 73 |
| From: | Social Security (Employee Benefits) | | \$ | 53 |
| <i>Property Tax</i> | | | | |
| To: | Postage (Copy Center) | \$ | 1,437 | |
| From: | Non Certified Salaries (Copy Center) | | \$ | 417 |
| From: | Printing (PPS) | | \$ | 181 |
| From: | Materials (PPS) | | \$ | 374 |
| From: | Overtime (HES) | | \$ | 113 |
| From: | Overtime (WIS) | | \$ | 50 |

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| | | | |
|-------|------------------------------------|----|-----|
| From: | Materials (Special Education) | \$ | 165 |
| From: | Materials (WHS) | \$ | 2 |
| From: | Unemployment (Employee Benefits) | \$ | 135 |
| From: | Maintenance Materials (Facilities) | \$ | 1 |

Postage

Facilities:

| | | | | |
|-------|------------------------------------|----|-------|-------|
| To: | Custodial Materials (Facilities) | \$ | 4,391 | |
| From: | Maintenance Materials (Facilities) | | \$ | 1,523 |
| From: | Repair Allowance (Facilities) | | \$ | 203 |
| From: | Materials (WHS) | | \$ | 1 |
| From: | Locks (Facilities) | | \$ | 523 |
| From: | Glass Replacement (Facilities) | | \$ | 140 |
| From: | Sprinkler Repairs (Facilities) | | \$ | 2,000 |

Custodial Materials

| | | | | |
|-------|------------------------------------|----|-------|-------|
| To: | Septic Cleaning (Facilities) | \$ | 3,821 | |
| From: | Maintenance Materials (Facilities) | | \$ | 3,821 |

Replace recirculation pumps

| | | | | |
|-------|--------------------------------|----|-------|-------|
| To: | Septic Cleaning (Facilities) | \$ | 1,833 | |
| From: | Equipment Repairs (Facilities) | | \$ | 1,833 |

Pumping at Zenon Plant

| | | | | |
|-------|--------------------------------|----|-------|-------|
| To: | Elevator Contract (Facilities) | \$ | 1,464 | |
| From: | Fire Protection (Facilities) | | \$ | 1,464 |

Elevator Repairs

| | | | | |
|-------|-----------------------------------|----|-------|-------|
| To: | License and Fees (Facilities) | \$ | 1,380 | |
| From: | Generator (Facilities) | | \$ | 1,068 |
| From: | Parks and Recreation (Facilities) | | \$ | 306 |
| From: | Overtime (WHS) | | \$ | 6 |

DEP Permit Fee

| | | | | |
|-------|------------------------------------|----|-------|-----|
| To: | Septic Cleaning (Facilities) | \$ | 1,228 | |
| From: | Parks and Recreation (Facilities) | | \$ | 178 |
| From: | Maintenance Materials (Facilities) | | \$ | 300 |

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| | | | | |
|------------------------|-------------------------------------|----|-------|-------|
| From: | Glass (Facilities) | | \$ | 750 |
| | <i>Zenon Plant Maintenance</i> | | | |
| To: | Rental of Facilities (Facilities) | \$ | 461 | |
| From: | Glass Replacement (Facilities) | | \$ | 461 |
| | <i>Container lease</i> | | | |
| To: | Drain System (Facilities) | \$ | 420 | |
| From: | Exterminating (Facilities) | | \$ | 285 |
| From: | Locks (Facilities) | | \$ | 61 |
| From: | Maintenance Materials (Facilities) | | \$ | 73 |
| | <i>Unclogging bathrooms</i> | | | |
| To: | Equipment Repairs (Facilities) | \$ | 166 | |
| From: | Maintenance Materials (Facilities) | | \$ | 166 |
| | <i>Repairs to Truck</i> | | | |
| Security: | | | | |
| To: | Security Monitoring (Security) | \$ | 3,669 | |
| From: | Rubbish Removal (Facilities) | | \$ | 2,301 |
| From: | Non Certified Salaries (Facilities) | | \$ | 1,368 |
| | <i>Security Alarm Monitoring</i> | | | |
| To: | Communications (Technology) | \$ | 3,300 | |
| From: | Books (WHS) | | \$ | 22 |
| From: | Materials (WHS) | | \$ | 486 |
| From: | Printing (WHS) | | \$ | 73 |
| From: | Materials (WMS) | | \$ | 952 |
| From: | Tuition (WMS) | | \$ | 935 |
| From: | Printing (WHS) | | \$ | 38 |
| From: | Unemployment (Employee Benefits) | | \$ | 794 |
| | <i>Telephone Equipment</i> | | | |
| Transportation: | | | | |
| To: | Equipment Repairs (Transportation) | \$ | 4,184 | |
| From: | Locks (Facilities) | | \$ | 114 |

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| | | | | |
|-------|---|----|-------|-------|
| From: | Unemployment (Employee Benefits) | | \$ | 2,218 |
| From: | Advertising (District Administration) | | \$ | 1,308 |
| From: | Parks and Recreation (Facilities) | | \$ | 544 |
| | <i>Repairs to SUVs</i> | | | |
| To: | Non Certified Salaries (Transportation) | \$ | 3,150 | |
| From: | Social Security (Employee Benefits) | | \$ | 3,150 |
| | <i>Increase cost of drivers</i> | | | |
| To: | Non Certified Salaries (Transportation) | \$ | 2,452 | |
| From: | Equipment Repairs (Facilities) | | \$ | 566 |
| From: | Sprinkler System (Facilities) | | \$ | 67 |
| From: | Postage (HES) | | \$ | 150 |
| From: | Repair Allowance (Facilities) | | \$ | 3 |
| From: | Fire Alarm (Facilities) | | \$ | 5 |
| From: | Maintenance Materials (Facilities) | | \$ | 1,035 |
| From: | Locks (Facilities) | | \$ | 627 |
| | <i>Substitute Drivers</i> | | | |
| To: | SPED Transportation (Transportation) | \$ | 2,353 | |
| From: | Unemployment (Employee Benefits) | | \$ | 515 |
| From: | Custodial Materials (Facilities) | | \$ | 54 |
| From: | Books (WHS) | | \$ | 2 |
| From: | Materials (HES) | | \$ | 4 |
| From: | Materials (WMS) | | \$ | 12 |
| From: | Materials (PPS) | | \$ | 400 |
| From: | Medicare (Employee Benefits) | | \$ | 1,365 |
| | <i>Increase in Transportation costs for Special Education</i> | | | |
| To: | Diesel (Transportation) | \$ | 1,473 | |
| From: | Unemployment (Employee Benefits) | | \$ | 1,143 |
| From: | Materials (WHS) | | \$ | 330 |
| | <i>Increase in Diesel Fuel</i> | | | |
| To: | Regular Transportation (Transportation) | \$ | 210 | |
| From: | Equipment Repair (Facilities) | | \$ | 204 |
| From: | Locks (Facilities) | | \$ | 6 |
| | <i>DOT Licenses</i> | | | |

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District Administration:

| | | | | |
|-------|---|----|-------|----------|
| To: | Other Professional Technical Services (District Administration) | \$ | 3,000 | |
| From: | Rubbish Removal (Facilities) | | | \$ 3,000 |

Residency Investigation

| | | | | |
|-------|--|----|-----|--------|
| To: | Materials (District Administration) | \$ | 522 | |
| From: | Other Objects (District Administration) | | | \$ 222 |
| From: | Non Certified Salaries (Copy Center) | | | \$ 100 |
| From: | Disability Insurance (Employee Benefits) | | | \$ 5 |
| From: | Materials (PPS) | | | \$ 195 |

*Water and materials***Pupil Services:**

| | | | | |
|-------|---------------------------------------|----|-------|----------|
| To: | Certified Salaries (PPS) | \$ | 2,432 | |
| From: | Locks (Facilities) | | | \$ 1,037 |
| From: | Special Projects (Facilities) | | | \$ 1,234 |
| From: | Advertising (District Administration) | | | \$ 153 |
| From: | Materials (WMS) | | | \$ 9 |

Summer School Preparation

| | | | | |
|-------|----------------------------|----|-------|----------|
| To: | Certified Stipends (PPS) | \$ | 1,900 | |
| From: | Other Pupil Services (PPS) | | | \$ 1,900 |

SAT Proctor Payments

| | | | | |
|-------|------------------------------|----|-------|----------|
| To: | Non Certified Salaries (PPS) | \$ | 1,000 | |
| From: | Materials (PPS) | | | \$ 1,000 |

*Substitutes for Nurses***Technology:**

| | | | | |
|-------|------------------------------------|----|-------|----------|
| To: | Equipment (Technology) | \$ | 2,984 | |
| From: | Equipment Repairs (Technology) | | | \$ 1,088 |
| From: | Materials (Technology) | | | \$ 37 |
| From: | Equipment Repairs (Transportation) | | | \$ 11 |
| From: | Travel and Conference (Curriculum) | | | \$ 4 |
| From: | Parks and Recreation (Facilities) | | | \$ 78 |
| From: | Maintenance Materials (Facilities) | | | \$ 275 |

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| | | | | |
|-------|---|--|----|-----|
| From: | Materials (WMS) | | \$ | 473 |
| From: | Office Materials (Curriculum) | | \$ | 9 |
| From: | Software (Technology) | | \$ | 153 |
| From: | Unemployment (Employee Benefits) | | \$ | 60 |
| From: | Other Professional Technical Services (District Administration) | | \$ | 795 |

To partially cover lease deficit

Weston High School:

| | | | | |
|-------|---|----|-----|-----|
| To: | Other Professional Technical Services (WHS) | \$ | 400 | |
| From: | Travel (WHS) | | \$ | 400 |

Accompanist

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| Object Series | Account | FY Adopted Budget Budget | Cumulative Budget Adjustments | Current Report Budget Adjustments | Revised Budget | Line Variance % | FY 2018 \$ Expended | FY 2018 Encumbered | FY 2018 Anticipated | FY 2018 Balance |
|--|---|-----------------------------|-------------------------------------|---|---------------------|--------------------|------------------------|-----------------------|------------------------|--------------------|
| WESTON PUBLIC SCHOOLS | | | | | | | | | | |
| Salaries & Wages (1000s) | | | | | | | | | | |
| | Certified Staff | \$24,023,370 | (\$195,092) | \$981 | \$23,828,278 | -0.8% | \$19,379,514 | \$4,379,789 | \$63,931 | \$ 5,043 |
| | Non Certified Staff | \$6,270,127 | \$3,453 | (\$15,158) | \$6,273,580 | 0.1% | \$5,618,798 | \$621,763 | \$41,966 | \$ (8,947) |
| | Overtime | \$161,626 | \$34,078 | (\$420) | \$195,704 | 21.1% | \$181,577 | \$0 | \$14,128 | \$ (0) |
| | Certified Stipends | \$821,655 | (\$2,490) | \$2,551 | \$819,165 | -0.3% | \$634,344 | \$33,808 | \$151,013 | \$ 0 |
| | Non Certified Stipends | \$253,493 | (\$21,039) | (\$1,120) | \$232,454 | -8.3% | \$188,903 | \$17,824 | \$25,727 | \$ 0 |
| | Turnover Savings | (\$189,200) | \$189,200 | \$0 | \$0 | -100.0% | \$0 | \$0 | \$0 | \$ - |
| | Salary Differential | \$200,425 | (\$200,425) | \$0 | \$0 | -100.0% | \$0 | \$0 | \$0 | \$ - |
| | | <u>\$31,541,496</u> | <u>(\$192,314)</u> | <u>(\$13,165)</u> | <u>\$31,349,182</u> | | <u>\$26,003,136</u> | <u>\$ 5,053,184</u> | <u>\$ 296,765</u> | <u>\$ (3,903)</u> |
| | <i>Group \$ transfer in/(transfer out):</i> | | | | <i>(\$192,314)</i> | | | | | |
| | <i>Group change %:</i> | | | | <i>-0.6%</i> | | | | | |
| Benefits (2000's) | | | | | | | | | | |
| | 2000 Health Insurance | \$6,801,846 | \$0 | \$0 | \$6,801,846 | | \$6,235,026 | \$0 | \$494,491 | \$ 72,329 |
| | 2001 Social Security | \$547,021 | (\$14,851) | (\$6,096) | \$532,170 | -2.7% | \$463,299 | \$0 | \$68,871 | \$ (0) |
| | 2002 Medicare | \$454,317 | (\$15,901) | (\$2,365) | \$438,416 | -3.5% | \$360,317 | \$0 | \$78,099 | \$ (0) |
| | 2003 Workers Compensation | \$230,275 | (\$24,306) | \$0 | \$205,969 | -10.6% | \$205,969 | \$0 | \$0 | \$ - |
| | 2004 Unemployment Compensation | \$46,332 | (\$30,660) | (\$6,364) | \$15,672 | -66.2% | \$9,732 | \$5,940 | \$0 | \$ (0) |
| | 2005 Early Retirement Incentive | \$138,527 | \$28,820 | \$0 | \$167,347 | 20.8% | \$167,347 | \$0 | \$0 | \$ - |
| | 2007 Pension Contributions | \$888,163 | \$6,320 | (\$14,794) | \$894,483 | 0.7% | \$803,259 | \$0 | \$91,224 | \$ (0) |
| | 2010 Tuition Reimbursement | \$75,000 | (\$20,000) | \$0 | \$55,000 | -26.7% | \$1,717 | \$0 | \$53,283 | \$ - |
| | 2011 Life Insurance | \$92,700 | (\$1,141) | \$0 | \$91,559 | -1.2% | \$83,792 | \$7,766 | \$0 | \$ 0 |
| | 2012 Disability Insurance | \$18,928 | (\$374) | (\$155) | \$18,554 | -2.0% | \$17,009 | \$1,542 | \$3 | \$ (0) |
| | 2014 Sick Bank | \$45,000 | \$36,600 | \$0 | \$81,600 | 81.3% | \$57,554 | \$24,046 | \$0 | \$ (0) |
| | | <u>\$9,338,109</u> | <u>(\$35,493)</u> | <u>(\$29,774)</u> | <u>\$9,302,616</u> | | <u>\$8,405,022</u> | <u>\$ 39,295</u> | <u>\$ 785,972</u> | <u>\$ 72,328</u> |
| | <i>Group \$ transfer in/(transfer out):</i> | | | | <i>(\$35,493)</i> | | | | | |
| | <i>Group change %:</i> | | | | <i>-0.4%</i> | | | | | |
| Professional & Technical Services (3000s) | | | | | | | | | | |
| | 3210 Contracted Services Educational | \$422,470 | (\$65,926) | (\$31,262) | \$356,545 | -15.6% | \$292,577 | \$63,968 | \$0 | \$ (0) |
| | 3220/3221 Consulting Services | \$175,700 | (\$25,343) | (\$5,351) | \$159,357 | -14.4% | \$129,214 | \$21,143 | \$0 | \$ 0 |
| | 3235 Testing | \$84,600 | \$2,497 | \$4,113 | \$87,097 | 3.0% | \$87,096 | \$0 | \$0 | \$ 1 |
| | 3239 Other Pupil Services | \$205,240 | (\$36,085) | \$8,100 | \$169,155 | -17.6% | \$144,503 | \$14,957 | \$9,695 | \$ - |
| | 3303 Management Services | \$24,000 | (\$3,640) | \$0 | \$20,360 | -15.2% | \$16,248 | \$4,112 | \$0 | \$ (0) |

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| Object Series | Account | FY Adopted Budget Budget | Cumulative Budget Adjustments | Current Report Budget Adjustments | Revised Budget | Line Variance % | FY 2018 \$ Expended | FY 2018 Encumbered | FY 2018 Anticipated | FY 2018 Balance |
|----------------------------------|---|-----------------------------|----------------------------------|--------------------------------------|--------------------|--------------------|------------------------|-----------------------|------------------------|--------------------|
| | 3304 License Fees-Facilities | \$3,500 | (\$535) | \$1,380 | \$2,965 | -15.3% | \$2,965 | \$0 | \$0 | \$ - |
| | 3306 Legal Fees | \$90,000 | \$56,563 | \$11,550 | \$146,563 | 62.8% | \$127,983 | \$18,580 | \$0 | \$ 0 |
| | 3308 Police/Fire | \$90,059 | (\$29,878) | \$0 | \$60,181 | -33.2% | \$46,630 | \$13,896 | (\$345) | \$ (0) |
| | 3309 Professional Technical Services | \$101,614 | (\$372) | \$7,153 | \$101,242 | -0.4% | \$96,119 | \$5,123 | \$0 | \$ (0) |
| | 3310 Sports Officials | \$47,439 | \$0 | \$0 | \$47,439 | | \$47,439 | \$0 | \$0 | \$ - |
| | | <u>\$1,244,622</u> | <u>(\$102,719)</u> | <u>(\$4,317)</u> | <u>\$1,141,903</u> | | <u>\$990,773</u> | <u>\$ 141,780</u> | <u>\$ 9,350</u> | <u>\$ 1</u> |
| | <i>Group \$ transfer in/(transfer out):</i> | | | | <i>(\$102,719)</i> | | | | | |
| | <i>Group change %:</i> | | | | <i>-8.3%</i> | | | | | |
| Property Services (4000s) | | | | | | | | | | |
| | 4200 Cleaning Services | \$597,008 | (\$5,152) | \$0 | \$591,856 | -0.9% | \$542,535 | \$49,321 | \$0 | \$ (0) |
| | 4202 Rubbish Removal | \$78,245 | (\$27,196) | (\$6,207) | \$51,049 | -34.8% | \$40,981 | \$10,068 | \$0 | \$ (0) |
| | 4203 Mop & Mat Service | \$5,250 | (\$350) | \$0 | \$4,900 | -6.7% | \$4,809 | \$91 | \$0 | \$ (0) |
| | 4204 Exterminator | \$8,000 | (\$1,535) | (\$285) | \$6,465 | -19.2% | \$6,212 | \$253 | \$0 | \$ 0 |
| | 4302 Equipment Repairs | \$153,913 | (\$17,035) | \$598 | \$136,878 | -11.1% | \$132,568 | \$4,098 | \$212 | \$ (1) |
| | 4400 Equipment Rental | \$527,348 | (\$46,986) | \$1,942 | \$480,362 | -8.9% | \$460,713 | \$19,649 | \$0 | \$ (1) |
| | 4401 Rental of Facilities | \$20,575 | (\$16,339) | \$461 | \$4,236 | -79.4% | \$3,907 | \$329 | \$0 | \$ 0 |
| | 4500 Repair Allowance | \$127,000 | \$58,575 | \$14,356 | \$185,575 | 46.1% | \$164,468 | \$21,107 | \$0 | \$ 0 |
| | 4508 Generator Repairs | \$3,420 | (\$1,068) | (\$1,068) | \$2,352 | -31.2% | \$2,235 | \$117 | \$0 | \$ 0 |
| | 4509 Septic Cleaning | \$7,511 | \$31,887 | \$6,882 | \$39,398 | 100.0% | \$39,398 | \$0 | \$0 | (\$0) |
| | 4510 Asbestos Abatement | \$5,000 | (\$3,560) | \$0 | \$1,440 | -71.2% | \$1,440 | \$0 | \$0 | \$ - |
| | 4511 Elevator Contract | \$14,350 | \$1,464 | \$1,464 | \$15,814 | 10.2% | \$15,406 | \$408 | \$0 | \$ (0) |
| | 4512 Emergency Lights | \$11,570 | (\$11,570) | \$0 | \$0 | -100.0% | \$0 | \$0 | \$0 | \$ - |
| | 4513 Generator Contract | \$7,430 | \$0 | \$0 | \$7,430 | | \$3,715 | \$3,715 | \$0 | \$ - |
| | 4514 Fire Alarm System | \$30,000 | (\$4,333) | (\$451) | \$25,667 | -14.4% | \$25,667 | \$0 | \$0 | \$ 0 |
| | 4515 Fire Protection System | \$9,025 | (\$6,264) | (\$2,300) | \$2,761 | -69.4% | \$2,761 | \$0 | \$0 | \$ (0) |
| | 4516 UST Testing | \$6,896 | (\$6,896) | \$0 | \$0 | -100.0% | \$0 | \$0 | \$0 | \$ - |
| | 4517 Sprinkler System | \$4,858 | (\$71) | (\$71) | \$4,787 | -1.5% | \$4,787 | \$0 | \$0 | \$ (0) |
| | 4518 Sewer System Plant Maintenance | \$127,769 | \$0 | \$0 | \$127,769 | | \$116,914 | \$10,855 | \$0 | \$ (0) |
| | 4530 Parks & Recreation | \$63,806 | (\$1,106) | (\$1,106) | \$62,700 | -1.7% | \$47,617 | \$15,083 | \$0 | \$ - |
| | 4531 Drain System | \$5,575 | (\$3,982) | \$420 | \$1,593 | -71.4% | \$1,593 | \$0 | \$0 | \$ 1 |
| | 4533 Glass Replacement | \$5,000 | (\$1,394) | (\$1,472) | \$3,606 | -27.9% | \$1,234 | \$2,373 | \$0 | \$ (0) |
| | 4534 Roof Repair | \$6,500 | \$6,035 | \$0 | \$12,535 | 92.8% | \$12,535 | \$0 | \$0 | \$ - |
| | 4535 Window Treatments | \$3,000 | (\$3,000) | \$0 | \$0 | -100.0% | \$0 | \$0 | \$0 | \$ - |
| | 4536 Air Filter HVAC System | \$4,500 | (\$4,500) | \$0 | \$0 | -100.0% | \$0 | \$0 | \$0 | \$ - |
| | 4538 Chiller Contract | \$12,000 | (\$2,026) | \$0 | \$9,974 | -16.9% | \$8,567 | \$1,407 | \$0 | \$ - |
| | 4539 Energy Management System | \$20,310 | \$0 | \$0 | \$20,310 | | \$20,310 | \$0 | \$0 | \$ - |
| | 4540 Athletic Facilities Repairs | \$8,000 | (\$5,056) | \$0 | \$2,944 | -63.2% | \$2,944 | \$0 | \$0 | \$ - |
| | 4542 Contracted Services | \$22,850 | \$6,001 | \$0 | \$28,851 | 26.3% | \$28,851 | \$0 | \$0 | \$ 0 |
| | 4543 Paving | \$6,500 | \$4,800 | \$0 | \$11,300 | 73.8% | \$11,300 | \$0 | \$0 | \$ - |
| | 4600 Special Projects | \$24,500 | (\$11,044) | (\$1,234) | \$13,456 | -45.1% | \$13,456 | \$0 | \$0 | \$ (0) |
| | 4602 Tree Service | \$11,000 | (\$4,684) | \$0 | \$6,316 | -42.6% | \$6,316 | \$0 | \$0 | \$ (0) |
| | 4603 Exterior Lighting | \$2,800 | (\$2,800) | \$0 | \$0 | -100.0% | \$0 | \$0 | \$0 | \$ - |

**WESTON PUBLIC SCHOOLS
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| Object Series | Account | FY Adopted Budget Budget | Cumulative Budget Adjustments | Current Report Budget Adjustments | Revised Budget | Line Variance % | FY 2018 \$ Expended | FY 2018 Encumbered | FY 2018 Anticipated | FY 2018 Balance |
|--|---|--------------------------|-------------------------------|-----------------------------------|--------------------|-----------------|---------------------|--------------------|---------------------|-----------------|
| | 4604 Snow Plowing | \$12,500 | (\$12,500) | \$0 | \$0 | -100.0% | \$0 | \$0 | \$0 | \$ - |
| | 4605 Signage | \$2,500 | (\$2,230) | \$0 | \$270 | -89.2% | \$270 | \$0 | \$0 | \$ 0 |
| | 4606 Sprinkler Repairs | \$3,000 | (\$3,000) | (\$2,000) | \$0 | -100.0% | \$0 | \$0 | \$0 | \$ - |
| | 4610 Playground Repairs | \$5,000 | (\$3,160) | \$0 | \$1,840 | -63.2% | \$1,840 | \$0 | \$0 | \$ - |
| | 4701 Security System Monitoring | \$20,940 | \$2,865 | \$3,669 | \$23,805 | 13.7% | \$23,805 | \$0 | \$0 | \$ (0) |
| | 4702 Locks/Keys | \$8,500 | (\$4,868) | (\$2,548) | \$3,632 | -57.3% | \$3,632 | \$0 | \$0 | \$ (0) |
| | 4705 United Alarm | \$650 | (\$650) | \$0 | \$0 | -100.0% | \$0 | \$0 | \$0 | \$ - |
| | | \$1,994,599 | (\$102,728) | \$11,050 | \$1,891,871 | | \$1,752,787 | \$ 138,874 | \$ 212 | \$ (2) |
| | <i>Group \$ transfer in/(transfer out):</i> | | | | <i>(\$102,728)</i> | | | | | |
| | <i>Group change %:</i> | | | | <i>-5.2%</i> | | | | | |
| Other Services (5000s) | | | | | | | | | | |
| | 5100 Regular Transportation | \$1,268,877 | (\$6,143) | \$210 | \$1,262,734 | -0.5% | \$1,260,157 | \$2,576 | \$0 | \$ 0 |
| | 5101 SPED Transportation | \$46,714 | \$55,429 | \$2,353 | \$102,143 | 118.7% | \$89,113 | \$13,030 | \$0 | \$ 0 |
| | 5104 Athletic Transportation | \$84,853 | \$0 | \$0 | \$84,853 | | \$69,442 | \$15,411 | \$0 | \$ (0) |
| | 5105 Extra Curricular Transportation | \$8,465 | (\$1,996) | (\$424) | \$6,469 | -23.6% | \$6,174 | \$0 | \$295 | \$ - |
| | 5200 General Liability Insurance | \$91,100 | \$17,440 | \$0 | \$108,540 | 19.1% | \$108,540 | \$0 | \$0 | \$ (0) |
| | 5202 Athletic Insurance | \$29,939 | (\$5,617) | \$0 | \$24,322 | -18.8% | \$24,322 | \$0 | \$0 | \$ - |
| | 5205 Property Insurance | \$118,727 | (\$14,653) | \$0 | \$104,074 | -12.3% | \$104,074 | \$0 | \$0 | \$ - |
| | 5300 Communications | \$170,220 | \$1,445 | \$3,300 | \$171,665 | 0.8% | \$147,092 | \$24,573 | \$0 | \$ (0) |
| | 5400 Postage | \$24,986 | \$3,617 | \$1,287 | \$28,603 | 14.5% | \$27,615 | \$988 | \$0 | \$ 0 |
| | 5500 Advertising | \$8,000 | (\$5,635) | (\$2,473) | \$2,365 | -70.4% | \$2,365 | \$0 | \$0 | \$ 0 |
| | 5501 Printing | \$22,762 | (\$6,859) | (\$862) | \$15,903 | -30.1% | \$13,047 | \$2,856 | \$0 | \$ 0 |
| | 5600 Tuition | \$1,478,764 | \$1,610,852 | \$6,481 | \$3,089,616 | 108.9% | \$2,721,183 | \$368,367 | \$0 | \$ 67 |
| | 5605 Tuition-ESS | \$275,400 | (\$400) | \$0 | \$275,000 | -0.1% | \$275,000 | \$0 | \$0 | \$ - |
| | 5800,5802-5880 Travel & Conference | \$65,150 | (\$30,510) | (\$1,786) | \$34,640 | -46.8% | \$33,236 | \$1,403 | \$0 | \$ 1 |
| | 5801 Mileage Reimbursement | \$32,355 | (\$5,399) | (\$2,011) | \$26,956 | -16.7% | \$24,429 | \$528 | \$2,000 | \$ (1) |
| | 5900 Other Purchased Services | \$22,385 | \$3,718 | \$355 | \$26,103 | 16.6% | \$24,675 | \$1,427 | \$0 | \$ (0) |
| | | \$3,748,697 | \$1,615,289 | \$6,430 | \$5,363,986 | | \$4,930,465 | \$ 431,158 | \$ 2,295 | \$ 68 |
| | <i>Group \$ transfer in/(transfer out):</i> | | | | <i>\$1,615,289</i> | | | | | |
| | <i>Group change %:</i> | | | | <i>43.1%</i> | | | | | |
| Supplies & Materials (6000's) | | | | | | | | | | |
| | 6110 Materials | \$461,154 | (\$62,791) | (\$8,782) | \$398,363 | -13.6% | \$380,670 | \$17,593 | \$100 | \$ (0) |
| | 6120 Office Materials | \$37,463 | (\$6,826) | (\$701) | \$30,637 | -18.2% | \$28,156 | \$1,083 | \$1,399 | \$ (1) |
| | 6130 Maintenance Materials | \$177,144 | (\$30,747) | (\$9,047) | \$146,397 | 0.0% | \$144,117 | \$2,280 | \$0 | \$ (0) |
| | 6131 Custodial Materials | \$77,000 | \$3,130 | \$4,337 | \$80,130 | 4.1% | \$79,648 | \$482 | \$0 | \$ (0) |
| | 6132 Security Materials | \$10,000 | \$10,229 | \$0 | \$20,229 | 0.0% | \$20,229 | \$0 | \$0 | \$ (0) |
| | 6140 Software | \$361,812 | \$20,959 | (\$2,369) | \$382,771 | 5.8% | \$381,571 | \$1,200 | \$0 | \$ 0 |
| | 6270 Diesel Fuel | \$86,350 | \$1,473 | \$1,473 | \$87,823 | 1.7% | \$78,212 | \$9,611 | \$0 | \$ 0 |
| | 6410 Books | \$169,683 | (\$27,010) | (\$1,273) | \$142,673 | -15.9% | \$126,010 | \$16,663 | \$0 | \$ 0 |
| | 6510 Heating Oil | \$394,630 | \$17,055 | \$7,664 | \$411,685 | 4.3% | \$398,428 | \$13,257 | \$0 | \$ (0) |
| | 6520 Electricity | \$818,717 | \$16,007 | \$12,749 | \$834,724 | 2.0% | \$733,230 | \$101,494 | \$0 | \$ (0) |

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Period: 11 of 12**

| Object Series | Account | FY Adopted Budget Budget | Cumulative Budget Adjustments | Current Report Budget Adjustments | Revised Budget | Line Variance % | FY 2018 \$ Expended | FY 2018 Encumbered | FY 2018 Anticipated | FY 2018 Balance |
|-------------------------------|--------------------------------------|--------------------------|-------------------------------|-----------------------------------|---------------------|-----------------|---------------------|---------------------|---------------------|-----------------|
| | 6530 Propane gas | \$5,000 | (\$816) | (\$668) | \$4,184 | -16.3% | \$3,415 | \$770 | \$0 | \$ (0) |
| | | \$2,598,953 | (\$59,338) | \$3,383 | \$2,539,615 | | \$2,373,685 | \$ 164,433 | \$ 1,499 | \$ (2) |
| | Group \$ transfer in/(transfer out): | | | | (\$59,338) | | | | | |
| | Group change %: | | | | -2.3% | | | | | |
| Equipment (7000's) | | | | | | | | | | |
| | 7300 Equipment | \$242,874 | \$108,028 | \$3,219 | \$350,902 | 44.5% | \$419,156 | \$235 | \$0 | \$ (68,489) |
| | | \$242,874 | \$108,028 | \$3,219 | \$350,902 | | \$419,156 | \$ 235 | \$ - | \$ (68,489) |
| | Group \$ transfer in/(transfer out): | | | | \$108,028 | | | | | |
| | Group change %: | | | | 44% | | | | | |
| Other Objects (8000's) | | | | | | | | | | |
| | 8100 Dues, Fees and Memberships | \$95,688 | (\$12,179) | (\$1,751) | \$83,509 | -12.7% | \$83,509 | \$0 | \$0 | \$ 0 |
| | 8900 Other Objects | \$26,395 | (\$4,138) | (\$226) | \$22,257 | -15.7% | \$15,754 | \$6,504 | \$0 | \$ (1) |
| | | \$122,083 | (\$16,317) | (\$1,977) | \$105,766 | | \$99,263 | \$ 6,504 | \$ - | \$ (1) |
| | Group \$ transfer in/(transfer out): | | | | (\$16,317) | | | | | |
| | Group change %: | | | | -13.4% | | | | | |
| Revenues (9000's) | | | | | | | | | | |
| | 9200 Technology Revenue | (\$61,556) | \$0 | \$0 | (\$61,556) | | (\$50,324) | \$0 | (\$11,232) | \$ - |
| | 9201 Participation Fees, Athletics | (\$86,057) | \$8,955 | \$7,335 | (\$77,102) | -10.4% | (\$77,102) | \$0 | \$0 | \$ (0) |
| | 9202 Gate Receipts, Athletics | (\$14,861) | \$0 | \$0 | (\$14,861) | | (\$14,861) | \$0 | \$0 | \$ - |
| | 9205 Excess Cost SPED | (\$558,087) | (\$147,928) | \$17,815 | (\$706,015) | 26.5% | (\$706,015) | \$0 | \$0 | \$ - |
| | 9206 Pre School Tuition SPED | (\$82,500) | (\$5,000) | \$0 | (\$87,500) | 6.1% | (\$85,000) | \$0 | (\$2,500) | \$ - |
| | 9207 Regular Ed. Tuition | (\$35,000) | (\$8,584) | \$0 | (\$43,584) | 0.0% | (\$38,852) | (\$4,732) | \$0 | \$ 0 |
| | 9208 Revenue from Town for Fields | (\$38,350) | \$0 | \$0 | (\$38,350) | | (\$38,350) | \$0 | \$0 | \$ - |
| | 9209 Parking Fees | (\$30,000) | \$0 | \$0 | (\$30,000) | | (\$30,000) | \$0 | \$0 | \$ - |
| | 9212 Facility Use Rental | (\$17,500) | \$0 | \$0 | (\$17,500) | | (\$17,500) | \$0 | \$0 | \$ - |
| | | \$ (923,911) | \$ (152,557) | \$ 25,150 | \$ (1,076,468) | | \$ (1,058,004) | \$ (4,732) | \$ (13,732) | \$ 0 |
| | Group \$ transfer in/(transfer out): | | | | \$ (152,557) | | | | | |
| | Group change %: | | | | 17% | | | | | |
| Total: | | \$49,907,522 | \$1,061,852 | \$0.00 | \$50,969,373 | | \$43,916,282 | \$ 5,970,731 | \$ 1,082,361 | \$ (0) |

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OPERATING FUND BUDGET

| Object | Account | FY Adopted Budget | Cumulative | Current Report | Revised | Line | FY 2018 | FY 2018 | FY 2018 | FY 2018 |
|--|---|--------------------|--------------------|--------------------|--------------------|------------|--------------------|-------------------|-----------------|-----------------|
| Series | | Budget | Budget Adjustments | Budget Adjustments | Budget | Variance % | \$ Expended | Encumbered | Anticipated | Balance |
| Hurlbutt Elementary | | | | | | | | | | |
| Salaries & Wages (1000s) | | | | | | | | | | |
| | Certified Staff | \$3,002,018 | (\$11,091) | \$0 | \$2,990,927 | -0.4% | \$2,376,935 | \$ 607,658 | \$ 1,293 | \$ 5,042 |
| | Non Certified Staff | \$328,136 | (\$6,167) | \$0 | \$321,969 | -1.9% | \$292,440 | \$ 29,529 | \$ - | \$ (0) |
| | Overtime | \$1,500 | (\$751) | (\$113) | \$749 | -50.1% | \$588 | \$ - | \$ 162 | \$ (0) |
| | Certified Stipends | \$18,831 | (\$286) | (\$286) | \$18,545 | -1.5% | \$15,133 | \$ 3,412 | \$ - | \$ (0) |
| | | <u>\$3,350,485</u> | <u>(\$18,295)</u> | <u>(\$399)</u> | <u>\$3,332,190</u> | | <u>\$2,685,095</u> | <u>\$ 640,599</u> | <u>\$ 1,454</u> | <u>\$ 5,042</u> |
| | <i>Group \$ transfer in/(transfer out):</i> | | | | <i>(\$18,295)</i> | | | | | |
| | <i>Group change %:</i> | | | | <i>-0.5%</i> | | | | | |
| Professional & Technical Services (3000s) | | | | | | | | | | |
| | 3308 Police/Fire | \$250 | \$0 | \$0 | \$250 | | \$0 | \$ - | \$ 250 | \$ - |
| | 3309 Professional Technical Services | \$500 | (\$500) | \$0 | \$0 | -100.0% | \$0 | \$ - | \$ - | \$ - |
| | | <u>\$750</u> | <u>(\$500)</u> | <u>\$0</u> | <u>\$250</u> | | <u>\$0</u> | <u>\$ -</u> | <u>\$ 250</u> | <u>\$ -</u> |
| | <i>Group \$ transfer in/(transfer out):</i> | | | | <i>(\$500)</i> | | | | | |
| | <i>Group change %:</i> | | | | <i>-66.7%</i> | | | | | |
| Property Services (4000s) | | | | | | | | | | |
| | 4302 Equipment Repairs | \$1,590 | (\$1,083) | \$0 | \$507 | -68.1% | \$507 | \$ - | \$ - | \$ (0) |
| | | <u>\$1,590</u> | <u>(\$1,083)</u> | <u>\$0</u> | <u>\$507</u> | | <u>\$507</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ (0)</u> |
| | <i>Group \$ transfer in/(transfer out):</i> | | | | <i>(\$1,083)</i> | | | | | |
| | <i>Group change %:</i> | | | | <i>-68.1%</i> | | | | | |
| Other Services (5000s) | | | | | | | | | | |
| | 5105 Extra Curricular Transportation | \$350 | (\$55) | \$0 | \$295 | -15.7% | \$0 | \$ - | \$ 295 | \$ - |
| | 5400 Postage | \$150 | (\$150) | (\$150) | \$0 | -100.0% | \$0 | \$ - | \$ - | \$ - |
| | 5501 Printing | \$500 | (\$337) | \$0 | \$163 | -67.5% | \$163 | \$ - | \$ - | \$ 0 |

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OPERATING FUND BUDGET

| Object | Account | FY Adopted Budget | Cumulative | Current Report | Revised | Line | FY 2018 | FY 2018 | FY 2018 | FY 2018 |
|--|---|--------------------|--------------------|--------------------|--------------------|------------|--------------------|-------------------|-----------------|-----------------|
| Series | | Budget | Budget Adjustments | Budget Adjustments | Budget | Variance % | \$ Expended | Encumbered | Anticipated | Balance |
| 5800,5802-5880 | Travel & Conference | \$750 | (\$750) | \$0 | \$0 | -100.0% | \$0 | \$ - | \$ - | \$ - |
| 5801 | Mileage Reimbursement | \$300 | (\$243) | \$0 | \$57 | -81.0% | \$57 | \$ - | \$ - | \$ (0) |
| | | \$2,050 | (\$1,535) | (\$150) | \$515 | | \$220 | \$ - | \$ 295 | \$ (0) |
| | <i>Group \$ transfer in/(transfer out):</i> | | | | (\$1,535) | | | | | |
| | <i>Group change %:</i> | | | | -74.9% | | | | | |
| Supplies & Materials (6000's) | | | | | | | | | | |
| 6110 | Materials | \$54,018 | (\$3,348) | (\$1,016) | \$50,670 | -6.2% | \$49,803 | \$ 867 | \$ - | \$ 0 |
| 6120 | Office Materials | \$2,000 | (\$705) | (\$705) | \$1,295 | -35.3% | \$1,295 | \$ - | \$ - | \$ 0 |
| 6410 | Books | \$17,700 | (\$2,626) | \$0 | \$15,074 | -14.8% | \$11,452 | \$ 3,622 | \$ - | \$ (0) |
| | | \$73,718 | (\$6,679) | (\$1,722) | \$67,039 | | \$62,549 | \$ 4,489 | \$ - | \$ 0 |
| | <i>Group \$ transfer in/(transfer out):</i> | | | | (\$6,679) | | | | | |
| | <i>Group change %:</i> | | | | -9.1% | | | | | |
| Other Objects (8000's) | | | | | | | | | | |
| 8100 | Dues, Fees and Memberships | \$1,401 | (\$1,226) | \$0 | \$175 | -87.5% | \$175 | \$ - | \$ - | \$ - |
| | | \$1,401 | (\$1,226) | \$0 | \$175 | | \$175 | \$ - | \$ - | \$ - |
| | <i>Group \$ transfer in/(transfer out):</i> | | | | (\$1,226) | | | | | |
| | <i>Group change %:</i> | | | | -87.5% | | | | | |
| Total: | | \$3,429,994 | (\$29,318) | (\$2,270) | \$3,400,676 | | \$2,748,546 | \$ 645,089 | \$ 1,999 | \$ 5,041 |

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OPERATING FUND BUDGET

| Object | Account | FY Adopted Budget | Cumulative | Current Report | Revised | Line | FY 2018 | FY 2018 | FY 2018 | FY 2018 |
|--|---|-------------------|--------------------|--------------------|-------------|------------|-------------|------------|-------------|---------|
| Series | | Budget | Budget Adjustments | Budget Adjustments | Budget | Variance % | \$ Expended | Encumbered | Anticipated | Balance |
| Weston Intermediate School | | | | | | | | | | |
| Salaries & Wages (1000s) | | | | | | | | | | |
| | Certified Staff | \$3,540,893 | \$2,600 | \$8,867 | \$3,543,493 | 0.1% | \$2,893,825 | \$ 645,645 | \$ 4,024 | \$ (1) |
| | Non Certified Staff | \$232,909 | \$1,300 | \$0 | \$234,209 | 0.6% | \$210,846 | \$ 23,362 | \$ - | \$ 0 |
| | Overtime | \$750 | (\$487) | (\$300) | \$263 | -64.9% | \$263 | \$ - | \$ - | \$ - |
| | Certified Stipends | \$36,781 | (\$9,565) | (\$4,658) | \$27,216 | -26.0% | \$24,265 | \$ 2,951 | \$ - | \$ 0 |
| | | \$3,811,333 | (\$6,152) | \$3,909 | \$3,805,181 | | \$3,129,199 | \$ 671,959 | \$ 4,024 | \$ (0) |
| | <i>Group \$ transfer in/(transfer out):</i> | | | | (\$6,152) | | | | | |
| | <i>Group change %:</i> | | | | -0.2% | | | | | |
| Professional & Technical Services (3000s) | | | | | | | | | | |
| | 3308 Police/Fire | \$210 | \$0 | \$0 | \$210 | 100.0% | \$210 | \$ - | \$ - | \$ - |
| | 3309 Professional Technical Services | \$900 | \$4,658 | \$4,658 | \$5,558 | 100.0% | \$5,558 | \$ - | \$ - | \$ - |
| | | \$1,110 | \$4,658 | \$4,658 | \$5,768 | | \$5,768 | \$ - | \$ - | \$ - |
| | <i>Group \$ transfer in/(transfer out):</i> | | | | \$4,658 | | | | | |
| | <i>Group change %:</i> | | | | 100.0% | | | | | |
| Property Services (4000s) | | | | | | | | | | |
| | 4302 Equipment Repairs | \$1,695 | (\$1,100) | \$0 | \$595 | -64.9% | \$595 | \$ - | \$ - | \$ 0 |
| | | \$1,695 | (\$1,100) | \$0 | \$595 | | \$595 | \$ - | \$ - | \$ 0 |
| | <i>Group \$ transfer in/(transfer out):</i> | | | | (\$1,100) | | | | | |
| | <i>Group change %:</i> | | | | -64.9% | | | | | |
| Other Services (5000s) | | | | | | | | | | |
| | 5501 Printing | \$1,000 | (\$689) | \$0 | \$311 | -68.9% | \$311 | \$ - | \$ - | \$ - |
| | 5800,5802-5880 Travel & Conference | \$500 | (\$500) | \$0 | \$0 | -100.0% | \$0 | \$ - | \$ - | \$ - |
| | 5801 Mileage Reimbursement | \$250 | (\$250) | \$0 | \$0 | -100.0% | \$0 | \$ - | \$ - | \$ - |
| | | \$1,750 | (\$1,439) | \$0 | \$311 | | \$311 | \$ - | \$ - | \$ - |

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OPERATING FUND BUDGET

| Object | Account | FY Adopted Budget | Cumulative | Current Report | Revised | Line | FY 2018 | FY 2018 | FY 2018 | FY 2018 |
|--|---|--------------------|--------------------|--------------------|--------------------|------------|--------------------|-------------------|-----------------|---------------|
| Series | | Budget | Budget Adjustments | Budget Adjustments | Budget | Variance % | \$ Expended | Encumbered | Anticipated | Balance |
| | <i>Group \$ transfer in/(transfer out):</i> | | | | (\$1,439) | | | | | |
| | <i>Group change %:</i> | | | | -82.2% | | | | | |
| Supplies & Materials (6000's) | | | | | | | | | | |
| 6110 | Materials | \$40,676 | (\$9,532) | (\$1,375) | \$31,144 | -23.4% | \$30,329 | \$ 815 | \$ - | \$ 0 |
| 6120 | Office Materials | \$2,000 | (\$631) | (\$222) | \$1,370 | -31.5% | \$1,371 | \$ - | \$ - | \$ (1) |
| 6410 | Books | \$36,314 | (\$5,516) | (\$43) | \$30,798 | -15.2% | \$30,798 | \$ - | \$ - | \$ 0.00 |
| | | \$78,990 | (\$15,679) | (\$1,640) | \$63,311 | | \$62,497 | \$ 815 | \$ - | \$ (1) |
| | <i>Group \$ transfer in/(transfer out):</i> | | | | (\$15,679) | | | | | |
| | <i>Group change %:</i> | | | | -19.8% | | | | | |
| Other Objects (8000's) | | | | | | | | | | |
| 8100 | Dues, Fees and Memberships | \$1,324 | (\$740) | \$0 | \$584 | -55.9% | \$584 | \$ - | \$ - | \$ - |
| | | \$1,324 | (\$740) | \$0 | \$584 | | \$584 | \$ - | \$ - | \$ - |
| | <i>Group \$ transfer in/(transfer out):</i> | | | | (\$740) | | | | | |
| | <i>Group change %:</i> | | | | -55.9% | | | | | |
| Total: | | \$3,896,202 | (\$20,452) | \$6,927 | \$3,875,750 | | \$3,198,954 | \$ 672,774 | \$ 4,024 | \$ (1) |

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Period: 11 of 12

| Object Series | Account | FY Adopted Budget Budget | Cumulative Budget Adjustments | Current Report Budget Adjustments | Revised Budget | Line Variance % | FY 2018 \$ Expended | FY 2018 Encumbered | FY 2018 Anticipated | FY 2018 Balance |
|--|---|-----------------------------|-------------------------------------|---|--------------------|--------------------|------------------------|-----------------------|------------------------|--------------------|
| Weston Middle School | | | | | | | | | | |
| Salaries & Wages (1000s) | | | | | | | | | | |
| | Certified Staff | \$4,376,427 | \$94,480 | (\$3,242) | \$4,470,906 | 2.2% | \$3,663,190 | \$ 800,716 | \$ 7,000 | \$ 1 |
| | Non Certified Staff | \$197,284 | \$8,824 | \$0 | \$206,108 | 4.5% | \$181,862 | \$ 24,245 | \$ - | \$ (0) |
| | Overtime | \$0 | \$0 | \$0 | \$0 | 0.0% | \$0 | \$ - | \$ - | \$ - |
| | Certified Stipends | \$139,955 | \$4,243 | \$5,857 | \$144,198 | 3.0% | \$97,712 | \$ 4,697 | \$ 41,789 | \$ (0) |
| | | <u>\$4,713,666</u> | <u>\$107,546</u> | <u>\$2,615</u> | <u>\$4,821,212</u> | | <u>\$3,942,764</u> | <u>\$ 829,658</u> | <u>\$ 48,789</u> | <u>\$ 1</u> |
| | <i>Group \$ transfer in/(transfer out):</i> | | | | <i>\$107,546</i> | | | | | |
| | <i>Group change %:</i> | | | | <i>2.3%</i> | | | | | |
| Professional & Technical Services (3000s) | | | | | | | | | | |
| | 3308 Police/Fire | \$1,610 | (\$470) | \$0 | \$1,140 | -29.2% | \$210 | \$ 930 | \$ - | \$ - |
| | 3309 Professional Technical Services | \$3,920 | \$7,502 | \$0 | \$11,422 | 191.4% | \$10,172 | \$ 1,250 | \$ - | \$ 0 |
| | | <u>\$5,530</u> | <u>\$7,032</u> | <u>\$0</u> | <u>\$12,562</u> | | <u>\$10,382</u> | <u>\$ 2,180</u> | <u>\$ -</u> | <u>\$ 0</u> |
| | <i>Group \$ transfer in/(transfer out):</i> | | | | <i>\$7,032</i> | | | | | |
| | <i>Group change %:</i> | | | | <i>127.2%</i> | | | | | |
| Property Services (4000s) | | | | | | | | | | |
| | 4302 Equipment Repairs | \$6,220 | (\$2,450) | \$0 | \$3,770 | -39.4% | \$3,109 | \$ 661 | \$ - | \$ (0) |
| | | <u>\$6,220</u> | <u>(\$2,450)</u> | <u>\$0</u> | <u>\$3,770</u> | | <u>\$3,109</u> | <u>\$ 661</u> | <u>\$ -</u> | <u>\$ (0)</u> |
| | <i>Group \$ transfer in/(transfer out):</i> | | | | <i>(\$2,450)</i> | | | | | |
| | <i>Group change %:</i> | | | | <i>-39.4%</i> | | | | | |
| Other Services (5000s) | | | | | | | | | | |
| | 5105 Extra Curricular Transportation | \$8,115 | (\$1,941) | (\$424) | \$6,174 | -23.9% | \$6,174 | \$ - | \$ - | \$ - |
| | 5400 Postage | \$297 | \$0 | \$0 | \$297 | | \$297 | \$ - | \$ - | \$ - |
| | 5501 Printing | \$3,213 | (\$1,087) | \$0 | \$2,126 | -33.8% | \$1,230 | \$ 896 | \$ - | \$ (0) |
| | 5600 Tuition | \$2,755 | (\$2,455) | (\$934) | \$300 | -89.1% | \$300 | \$ - | \$ - | \$ - |
| | 5800,5802-5880 Travel & Conference | \$1,020 | (\$1,020) | \$0 | \$0 | -100.0% | \$0 | \$ - | \$ - | \$ - |
| | 5801 Mileage Reimbursement | \$555 | (\$383) | (\$379) | \$172 | -69.0% | \$172 | \$ - | \$ - | \$ (0) |

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| Object Series | Account | FY Adopted Budget Budget | Cumulative Budget Adjustments | Current Report Budget Adjustments | Revised Budget | Line Variance % | FY 2018 \$ Expended | FY 2018 Encumbered | FY 2018 Anticipated | FY 2018 Balance |
|--|---|--------------------------|-------------------------------|-----------------------------------|--------------------|-----------------|---------------------|--------------------|---------------------|-----------------|
| | | \$15,955 | (\$6,886) | (\$1,737) | \$9,069 | | \$8,174 | \$ 896 | \$ - | \$ (1) |
| | <i>Group \$ transfer in/(transfer out):</i> | | | | (\$6,886) | | | | | |
| | <i>Group change %:</i> | | | | -43.2% | | | | | |
| Supplies & Materials (6000's) | | | | | | | | | | |
| 6110 | Materials | \$73,239 | (\$11,292) | (\$2,102) | \$61,947 | -15.4% | \$60,153 | \$ 1,794 | \$ - | \$ (0) |
| 6120 | Office Materials | \$3,633 | (\$810) | (\$10) | \$2,823 | -22.3% | \$2,823 | \$ - | \$ - | \$ 0 |
| 6410 | Books | \$26,174 | (\$7,367) | (\$1,187) | \$18,807 | -28.1% | \$18,807 | \$ - | \$ - | \$ (0) |
| | | \$103,046 | (\$19,469) | (\$3,299) | \$83,577 | | \$81,783 | \$ 1,794 | \$ - | \$ (1) |
| | <i>Group \$ transfer in/(transfer out):</i> | | | | (\$19,469) | | | | | |
| | <i>Group change %:</i> | | | | -18.9% | | | | | |
| Equipment (7000's) | | | | | | | | | | |
| 7300 | Equipment | \$3,050 | \$1,417 | \$0 | \$4,467 | 46.5% | \$4,467 | \$ - | \$ - | \$ - |
| | | \$3,050 | \$1,417 | \$0 | \$4,467 | | \$4,467 | \$ - | \$ - | \$ - |
| | <i>Group \$ transfer in/(transfer out):</i> | | | | \$1,417 | | | | | |
| | <i>Group change %:</i> | | | | 46% | | | | | |
| Other Objects (8000's) | | | | | | | | | | |
| 8100 | Dues, Fees and Memberships | \$9,027 | (\$3,707) | (\$59) | \$5,320 | -41.1% | \$5,320 | \$ - | \$ - | \$ 0 |
| | | \$9,027 | (\$3,707) | (\$59) | \$5,320 | | \$5,320 | \$ - | \$ - | \$ 0 |
| | <i>Group \$ transfer in/(transfer out):</i> | | | | (\$3,707) | | | | | |
| | <i>Group change %:</i> | | | | -41.1% | | | | | |
| Total: | | \$4,856,494 | \$83,483 | (\$2,480) | \$4,939,976 | | \$4,055,999 | \$ 835,189 | \$ 48,789 | \$ (0) |

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| Object | Account | FY Adopted Budget | Cumulative | Current Report | Revised | Line | FY 2018 | FY 2018 | FY 2018 | FY 2018 |
|--|---|--------------------|--------------------|--------------------|--------------------|------------|--------------------|---------------------|------------------|---------------|
| Series | | Budget | Budget Adjustments | Budget Adjustments | Budget | Variance % | \$ Expended | Encumbered | Anticipated | Balance |
| Weston High School | | | | | | | | | | |
| Salaries & Wages (1000s) | | | | | | | | | | |
| | Certified Staff | \$5,961,972 | (\$137,696) | (\$824) | \$5,824,276 | -2.3% | \$4,659,054 | \$ 1,157,388 | \$ 7,835 | \$ (0) |
| | Non Certified Staff | \$265,449 | \$7,665 | (\$166) | \$273,114 | 2.9% | \$242,235 | \$ 30,878 | \$ - | \$ 1 |
| | Overtime | \$250 | (\$7) | (\$7) | \$243 | -2.6% | \$223 | \$ - | \$ 20 | \$ - |
| | Certified Stipends | \$139,499 | (\$808) | \$0 | \$138,691 | -0.6% | \$91,851 | \$ - | \$ 46,840 | \$ - |
| | | \$6,367,170 | (\$130,845) | (\$997) | \$6,236,325 | | \$4,993,363 | \$ 1,188,266 | \$ 54,695 | \$ 1 |
| | <i>Group \$ transfer in/(transfer out):</i> | | | | <i>(\$130,845)</i> | | | | | |
| | <i>Group change %:</i> | | | | <i>-2.1%</i> | | | | | |
| Professional & Technical Services (3000s) | | | | | | | | | | |
| | 3308 Police/Fire | \$2,050 | (\$635) | \$0 | \$1,415 | -31.0% | \$1,520 | \$ 490 | \$ (595) | \$ (0) |
| | 3309 Professional Technical Services | \$8,925 | (\$168) | \$400 | \$8,757 | -1.9% | \$8,407 | \$ 350 | \$ - | \$ (0) |
| | | \$10,975 | (\$803) | \$400 | \$10,172 | | \$9,927 | \$ 840 | \$ (595) | \$ (0) |
| | <i>Group \$ transfer in/(transfer out):</i> | | | | <i>(\$803)</i> | | | | | |
| | <i>Group change %:</i> | | | | <i>-7.3%</i> | | | | | |
| Property Services (4000s) | | | | | | | | | | |
| | 4302 Equipment Repairs | \$9,305 | (\$3,603) | \$0 | \$5,702 | -38.7% | \$5,702 | \$ - | \$ - | \$ - |
| | 4400 Equipment Rental | \$3,590 | (\$90) | \$0 | \$3,500 | -2.5% | \$0 | \$ 3,500 | \$ - | \$ - |
| | | \$12,895 | (\$3,693) | \$0 | \$9,202 | | \$5,702 | \$ 3,500 | \$ - | \$ - |
| | <i>Group \$ transfer in/(transfer out):</i> | | | | <i>(\$3,693)</i> | | | | | |
| | <i>Group change %:</i> | | | | <i>-28.6%</i> | | | | | |
| Other Services (5000s) | | | | | | | | | | |
| | 5100 Regular Transportation | \$3,813 | (\$1,814) | \$0 | \$1,999 | -47.6% | \$1,999 | \$ - | \$ - | \$ - |
| | 5400 Postage | \$89 | (\$89) | \$0 | \$0 | -100.0% | \$0 | \$ - | \$ - | \$ - |
| | 5501 Printing | \$13,999 | (\$1,283) | (\$574) | \$12,716 | -9.2% | \$10,756 | \$ 1,960 | \$ - | \$ 0 |
| | 5600 Tuition | \$0 | \$4,700 | \$0 | \$4,700 | | \$4,700 | \$ - | \$ - | \$ - |

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| Object | Account | FY Adopted Budget | Cumulative | Current Report | Revised | Line | FY 2018 | FY 2018 | FY 2018 | FY 2018 |
|--|---|-------------------|--------------------|--------------------|------------|------------|-------------|------------|-------------|---------|
| Series | | Budget | Budget Adjustments | Budget Adjustments | Budget | Variance % | \$ Expended | Encumbered | Anticipated | Balance |
| 5800,5802-5880 | Travel & Conference | \$2,000 | (\$1,923) | (\$1,595) | \$77 | -96.2% | \$77 | \$ - | \$ - | \$ 1 |
| 5801 | Mileage Reimbursement | \$2,750 | (\$1,132) | (\$1,132) | \$1,618 | -41.2% | \$1,090 | \$ 528 | \$ - | \$ (0) |
| 5900 | Other Purchased Services | \$1,200 | (\$214) | \$0 | \$986 | -17.8% | \$486 | \$ 500 | \$ - | \$ (0) |
| | | \$23,851 | (\$1,755) | (\$3,301) | \$22,096 | | \$19,108 | \$ 2,988 | \$ - | \$ 0 |
| | <i>Group \$ transfer in/(transfer out):</i> | | | | (\$1,755) | | | | | |
| | <i>Group change %:</i> | | | | -7.4% | | | | | |
| Supplies & Materials (6000's) | | | | | | | | | | |
| 6110 | Materials | \$136,921 | (\$14,835) | (\$930) | \$122,086 | -10.8% | \$117,504 | \$ 4,483 | \$ 100 | \$ (0) |
| 6120 | Office Materials | \$7,101 | (\$2,254) | (\$2) | \$4,847 | -31.7% | \$4,765 | \$ 82 | \$ - | \$ (0) |
| 6410 | Books | \$33,021 | (\$5,036) | (\$42) | \$27,985 | -15.3% | \$27,985 | \$ - | \$ - | \$ 0 |
| | | \$177,043 | (\$22,125) | (\$974) | \$154,918 | | \$150,254 | \$ 4,564 | \$ 100 | \$ 0 |
| | <i>Group \$ transfer in/(transfer out):</i> | | | | (\$22,125) | | | | | |
| | <i>Group change %:</i> | | | | -12.5% | | | | | |
| Equipment (7000's) | | | | | | | | | | |
| 7300 | Equipment | \$750 | (\$750) | \$0 | \$0 | -100.0% | \$0 | \$ - | \$ - | \$ - |
| | | \$750 | (\$750) | \$0 | \$0 | | \$0 | \$ - | \$ - | \$ - |
| | <i>Group \$ transfer in/(transfer out):</i> | | | | (\$750) | | | | | |
| | <i>Group change %:</i> | | | | -100% | | | | | |
| Other Objects (8000's) | | | | | | | | | | |
| 8100 | Dues, Fees and Memberships | \$14,687 | (\$2,052) | \$0 | \$12,635 | -14.0% | \$12,635 | \$ - | \$ - | \$ - |
| 8900 | Other Objects | \$0 | \$0 | \$0 | \$0 | | \$0 | \$ - | \$ - | \$ - |
| | | \$14,687 | (\$2,052) | \$0 | \$12,635 | | \$12,635 | \$ - | \$ - | \$ - |
| | <i>Group \$ transfer in/(transfer out):</i> | | | | (\$2,052) | | | | | |
| | <i>Group change %:</i> | | | | -14.0% | | | | | |
| Revenues (9000's) | | | | | | | | | | |
| 9209 | Parking Fees | \$ (30,000) | \$ - | \$0 | (\$30,000) | | (\$30,000) | \$ - | \$ - | \$ - |
| | | \$ (30,000) | \$0 | \$0 | (\$30,000) | | \$ (30,000) | \$ - | \$ - | \$ - |
| | <i>Group \$ transfer in/(transfer out):</i> | | | | \$0 | | | | | |
| | <i>Group change %:</i> | | | | 0% | | | | | |

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| Object | Account | FY Adopted Budget | Cumulative | Current Report | Revised | Line | FY 2018 | FY 2018 | FY 2018 | FY 2018 |
|---------------|---------|-------------------|--------------------|--------------------|-------------|------------|-------------|--------------|-------------|---------|
| Series | | Budget | Budget Adjustments | Budget Adjustments | Budget | Variance % | \$ Expended | Encumbered | Anticipated | Balance |
| Total: | | \$6,577,371 | (\$162,024) | (\$4,872) | \$6,415,347 | | \$5,160,988 | \$ 1,200,158 | \$ 54,200 | \$ 1 |

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| Object | Account | FY Adopted Budget | Cumulative | Current Report | Revised | Line | FY 2018 | FY 2018 | FY 2018 | FY 2018 |
|--|---|-------------------|--------------------|--------------------|-------------------|------------|------------------|------------------|------------------|---------------|
| Series | | Budget | Budget Adjustments | Budget Adjustments | Budget | Variance % | \$ Expended | Encumbered | Anticipated | Balance |
| Athletics | | | | | | | | | | |
| Salaries & Wages (1000s) | | | | | | | | | | |
| | Certified Staff | \$154,248 | (\$1) | \$0 | \$154,247 | 0.0% | \$142,382 | \$ 11,865 | \$ - | \$ (0) |
| | Non Certified Staff | \$51,992 | \$1,090 | \$0 | \$53,082 | 2.1% | \$46,344 | \$ 6,737 | \$ - | \$ (0) |
| | Certified Stipends | \$375,096 | (\$5,459) | (\$262) | \$369,637 | -1.5% | \$307,253 | \$ - | \$ 62,384 | \$ - |
| | Non Certified Stipends | \$78,853 | (\$5,918) | \$0 | \$72,935 | -7.5% | \$68,576 | \$ 4,292 | \$ 67 | \$ 0.00 |
| | | <u>\$660,189</u> | <u>(\$10,288)</u> | <u>(\$262)</u> | <u>\$649,901</u> | | <u>\$564,556</u> | <u>\$ 22,895</u> | <u>\$ 62,451</u> | <u>\$ (0)</u> |
| | <i>Group \$ transfer in/(transfer out):</i> | | | | <i>(\$10,288)</i> | | | | | |
| | <i>Group change %:</i> | | | | <i>-1.6%</i> | | | | | |
| Professional & Technical Services (3000s) | | | | | | | | | | |
| | 3239 Other Pupil Services | \$3,500 | (\$220) | \$0 | \$3,280 | -6.3% | \$3,280 | \$ - | \$ - | \$ - |
| | 3308 Police/Fire | \$5,150 | (\$3,295) | \$0 | \$1,855 | -64.0% | \$1,505 | \$ 350 | \$ - | \$ (0) |
| | 3310 Sports Officials | \$47,439 | \$0 | \$0 | \$47,439 | | \$47,439 | \$ - | \$ - | \$ - |
| | | <u>\$56,089</u> | <u>(\$3,515)</u> | <u>\$0</u> | <u>\$52,574</u> | | <u>\$52,224</u> | <u>\$ 350</u> | <u>\$ -</u> | <u>\$ (0)</u> |
| | <i>Group \$ transfer in/(transfer out):</i> | | | | <i>(\$3,515)</i> | | | | | |
| | <i>Group change %:</i> | | | | <i>-6.3%</i> | | | | | |
| Property Services (4000s) | | | | | | | | | | |
| | 4302 Equipment Repairs | \$20,000 | (\$2,116) | \$0 | \$17,884 | -10.6% | \$17,053 | \$ 831 | \$ - | \$ (0) |
| | | <u>\$20,000</u> | <u>(\$2,116)</u> | <u>\$0</u> | <u>\$17,884</u> | | <u>\$17,053</u> | <u>\$ 831</u> | <u>\$ -</u> | <u>\$ (0)</u> |
| | <i>Group \$ transfer in/(transfer out):</i> | | | | <i>(\$2,116)</i> | | | | | |
| | <i>Group change %:</i> | | | | <i>-10.6%</i> | | | | | |
| Other Services (5000s) | | | | | | | | | | |
| | 5104 Athletic Transportation | \$84,853 | \$0 | \$0 | \$84,853 | | \$69,442 | \$ 15,411 | \$ - | \$ (0) |

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| Object | Account | FY Adopted Budget | Cumulative | Current Report | Revised | Line | FY 2018 | FY 2018 | FY 2018 | FY 2018 |
|--|---|---------------------|--------------------|--------------------|---------------------|------------|---------------------|------------------|------------------|---------------|
| Series | | Budget | Budget Adjustments | Budget Adjustments | Budget | Variance % | \$ Expended | Encumbered | Anticipated | Balance |
| 5202 | Athletic Insurance | \$29,939 | (\$5,617) | \$0 | \$24,322 | -18.8% | \$24,322 | \$ - | \$ - | \$ - |
| 5800,5802-5880 | Travel & Conference | \$5,100 | \$0 | \$0 | \$5,100 | | \$5,100 | \$ - | \$ - | \$ - |
| | | <u>\$119,892</u> | <u>(\$5,617)</u> | <u>\$0</u> | <u>\$114,275</u> | | <u>\$98,864</u> | <u>\$ 15,411</u> | <u>\$ -</u> | <u>\$ (0)</u> |
| | <i>Group \$ transfer in/(transfer out):</i> | | | | <i>(\$5,617)</i> | | | | | |
| | <i>Group change %:</i> | | | | <i>-4.7%</i> | | | | | |
| Supplies & Materials (6000's) | | | | | | | | | | |
| 6110 | Materials | \$57,750 | (\$133) | (\$33) | \$57,617 | -0.2% | \$49,251 | \$ 8,367 | \$ - | \$ (0) |
| | | <u>\$57,750</u> | <u>(\$133)</u> | <u>(\$33)</u> | <u>\$57,617</u> | | <u>\$49,251</u> | <u>\$ 8,367</u> | <u>\$ -</u> | <u>\$ (0)</u> |
| | <i>Group \$ transfer in/(transfer out):</i> | | | | <i>(\$133)</i> | | | | | |
| | <i>Group change %:</i> | | | | <i>-0.2%</i> | | | | | |
| Other Objects (8000's) | | | | | | | | | | |
| 8100 | Dues, Fees and Memberships | \$17,385 | \$0 | \$0 | \$17,385 | | \$17,385 | \$ - | \$ - | \$ - |
| | | <u>\$17,385</u> | <u>\$0</u> | <u>\$0</u> | <u>\$17,385</u> | | <u>\$17,385</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> |
| | <i>Group \$ transfer in/(transfer out):</i> | | | | <i>\$0</i> | | | | | |
| | <i>Group change %:</i> | | | | <i>0.0%</i> | | | | | |
| Revenues (9000's) | | | | | | | | | | |
| <i>Other Objects/Participation Fees,</i> | | | | | | | | | | |
| 9201 | <i>Athletics</i> | \$ (86,057) | \$8,955 | \$7,335 | (\$77,102) | -10.4% | (\$77,102) | \$ - | \$ - | \$ (0) |
| 9202 | <i>Gate Receipts, Athletics</i> | \$ (14,861) | \$0 | \$0 | (\$14,861) | | (\$14,861) | \$ - | \$ - | \$ - |
| 9212 | <i>Facility Use Rental</i> | \$ (17,500) | \$0 | \$0 | (\$17,500) | | (\$17,500) | \$ - | \$ - | \$ - |
| | | <u>\$ (118,418)</u> | <u>\$8,955</u> | <u>\$7,335</u> | <u>\$ (109,463)</u> | | <u>\$ (109,463)</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ (0)</u> |
| | <i>Group \$ transfer in/(transfer out):</i> | | | | <i>\$8,955</i> | | | | | |
| | <i>Group change %:</i> | | | | <i>-8%</i> | | | | | |
| Total: | | \$812,887 | (\$12,714) | \$7,041 | \$800,173 | | \$689,869 | \$ 47,854 | \$ 62,451 | \$ (1) |

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| Object | Account | FY Adopted Budget | Cumulative | Current Report | Revised | Line | FY 2018 | FY 2018 | FY 2018 | FY 2018 |
|--|---|-------------------|--------------------|--------------------|------------------|------------|------------------|------------------|-----------------|-------------|
| Series | | Budget | Budget Adjustments | Budget Adjustments | Budget | Variance % | \$ Expended | Encumbered | Anticipated | Balance |
| Copy Center | | | | | | | | | | |
| Salaries & Wages (1000s) | | | | | | | | | | |
| | Non Certified Staff | \$45,362 | \$9,182 | (\$1,486) | \$54,544 | 20.2% | \$48,068 | \$ 5,475 | \$ 1,000 | \$ 0 |
| | | \$45,362 | \$9,182 | (\$1,486) | \$54,544 | | \$48,068 | \$ 5,475 | \$ 1,000 | \$ 0 |
| | <i>Group \$ transfer in/(transfer out):</i> | | | | \$9,182 | | | | | |
| | <i>Group change %:</i> | | | | 20.2% | | | | | |
| Property Services (4000s) | | | | | | | | | | |
| | 4400 Equipment Rental | \$127,152 | \$11,445 | \$4,207 | \$138,597 | 9.0% | \$123,348 | \$ 15,249 | \$ - | \$ 0 |
| | | \$127,152 | \$11,445 | \$4,207 | \$138,597 | | \$123,348 | \$ 15,249 | \$ - | \$ 0 |
| | <i>Group \$ transfer in/(transfer out):</i> | | | | \$11,445 | | | | | |
| | <i>Group change %:</i> | | | | 9.0% | | | | | |
| Other Services (5000s) | | | | | | | | | | |
| | 5400 Postage | \$21,950 | \$3,243 | \$1,437 | \$25,193 | 14.8% | \$25,055 | \$ 137 | \$ - | \$ 0 |
| | | \$21,950 | \$3,243 | \$1,437 | \$25,193 | | \$25,055 | \$ 137 | \$ - | \$ 0 |
| | <i>Group \$ transfer in/(transfer out):</i> | | | | \$3,243 | | | | | |
| | <i>Group change %:</i> | | | | 14.8% | | | | | |
| Supplies & Materials (6000's) | | | | | | | | | | |
| | 6110 Materials | \$14,450 | \$2,785 | (\$1,038) | \$17,235 | 19.3% | \$16,611 | \$ 624 | \$ - | \$ 0 |
| | | \$14,450 | \$2,785 | (\$1,038) | \$17,235 | | \$16,611 | \$ 624 | \$ - | \$ 0 |
| | <i>Group \$ transfer in/(transfer out):</i> | | | | \$2,785 | | | | | |
| | <i>Group change %:</i> | | | | 19.3% | | | | | |
| | Total: | \$208,914 | \$26,655 | \$3,119 | \$235,569 | | \$213,082 | \$ 21,486 | \$ 1,000 | \$ 1 |

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| Object | Account | FY Adopted Budget | Cumulative Budget | Current Report Budget | Revised | Line | FY 2018 | FY 2018 | FY 2018 | FY 2018 |
|--|---|-------------------|-------------------|-----------------------|-------------------|------------|------------------|-------------------|------------------|-------------|
| Series | | Budget | Adjustments | Adjustments | Budget | Variance % | \$ Expended | Encumbered | Anticipated | Balance |
| Curriculum & Instruction | | | | | | | | | | |
| Salaries & Wages (1000s) | | | | | | | | | | |
| | Certified Staff | \$827,017 | \$13,707 | \$3,845 | \$840,724 | 1.7% | \$692,713 | \$ 124,769 | \$ 23,241 | \$ 0 |
| | Non Certified Staff | \$63,500 | \$1,716 | \$0 | \$65,216 | 2.7% | \$60,199 | \$ 5,017 | \$ - | \$ 0 |
| | Certified Stipends | \$82,051 | \$1,685 | \$0 | \$83,736 | 2.1% | \$67,774 | \$ 15,963 | \$ - | \$ (0) |
| | | <u>\$972,568</u> | <u>\$17,108</u> | <u>\$3,845</u> | <u>\$989,676</u> | | <u>\$820,686</u> | <u>\$ 145,749</u> | <u>\$ 23,241</u> | <u>\$ 0</u> |
| | <i>Group \$ transfer in/(transfer out):</i> | | | | <i>\$17,108</i> | | | | | |
| | <i>Group change %:</i> | | | | <i>1.8%</i> | | | | | |
| Professional & Technical Services (3000s) | | | | | | | | | | |
| 3220/3221 | Consulting Services | \$67,900 | (\$436) | (\$2,300) | \$67,464 | -0.6% | \$62,293 | \$ 5,172 | \$ - | \$ (0) |
| | 3235 Testing | \$31,600 | (\$7,916) | (\$1,300) | \$23,684 | -25.1% | \$23,684 | \$ - | \$ - | \$ 0 |
| | | <u>\$99,500</u> | <u>(\$8,352)</u> | <u>(\$3,600)</u> | <u>\$91,148</u> | | <u>\$85,976</u> | <u>\$ 5,172</u> | <u>\$ -</u> | <u>\$ 0</u> |
| | <i>Group \$ transfer in/(transfer out):</i> | | | | <i>(\$8,352)</i> | | | | | |
| | <i>Group change %:</i> | | | | <i>-8.4%</i> | | | | | |
| Property Services (4000s) | | | | | | | | | | |
| Other Services (5000s) | | | | | | | | | | |
| | 5800,5802-5880 Travel & Conference | \$46,480 | (\$21,629) | (\$191) | \$24,851 | -46.5% | \$23,448 | \$ 1,403 | \$ - | \$ (0.00) |
| | 5801 Mileage Reimbursement | \$6,000 | \$0 | \$0 | \$6,000 | | \$5,500 | \$ - | \$ 500 | \$ - |
| | 5900 Other Purchased Services | \$5,600 | \$3,931 | \$355 | \$9,531 | 70.2% | \$8,603 | \$ 927 | \$ - | \$ 0 |
| | | <u>\$58,080</u> | <u>(\$17,698)</u> | <u>\$164</u> | <u>\$40,382</u> | | <u>\$37,552</u> | <u>\$ 2,330</u> | <u>\$ 500</u> | <u>\$ 0</u> |
| | <i>Group \$ transfer in/(transfer out):</i> | | | | <i>(\$17,698)</i> | | | | | |
| | <i>Group change %:</i> | | | | <i>-30.5%</i> | | | | | |
| Supplies & Materials (6000's) | | | | | | | | | | |

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| Object | Account | FY Adopted Budget | Cumulative Budget | Current Report Budget | Revised | Line | FY 2018 | FY 2018 | FY 2018 | FY 2018 |
|-------------------------------|---|--------------------|-------------------|-----------------------|--------------------|------------|--------------------|-------------------|------------------|-------------|
| Series | | Budget | Adjustments | Adjustments | Budget | Variance % | \$ Expended | Encumbered | Anticipated | Balance |
| | 6110 Materials | \$4,600 | \$58 | \$0 | \$4,658 | 1.3% | \$4,658 | \$ - | \$ - | \$ 0 |
| | 6120 Office Materials | \$5,825 | (\$2,742) | (\$25) | \$3,083 | -47.1% | \$2,849 | \$ 234 | \$ - | \$ 0 |
| | 6410 Books | \$49,974 | (\$4) | \$0 | \$49,970 | 0.0% | \$36,930 | \$ 13,040 | \$ - | \$ (0) |
| | | \$60,399 | (\$2,688) | (\$25) | \$57,711 | | \$44,437 | \$ 13,274 | \$ - | \$ 0 |
| | <i>Group \$ transfer in/(transfer out):</i> | | | | (\$2,688) | | | | | |
| | <i>Group change %:</i> | | | | -4.5% | | | | | |
| Equipment (7000's) | | | | | | | | | | |
| | 7300 Equipment | \$0 | \$235 | \$235 | \$235 | | \$0 | \$ 235 | \$ - | \$ - |
| | | \$0 | \$235 | \$235 | \$235 | | \$0 | \$ 235 | \$ - | \$ - |
| | <i>Group \$ transfer in/(transfer out):</i> | | | | \$235 | | | | | |
| | <i>Group change %:</i> | | | | 100% | | | | | |
| Other Objects (8000's) | | | | | | | | | | |
| | 8100 Dues, Fees and Memberships | \$19,810 | \$361 | (\$1,342) | \$20,171 | 1.8% | \$20,171 | \$ - | \$ - | \$ (0) |
| | | \$19,810 | \$361 | (\$1,342) | \$20,171 | | \$20,171 | \$ - | \$ - | \$ (0) |
| | <i>Group \$ transfer in/(transfer out):</i> | | | | \$361 | | | | | |
| | <i>Group change %:</i> | | | | 1.8% | | | | | |
| | Total: | \$1,210,357 | (\$11,034) | (\$724) | \$1,199,323 | | \$1,008,822 | \$ 166,760 | \$ 23,741 | \$ 0 |

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| Object Series | Account | FY Adopted Budget Budget | Cumulative Budget Adjustments | Current Report Budget Adjustments | Revised Budget | Line Variance % | FY 2018 \$ Expended | FY 2018 Encumbered | FY 2018 Anticipated | FY 2018 Balance |
|-------------------------------------|---|-----------------------------|-------------------------------------|---|--------------------|--------------------|------------------------|-----------------------|------------------------|--------------------|
| District Wide | | | | | | | | | | |
| Salaries & Wages (1000s) | | | | | | | | | | |
| | Certified Staff | \$63,520 | (\$63,520) | \$0 | \$0 | -100.0% | \$0 | \$ - | \$ - | \$ - |
| | Turnover Savings | (\$189,200) | \$189,200 | \$0 | \$0 | -100.0% | \$0 | \$ - | \$ - | \$ - |
| | Salary Differential | \$200,425 | (\$200,425) | \$0 | \$0 | -100.0% | \$0 | \$ - | \$ - | \$ - |
| | | <u>\$74,745</u> | <u>(\$74,745)</u> | <u>\$0</u> | <u>\$0</u> | | <u>\$0</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> |
| | <i>Group \$ transfer in/(transfer out):</i> | | | | (\$74,745) | | | | | |
| | <i>Group change %:</i> | | | | -100.0% | | | | | |
| Other Services (5000s) | | | | | | | | | | |
| | 5200 General Liability Insurance | \$91,100 | \$17,440 | \$0 | \$108,540 | 19.1% | \$108,540 | \$ - | \$ - | \$ (0) |
| | | <u>\$91,100</u> | <u>\$17,440</u> | <u>\$0</u> | <u>\$108,540</u> | | <u>\$108,540</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ (0)</u> |
| | <i>Group \$ transfer in/(transfer out):</i> | | | | \$17,440 | | | | | |
| | <i>Group change %:</i> | | | | 19.1% | | | | | |
| Revenues (9000's) | | | | | | | | | | |
| | 9207 Regular Ed. Tuition | \$ (35,000) | (\$8,584) | \$0 | (\$43,584) | | (\$38,852) | \$ (4,732) | \$ - | \$ 0 |
| | 9990 Unallocated | \$ - | \$0 | \$0 | \$0 | | \$0 | \$ - | \$ - | \$ - |
| | | <u>\$ (35,000)</u> | <u>\$ (8,584)</u> | <u>\$ -</u> | <u>\$ (43,584)</u> | | <u>\$ (38,852)</u> | <u>\$ (4,732)</u> | <u>\$ -</u> | <u>\$ 0</u> |
| | <i>Group \$ transfer in/(transfer out):</i> | | | | (\$8,584) | | | | | |
| | <i>Group change %:</i> | | | | 0.0% | | | | | |
| | Total: | \$130,845 | (\$65,889) | \$0 | \$64,956 | | \$69,688 | \$ (4,732) | \$ - | \$ (0) |

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| Object Series | Account | FY Adopted Budget Budget | Cumulative Budget Adjustments | Current Repor Budget Adjustments | Revised Budget | Line Variance % | FY 2018 \$ Expended | FY 2018 Encumbered | FY 2018 Anticipated | FY 2018 Balance |
|--|---|-----------------------------|-------------------------------------|--|--------------------|--------------------|------------------------|-----------------------|------------------------|--------------------|
| District Administration | | | | | | | | | | |
| Salaries & Wages (1000s) | | | | | | | | | | |
| | Certified Staff | \$621,975 | \$13,769 | \$0 | \$635,744 | 2.2% | \$586,841 | \$ 48,903 | \$ - | \$ (0) |
| | Non Certified Staff | \$394,853 | \$15,882 | \$0 | \$410,735 | 4.0% | \$393,833 | \$ 31,594 | \$ (14,692) | \$ (0) |
| | Overtime | \$1,000 | \$0 | \$0 | \$1,000 | | \$763 | \$ - | \$ 237 | \$ - |
| | Non Certified Stipends | \$6,000 | \$0 | \$0 | \$6,000 | | \$5,500 | \$ - | \$ 500 | \$ - |
| | | <u>\$1,023,828</u> | <u>\$29,652</u> | <u>\$0</u> | <u>\$1,053,480</u> | | <u>\$986,937</u> | <u>\$ 80,498</u> | <u>\$ (13,955)</u> | <u>\$ (0)</u> |
| | <i>Group \$ transfer in/(transfer out):</i> | | | | \$29,652 | | | | | |
| | <i>Group change %:</i> | | | | 2.9% | | | | | |
| Professional & Technical Services (3000s) | | | | | | | | | | |
| | 3303 Management Services | \$15,000 | (\$2,182) | \$0 | \$12,818 | -14.5% | \$8,706 | \$ 4,112 | \$ - | \$ - |
| | 3306 Legal Fees | \$50,000 | \$19,763 | \$6,550 | \$69,763 | 39.5% | \$60,817 | \$ 8,946 | \$ - | \$ 0 |
| | 3309 Professional Technical Services | \$16,000 | \$2,608 | \$2,095 | \$18,608 | 16.3% | \$15,085 | \$ 3,523 | \$ - | \$ (0) |
| | | <u>\$81,000</u> | <u>\$20,189</u> | <u>\$8,645</u> | <u>\$101,189</u> | | <u>\$84,607</u> | <u>\$ 16,581</u> | <u>\$ -</u> | <u>\$ 0</u> |
| | <i>Group \$ transfer in/(transfer out):</i> | | | | \$20,189 | | | | | |
| | <i>Group change %:</i> | | | | 24.9% | | | | | |
| Property Services (4000s) | | | | | | | | | | |
| | 4302 Equipment Repairs | \$750 | (\$106) | \$0 | \$644 | -14.1% | \$644 | \$ - | \$ - | \$ 0 |
| | | <u>\$750</u> | <u>(\$106)</u> | <u>\$0</u> | <u>\$644</u> | | <u>\$644</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ 0</u> |
| | <i>Group \$ transfer in/(transfer out):</i> | | | | (\$106) | | | | | |
| | <i>Group change %:</i> | | | | -14.1% | | | | | |
| Other Services (5000s) | | | | | | | | | | |
| | 5400 Postage | \$2,500 | (\$251) | \$0 | \$2,249 | -10.0% | \$1,615 | \$ 634 | \$ - | \$ 0 |
| | 5500 Advertising | \$8,000 | (\$5,635) | (\$2,473) | \$2,365 | -70.4% | \$2,365 | \$ - | \$ - | \$ 0 |
| | 5501 Printing | \$1,250 | (\$1,250) | \$0 | \$0 | -100.0% | \$0 | \$ - | \$ - | \$ - |
| | 5801 Mileage Reimbursement | \$12,500 | (\$391) | (\$500) | \$12,109 | -3.1% | \$11,109 | \$ - | \$ 1,000 | \$ - |
| | | <u>\$24,250</u> | <u>(\$7,527)</u> | <u>(\$2,973)</u> | <u>\$16,723</u> | | <u>\$15,089</u> | <u>\$ 634</u> | <u>\$ 1,000</u> | <u>\$ 0</u> |
| | <i>Group \$ transfer in/(transfer out):</i> | | | | (\$7,527) | | | | | 31 |

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| Object Series | Account | FY Adopted Budget Budget | Cumulative Budget Adjustments | Current Repor Budget Adjustments | Revised Budget | Line Variance % | FY 2018 \$ Expended | FY 2018 Encumbered | FY 2018 Anticipated | FY 2018 Balance |
|--|---|-----------------------------|-------------------------------------|--|--------------------|--------------------|------------------------|-----------------------|------------------------|--------------------|
| | <i>Group change %:</i> | | | | -31.0% | | | | | |
| Supplies & Materials (6000's) | | | | | | | | | | |
| | 6120 Office Materials | \$16,185 | \$869 | \$264 | \$17,054 | 5.4% | \$14,888 | \$ 767 | \$ 1,399 | \$ (0) |
| | | <u>\$16,185</u> | <u>\$869</u> | <u>\$264</u> | <u>\$17,054</u> | | <u>\$14,888</u> | <u>\$ 767</u> | <u>\$ 1,399</u> | <u>\$ (0)</u> |
| | <i>Group \$ transfer in/(transfer out):</i> | | | | \$869 | | | | | |
| | <i>Group change %:</i> | | | | 5.4% | | | | | |
| Other Objects (8000's) | | | | | | | | | | |
| | 8100 Dues, Fees and Memberships | \$24,554 | (\$1,970) | \$0 | \$22,584 | -8.0% | \$22,584 | \$ - | \$ - | \$ - |
| | 8900 Other Objects | \$12,395 | \$245 | (\$226) | \$12,640 | 2.0% | \$6,849 | \$ 5,791 | \$ - | \$ 0 |
| | | <u>\$36,949</u> | <u>(\$1,725)</u> | <u>(\$226)</u> | <u>\$35,224</u> | | <u>\$29,433</u> | <u>\$ 5,791</u> | <u>\$ -</u> | <u>\$ 0</u> |
| | <i>Group \$ transfer in/(transfer out):</i> | | | | (\$1,725) | | | | | |
| | <i>Group change %:</i> | | | | -4.7% | | | | | |
| | Total: | \$1,182,962 | \$41,352 | \$5,710 | \$1,224,314 | | \$1,131,598 | \$ 104,272 | \$ (11,556) | \$ 0 |

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| Object | Account | FY Adopted Budget | Cumulative | Current Report | Revised | Line | FY 2018 | FY 2018 | FY 2018 | FY 2018 |
|--|---|--------------------|--------------------|--------------------|--------------------|------------|--------------------|------------------|-------------------|------------------|
| Series | | Budget | Budget Adjustments | Budget Adjustments | Budget | Variance % | \$ Expended | Encumbered | Anticipated | Balance |
| Employee Benefits | | | | | | | | | | |
| Benefits (2000's) | | | | | | | | | | |
| | 2000 Health Insurance | \$6,801,846 | \$0 | \$0 | \$6,801,846 | | \$6,235,026 | \$ - | \$ 494,491 | \$ 72,329 |
| | 2001 Social Security | \$547,021 | (\$14,851) | (\$6,096) | \$532,170 | -2.7% | \$463,299 | \$ - | \$ 68,871 | \$ (0) |
| | 2002 Medicare | \$454,317 | (\$15,901) | (\$2,365) | \$438,416 | -3.5% | \$360,317 | \$ - | \$ 78,099 | \$ (0) |
| | 2003 Workers Compensation | \$230,275 | (\$24,306) | \$0 | \$205,969 | -10.6% | \$205,969 | \$ - | \$ - | \$ - |
| | 2004 Unemployment Compensation | \$46,332 | (\$30,660) | (\$6,364) | \$15,672 | -66.2% | \$9,732 | \$ 5,940 | \$ - | \$ (0) |
| | 2005 Early Retirement Incentive | \$138,527 | \$28,820 | \$0 | \$167,347 | 20.8% | \$167,347 | \$ - | \$ - | \$ - |
| | 2007 Pension Contributions | \$888,163 | \$6,320 | (\$14,794) | \$894,483 | 0.7% | \$803,259 | \$ - | \$ 91,224 | \$ (0) |
| | 2010 Tuition Reimbursement | \$75,000 | (\$20,000) | \$0 | \$55,000 | -26.7% | \$1,717 | \$ - | \$ 53,283 | \$ - |
| | 2011 Life Insurance | \$92,700 | (\$1,141) | \$0 | \$91,559 | -1.2% | \$83,792 | \$ 7,766 | \$ - | \$ 0 |
| | 2012 Disability Insurance | \$18,928 | (\$374) | (\$155) | \$18,554 | -2.0% | \$17,009 | \$ 1,542 | \$ 3 | \$ (0) |
| | 2014 Sick Bank | \$45,000 | \$36,600 | \$0 | \$81,600 | 81.3% | \$57,554 | \$ 24,046 | \$ - | \$ (0) |
| | | \$9,338,109 | (\$35,493) | (\$29,774) | \$9,302,616 | | \$8,405,022 | \$ 39,295 | \$ 785,972 | \$ 72,328 |
| | <i>Group \$ transfer in/(transfer out):</i> | | | | <i>(\$35,493)</i> | | | | | |
| | <i>Group change %:</i> | | | | <i>-0.4%</i> | | | | | |
| Professional & Technical Services (3000s) | | | | | | | | | | |
| | 3303 Management Services | \$7,500 | (\$711) | \$0 | \$6,789 | -9.5% | \$6,789 | \$ - | \$ - | \$ - |
| | | \$7,500 | (\$711) | \$0 | \$6,789 | | \$6,789 | \$ - | \$ - | \$ - |
| | <i>Group \$ transfer in/(transfer out):</i> | | | | <i>(\$711)</i> | | | | | |
| | <i>Group change %:</i> | | | | <i>-9.5%</i> | | | | | |
| Property Services (4000s) | | | | | | | | | | |
| | Total: | \$9,345,609 | (\$36,203) | (\$29,774) | \$9,309,406 | | \$8,411,811 | \$ 39,295 | \$ 785,972 | \$ 72,328 |

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| Object | Account | FY Adopted Budget | Cumulative | Current Report | Revised | Line | FY 2018 | FY 2018 | FY 2018 | FY 2018 |
|--|--------------------------------------|--------------------|--------------------|--------------------|--------------------|------------|--------------------|-------------------|------------------|-------------|
| Series | | Budget | Budget Adjustments | Budget Adjustments | Budget | Variance % | \$ Expended | Encumbered | Anticipated | Balance |
| Facilities | | | | | | | | | | |
| Salaries & Wages (1000s) | | | | | | | | | | |
| | Non Certified Staff | \$1,260,767 | (\$32,917) | (\$8,129) | \$1,227,850 | -2.6% | \$1,088,628 | \$ 134,871 | \$ 4,349 | \$ 2 |
| | Overtime | \$134,376 | \$33,055 | \$0 | \$167,431 | 24.6% | \$156,495 | \$ - | \$ 10,936 | \$ 0 |
| | Non Certified Stipends | \$68,530 | (\$4,149) | \$0 | \$64,381 | -6.1% | \$55,041 | \$ 6,840 | \$ 2,500 | \$ (0) |
| | | <u>\$1,463,673</u> | <u>(\$4,011)</u> | <u>(\$8,129)</u> | <u>\$1,459,662</u> | | <u>\$1,300,164</u> | <u>\$ 141,710</u> | <u>\$ 17,785</u> | <u>\$ 3</u> |
| | Group \$ transfer in/(transfer out): | | | | (\$4,011) | | | | | |
| | Group change %: | | | | -0.3% | | | | | |
| Professional & Technical Services (3000s) | | | | | | | | | | |
| | 3304 License Fees-Facilities | \$3,500 | (\$535) | \$1,380 | \$2,965 | -15.3% | \$2,965 | \$ - | \$ - | \$ - |
| | 3309 Professional Technical Services | \$4,250 | (\$1,170) | \$0 | \$3,080 | -27.5% | \$3,080 | \$ - | \$ - | \$ - |
| | | <u>\$7,750</u> | <u>(\$1,705)</u> | <u>\$1,380</u> | <u>\$6,045</u> | | <u>\$6,045</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> |
| | Group \$ transfer in/(transfer out): | | | | (\$1,705) | | | | | |
| | Group change %: | | | | -22.0% | | | | | |
| Property Services (4000s) | | | | | | | | | | |
| | 4200 Cleaning Services | \$597,008 | (\$5,152) | \$0 | \$591,856 | -0.9% | \$542,535 | \$ 49,321 | \$ - | \$ (0) |
| | 4202 Rubbish Removal | \$78,245 | (\$27,196) | (\$6,207) | \$51,049 | -34.8% | \$40,981 | \$ 10,068 | \$ - | \$ (0) |
| | 4203 Mop & Mat Service | \$5,250 | (\$350) | \$0 | \$4,900 | -6.7% | \$4,809 | \$ 91 | \$ - | \$ (0) |
| | 4204 Exterminator | \$8,000 | (\$1,535) | (\$285) | \$6,465 | -19.2% | \$6,212 | \$ 253 | \$ - | \$ 0 |
| | 4302 Equipment Repairs | \$65,728 | (\$18,482) | (\$2,486) | \$47,246 | -28.1% | \$46,274 | \$ 806 | \$ 166 | \$ (0) |
| | 4400 Equipment Rental | \$21,110 | (\$2,325) | (\$2,264) | \$18,785 | -11.0% | \$17,885 | \$ 900 | \$ - | \$ (0) |
| | 4401 Rental of Facilities | \$20,575 | (\$16,339) | \$461 | \$4,236 | -79.4% | \$3,907 | \$ 329 | \$ - | \$ 0 |
| | 4500 Repair Allowance | \$127,000 | \$58,575 | \$14,356 | \$185,575 | 46.1% | \$164,468 | \$ 21,107 | \$ - | \$ 0 |
| | 4508 Generator Repairs | \$3,420 | (\$1,068) | (\$1,068) | \$2,352 | -31.2% | \$2,235 | \$ 117 | \$ - | \$ 0 |
| | 4509 Septic Cleaning | \$7,511 | \$31,887 | \$6,882 | \$39,398 | 424.5% | \$39,398 | \$ - | \$ - | \$ (0) |
| | 4510 Asbestos Abatement | \$5,000 | (\$3,560) | \$0 | \$1,440 | -71.2% | \$1,440 | \$ - | \$ - | \$ - |
| | 4511 Elevator Contract | \$14,350 | \$1,464 | \$1,464 | \$15,814 | 10.2% | \$15,406 | \$ 408 | \$ - | \$ (0) |
| | 4512 Emergency Lights | \$11,570 | (\$11,570) | \$0 | \$0 | -100.0% | \$0 | \$ - | \$ - | \$ - |
| | 4513 Generator Contract | \$7,430 | \$0 | \$0 | \$7,430 | | \$3,715 | \$ 3,715 | \$ - | \$ - |
| | 4514 Fire Alarm System | \$30,000 | (\$4,333) | (\$451) | \$25,667 | -14.4% | \$25,667 | \$ - | \$ - | \$ 0 |
| | 4515 Fire Protection System | \$9,025 | (\$6,264) | (\$2,300) | \$2,761 | -69.4% | \$2,761 | \$ - | \$ - | \$ (0) |
| | 4516 UST Testing | \$6,896 | (\$6,896) | \$0 | \$0 | -100.0% | \$0 | \$ - | \$ - | \$ - |

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| Object | Account | FY Adopted Budget | Cumulative | Current Report | Revised | Line | FY 2018 | FY 2018 | FY 2018 | FY 2018 |
|--|---|-------------------|--------------------|--------------------|-------------|------------|-------------|------------|-------------|---------|
| Series | | Budget | Budget Adjustments | Budget Adjustments | Budget | Variance % | \$ Expended | Encumbered | Anticipated | Balance |
| | 4517 Sprinkler System | \$4,858 | (\$71) | (\$71) | \$4,787 | -1.5% | \$4,787 | \$ - | \$ - | \$ (0) |
| | 4518 Sewer System Plant Maintenance | \$127,769 | \$0 | \$0 | \$127,769 | | \$116,914 | \$ 10,855 | \$ - | \$ (0) |
| | 4530 Parks & Recreation | \$63,806 | (\$1,106) | (\$1,106) | \$62,700 | -1.7% | \$47,617 | \$ 15,083 | \$ - | \$ - |
| | 4531 Drain System | \$5,575 | (\$3,982) | \$420 | \$1,593 | -71.4% | \$1,593 | \$ - | \$ - | \$ 1 |
| | 4533 Glass Replacement | \$5,000 | (\$1,394) | (\$1,472) | \$3,606 | -27.9% | \$1,234 | \$ 2,373 | \$ - | \$ (0) |
| | 4534 Roof Repair | \$6,500 | \$6,035 | \$0 | \$12,535 | 92.8% | \$12,535 | \$ - | \$ - | \$ - |
| | 4535 Window Treatments | \$3,000 | (\$3,000) | \$0 | \$0 | -100.0% | \$0 | \$ - | \$ - | \$ - |
| | 4536 Air Filter HVAC System | \$4,500 | (\$4,500) | \$0 | \$0 | -100.0% | \$0 | \$ - | \$ - | \$ - |
| | 4538 Chiller Contract | \$12,000 | (\$2,026) | \$0 | \$9,974 | -16.9% | \$8,567 | \$ 1,407 | \$ - | \$ - |
| | 4539 Energy Management System | \$20,310 | \$0 | \$0 | \$20,310 | | \$20,310 | \$ - | \$ - | \$ - |
| | 4540 Athletic Facilities Repairs | \$8,000 | (\$5,056) | \$0 | \$2,944 | -63.2% | \$2,944 | \$ - | \$ - | \$ - |
| | 4542 Contracted Services | \$22,850 | \$6,001 | \$0 | \$28,851 | 26.3% | \$28,851 | \$ - | \$ - | \$ -0 |
| | 4543 Paving | \$6,500 | \$4,800 | \$0 | \$11,300 | 73.8% | \$11,300 | \$ - | \$ - | \$ - |
| | 4600 Special Projects | \$24,500 | (\$11,044) | (\$1,234) | \$13,456 | -45.1% | \$13,456 | \$ - | \$ - | \$ (0) |
| | 4602 Tree Service | \$11,000 | (\$4,684) | \$0 | \$6,316 | -42.6% | \$6,316 | \$ - | \$ - | \$ (0) |
| | 4603 Exterior Lighting | \$2,800 | (\$2,800) | \$0 | \$0 | -100.0% | \$0 | \$ - | \$ - | \$ - |
| | 4604 Snow Plowing | \$12,500 | (\$12,500) | \$0 | \$0 | -100.0% | \$0 | \$ - | \$ - | \$ - |
| | 4605 Signage | \$2,500 | (\$2,230) | \$0 | \$270 | -89.2% | \$270 | \$ - | \$ - | \$ 0 |
| | 4606 Sprinkler Repairs | \$3,000 | (\$3,000) | (\$2,000) | \$0 | -100.0% | \$0 | \$ - | \$ - | \$ - |
| | 4610 Playground Repairs | \$5,000 | (\$3,160) | \$0 | \$1,840 | -63.2% | \$1,840 | \$ - | \$ - | \$ - |
| | 4702 Locks/Keys | \$8,500 | (\$4,868) | (\$2,548) | \$3,632 | -57.3% | \$3,632 | \$ - | \$ - | \$ (0) |
| | 4705 United Alarm | \$650 | (\$650) | \$0 | \$0 | -100.0% | \$0 | \$ - | \$ - | \$ - |
| | | \$1,379,236 | (\$62,380) | \$90 | \$1,316,856 | | \$1,199,859 | \$ 116,832 | \$ 166 | \$ (1) |
| | <i>Group \$ transfer in/(transfer out):</i> | | | | (\$62,380) | | | | | |
| | <i>Group change %:</i> | | | | -4.5% | | | | | |
| Other Services (5000s) | | | | | | | | | | |
| | 5205 Property Insurance | \$109,405 | (\$15,333) | \$0 | \$94,072 | -14.0% | \$94,072 | \$ - | \$ - | \$ - |
| | 5801 Mileage Reimbursement | \$3,000 | \$0 | \$0 | \$3,000 | | \$2,750 | \$ - | \$ 250 | \$ - |
| | 5900 Other Purchased Services | \$15,585 | \$1 | \$0 | \$15,586 | 0.0% | \$15,586 | \$ - | \$ - | \$ - |
| | | \$127,990 | (\$15,333) | \$0 | \$112,658 | | \$112,408 | \$ - | \$ 250 | \$ - |
| | <i>Group \$ transfer in/(transfer out):</i> | | | | (\$15,333) | | | | | |
| | <i>Group change %:</i> | | | | -12.0% | | | | | |
| Supplies & Materials (6000's) | | | | | | | | | | |
| | 6130 Maintenance Materials | \$177,144 | (\$30,747) | (\$9,047) | \$146,397 | -17.4% | \$144,117 | \$ 2,280 | \$ - | \$ (0) |
| | 6131 Custodial Materials | \$77,000 | \$3,130 | \$4,337 | \$80,130 | 4.1% | \$79,648 | \$ 482 | \$ - | \$ (0) |
| | 6510 Heating | \$394,630 | \$17,055 | \$7,664 | \$411,685 | 4.3% | \$398,428 | \$ 13,257 | \$ - | \$ (0) |

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| Object | Account | FY Adopted Budget | Cumulative | Current Report | Revised | Line | FY 2018 | FY 2018 | FY 2018 | FY 2018 |
|-------------------------------|--------------------------------------|--------------------|--------------------|--------------------|--------------------|------------|--------------------|-------------------|------------------|---------------|
| Series | | Budget | Budget Adjustments | Budget Adjustments | Budget | Variance % | \$ Expended | Encumbered | Anticipated | Balance |
| | 6520 Electricity | \$818,717 | \$16,007 | \$12,749 | \$834,724 | 2.0% | \$733,230 | \$ 101,494 | \$ - | \$ (0) |
| | 6530 Propane gas | \$5,000 | (\$816) | (\$668) | \$4,184 | -16.3% | \$3,415 | \$ 770 | \$ - | \$ (0) |
| | | \$1,472,491 | \$4,629 | \$15,035 | \$1,477,120 | | \$1,358,838 | \$ 118,283 | \$ - | \$ (1) |
| | Group \$ transfer in/(transfer out): | | | | \$4,629 | | | | | |
| | Group change %: | | | | 0.3% | | | | | |
| Other Objects (8000's) | | | | | | | | | | |
| | 8100 Dues, Fees and Memberships | \$1,480 | \$215 | \$0 | \$1,695 | 14.5% | \$1,695 | \$ - | \$ - | \$ - |
| | 8900 Other Objects | \$14,000 | (\$4,383) | \$0 | \$9,617 | -31.3% | \$8,905 | \$ 713 | \$ - | \$ (1) |
| | | \$15,480 | (\$4,168) | \$0 | \$11,312 | | \$10,600 | \$ 713 | \$ - | \$ (1) |
| | Group \$ transfer in/(transfer out): | | | | (\$4,168) | | | | | |
| | Group change %: | | | | -26.9% | | | | | |
| Revenues (9000's) | | | | | | | | | | |
| | 9208 Revenue from Town for Fields | \$ (38,350) | \$0 | \$0 | (\$38,350) | | \$ (38,350) | \$ - | \$ - | \$ - |
| | | \$ (38,350) | \$0 | \$0 | \$ (38,350) | | \$ (38,350) | \$ - | \$ - | \$ - |
| | Group \$ transfer in/(transfer out): | | | | \$0 | | | | | |
| | Group change %: | | | | 0% | | | | | |
| | Total: | \$4,428,270 | (\$82,967) | \$8,376 | \$4,345,303 | | \$3,949,563 | \$ 377,538 | \$ 18,202 | \$ (0) |

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| Object Series | Account | FY Adopted Budget Budget | Cumulative Budget Adjustments | Current Report Budget Adjustments | Revised Budget | Line Variance % | FY 2018 \$ Expended | FY 2018 Encumbered | FY 2018 Anticipated | FY 2018 Balance |
|--|--|--------------------------|-------------------------------|-----------------------------------|--------------------|-----------------|---------------------|--------------------|---------------------|-----------------|
| Special Education | | | | | | | | | | |
| Salaries & Wages (1000s) | | | | | | | | | | |
| | Certified Staff | \$3,827,398 | (\$89,245) | \$0 | \$3,738,153 | -2.3% | \$3,066,722 | \$ 656,798 | \$ 14,632 | \$ 0 |
| | Non Certified Staff | \$1,461,728 | \$32,280 | (\$11,978) | \$1,494,008 | 2.2% | \$1,345,209 | \$ 128,235 | \$ 20,564 | \$ (0) |
| | Overtime | \$250 | (\$226) | \$0 | \$24 | 0.0% | \$24 | \$ - | \$ - | \$ (1) |
| | Non Certified Stipends | \$31,900 | (\$5,880) | (\$1,120) | \$26,020 | -18.4% | \$12,320 | \$ - | \$ 13,700 | \$ - |
| | | <u>\$5,321,276</u> | <u>(\$63,071)</u> | <u>(\$11,978)</u> | <u>\$5,258,205</u> | | <u>\$4,424,276</u> | <u>\$ 785,033</u> | <u>\$ 48,896</u> | <u>\$ (1)</u> |
| | <i>Group \$ transfer in/(transfer out):</i> | | | | <i>(\$63,071)</i> | | | | | |
| | <i>Group change %:</i> | | | | <i>-1.2%</i> | | | | | |
| Professional & Technical Services (3000s) | | | | | | | | | | |
| 3220/3221 | 3210 Contracted Services Educational Consulting Services | \$422,470 | (\$65,926) | (\$31,262) | \$356,545 | -15.6% | \$292,577 | \$ 63,968 | \$ - | \$ (0.00) |
| | | \$82,800 | (\$17,707) | (\$3,051) | \$65,093 | -21.4% | \$49,121 | \$ 15,972 | \$ - | \$ 1 |
| | 3235 Testing | \$53,000 | \$10,413 | \$5,413 | \$63,413 | 19.6% | \$63,413 | \$ - | \$ - | \$ 1 |
| | 3306 Legal Fees | \$40,000 | \$36,800 | \$5,000 | \$76,800 | 92.0% | \$67,166 | \$ 9,635 | \$ - | \$ - |
| | | <u>\$598,270</u> | <u>(\$36,420)</u> | <u>(\$23,900)</u> | <u>\$561,851</u> | | <u>\$472,276</u> | <u>\$ 89,574</u> | <u>\$ -</u> | <u>\$ 1</u> |
| | <i>Group \$ transfer in/(transfer out):</i> | | | | <i>(\$36,420)</i> | | | | | |
| | <i>Group change %:</i> | | | | <i>-6.1%</i> | | | | | |
| Property Services (4000s) | | | | | | | | | | |
| | 4302 Equipment Repairs | \$1,250 | (\$1,250) | \$0 | \$0 | -100.0% | \$0 | \$ - | \$ - | \$ - |
| | 4400 Equipment Rental | \$1,250 | (\$1,250) | \$0 | \$0 | -100.0% | \$0 | \$ - | \$ - | \$ - |
| | | <u>\$2,500</u> | <u>(\$2,500)</u> | <u>\$0</u> | <u>\$0</u> | | <u>\$0</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> |
| | <i>Group \$ transfer in/(transfer out):</i> | | | | <i>(\$2,500)</i> | | | | | |
| | <i>Group change %:</i> | | | | <i>-100.0%</i> | | | | | |
| Other Services (5000s) | | | | | | | | | | |
| | 5600 Tuition | \$1,476,009 | \$1,608,607 | \$7,415 | \$3,084,616 | 109.0% | \$2,716,183 | \$ 368,367 | \$ - | \$ 67 |
| | 5605 Tuition-ESS | \$275,400 | (\$400) | \$0 | \$275,000 | | \$275,000 | \$ - | \$ - | \$ - |
| | 5801 Mileage Reimbursement | \$3,000 | (\$3,000) | \$0 | \$0 | -100.0% | \$0 | \$ - | \$ - | \$ - |

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| Object Series | Account | FY Adopted Budget Budget | Cumulative Budget Adjustments | Current Report Budget Adjustments | Revised Budget | Line Variance % | FY 2018 \$ Expended | FY 2018 Encumbered | FY 2018 Anticipated | FY 2018 Balance |
|--|---|--------------------------|-------------------------------|-----------------------------------|--------------------|-----------------|---------------------|---------------------|---------------------|-----------------|
| | | \$1,754,409 | \$1,605,207 | \$7,415 | \$3,359,616 | | \$2,991,183 | \$ 368,367 | \$ - | \$ 67 |
| | <i>Group \$ transfer in/(transfer out):</i> | | | | \$1,605,207 | | | | | |
| | <i>Group change %:</i> | | | | 91.5% | | | | | |
| Supplies & Materials (6000's) | | | | | | | | | | |
| | 6110 Materials | \$37,350 | (\$19,761) | (\$160) | \$17,589 | -52.9% | \$16,968 | \$ 621 | \$ - | \$ (0) |
| | 6120 Office Materials | \$719 | (\$554) | \$0 | \$165 | -77.1% | \$165 | \$ - | \$ - | \$ 0 |
| | 6410 Books | \$6,500 | (\$6,461) | \$0 | \$39 | -99.4% | \$39 | \$ - | \$ - | \$ 0 |
| | | \$44,569 | (\$26,776) | (\$160) | \$17,793 | | \$17,172 | \$ 621 | \$ - | \$ (0) |
| | <i>Group \$ transfer in/(transfer out):</i> | | | | (\$26,776) | | | | | |
| | <i>Group change %:</i> | | | | -60.1% | | | | | |
| Equipment (7000's) | | | | | | | | | | |
| | 7300 Equipment | \$15,000 | (\$4,029) | \$0 | \$10,971 | -26.9% | \$10,971 | \$ - | \$ - | \$ (0) |
| | | \$15,000 | (\$4,029) | \$0 | \$10,971 | | \$10,971 | \$ - | \$ - | \$ (0) |
| | <i>Group \$ transfer in/(transfer out):</i> | | | | (\$4,029) | | | | | |
| | <i>Group change %:</i> | | | | -27% | | | | | |
| Other Objects (8000's) | | | | | | | | | | |
| | 8100 Dues, Fees and Memberships | \$2,000 | (\$2,000) | \$0 | \$0 | -100.0% | \$0 | \$ - | \$ - | \$ - |
| | | \$2,000 | (\$2,000) | \$0 | \$0 | | \$0 | \$ - | \$ - | \$ - |
| | <i>Group \$ transfer in/(transfer out):</i> | | | | (\$2,000) | | | | | |
| | <i>Group change %:</i> | | | | -100.0% | | | | | |
| Revenues (9000's) | | | | | | | | | | |
| | 9205 Excess Cost SPED | \$ (558,087) | (\$147,928) | \$17,815 | (\$706,015) | 26.5% | (\$706,015) | \$ - | \$ - | \$ - |
| | 9206 Pre School Tuition SPED | \$ (82,500) | (\$5,000) | \$0 | (\$87,500) | 6.1% | (\$85,000) | \$ - | \$ (2,500) | \$ - |
| | | \$ (640,587) | (\$152,928) | \$17,815 | \$ (793,515) | | \$ (791,015) | \$ - | \$ (2,500) | \$ - |
| | <i>Group \$ transfer in/(transfer out):</i> | | | | (\$152,928) | | | | | |
| | <i>Group change %:</i> | | | | 24% | | | | | |
| | Total: | \$7,097,437 | \$1,317,483 | (\$10,808) | \$8,414,920 | | \$7,124,863 | \$ 1,243,595 | \$ 46,396 | \$ 67 |

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| Object | Account | FY Adopted Budget | Cumulative | Current Report | Revised | Line | FY 2018 | FY 2018 | FY 2018 | FY 2018 |
|--|---|--------------------|--------------------|--------------------|--------------------|------------|--------------------|-------------------|------------------|-------------------|
| Series | | Budget | Budget Adjustments | Budget Adjustments | Budget | Variance % | \$ Expended | Encumbered | Anticipated | Balance |
| Pupil Services | | | | | | | | | | |
| Salaries & Wages (1000s) | | | | | | | | | | |
| | Certified Staff | \$1,647,903 | (\$18,096) | (\$7,666) | \$1,629,807 | -1.1% | \$1,297,853 | \$ 326,047 | \$ 5,907 | \$ 0 |
| | Non Certified Staff | \$785,640 | (\$61,221) | \$1,000 | \$724,419 | -7.8% | \$619,781 | \$ 103,423 | \$ 10,164 | \$ (8,949) |
| | Overtime | \$0 | \$32 | \$0 | \$32 | 0.0% | \$32 | \$ - | \$ - | \$ - |
| | Certified Stipends | \$29,442 | \$7,700 | \$1,900 | \$37,142 | 26.2% | \$30,356 | \$ 6,785 | \$ - | \$ 1 |
| | Non Certified Stipends | \$40,985 | \$404 | \$0 | \$41,389 | 1.0% | \$34,697 | \$ 6,692 | \$ - | \$ 0 |
| | | <u>\$2,503,970</u> | <u>(\$71,181)</u> | <u>(\$4,766)</u> | <u>\$2,432,789</u> | | <u>\$1,982,719</u> | <u>\$ 442,946</u> | <u>\$ 16,071</u> | <u>\$ (8,948)</u> |
| | <i>Group \$ transfer in/(transfer out):</i> | | | | (\$71,181) | | | | | |
| | <i>Group change %:</i> | | | | -2.8% | | | | | |
| Professional & Technical Services (3000s) | | | | | | | | | | |
| | 3239 Other Pupil Services | \$201,740 | (\$35,865) | \$8,100 | \$165,875 | -17.8% | \$141,223 | \$ 14,957 | \$ 9,695 | \$ - |
| | | <u>\$201,740</u> | <u>(\$35,865)</u> | <u>\$8,100</u> | <u>\$165,875</u> | | <u>\$141,223</u> | <u>\$ 14,957</u> | <u>\$ 9,695</u> | <u>\$ -</u> |
| | <i>Group \$ transfer in/(transfer out):</i> | | | | (\$35,865) | | | | | |
| | <i>Group change %:</i> | | | | -17.8% | | | | | |
| Property Services (4000s) | | | | | | | | | | |
| | 4302 Equipment Repairs | \$1,075 | (\$716) | \$0 | \$359 | -66.6% | \$359 | \$ - | \$ - | \$ - |
| | | <u>\$1,075</u> | <u>(\$716)</u> | <u>\$0</u> | <u>\$359</u> | | <u>\$359</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> |
| | <i>Group \$ transfer in/(transfer out):</i> | | | | (\$716) | | | | | |
| | <i>Group change %:</i> | | | | -66.6% | | | | | |
| Other Services (5000s) | | | | | | | | | | |
| | 5400 Postage | \$0 | \$864 | \$0 | \$864 | 100.0% | \$648 | \$ 216 | \$ - | \$ - |
| | 5501 Printing | \$2,800 | (\$2,213) | (\$287) | \$587 | -79.0% | \$587 | \$ - | \$ - | \$ - |

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| Object | Account | FY Adopted Budget | Cumulative | Current Report | Revised | Line | FY 2018 | FY 2018 | FY 2018 | FY 2018 |
|--|---|--------------------|--------------------|--------------------|--------------------|------------|--------------------|-------------------|------------------|-------------------|
| Series | | Budget | Budget Adjustments | Budget Adjustments | Budget | Variance % | \$ Expended | Encumbered | Anticipated | Balance |
| | 5801 Mileage Reimbursement | \$1,000 | \$0 | \$0 | \$1,000 | | \$1,000 | \$ - | \$ - | \$ - |
| | | \$3,800 | (\$1,349) | (\$287) | \$2,451 | | \$2,235 | \$ 216 | \$ - | \$ - |
| | <i>Group \$ transfer in/(transfer out):</i> | | | | (\$1,349) | | | | | |
| | <i>Group change %:</i> | | | | -35.5% | | | | | |
| Supplies & Materials (6000's) | | | | | | | | | | |
| | 6110 Materials | \$14,900 | (\$8,470) | (\$2,074) | \$6,430 | -56.8% | \$6,430 | \$ - | \$ - | \$ (0) |
| | | \$14,900 | (\$8,470) | (\$2,074) | \$6,430 | | \$6,430 | \$ - | \$ - | \$ (0) |
| | <i>Group \$ transfer in/(transfer out):</i> | | | | (\$8,470) | | | | | |
| | <i>Group change %:</i> | | | | -56.8% | | | | | |
| Other Objects (8000's) | | | | | | | | | | |
| | 8100 Dues, Fees and Memberships | \$510 | \$95 | \$0 | \$605 | 18.6% | \$605 | \$ - | \$ - | \$ - |
| | | \$510 | \$95 | \$0 | \$605 | | \$605 | \$ - | \$ - | \$ - |
| | <i>Group \$ transfer in/(transfer out):</i> | | | | \$95 | | | | | |
| | <i>Group change %:</i> | | | | 18.6% | | | | | |
| | Total: | \$2,725,995 | (\$117,486) | \$973 | \$2,608,509 | | \$2,133,571 | \$ 458,120 | \$ 25,766 | \$ (8,948) |

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| Object Series | Account | FY Adopted Budget Budget | Cumulative Budget Adjustments | Current Report Budget Adjustments | Revised Budget Budget | Line Variance % | FY 2018 \$ Expended | FY 2018 Encumbered | FY 2018 Anticipated | FY 2018 Balance |
|--|---|--------------------------|-------------------------------|-----------------------------------|-----------------------|-----------------|---------------------|--------------------|---------------------|-----------------|
| Transportation | | | | | | | | | | |
| Salaries & Wages (1000s) | | | | | | | | | | |
| | Non Certified Staff | \$237,331 | \$4,105 | \$5,602 | \$241,436 | 1.7% | \$214,611 | \$ 6,243 | \$ 20,582 | \$ (0) |
| | | \$237,331 | \$4,105 | \$5,602 | \$241,436 | | \$214,611 | \$ 6,243 | \$ 20,582 | \$ (0) |
| | <i>Group \$ transfer in/(transfer out):</i> | | | | \$4,105 | | | | | |
| | <i>Group change %:</i> | | | | 1.7% | | | | | |
| Professional & Technical Services (3000s) | | | | | | | | | | |
| | 3303 Management Services | \$1,500 | (\$747) | \$0 | \$753 | -49.8% | \$753 | \$ - | \$ - | \$ (0) |
| | | \$1,500 | (\$747) | \$0 | \$753 | | \$753 | \$ - | \$ - | \$ (0) |
| | <i>Group \$ transfer in/(transfer out):</i> | | | | (\$747) | | | | | |
| | <i>Group change %:</i> | | | | -49.8% | | | | | |
| Property Services (4000s) | | | | | | | | | | |
| | 4302 Equipment Repairs | \$25,000 | \$17,480 | \$4,173 | \$42,480 | 69.9% | \$41,936 | \$ 544 | \$ - | \$ (0) |
| | | \$25,000 | \$17,480 | \$4,173 | \$42,480 | | \$41,936 | \$ 544 | \$ - | \$ (0) |
| | <i>Group \$ transfer in/(transfer out):</i> | | | | \$17,480 | | | | | |
| | <i>Group change %:</i> | | | | 69.9% | | | | | |
| Other Services (5000s) | | | | | | | | | | |
| | 5100 Regular Transportation | \$1,265,064 | (\$4,329) | \$210 | \$1,260,735 | -0.3% | \$1,258,159 | \$ 2,576 | \$ - | \$ 0 |
| | 5101 SPED Transportation | \$46,714 | \$55,429 | \$2,353 | \$102,143 | 118.7% | \$89,113 | \$ 13,030 | \$ - | \$ 0 |
| | 5205 Property Insurance | \$9,322 | \$680 | \$0 | \$10,002 | 7.3% | \$10,002 | \$ - | \$ - | \$ - |
| | | \$1,321,100 | \$51,780 | \$2,563 | \$1,372,880 | | \$1,357,273 | \$ 15,606 | \$ - | \$ 1 |
| | <i>Group \$ transfer in/(transfer out):</i> | | | | \$51,780 | | | | | |
| | <i>Group change %:</i> | | | | 3.9% | | | | | |
| Supplies & Materials (6000's) | | | | | | | | | | |
| | 6270 Diesel Fuel | \$86,350 | \$1,473 | \$1,473 | \$87,823 | 1.7% | \$78,212 | \$ 9,611 | \$ - | \$ 0 |
| | | \$86,350 | \$1,473 | \$1,473 | \$87,823 | | \$78,212 | \$ 9,611 | \$ - | \$ 0 |
| | <i>Group \$ transfer in/(transfer out):</i> | | | | \$1,473 | | | | | |
| | <i>Group change %:</i> | | | | 1.7% | | | | | |
| | Total: | \$1,671,281 | \$74,091 | \$13,811 | \$1,745,372 | | \$1,692,786 | \$ 32,004 | \$ 20,582 | \$ 0 |

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| Object | Account | FY Adopted Budget | Cumulative | Current Report | Revised | Line | FY 2018 | FY 2018 | FY 2018 | FY 2018 |
|--|---|-------------------|-------------------|------------------|------------------|------------|------------------|------------------|---------------|---------------|
| Series | | Budget | Budget | Budget | Budget | Variance % | \$ Expended | Encumbered | Anticipated | Balance |
| | | | Adjustments | Adjustments | | | | | | |
| Technology | | | | | | | | | | |
| Salaries & Wages (1000s) | | | | | | | | | | |
| | Non Certified Staff | \$630,156 | \$15,648 | \$0 | \$645,804 | 2.5% | \$587,834 | \$ 57,971 | \$ - | \$ (0) |
| | Overtime | \$3,000 | \$2,462 | \$0 | \$5,462 | 82.1% | \$4,783 | \$ - | \$ 679 | \$ 0 |
| | | <u>\$633,156</u> | <u>\$18,110</u> | <u>\$0</u> | <u>\$651,266</u> | | <u>\$592,616</u> | <u>\$ 57,971</u> | <u>\$ 679</u> | <u>\$ (0)</u> |
| | <i>Group \$ transfer in/(transfer out):</i> | | | | \$18,110 | | | | | |
| | <i>Group change %:</i> | | | | 2.9% | | | | | |
| Professional & Technical Services (3000s) | | | | | | | | | | |
| | 3220/3221 Consulting Services | \$25,000 | (\$7,200) | \$0 | \$17,800 | -28.8% | \$17,800 | \$ - | \$ - | \$ - |
| | 3309 Professional Technical Services | \$67,119 | (\$13,302) | \$0 | \$53,817 | -19.8% | \$53,817 | \$ - | \$ - | \$ (0) |
| | | <u>\$92,119</u> | <u>(\$20,502)</u> | <u>\$0</u> | <u>\$71,617</u> | | <u>\$71,617</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ (0)</u> |
| | <i>Group \$ transfer in/(transfer out):</i> | | | | (\$20,502) | | | | | |
| | <i>Group change %:</i> | | | | -22.3% | | | | | |
| Property Services (4000s) | | | | | | | | | | |
| | 4302 Equipment Repairs | \$21,300 | (\$3,608) | (\$1,088) | \$17,692 | -16.9% | \$16,390 | \$ 1,256 | \$ 46 | \$ 0 |
| | 4400 Equipment Rental | \$374,246 | (\$54,766) | \$0 | \$319,480 | -14.6% | \$319,480 | \$ - | \$ - | \$ (0) |
| | | <u>\$395,546</u> | <u>(\$58,374)</u> | <u>(\$1,088)</u> | <u>\$337,172</u> | | <u>\$335,870</u> | <u>\$ 1,256</u> | <u>\$ 46</u> | <u>\$ (0)</u> |
| | <i>Group \$ transfer in/(transfer out):</i> | | | | (\$58,374) | | | | | |
| | <i>Group change %:</i> | | | | -14.8% | | | | | |
| Other Services (5000s) | | | | | | | | | | |
| | 5300 Communications | \$170,220 | \$1,445 | \$3,300 | \$171,665 | 0.8% | \$147,092 | \$ 24,573 | \$ - | \$ (0) |
| 5800,5802-5880 | Travel & Conference | \$6,800 | (\$2,188) | \$0 | \$4,612 | -32.2% | \$4,612 | \$ - | \$ - | \$ 0 |
| | 5801 Mileage Reimbursement | \$3,000 | \$0 | \$0 | \$3,000 | | \$2,750 | \$ - | \$ 250 | \$ - |
| | | <u>\$180,020</u> | <u>(\$743)</u> | <u>\$3,300</u> | <u>\$179,277</u> | | <u>\$154,454</u> | <u>\$ 24,573</u> | <u>\$ 250</u> | <u>\$ 0</u> |
| | <i>Group \$ transfer in/(transfer out):</i> | | | | (\$743) | | | | | |
| | <i>Group change %:</i> | | | | -0.4% | | | | | |

**WESTON PUBLIC SCHOOLS
FINANCIAL REPORT
May-18
Period: 11 of 12**

| Object | Account | FY Adopted Budget | Cumulative | Current Report | Revised | Line | FY 2018 | FY 2018 | FY 2018 | FY 2018 |
|--|--------------------------------------|--------------------|--------------------|--------------------|--------------------|------------|--------------------|------------------|--------------------|--------------------|
| Series | | Budget | Budget Adjustments | Budget Adjustments | Budget | Variance % | \$ Expended | Encumbered | Anticipated | Balance |
| Supplies & Materials (6000's) | | | | | | | | | | |
| | 6110 Materials | \$27,250 | \$1,737 | (\$54) | \$28,987 | 6.4% | \$28,964 | \$ 23 | \$ - | \$ 0 |
| | 6140 Software | \$361,812 | \$20,959 | (\$2,369) | \$382,771 | 5.8% | \$381,571 | \$ 1,200 | \$ - | \$ 0 |
| | | <u>\$389,062</u> | <u>\$22,696</u> | <u>(\$2,423)</u> | <u>\$411,758</u> | | <u>\$410,535</u> | <u>\$ 1,223</u> | <u>\$ -</u> | <u>\$ 0</u> |
| | Group \$ transfer in/(transfer out): | | | | \$22,696 | | | | | |
| | Group change %: | | | | 5.8% | | | | | |
| Equipment (7000's) | | | | | | | | | | |
| | 7300 Equipment | \$224,074 | \$111,155 | \$2,984 | \$335,229 | 100.0% | \$403,718 | \$ - | \$ - | \$ (68,489) |
| | | <u>\$224,074</u> | <u>\$111,155</u> | <u>\$2,984</u> | <u>\$335,229</u> | | <u>\$403,718</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ (68,489)</u> |
| | Group \$ transfer in/(transfer out): | | | | \$111,155 | | | | | |
| | Group change %: | | | | 100% | | | | | |
| Other Objects (8000's) | | | | | | | | | | |
| | 8100 Dues, Fees and Memberships | \$3,510 | (\$1,155) | (\$350) | \$2,355 | -32.9% | \$2,355 | \$ - | \$ - | \$ (0) |
| | | <u>\$3,510</u> | <u>(\$1,155)</u> | <u>(\$350)</u> | <u>\$2,355</u> | | <u>\$2,355</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ (0)</u> |
| | Group \$ transfer in/(transfer out): | | | | (\$1,155) | | | | | |
| | Group change %: | | | | -32.9% | | | | | |
| Revenues (9000's) | | | | | | | | | | |
| | 9200 Technology Revenue | \$ (61,556) | \$0 | \$0 | (\$61,556) | | (\$50,324) | \$ - | \$ (11,232) | \$ - |
| | | <u>\$ (61,556)</u> | <u>\$0</u> | <u>\$0</u> | <u>\$ (61,556)</u> | | <u>\$ (50,324)</u> | <u>\$ -</u> | <u>\$ (11,232)</u> | <u>\$ -</u> |
| | Group \$ transfer in/(transfer out): | | | | \$0 | | | | | |
| | Group change %: | | | | 0% | | | | | |
| | Total: | \$1,855,931 | \$71,187 | \$2,423 | \$1,927,118 | | \$1,920,841 | \$ 85,023 | \$ (10,257) | \$ (68,489) |

**WESTON PUBLIC SCHOOLS
FINANCIAL REPORT
May-18
Period: 11 of 12**

| Object | Account | FY Adopted Budget | Cumulative | Current Report | Revised | Line | FY 2018 | FY 2018 | FY 2018 | FY 2018 |
|--|---|-------------------|--------------------|--------------------|------------------|------------|------------------|------------------|------------------|---------------|
| Series | | Budget | Budget Adjustments | Budget Adjustments | Budget | Variance % | \$ Expended | Encumbered | Anticipated | Balance |
| Security | | | | | | | | | | |
| Salaries & Wages (1000s) | | | | | | | | | | |
| | Non Certified Staff | \$315,020 | \$6,068 | \$0 | \$321,088 | 1.9% | \$286,906 | \$ 34,182 | \$ - | \$ (0) |
| | Overtime | \$20,500 | \$0 | \$0 | \$20,500 | | \$18,406 | \$ - | \$ 2,094 | \$ - |
| | Non Certified Stipends | \$27,225 | (\$5,496) | \$0 | \$21,729 | -20.2% | \$12,769 | \$ - | \$ 8,960 | \$ - |
| | | \$362,745 | \$572 | \$0 | \$363,317 | | \$318,081 | \$ 34,182 | \$ 11,054 | \$ (0) |
| | <i>Group \$ transfer in/(transfer out):</i> | | | | \$572 | | | | | |
| | <i>Group change %:</i> | | | | 0.2% | | | | | |
| Professional & Technical Services (3000s) | | | | | | | | | | |
| | 3308 Police/Fire | \$80,789 | (\$25,478) | \$0 | \$55,311 | -31.5% | \$43,185 | \$ 12,126 | \$ - | \$ 0 |
| | | \$80,789 | (\$25,478) | \$0 | \$55,311 | | \$43,185 | \$ 12,126 | \$ - | \$ 0 |
| | <i>Group \$ transfer in/(transfer out):</i> | | | | (\$25,478) | | | | | |
| | <i>Group change %:</i> | | | | -31.5% | | | | | |
| Property Services (4000s) | | | | | | | | | | |
| | 4701 Security System Monitoring | \$20,940 | \$2,865 | \$3,669 | \$23,805 | 13.7% | \$23,805 | \$ - | \$ - | \$ (0) |
| | | \$20,940 | \$2,865 | \$3,669 | \$23,805 | | \$23,805 | \$ - | \$ - | \$ (0) |
| | <i>Group \$ transfer in/(transfer out):</i> | | | | \$2,865 | | | | | |
| | <i>Group change %:</i> | | | | 13.7% | | | | | |
| Other Services (5000s) | | | | | | | | | | |
| 5800,5802-5880 | Travel & Conference | \$2,500 | (\$2,500) | \$0 | \$0 | -100.0% | \$0 | \$ - | \$ - | \$ - |
| | | \$2,500 | (\$2,500) | \$0 | \$0 | | \$0 | \$ - | \$ - | \$ - |
| | <i>Group \$ transfer in/(transfer out):</i> | | | | (\$2,500) | | | | | |
| | <i>Group change %:</i> | | | | -100.0% | | | | | |
| Supplies & Materials (6000's) | | | | | | | | | | |
| | 6132 Security Materials | \$10,000 | \$10,229 | \$0 | \$20,229 | 102.3% | \$20,229 | \$ - | \$ 0 | \$ (0) |
| | | \$10,000 | \$10,229 | \$0 | \$20,229 | | \$20,229 | \$ - | \$ 0 | \$ (0) |
| | <i>Group \$ transfer in/(transfer out):</i> | | | | \$10,229 | | | | | |
| | <i>Group change %:</i> | | | | 102.3% | | | | | |
| | Total: | \$476,974 | (\$14,313) | \$3,669 | \$462,662 | | \$405,300 | \$ 46,308 | \$ 11,054 | \$ (0) |

**WESTON PUBLIC SCHOOLS
INTERNAL SERVICES FUND
FOR HEALTH BENEFITS PROGRAM**

Fiscal Year Ended Actual 2018

STATEMENT OF REVENUES AND EXPENDITURES

| | |
|---|----------------------------|
| Fund Balance -July 1, 2017 | \$ 2,305,331 |
| Revenues: | |
| General Fund Appropriation (July-June) | \$ 6,235,026 |
| Contributions: | |
| Employee Cost Sharing | \$ 1,022,800 |
| Retiree/COBRA Contributions | \$ 202,280 |
| State Teachers Retirement Reimbursement (TRB) | \$ 40,417 |
| Reimbursements | \$ 37,555 |
| Total Contributions | \$ 1,303,052 |
| Total Revenues (A) | <u>\$ 7,538,078</u> |

| | |
|---------------------------------------|---------------------|
| Expenditures | |
| Aetna Medical & RX: | |
| Claims | \$ 6,275,521 |
| Administrative Fees | \$ 116,958 |
| Stop Loss | \$ 614,309 |
| District Portion of H.S.A. Deductible | \$ 561,263 |
| Delta Dental: | |
| Claims | \$ 264,387 |
| Administrative Fees | \$ 18,540 |
| Affordable Care Act Taxes | \$ 6,925 |
| EAP | \$ 8,369 |
| HRA Admin Fees | \$ 23,566 |
| Benefit Advisory | \$ 29,625 |
| Medical Supplement | \$ 19,265 |
| OPEB | \$ - |
| Total Health Plan Costs (B) | \$ 7,938,728 |

Net Change (A-B) **\$ (400,650)**

| | |
|----------------------------|--------------|
| Net Change in IBNR: | |
| June 30th, 2017 IBNR | \$ 836,875 |
| June 30th, 2018 IBNR | \$ (836,875) |
| | \$ - |

Net Change **\$ (400,650)**

Fund balance June 30, 2018 **\$ 1,904,681**

| | |
|---|---------------------|
| Balance Sheet: | |
| Assets: | |
| Fund Balance (Opening Fund Balance + Prior Year IBNR) | \$ 3,142,206 |
| Year End Accounts Payable | \$ - |
| Net Change | \$ (400,650) |
| Total Assets | \$ 2,741,556 |
| Liabilities: | |
| Accrued FY 2017 IBNR | \$ 836,875 |
| Year End Accounts Payable | \$ - |
| Total Liabilities | \$ 836,875 |
| Beg Year Fund Balance | \$ 2,305,331 |
| End of Year Net Change | \$ (400,650) |
| Total Fund Balance | \$ 1,904,681 |
| Total Liabilities + Fund Balance | \$ 2,741,556 |

**WESTON PUBLIC SCHOOLS
INTERNAL SERVICES FUND
FOR HEALTH BENEFITS PROGRAM**

Fiscal Year Ended

Actual 2018 Pro-Forma*

STATEMENT OF REVENUES AND EXPENDITURES

Fund Balance -July 1, 2017

| | | |
|---|---------------------|---------------------|
| Revenues: | | |
| General Fund Appropriation (July-June) | | \$ 6,801,846 |
| Contributions: | | |
| Employee Cost Sharing | \$ 1,022,800 | \$ 1,135,862 |
| Retiree/COBRA Contributions | \$ 239,835 | \$ 252,621 |
| State Teachers Retirement Reimbursement (TRB) | \$ 40,417 | \$ 55,000 |
| Reimbursements | \$ - | \$ - |
| Total Contributions | \$ 1,303,052 | \$ 1,443,483 |
| Total Revenues (A) | \$ 7,538,078 | \$ 8,245,329 |

Expenditures

| | | |
|---------------------------------------|---------------------|---------------------|
| Aetna Medical & RX: | | |
| Claims | \$ 6,275,521 | \$ 6,841,865 |
| Administrative Fees | \$ 116,958 | \$ 127,624 |
| Stop Loss | \$ 614,309 | \$ 670,337 |
| District Portion of H.S.A. Deductible | \$ 561,263 | \$ 561,263 |
| Delta Dental: | | |
| Claims | \$ 264,387 | \$ 327,693 |
| Administrative Fees | \$ 18,540 | \$ 22,308 |
| Affordable Care Act Taxes | \$ 6,925 | \$ 7,825 |
| EAP | \$ 8,369 | \$ 8,369 |
| HRA Admin Fees | \$ 23,566 | \$ 25,026 |
| Benefit Advisory | \$ 29,625 | \$ 39,500 |
| Medical Supplement | \$ 19,265 | \$ 21,105 |
| OPEB | \$ - | \$ - |
| Total Health Plan Costs (B) | \$ 7,938,728 | \$ 8,652,915 |

Net Change (A-B)

\$ (400,650) \$ (407,585)

Net Change in IBNR:

| | | |
|----------------------|--------------|--------------|
| June 30th, 2017 IBNR | | \$ 836,875 |
| June 30th, 2018 IBNR | \$ (836,875) | \$ (836,875) |
| | \$ - | \$ - |

Net Change

\$ (400,650) \$ (407,585)

Fund balance June 30, 2018

\$ 1,904,681 \$ 1,897,746

Fund Balance as % of Claims

27.74%

IBNR Paid Out

\$ (836,875)

Fund Balance after IBNR

\$ 1,060,871

Fund Balance as a % of Claims

15.51%

Amount in Excess of Aggregate Stop Loss Requirement

\$ 34,591

**Pro Forma Financial Statement is based on certain assumptions and projections including medical and dental claims meet anticipated claims. As the year progresses actual claim information will replace projected claim information above.*

WESTON PUBLIC SCHOOLS
INSURANCE FUNDS

| Month | Medical and RX | | | | Delta Dental | | | |
|--------|-----------------|---------------|---------------------------|--------------|-----------------|---------------|------------|-------------|
| | Expected Claims | Actual Claims | % of Total Actuals Claims | Variance | Expected Claims | Actual Claims | % of Total | Variance |
| Jul-17 | \$ 566,345 | \$ 504,902 | 8% | \$ 61,443 | \$ 31,653 | \$ 32,571 | 12% | \$ (918) |
| Aug-17 | \$ 566,345 | \$ 472,538 | 8% | \$ 93,807 | \$ 31,653 | \$ 27,103 | 10% | \$ 4,550 |
| Sep-17 | \$ 566,345 | \$ 633,206 | 10% | \$ (66,861) | \$ 31,653 | \$ 25,361 | 10% | \$ 6,292 |
| Oct-17 | \$ 566,345 | \$ 477,596 | 8% | \$ 88,749 | \$ 31,653 | \$ 17,670 | 7% | \$ 13,983 |
| Nov-17 | \$ 566,345 | \$ 626,146 | 10% | \$ (59,801) | \$ 31,653 | \$ 27,448 | 10% | \$ 4,205 |
| Dec-17 | \$ 566,345 | \$ 548,421 | 9% | \$ 17,923 | \$ 31,653 | \$ 15,072 | 6% | \$ 16,581 |
| Jan-18 | \$ 566,345 | \$ 692,850 | 11% | \$ (126,505) | \$ 31,653 | \$ 10,914 | 4% | \$ 20,739 |
| Feb-18 | \$ 566,345 | \$ 567,460 | 9% | \$ (1,115) | \$ 31,653 | \$ 51,282 | 19% | \$ (19,629) |
| Mar-18 | \$ 566,345 | \$ 565,859 | 9% | \$ 486 | \$ 31,653 | \$ 33,203 | 13% | \$ (1,550) |
| Apr-18 | \$ 566,345 | \$ 518,266 | 8% | \$ 48,079 | \$ 31,653 | \$ 23,763 | 9% | \$ 7,890 |
| May-18 | \$ 566,345 | \$ 668,278 | 11% | \$ (101,933) | \$ 31,653 | | 0% | \$ 31,653 |
| Jun-18 | \$ 566,345 | | 0% | \$ 566,345 | \$ 31,653 | | 0% | \$ 31,653 |
| Total | \$ 6,796,136 | \$ 6,275,520 | 100% | \$ 520,616 | \$ 379,834 | \$ 264,387 | 100% | \$ 115,447 |

Medical and Rx Claims



WESTON BOARD OF EDUCATION

Weston, CT

Meeting Date: June 17, 2018

Information Only

Action Requested

Agenda Item Subject: Second Reading – 5141.21 Administration of Student Medications in the Schools

Submitted by: Lewis Brey

Document Summary/Purpose and/or Recommended Action:

Updated changes based on recommendations for Shipman & Goodwin. This Policy/Regulation needs to be updated every 2 years.

This item is on for a second reading by the Board.

For more Board of Education Meeting and Committee Meeting Information, visit:

5141.21

ADMINISTRATION OF STUDENT MEDICATIONS
IN THE SCHOOLS

A. Definitions

Administration of medication means any one of the following activities: handling, storing, preparing or pouring of medication; conveying it to the student according to the medication order; observing the student inhale, apply, swallow, or self-inject the medication, when applicable; documenting that the medication was administered; and counting remaining doses to verify proper administration and use of the medication.

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Authorized prescriber means a physician, dentist, optometrist, advanced practice registered nurse or physician assistant, and, for interscholastic and intramural athletic events only, a podiatrist.

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Before or After School Program means any child care program operated and administered by a local or regional board of education exempt from licensure by the Department of Public Health pursuant to subdivision (1) of subsection (b) of Section 19a-77 of the Connecticut General Statutes. Such programs do not include public or private entities licensed by the Department of Public Health or board of education enhancement programs and extra-curricular activities.

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Cartridge Injector means an automatic prefilled cartridge injector or similar automatic injectable equipment used to deliver epinephrine in a standard dose for emergency first aid response to allergic reactions.

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Coach means any person holding a coaching permit who is hired by a local or regional board of education to coach for a sport season.

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Controlled drugs means those drugs as defined in Conn. Gen. Stat. Section 21a-240.

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Cumulative health record means the cumulative health record of a pupil mandated by Conn. Gen. Stat. Section 10-206.

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Director means the person responsible for the day-to-day operations of any school readiness program or before-and-after school program.

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Eligible student means a student who has reached the age of eighteen or is an emancipated minor.

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Error means:

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- (1) the failure to do any of the following as ordered:
 - (a) administer a medication to a student;
 - (b) administer medication within the time designated by the authorized prescriber;
 - (c) administer the specific medication prescribed for a student;
 - (d) administer the correct dosage of medication;
 - (e) administer medication by the proper route;
 - (f) administer the medication according to generally accepted standards of practice; or
- (2) the administration of medication to a student which is not ordered, or which is not authorized in writing by the parent or guardian of such student, except the administration of epinephrine or naloxone for the purpose of emergency first aid as set forth in Sections D and E below.-

~~Extracurricular activities means activities sponsored by local or regional boards of education that occur outside of the school day, are not part of the educational program, and do not meet the definition of before and after school programs and school readiness programs.~~

Guardian means one who has the authority and obligations of guardianship of the person of a minor, and includes: (1) the obligation of care and control; and (2) the authority to make major decisions affecting the minor's welfare, including, but not limited to, consent determinations regarding marriage, enlistment in the armed forces and major medical, psychiatric or surgical treatment.

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Intramural athletic events means tryouts, competition, practice, drills, and transportation to and from events that are within the bounds of a school district for the purpose of providing an opportunity for students to participate in physical activities and athletic contests that extend beyond the scope of the physical education program.

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Interscholastic athletic events means events between or among schools for the purpose of providing an opportunity for students to participate in competitive contests which are highly organized and extend beyond the scope of intramural programs and include tryouts, competition, practice, drills and transportation to and from such events.

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Investigational drug means any medication with an approved investigational new drug (IND) application on file with the Food and Drug Administration (FDA),

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which is being scientifically tested and clinically evaluated to determine its efficacy, safety and side effects and which has not yet received FDA approval.

Licensed athletic trainer means a licensed athletic trainer employed by the school district pursuant to Chapter 375a of the Connecticut General Statutes.

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Medication means any medicinal preparation, both prescription and non-prescription, including controlled drugs, as defined in Conn. Gen. Stat. Section 21a-240. This definition includes Aspirin, Ibuprofen or Aspirin substitutes containing Acetaminophen.

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Medication Emergency means a life-threatening reaction of a student to a medication.

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Medication plan means a documented plan established by the school nurse in conjunction with the parent and student regarding the administration of medication in school. Such plan may be a stand-alone plan, part of an individualized health care plan, an emergency care plan or a medication administration form.

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Medication order means the authorization by an authorized prescriber for the administration of medication to a student which shall include the name of the student, the name and generic name of the medication, the dosage of the medication, the route of administration, the time of administration, the frequency of administration, the indications for medication, any potential side effects including overdose or missed dose of the medication, the start and termination dates not to exceed a 12-month period, and the written/electronic signature of the prescriber.

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Nurse means an advanced practice registered nurse, a registered nurse or a practical nurse licensed in Connecticut in accordance with Chapter 378, Conn. Gen. Stat.

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Occupational Therapist means an occupational therapist employed full time by the local or regional board of education and licensed in Connecticut pursuant to Chapter 376a of the Connecticut General Statutes.

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Optometrist means an optometrist licensed to provide optometry pursuant to Chapter 380 of the Connecticut General Statutes.

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Paraprofessional means a health care aide or assistant or an instructional aide or assistant employed by the local or regional board of education who meets the requirements of such board of employment as a health care aide or assistant or instructional aide or assistant.

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Physical Therapist means a physical therapist employed full time by the local or regional board of education and licensed in Connecticut pursuant to Chapter 376 of the Connecticut General Statutes.

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Physician means a doctor of medicine or osteopathy licensed to practice medicine in Connecticut pursuant to Chapters 370 and 371 of the Connecticut General Statutes, or licensed to practice medicine in another state.

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Podiatrist means an individual licensed to practice podiatry in Connecticut pursuant to Chapter 375 of the Connecticut General Statutes.

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Principal means the administrator in the school.

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Research or study medications means FDA-approved medications being administered according to an approved study protocol. A copy of the study protocol shall be provided to the school nurse along with the name of the medication to be administered and the acceptable range of dose of such medication to be administered.

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School means any educational facility or program which is under the jurisdiction of the Board excluding extracurricular activities.

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School Nurse means a nurse appointed in accordance with Conn. Gen. Stat. Section 10-212.

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School Nurse Supervisor means the nurse designated by the local or regional board of education as the supervisor or, if no designation has been made by the board, the lead or coordinating nurse assigned by the board.

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School readiness program means a program that receives funds from the State Department of Education for a school readiness program pursuant to subsection (b) of Section 10-16p of the Connecticut General Statutes and exempt from licensure by the Department of Public Health pursuant to subdivision (1) of subsection (b) of Section 19a-77 of the Connecticut General Statutes.

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Self administration of medication means control of the medication by the student at all times and is self managed by the student according to the individual medication plan.

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Teacher means a person employed full time by the Board who has met the minimum standards as established by the Board for performance as a teacher and has been approved by the school medical advisor and school nurse to be designated to administer medications pursuant to the Regulations of Connecticut State Agencies Sections 10-212a-1 through 10-212a-7.

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B. General Policies On Administration of Medications

- (1) [Except as provided below in Section D. n](#)No medication, including non-prescription drugs, may be administered by any school personnel without:
 - (a) the written medication order of an authorized prescriber;
 - (b) the written authorization of the student's parent or guardian or eligible student; and
 - (c) the written permission of a parent for the exchange of information between the prescriber and the school nurse necessary to ensure safe administration of such medication.
- (2) Prescribed medications shall be administered to and taken by only the person for whom the prescription has been written.
- (3) Medications may be administered only by a licensed nurse; or, in the absence of a licensed nurse, by:
 - (a) a full-time principal, a full-time teacher, or a full-time licensed physical or occupational therapist employed by the school district. A full-time principal, teacher, licensed physical or occupational therapist employed by the school district may administer oral, topical, or inhalant medications. Such individuals may administer injectable medications only to a student with a medically diagnosed allergic condition that may require prompt treatment to protect the student against serious harm or death.
 - (b) students with chronic medical conditions who are able to self administer medication, provided all of the following conditions are met:
 - (i) an authorized prescriber provides a written medication order, including the recommendation for such self administration;
 - (ii) there is a written authorization for self administration from the student's parent or guardian or eligible student;
 - (iii) the school nurse has developed a plan for self administration and general supervision, and has documented the plan in the student's cumulative health record;
 - (iv) the school nurse has assessed the student's competency for self-administration and deemed it safe and appropriate, including that the student: is capable of identifying and

selecting the appropriate medication by size, color, amount or other label identification; knows the frequency and time of day for which the medication is ordered; can identify the presenting symptoms that require medication; administers the medication appropriately; maintains safe control of the medication at all times; seeks adult supervision whenever warranted; and cooperates with the established medication plan.

- (v) the principal, appropriate teachers, coaches and other appropriate school personnel are informed the student is self administering prescribed medication;
 - (vi) such medication is transported to school and maintained under the student's control in accordance with this policy; [and](#)
 - (vii) controlled drugs, as defined in this policy, may not be self-administered by students, except in extraordinary situations, such as international field trips, with approval of the school nurse supervisor and the school medical advisor in advance and development of an appropriate plan.
- (c) a student diagnosed with asthma who is able to self administer medication shall be permitted to retain possession of an asthmatic inhaler at all times while attending school, in order to provide for prompt treatment to protect such child against serious harm or death, provided all of the following conditions are met:
- (i) an authorized prescriber provides a written order requiring the possession of an inhaler by the student at all times in order to provide for prompt treatment in order to protect the child against serious harm or death and authorizing the student's self-administration of medication, and such written order is provided to the school nurse;
 - (ii) there is a written authorization from the student's parent or guardian regarding the possession of an inhaler by the student at all times in order to protect the child against serious harm or death and authorizing the student's self-administration of medication, and such written authorization is provided to the school nurse;
 - (iii) the conditions set forth in subsection (b) above have been met, except that the school nurse's review of a student's competency to self-administer an inhaler for asthma in the

school setting shall not be used to prevent a student from retaining and self-administering an inhaler for asthma. Students may self-administer medication with only the written authorization of an authorized prescriber and written authorization from the student's parent or guardian or eligible student; [and](#)

- (iv) the conditions for self-administration meet any regulations as may be imposed by the State Board of Education in consultation with the Commissioner of Public Health.
- (d) a student diagnosed with an allergic condition who is able to self-administer medication shall be permitted to retain possession of an automatic prefilled injection cartridge or similar automatic injectable equipment at all times while attending school, in order to provide for prompt treatment to protect such child against serious harm or death, provided all of the following conditions are met:
 - (i) an authorized prescriber provides a written order requiring the possession of an automatic prefilled injection cartridge or similar automatic injectable equipment by the student at all times in order to provide for prompt treatment in order to protect the child against serious harm or death and authorizing the student's self-administration of medication, and such written order is provided to the school nurse;
 - (ii) there is a written authorization from the student's parent or guardian regarding the possession of an automatic prefilled injection cartridge or similar automatic injectable equipment by the student at all times in order to protect the child against serious harm or death and authorizing the student's self-administration of medication, and such written authorization is provided to the school nurse;
 - (iii) the conditions set forth in subsection (b) above have been met, except that the school nurse's review of a student's competency to self-administer cartridge injectors for medically-diagnosed allergies in the school setting shall not be used to prevent a student from retaining and self-administering a cartridge injector for medically-diagnosed allergies. Students may self-administer medication with only the written authorization of an authorized prescriber and written authorization from the student's parent or guardian or eligible student; [and](#)

- (iv) the conditions for self-administration meet any regulations as may be imposed by the State Board of Education in consultation with the Commissioner of Public Health.
- (e) a coach of intramural or interscholastic athletic events or licensed athletic trainer [who has been trained in the administration of medication](#), during intramural or interscholastic athletic events, may administer inhalant medications prescribed to treat respiratory conditions and/or medication administered with a cartridge injector for students with medically diagnosed allergic conditions which may require prompt treatment to protect the student against serious harm or death, provided all of the following conditions are met:
- (i) the school nurse has determined that a self-administration plan is not viable;
 - (ii) the school nurse has provided to the coach a copy of the authorized prescriber's order and parental permission form;
 - (iii) the parent/guardian has provided the coach or licensed athletic trainer with the medication in accordance with Section H of this policy, and such medication is separate from the medication stored in the school health office for use during the school day; and
 - (iv) the coach or licensed athletic trainer agrees to the administration of emergency medication and implements the emergency care plan, identified in Section E of this policy, when appropriate.
- (f) an identified school paraprofessional, provided medication is administered to a specific student and that all of the following conditions are met:
- (i) there is written authorization from the student's parents;
 - (ii) medication is administered pursuant to the written order of (A) a physician licensed ~~to practice medicine~~ [under chapter 370 of the Connecticut General Statutes](#), (B) an [optometrist licensed to practice optometry under chapter 380 of the Connecticut General Statutes](#), (C) an advanced practice registered nurse licensed to prescribe in accordance with section 20-94a of the Connecticut General Statutes, or (D) a physician assistant licensed to prescribe in accordance with section 20-12d of the Connecticut General Statutes; ~~and~~

- (iii) medication is administered only with approval by the school nurse and school medical advisor, in conjunction with the school nurse supervisor, and under the supervision of the school nurse; and a school nurse and a school medical advisor jointly approve and provide supervision to the identified school paraprofessional to administer medication, including, but not limited to, medication administered with a cartridge injector, to a specific student with a medically diagnosed allergic condition that may require prompt treatment in order to protect the student against serious harm or death.
- (iv) the medication to be administered is limited to medications necessary for prompt treatment of an allergic reaction, including, but not limited to, a cartridge injector; and
- (v) the paraprofessional shall have received proper training and supervision from the school nurse in accordance with this policy and state regulations.

(g) a principal, teacher, licensed athletic trainer, licensed physical or occupational therapist employed by the Board, coach or school paraprofessional, provided medication is antiepileptic medication, including by rectal syringe, administered only to a specific student with a medically diagnosed epileptic condition that requires prompt treatment in accordance with the student's individual seizure action plan, and the following additional conditions are met:

- (i) there is written authorization from the student's parents/guardians to administer the medication;
- (ii) a written order for such administration has been received from the student's physician licensed under Chapter 370 of the Connecticut General Statutes;
- (iii) the principal, teacher, licensed athletic trainer, licensed physical or occupational therapist employed by the Board, coach or school paraprofessional is selected by the school nurse and school medical advisor, if any, and voluntarily agrees to administer the medication;
- (iv) the principal, teacher, licensed athletic trainer, licensed physical or occupational therapist employed by the Board, coach or school paraprofessional annually completes the

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training program established by the Connecticut State Department of Education and the Association of School Nurses of Connecticut, and the school nurse and medical advisor, if any, have attested, in writing, that such training has been completed; and

(v) the principal, teacher, licensed athletic trainer, licensed physical or occupational therapist employed by the Board, coach or school paraprofessional receives monthly reviews by the school nurse to confirm competency to administer antiepileptic medication.

(hg) a director of a school readiness program or a before or after school program, or the director's designee, provided that the medication is administered:

- (i) only to a child enrolled in such program; and
- (ii) in accordance with Section K1 of this policy.

(ih) a licensed practical nurse, after the school nurse has established the medication plan, provided that the licensed practical nurse may not train or delegate the administration of medication to another individual, and provided that the licensed practical nurse can demonstrate one of the following:

- (i) training in administration of medications as part of their basic nursing program;
- (ii) successful completion of a pharmacology course and subsequent supervised experience; or
- (iii) supervised experience in the administration of medication while employed in a health care facility.

- (4) Medications may also be administered by a parent or guardian to his/her own child on school grounds.
- (5) Investigational drugs or research or study medications may be administered only by a licensed nurse.

C. Diabetic Students

- (1) The Weston Board of Education permits blood glucose testing by students who have a written order from a physician stating the need and capability of such student to conduct self-testing.
- (2) The Board will not restrict the time or location of blood glucose testing by a student with diabetes on school grounds who has written authorization from a parent or guardian and a written order from a physician stating that such child is capable of conducting self-testing on school grounds.
- (3) In the absence or unavailability of the school nurse, select school employees may administer medication with injectable equipment used to administer glucagon to a student with diabetes that may require prompt treatment in order to protect the student against serious harm or death, under the following conditions:
 - (a) The student's parent or guardian has provided written authorization.
 - (b) A written order for such administration has been received from the student's physician licensed under Chapter 370 of the Connecticut General Statutes.
 - (c) The school employee is selected by either the school nurse or principal and is a principal, teacher, licensed athletic trainer, licensed physical or occupational therapist employed by a school district, coach or school paraprofessional.
 - (d) The school nurse shall provide general supervision to the selected school employee.
 - (e) The selected school employee annually completes any training required by the school nurse and school medical advisor in the administration of medication with injectable equipment used to administer glucagon.
 - (f) The school nurse and school medical advisor have attested in writing that selected school employee completed the required training.
 - (g) The selected school employee voluntarily agrees to serve as one who may administer medication with injectable equipment used to administer glucagon to a student with diabetes that may require prompt treatment in order to protect the student against serious harm or death.

D. Epinephrine for Purposes of Emergency First Aid Without Prior Authorization

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(1) The school nurse shall maintain epinephrine in cartridge injectors for the purpose of emergency first aid to students who experience allergic reactions and do not have prior written authorization of a parent or guardian or a prior written order of a qualified medical professional for the administration of epinephrine.

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(2) The school nurse or school principal shall select principal(s), teacher(s), licensed athletic trainer(s), licensed physical or occupational therapist(s) employed by the Board, coach(es) and/or school paraprofessional(s) to maintain and administer the epinephrine in cartridge injectors for the purpose of emergency first aid as described in Paragraph (1) above, in the absence of the school nurse. More than one individual must be selected by the school nurse or school principal for such maintenance and administration in the absence of the school nurse.

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(3) The selected personnel, as described in Paragraph (2) above, must annually complete the training made available by the Department of Education for the administration of epinephrine in cartridge injectors for the purpose of emergency first aid before conducting such administration.

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(4) Either the school nurse or, in the absence of the school nurse, at least one of the selected and trained personnel as described in Paragraph (2) above shall be on the grounds of the school during regular school hours.

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(5) The administration of epinephrine pursuant to this section must be done in accordance with this policy, including but not limited to the requirements for documentation and record keeping, errors in medication, emergency medical procedures, and the handling, storage and disposal of medication; and the Regulations adopted by the Department of Education.

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(6) The parent or guardian of any student may submit, in writing, to the school nurse and school medical advisor, if any, that epinephrine shall not be administered to such student pursuant to this section.

F. Naloxone for Purposes of Emergency First Aid

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(1) Pursuant to a standing order of the Board's medical advisor and authorization from the Superintendent of Schools, and in accordance with Connecticut law and this policy, a school nurse may maintain naloxone, for the purpose of administering emergency first aid to students who experience a known or suspected opioid overdose.

- (a) The school nurse, in consultation with the Board's medical advisor, shall determine the supply of naloxone that shall be maintained in the individual school.
 - (b) The school nurse shall be responsible for the safe storage of naloxone maintained in a school and shall ensure any supply of naloxone maintained is stored in accordance with the manufacturer's instructions.
 - (c) The school nurse shall be responsible for maintaining an inventory of naloxone maintained in the school, tracking the date(s) of expiration of the supply of naloxone maintained in a school, and, as appropriate, refreshing the supply of naloxone maintained in the school.
- (2) The school nurse, in consultation with the Superintendent and the building principal, shall provide notice to parents and guardians of the Board's policies and procedures regarding the emergency administration of naloxone in the event of a known or suspected opioid overdose.
- (3) A school nurse shall be approved to administer naloxone for the purpose of emergency first aid, as described in Paragraph (1) above, in the event of a known or suspected opioid overdose, provided that such nurse has completed appropriate training, as identified by the Board's medical advisor, which shall include training in the identification of opioid abuse and overdose.
- (3) The administration of naloxone pursuant to this section must be effected in accordance with this policy and procedures regarding the acquisition, maintenance, and administration established by the Superintendent in consultation with the Board's medical advisor.
- (4) Following the emergency administration of naloxone by a school nurse:
 - (a) Such emergency administration shall be reported immediately to:
 - (i) The Board medical advisor; and

(ii) The Superintendent; and

(iii) The student's parent or guardian.

(b) A medication administration record shall be:

(i) Maintained by the school nurse who administered the naloxone as soon as possible, but no later than the next school day; and

(ii) filed in or summarized on the student's cumulative health record, in accordance with Section F of this policy.

F. Documentation and Record Keeping

- (1) Each school or before-and-after school program and school readiness program where medications are administered shall maintain an individual medication administration record for each student who receives medication during school or program hours. This record shall include the following information:

(a) ~~(a)~~—the name of the student;

(b) the student's state-assigned student identifier (SASID);

~~(c)~~(b) the name of the medication;

~~(d)~~(e) the dosage of the medication;

~~(e)~~(f) the route of the administration, (i.e., oral, topical, inhalant, etc.);

~~(f)~~(g) the frequency of administration;

~~(g)~~(h) the name of the authorized prescriber;

~~(h)~~(i) the dates for initiating and terminating the administration of medication, including extended year programs;

~~(i)~~(j) the quantity received at school and verification by the adult delivering the medication of the quantity received;

~~(j)~~(k) the date the medication is to be reordered (if any);

~~(k)~~(l) any student allergies to food and/or medication(s);

~~(l)~~(m) the date and time of each administration or omission, including the reason for any omission;

~~(m)~~(n) the dose or amount of each medication administered; and,

~~(n)~~(o) the full written or electronic legal signature of the nurse or other authorized school personnel administering the medication; and

~~(o)~~(p) for controlled medications, a medication count which should be conducted and documented at least once a week and co-signed by the assigned nurse and a witness.

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- (2) All records are either to be made in ink, and shall not be altered, or recorded electronically in a record that cannot be altered.
- (3) Written orders of authorized prescribers, written authorizations of parent or guardian, the written parental permission for the exchange of information by the prescriber and school nurse to ensure safe administration of such medication, and the completed medication administration record for each student shall be filed in the student's cumulative health record or, for before-and-after school programs and school readiness programs, in the child's program record.
- (4) Authorized prescribers may make verbal orders, including telephone orders, for a *change* in medication order. Such verbal orders may be received only by a school nurse and must be followed by a written order, which may be faxed, and must be received within three (3) school days.
- (5) Medication administration records will be made available to the Department of Education for review until destroyed pursuant to Section 11-8a and Section 10-212a(b) of the Connecticut General Statutes.
 - (a) The completed medication administration record for controlled medications may, at the discretion of the school district, be destroyed in accordance with Section M8 of the Connecticut Municipality Record Retention Schedule, so long as it is superseded by a summary on the student health record.
 - (b) The completed medication administration record for controlled medications shall be maintained in the same manner as the non-controlled medications. In addition, a separate medication administration record needs to be maintained in the school for three (3) years pursuant to Section 10-212a(b) of the Connecticut General Statutes.
- (6) Documentation of any administration of medication by a coach or licensed athletic trainer shall be completed on forms provided by the school and the following procedures shall be followed:
 - (a) a medication administration record for each student shall be maintained in the athletic offices;
 - (b) administration of a cartridge injector medication shall be reported to the school nurse at the earliest possible time, but no later than the next school day;
 - (c) all instances of medication administration, except for the administration of cartridge injector medication, shall be reported to

the school nurse at least monthly, or as frequently as required by the individual student plan; and

- (d) the administration of medication record must be submitted to the school nurse at the end of each sport season and filed in the student's cumulative health record.

GD. Errors In Medication Administration

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- (1) Whenever any error in medication administration occurs, the following procedures shall apply:
 - (a) the person making the error in medication administration shall immediately implement the medication emergency procedures in this Policy if necessary;
 - (b) the person making the error in medication administration shall in all cases immediately notify the school nurse, principal, school nurse supervisor, and authorized prescriber. The person making the error, in conjunction with the principal, shall also immediately notify the parent or guardian, advising of the nature of the error and all steps taken or being taken to rectify the error, including contact with the authorized prescriber and/or any other medical action(s); ~~and-~~
 - (c) the principal shall notify the Superintendent of the Superintendent's designee.
- (2) The school nurse, along with the person making the error, shall complete a report using the authorized medication error report form. The report shall include any corrective action taken.
- (3) Any error in the administration of medication shall be documented in the student's cumulative health record or, for before-and-after school programs and school readiness programs, in the child's program record.
- (4) These same procedures shall apply to coaches and licensed athletic trainers during intramural and interscholastic events, except that if the school nurse is not available, a report must be submitted by the coach or licensed athletic trainer to the school nurse the next school day.

HE. Medication Emergency Procedures

- (1) Whenever a student has a life-threatening reaction to administration of a medication, resolution of the reaction to protect the student's health and safety shall be the foremost priority. The school nurse and the authorized

prescriber shall be notified immediately, or as soon as possible in light of any emergency medical care that must be given to the student.

- (2) Emergency medical care to resolve a medication emergency includes but is not limited to the following, as appropriate under the circumstances:
 - (a) use of the 911 emergency response system;
 - (b) application by properly trained and/or certified personnel of appropriate emergency medical care techniques, such as cardio-pulmonary resuscitation;
 - (c) administration of emergency medication in accordance with this policy;
 - (d) contact with a poison control center; and
 - (e) transporting the student to the nearest available emergency medical care facility that is capable of responding to a medication emergency.
- (3) As soon as possible, in light of the circumstances, the principal shall be notified of the medication emergency. The principal shall immediately thereafter contact the Superintendent or the Superintendent's designee, who shall thereafter notify the parent or guardian, advising of the existence and nature of the medication emergency and all steps taken or being taken to resolve the emergency and protect the health and safety of the student, including contact with the authorized prescriber and/or any other medical action(s) that are being or have been taken.

IF. Supervision

- (1) The school nurse is responsible for general supervision of administration of medications in the school(s) to which that nurse is assigned.
- (2) The school nurse's duty of general supervision includes, but is not limited to the following:
 - (a) availability on a regularly scheduled basis to:
 - (i) review orders or changes in orders, and communicate these to personnel designated to give medication for appropriate follow-up;
 - (ii) set up a plan and schedule to ensure medications are given properly;

- (iii) provide training to licensed nursing personnel, full-time principals, full-time teachers, full-time licensed physical or occupational therapists employed by the school district, coaches of intramural and interscholastic athletics, licensed athletic trainers and to identified paraprofessionals designated in accordance with Section B(3)(c), above, which training shall pertain to the administration of medications to students, and assess the competency of these individuals to administer medication;
 - (iv) support and assist other licensed nursing personnel, full-time principals, full-time teachers, full-time licensed physical or occupational therapists employed by the school district, coaches of intramural and/or interscholastic athletics, licensed athletic trainers and identified paraprofessionals designated in accordance with Section B(3)(c), above, to prepare for and implement their responsibilities related to the administration of specific medications during school hours and during intramural and interscholastic athletics as provided by this policy;
 - (v) provide appropriate follow-up to ensure the administration of medication plan results in desired student outcomes; and
 - (vi) provide consultation by telephone or other means of telecommunications, which consultation may be provided by an authorized prescriber or other nurse in the absence of the school nurse.
- (b) In addition, the school nurse shall be responsible for:
- (i) implementing policies and procedures regarding the receipt, storage, and administration of medications;
 - (ii) reviewing, on a periodic basis, all documentation pertaining to the administration of medications for students;
 - (iii) performing observations of the competency of medication administration by full-time principals, full-time teachers, full-time licensed physical or occupational therapists employed by the school district, coaches of intramural and/or interscholastic athletics, and licensed athletic trainers in accordance with Section B(3)(e), above, and identified paraprofessionals designated in accordance with Section B(3)(f), above, who have been newly trained to administer medications; and,

- (iv) conducting periodic reviews, as needed, with licensed nursing personnel, full-time principals, full-time teachers, full-time licensed physical or occupational therapists employed by the school district, coaches of intramural and/or interscholastic athletics, and licensed athletic trainers in accordance with Section B(3)(e), above, and identified paraprofessionals designated in accordance with Section B(3)(f), above, regarding the needs of any student receiving medication.

IG. Training of School Personnel

- (1) Full-time principals, full-time teachers, full-time licensed physical or occupational therapists employed by the school district, coaches of intramural and/or interscholastic athletics, and licensed athletic trainers in accordance with Section B(3)(e), above, and identified paraprofessionals designated in accordance with Section B(3)(f), above, who are designated to administer medications shall at least annually receive training in their safe administration; and only trained full-time principals, full-time teachers, full-time licensed physical or occupational therapists employed by the school district, coaches of intramural and/or interscholastic athletics, and licensed athletic trainers in accordance with Section B(3)(e), above, and identified paraprofessionals designated in accordance with Section B(3)(f), above, shall be allowed to administer medications.
- (2) Training for full-time principals, full-time teachers, full-time licensed physical or occupational therapists employed by the school district, coaches of intramural and/or interscholastic athletics, and licensed athletic trainers in accordance with Section B(3)(e), above, and identified paraprofessionals designated in accordance with Section B(3)(ef), above, shall include, but is not necessarily limited to the following:
 - (a) the general principles of safe administration of medication;
 - (b) the procedures for administration of medications, including the safe handling and storage of medications, and the required record-keeping; and
 - (c) specific information related to each student's medication plan, including the name and generic name of the medication, indications for medication dosage, routes, time and frequency of administration, therapeutic effects of the medication, potential side effects, overdose or missed doses of the medication, and when to implement emergency interventions.

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- (3) [The principal\(s\), teacher\(s\), licensed athletic trainer\(s\), licensed physical or occupational therapist\(s\) employed by the Board, coach\(es\) and/or school paraprofessional\(s\) who administer epinephrine as emergency first aid, pursuant to Section D above, shall annually complete the training program developed by the Departments of Education and Public Health and training in cardiopulmonary resuscitation and first aid.](#)

- (4) The Board shall maintain documentation of medication administration training as follows:
 - (a) dates of general and student-specific trainings;
 - (b) content of the trainings;
 - (c) individuals who have successfully completed general and student-specific administration of medication training for the current school year; and
 - (d) names and credentials of the nurse or school medical advisor trainer or trainers.

- (4) Licensed practical nurses may not conduct training in the administration of medication to another individual.

KH. Handling, Storage and Disposal of Medications

- (1) All medications, except those approved for transporting by students for self medication and those administered by coaches of intramural or interscholastic athletics or licensed athletic trainers in accordance with Section B(3)(e) above, [and epinephrine or naloxone to be used for emergency first aid in accordance with Sections D and E above.](#) must be delivered by the parent, guardian, or other responsible adult to the nurse assigned to the student's school— or, in the absence of such nurse, the school principal who has been trained in the appropriate administration of medication. Medications administered by coaches of intramural or interscholastic athletics or licensed athletic trainers must be delivered by the parent or guardian directly to the coach or licensed athletic trainer in accordance with Section B(3)(e) above.

- (2) The nurse shall examine on-site any new medication, medication order and the required authorization to administer form, and, [except for epinephrine and naloxone to be used as emergency first aid in accordance with Sections D and E above.](#) shall develop a medication administration plan for the student before any medication is given to the student by any

- school personnel. No medication shall be stored at a school without a current written order from an authorized prescriber.
- (3) The school nurse shall review all medication refills with the medication order and parent authorization prior to the administration of medication, [except for epinephrine and naloxone intended for emergency first aid in accordance with Sections D and E above.](#)
 - (4) Emergency Medications
 - (a) Except as otherwise determined by a student's emergency care plan, emergency medications shall be stored in an unlocked, clearly labeled and readily accessible cabinet or container in the health room during school hours under the general supervision of the school nurse or, in the absence of the school nurse, the principal or the principal's designee who has been trained in the administration of medication.
 - (b) Emergency medication shall be locked beyond the regular school day or program hours, except as otherwise determined by a student's emergency care plan.
 - (5) All medications, except those approved for keeping by students for self medication, shall be kept in a designated and locked location, used exclusively for the storage of medication. Controlled substances shall be stored separately from other drugs and substances in a separate, secure, substantially constructed, locked metal or wood cabinet.
 - (6) Access to stored medications shall be limited to persons authorized to administer medications. Each school or before-and-after school program and school readiness program shall maintain a current list of such authorized persons.
 - (7) All medications, prescription and non prescription, shall be delivered and stored in their original containers and in such a manner that renders them safe and effective.
 - (8) At least two sets of keys for the medication containers or cabinets shall be maintained for each school building or before-and-after school program and school readiness program. One set of keys shall be maintained under the direct control of the school nurse or nurses and an additional set shall be under the direct control of the principal and, if necessary, the program director or lead teacher who has been trained in the general principles of the administration of medication shall also have a set of keys.

- (9) Medications that must be refrigerated shall be stored in a refrigerator, at no less than 36 degrees Fahrenheit and no more than 46 degrees Fahrenheit. The refrigerator must be located in the health office that is maintained for health services with limited access. Non-controlled medications may be stored directly on the refrigerator shelf with no further protection needed. Controlled medication shall be stored in a locked box ~~that~~^{which} is affixed to the refrigerator shelf.
- (10) All unused, discontinued or obsolete medications shall be removed from storage areas and either returned to the parent or guardian or, if the medication cannot be returned to the parent or guardian, the medication shall be destroyed- in collaboration with the school nurse:
- (a) non controlled drugs shall be destroyed in the presence of at least one witness;
 - (b) controlled drugs shall be destroyed in pursuant to Section 21a-262-3 of the Regulations of Connecticut State Agencies; and
 - (c) accidental destruction or loss of controlled drugs must be verified in the presence of a second person, including confirmation of the presence or absence of residue and jointly documented on the student medication administration record and on a medication error form pursuant to Section 10-212a(b) of the Connecticut General Statutes. If no residue is present, notification must be made to the Department of Consumer Protection pursuant to Section 21a-262-3 of the Regulations of Connecticut State Agencies.
- (11) Medications to be administered by coaches of intramural or interscholastic athletic events or licensed athletic trainers shall be stored:
- (a) in containers for the exclusive use of holding medications;
 - (b) in locations that preserve the integrity of the medication;
 - (c) under the general supervision of the coach or licensed athletic trainer trained in the administration of medication; and
 - (d) in a locked secured cabinet when not under the general supervision of the coach or licensed athletic trainer during intramural or interscholastic athletic events.
- (12) In no event shall a school store more than a three (3) month supply of a medication for a student.

L.A. School Readiness Programs, Before-and-After School Programs, and Day Camps

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- (1) As determined by the school medical advisor and school nurse supervisor, the following procedures shall apply to the administration of medication during school readiness programs and before-and-after school programs run by the Board, which are exempt from licensure by the Department of Public Health:
 - (a) Administration of medication at these programs shall be provided only when it is medically necessary for participants to access the program and maintain their health status while attending the program.
 - (b) Except as provided in Sections D and E above, nNo medication shall be administered in these programs without:
 - (i) the written order of an authorized prescriber; and
 - (ii) the written authorization of a parent or guardian or an eligible student.
 - (c) A school nurse shall provide consultation to the program director, lead teacher or school administrator who has been trained in the administration of medication regarding the safe administration of medication within these programs. The school medical advisor and school nurse supervisor shall determine whether, based on the population of the school readiness program and/or before-and-after school program, additional nursing services are required for these programs.
 - (d) Only school nurses, directors or directors' designees, lead teachers or school administrators who have been properly trained may administer medications to students as delegated by the school nurse or other registered nurse ~~or other registered nurse~~. Properly trained directors or directors' designees, lead teachers or school administrators may administer oral, topical, intranasal or inhalant medications. Investigational drugs or research or study medications may not be administered in these programs.
 - (e) Students attending these programs may be permitted to self-medicate only in accordance with the provisions of Section B(3) of this policy. In such a case, the school nurse must provide the program director, lead teacher or school administrator running the program with the medication order and parent permission for self-administration.

- (f) In the absence of the school nurse during program administration, the program director, lead teacher or school administrator is responsible for decision making regarding medication administration.
 - (g) Cartridge injector medications may be administered by a director, lead teacher or school administrator only to a student with a medically-diagnosed allergic condition which may require prompt treatment to protect the student against serious harm or death.
- (2) Local poison control center information shall be readily available at these programs.
- (3) Procedures for medication emergencies or medication errors, as outlined in this policy, must be followed, except that in the event of a medication error a report must be submitted by the program director, lead teacher or school administrator to the school nurse the next school day.
- (4) Training for directors or directors' designees, lead teachers or school administrators in the administration of medication shall be provided in accordance with Section [IG](#) of this policy.
- (5) All medications must be handled and stored in accordance with Section [JH](#) of this policy. Where possible, a separate supply of medication shall be stored at the site of the before-and-after or school readiness program. In the event that it is not possible for the parent or guardian to provide a separate supply of medication, then a plan shall be in place to ensure the timely transfer of the medication from the school to the program and back on a daily basis.
- (6) Documentation of any administration of medication shall be completed on forms provided by the school and the following procedures shall be followed:
- (a) a medication administration record for each student shall be maintained by the program;
 - (b) administration of a cartridge injector medication shall be reported to the school nurse at the earliest possible time, but no later than the next school day;
 - (c) all instances of medication administration, except for the administration of cartridge injector medication, shall be reported to the school nurse at least monthly, or as frequently as required by the individual student plan; and

- (d) the administration of medication record must be submitted to the school nurse at the end of each school year and filed in the student's cumulative health record.
- (7) The procedures for the administration of medication at school readiness programs before-and-after school programs shall be reviewed annually by the school medical advisor and school nurse supervisor.

MJ. Review and Revision of Policy

In accordance with the provisions of Section 10-212a-2(a), the Board shall review this policy periodically, and at least biennially, with the advice and approval of the school medical advisor, the school nurse supervisor or other qualified licensed physician. Any proposed revisions to the policy must be made with the advice and approval of the school medical advisor, school nurse supervisor or other qualified licensed physician.

Legal References:

Connecticut General Statutes:

Section 10-206
Section 10-212
Section 10-212a
Section 19a-900
Section 21a-240
Section 52-557b

Regulations of Conn. State Agencies:

Sections 10-212a-1 through 10-212a-10, inclusive

Memorandum of Decision, In Re: Declaratory Ruling/Delegation by Licensed Nurses to Unlicensed Assistive Personnel, Connecticut State Board of Examiners for Nursing (April 5, 1995)

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Code of Federal Regulations:

Title 21 Part 1307.21

ADOPTED: October 1, 1990
REVISED: August 21, 1995
December 16, 1996
May 15, 2000
January 21, 2003

October 20, 2003
April 25, 2005
January 22, 2008
October 20, 2008
February 27, 2012

REFUSAL TO PERMIT ADMINISTRATION
OF EPINEPHRINE FOR EMERGENCY FIRST AID

Name of Child: _____ Date of Birth: _____

Address of Child:

Name of
Parent(s): _____

Address of
Parent(s): _____
(if different from child)

Connecticut law requires the school nurse and other qualified school personnel in all public schools to maintain epinephrine in cartridge injectors (EpiPens) for the purpose of administering emergency first aid to students who experience allergic reactions and do not have a prior written authorization of a parent or guardian or a prior written order of a qualified medical professional for the administration of epinephrine. State law permits the parent or guardian of a student to submit a written directive to the school nurse and school medical advisor that epinephrine shall not be administered to such student in emergency situations. This form is provided for those parents who refuse to have epinephrine administered to their child. The refusal is valid for only for the 20__ -20__ school year.

I, _____, the parent/guardian of

_____ Print name of parent/guardian _____ Print name of student

refuse to permit the administration of epinephrine to the above named student for purposes of emergency first aid in the case of an allergic reaction.

Signature of Parent/Guardian _____ Date

Please return the completed original form to your child's school nurse. A copy of the signed and dated form must also be mailed to the school medical advisor, _____ [Insert name of medical advisor] at _____ [Insert address of medical advisor].

<https://meeting.cabe.org/public/Agency.aspx?PublicAgencyID=47&AgencyTypeID=1>

WESTON BOARD OF EDUCATION

Weston, CT

Meeting Date: June 17, 2018

Information Only

Action Requested

Agenda Item Subject: Second Reading – 3516.4 Bloodborne Pathogens Exposure Control

Submitted by: Lewis Brey

Document Summary/Purpose and/or Recommended Action:

Updated changes based on recommendations for Shipman & Goodwin.

This item is on for a second reading by the Board.

For more Board of Education Meeting and Committee Meeting Information, visit:
<https://meeting.cabe.org/public/Agency.aspx?PublicAgencyID=47&AgencyTypeID=1>

3516.4

Non-Instructional Operations

Bloodborne Pathogens Exposure Control

The Board of Education recognizes the dangers of occupational exposure to bloodborne pathogens. Pursuant to this concern and the obligations imposed by state and federal statutes, the Board will take the following steps to prevent and remedy occupational exposure to bloodborne pathogens:

1. Identify employees at risk for occupational exposure to bloodborne pathogens;
2. Identify the tasks, duties, procedures and job classifications where occupational exposure to blood occurs;
3. Provide engineering and work practice controls and precautions;
4. Provide protective equipment where necessary;
5. Provide training to affected employees;
6. Provide vaccinations to affected employees where required, along with appropriate post exposure medical follow up and counseling; and
7. Maintain records documenting exposure incidents, provision of vaccinations and training.

Pursuant to this policy, the superintendent of schools is authorized to promulgate regulations enforcing this policy.

The Weston Board of Education is committed to promoting a safe and healthful work environment for its staff. In pursuit of this goal and in accordance with the United States Department of Labor, Occupational Safety and Health Administration (OSHA) regulations dealing with "Safe Workplace" standards relating to exposure to Bloodborne Pathogens, the following will be the procedures of the Weston Board of Education for at risk personnel.

The Weston Board of Education shall establish a written exposure control plan in accordance with the federal standards for dealing with potentially infectious materials in the workplace to protect employees from possible infection due to contact with Bloodborne pathogens. Pursuant to these procedures, the school will take reasonably necessary actions to protect its employees from infectious disease and in particular H.I.V. and H.B.V. infection.

The school will provide the training and protective equipment to those persons who are at risk by virtue of their job performance and may come in contact with infectious disease. Furthermore, all Weston Board of Education personnel defined by the Occupational Safety and Health Administration and the school who may come in contact

with blood and body fluids will be offered the vaccine for the Hepatitis B Virus which is a life threatening Bloodborne pathogen. The vaccination will be done at no cost to the personnel and is provided as a precaution for personnel safety.

Legal References:

29 C.F.R. § 1910.1030 OSHA Bloodborne pathogens standards

Policy adopted: May 17, 1993

Policy revised: _____

WESTON PUBLIC SCHOOLS
Weston, Connecticut

R3516.4 (a)

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Non-Instructional Operations

~~Bloodborne Pathogens Exposure Control~~

Exposure Control Plan for Bloodborne Pathogens

I. Definitions

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- A. Contaminated Sharps: any contaminated object that can penetrate the skin including, but not limited to, needles, scalpels, broken glass, broken capillary tubes, and exposed ends of dental wires.

- B. Engineering Controls: controls (e.g., sharps disposal containers, self-sheathing needles, safer medical devices, such as sharps with engineered sharps injury protections and needless systems) that isolate or remove the bloodborne pathogens hazard from the workplace.

- C. Work Practice Controls: controls that reduce the likelihood of exposure by altering the manner in which a task is performed (e.g., prohibiting recapping of needles by a two-handed technique).

II. Exposure Determination

- A. Category I: Those personnel who come in direct contact with blood and body fluids for which precautions must be taken

- B. Category II: Personnel who participate in activities without blood exposure but exposure may occur in an emergency

- C. Category III: Personnel performing tasks that do not entail predictable or unpredictable exposure to blood

1. School nurses or nurse practitioners assisting and treating injured students may come in contact with blood and other bodily fluids (Category I).
2. School staff, including physical education teachers, OT, PT, general aides, technical instructors, athletic coaches and principals may come in contact with blood and other bodily fluids in the performance of their jobs in treating injured students (Category I).
3. Special education teachers and aides in self-contained and behavioral programs, nursing program students, and custodial staff, and other staff who substitute for them, may have to clean up after injured persons where they may come in contact with blood and other bodily fluids (Category I).
4. All staff certified in first aid may have contact with blood in an emergency (Category II)

III. Methods of Compliance

- A. Avoid direct contact with blood, bodily fluids or other potentially infectious materials - use gloves.
- B. Contaminated needles and other contaminated sharps shall not be bent, recapped or removed. Shearing or breaking of contaminated needles is prohibited.
- C. Contaminated reusable sharps shall be placed in containers that are puncture resistant, leakproof, color-coded or labeled in accordance with Section X of this plan and shall not require employees to reach by hand into the container.
- D. Protective gloves will be worn if you have any open wounds on your hands. If there is any doubt in your mind regarding some contact with blood or bodily fluids - use gloves.
- E. Wash hands immediately or as soon as feasible after removal of gloves or other personal protective equipment.

- F. If you become contaminated, wash that area immediately with a strong antiseptic soap or solution.
- G. If clothing becomes contaminated with blood or body fluids, it should be placed in a bag labeled in accordance with Section X of this plan and placed in a contaminated clothing container for proper cleaning and/or discarding.
- H. Any areas of the school that may become contaminated will be washed with a strong solution of bleach and water or other appropriate disinfectant; rubber gloves, sanitary suit, face and eye protection, and long handled scrub utensils should be used.
- I. All locker rooms, restrooms, and nurses' offices will be cleaned daily using disinfectant. Custodial staff members are required to wear rubber gloves and use long- handled scrubbing utensils during these cleaning procedures at these locations.
- J. When a spill occurs, the building administrator or his/her designee will limit access to areas of potential exposure and notify the staff and students. The janitorial staff will be notified to immediately clean the area.
- K. All procedures involving blood or other potentially infectious materials shall be performed in such a manner as to minimize splashing, spraying, spattering and generation of droplets of these substances.
- L. Mouth pipetting/suctioning of blood or other potentially infectious materials is prohibited.
- M. Specimens of blood or other potentially infectious materials shall be placed in a container labeled in accordance with Section X of this plan, which prevents leakage during collection, handling, processing, storage, transport, or shipping.

IV. Preventative Measures

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A. The Superintendent or his/her designee shall use engineering and work practice controls to eliminate or minimize employee exposure, and shall regularly examine and update controls to ensure their effectiveness.

V. Hepatitis B Vaccination

A. The hepatitis B vaccination series shall be made available at no cost to all Category I employees. The hepatitis B vaccination shall be made available after an employee with occupational exposure has received the required training and within 10 working days of initial assignment, unless the employee has previously received the complete hepatitis B vaccination series, or antibody testing has revealed that the employee is immune, or vaccination is contraindicated by medical reasons.

B. Employees who decline to accept the vaccination shall sign the hepatitis B vaccination declination statement.

VI. Training for Exposure Control

A. Each year, all at risk personnel will be supplied with written materials relating to precautions, risks, and actions to take if contaminated by blood or other body fluids containing the following:

- (1) An accessible copy of the regulatory text of the OSHA standards regarding bloodborne pathogens and an explanation of its contents;
- (2) A general explanation of the epidemiology and symptoms of bloodborne diseases;
- (3) An explanation of the modes of transmission of bloodborne pathogens;
- (4) An explanation of the employer's exposure control plan and the means by which the employee can obtain a copy of the written plan;
- (5) An explanation of the appropriate methods for recognizing tasks and other activities that may involve exposure to blood and other potentially infectious materials;

- (6) An explanation of the use and limitations of methods that will prevent or reduce exposure including appropriate engineering controls, work practices, and personal protective equipment;
- (7) Information on the types, proper use, location, removal, handling, decontamination and disposal of personal protective equipment;
- (8) An explanation of the basis for selection of personal protective equipment;
- (9) Information on the hepatitis B vaccine, including information on its efficacy, safety, method of administration, the benefits of being vaccinated, and that the vaccine and vaccination will be offered free of charge;
- (10) Information on the appropriate actions to take and persons to contact in an emergency involving blood or other potentially infectious materials;
- (11) An explanation of the procedure to follow if an exposure incident occurs, including the method of reporting the incident and the medical follow-up that will be made available;
- (12) Information on the post-exposure evaluation and follow-up that the employer is required to provide for the employee following an exposure incident;
- (13) An explanation of the signs and labels and/or color coding; and
- (14) An opportunity for interactive questions and answers with the person conducting the training session.

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VII. Reporting Incidents

- A. All exposure incidents shall be reported as soon as possible to the nursing supervisor and school nurse.
- B. All at risk personnel who come in contact with blood and body fluids in the performance of their duties will take steps to safeguard their health.

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VIII. Post-Exposure Evaluation and Follow-up

Following a report of an exposure incident, the Superintendent or his/her designee shall immediately make available to the exposed employee, at no cost, a confidential medical evaluation, post-exposure evaluation and follow-up. He or she shall at a minimum:

- A. Document the route(s) of exposure and the circumstances under which the exposure incident occurred;
- B. Identify and document the source individual, unless that identification is infeasible or prohibited by law;
- C. Provide for the collection and testing of the employee's blood for HBV and HIV serological status;
- D. Provide for post-exposure prophylaxis, when medically indicated as recommended by the U.S. Public Health service;
- E. Counseling and Evaluation of reported illnesses;
- F. The Superintendent or designee shall provide the health care professional with a copy of the OSHA regulation; a description of the employee's duties as they relate to the exposure incident; documentation of the route(s) of exposure and circumstances under which exposure occurred; results of the source individual's blood testing, if available; and all medical records maintained by the school relevant to the appropriate treatment of the employee, including vaccination status; and
- G. The school shall maintain the confidentiality of the affected employee and the exposure source during all phases of the post-exposure evaluation.

IX. Records

- A. Upon an employee's initial employment and at least annually thereafter, the Superintendent or his/her designee shall inform employees with

occupational exposure of the existence, location and availability of related records; the person responsible for maintaining and providing access to records; and the employee's right of access to these records.

B. Medical records for each employee with occupational exposure shall be kept confidential and not disclosed or reported without the employee's written consent to any person within or outside the workplace except as required by law.

C. Upon request by an employee, or a designated representative with the employee's written consent, the Superintendent or designee shall provide access to a record in a reasonable time, place and manner, no later than 15 days after the request is made.

D. Records shall be maintained as follows:

1. Medical records shall be maintained for the duration of employment plus 30 years.
2. Training records shall be maintained for three years from the date of training.
3. The sharps injury log shall be maintained five years from the date the exposure incident occurred.
4. Exposure records shall be maintained for 30 years.
5. Each analysis using medical or exposure records shall be maintained for at least 30 years.

X. Labels

A. Warning labels shall be affixed to containers used to store, transport or ship blood or other potentially infectious material.

B. Labels shall include the following:



BIOHAZARD

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- C. The labels shall be fluorescent orange or orange-red or predominantly so, with lettering and symbols in a contrasting color.

- D. Labels shall be affixed as close as feasible to the container by string, wire, adhesive, or other method that prevents their loss or unintentional removal.

- E. Labels required for contaminated equipment shall be in accordance with this paragraph and shall also state which portions of the equipment remain contaminated.

Legal References:

29 C.F.R. § 1910.1030 OSHA Bloodborne pathogens standards

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HEPATITIS B VACCINATION DECLINATION STATEMENT (MANDATORY)

I understand that due to my occupational exposure to blood or other potentially infectious materials I may be at risk of acquiring the hepatitis B virus (HBV) infection. I have been given the opportunity to be vaccinated with hepatitis B vaccine, at no charge to myself. However, I decline hepatitis B vaccination at this time. I understand that by declining this vaccine, I continue to be at risk of acquiring hepatitis B, a serious disease. If in the future I continue to have occupational exposure to blood or other potentially infectious materials and I want to be vaccinated with hepatitis B vaccine, I can receive the vaccination series at no charge to me.

EMPLOYEE SIGNATURE

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By: _____

Date: _____

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In accordance with the OSHA Bloodborne pathogens standard, 29 CFR 1910.1030, the following exposure control plan has been developed:

1. Exposure Determination

OSHA requires employers to perform an exposure determination concerning which employees may incur occupational exposure to blood or other potentially infectious materials. The exposure determination is made without regard to the use of personal protective equipment (i.e. employees are considered to be exposed even if they wear personal protective equipment.) This exposure determination requires the listing of all job classifications in which all employees may be expected to incur such occupational exposure, regardless of frequency. The following job classifications are in this category: Registered Nurse, Licensed Practical Nurse, First Aid/CPR Trained Staff, Custodians and Special Education Teachers and Teacher Assistants.

In addition, OSHA requires a listing of job classifications in which some employees may have occupational exposure. Since not all the employees in these categories would be expected to incur exposure to blood or other potentially infectious materials, tasks or procedures that would cause these employees to have occupational exposure are also required to be listed. The following job classifications are in this category of employees who face occasional exposure: Principals, all teachers, and all paraprofessionals. Tasks or procedures that may involve occasional exposure include the following: Administering first aid, and providing hygiene assistance.

2. Methods of Compliance

Universal precautions shall be observed to prevent contact with blood or other potentially infectious materials. Under circumstances in which differentiation between blood fluid types is difficult or impossible, all body fluids shall be considered potentially infectious materials.

Engineering and Work Practice Controls

Engineering and work practice controls will be utilized to eliminate or minimize exposure to employees. Where occupational exposure remains after institution of these controls, personal protective equipment shall also be utilized. The following engineering controls will be utilized:

3516.4 (b)

Bloodborne Pathogens Exposure Control

1. Sharps container in health office;
2. Bio hazard bags in health office;
3. Gloves available to all staff;
4. Double bagging technique (custodians); and
5. Eye protection.

The above controls will be examined and maintained on a regular schedule. The schedule for reviewing the effectiveness of the controls is as follows:

—— Controls 1, 2 and 3: Nurse assigned to school; Controls 3, 4 and 5: Maintenance Supervisor.

Hand washing facilities are also available to employees who incur exposure to blood or other potentially infectious materials. OSHA requires that these facilities be readily accessible after incurring exposure. Hand washing facilities are located in the following: Bathrooms, gymnasium, health office, staff lounge, certain classrooms, and certain custodial closets.

After removal of personal protective gloves, employees shall wash hands and any other potentially contaminated skin area immediately or as soon as feasible following contact.

Needles

Contaminated needles and other contaminated sharps will not be bent, recapped, removed, sheared or purposely broken. OSHA allows an exception to this prohibition if the particular medical procedure requires that the contaminated needle be recapped or removed and no alternative is feasible. If such action is required, the recapping or removal of the needle must be done by the use of a mechanical device or a one-handed technique.

Containers for Reusable Sharps

Contaminated sharps that are reusable are to be placed immediately, or as soon as possible after use into appropriate sharps containers. The sharps containers are puncture resistant, labeled with a biohazard label, and are leak proof. Sharp containers are located in the health office. Said containers will be checked daily. When full, containers will be locked in "enclosed" position, placed in cardboard box taped shut, and transported to school physician's office for pickup. A log will be kept at the school by the nurse.

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3516.4 (e)

Bloodborne Pathogens Exposure Control

Work Area Restrictions

In work areas where there is a reasonable likelihood of exposure to blood or other potentially infectious materials, employees are not to eat, drink, apply cosmetics or lip balm, smoke, or handle contact lenses. Food and beverages are not to be kept in refrigerators, freezers, shelves, cabinets, or on counter tops or bench tops where blood or other potentially infectious materials are present.

Mouth pipetting/suctioning of blood or other potentially infectious materials is prohibited.

All procedures will be conducted in a manner which will minimize splashing, spraying, splattering, and generation of droplets of blood or other potentially infectious materials.

Specimens

Specimens of blood or other potentially infectious materials will be placed in a container which prevents leakage during the collection, handling, processing, storage, transport or shipping of the specimens.

The container used for this purpose will be labeled or color coded in accordance with the requirements of the OSHA standard.

Any specimens which could puncture a primary container will be placed within a secondary container which is puncture resistant. If outside contamination of the primary container occurs, the primary container shall be placed within a secondary container which prevents leakage during the handling, processing, storage, transport, or shipping of specimen.

Contaminated Equipment

Equipment which has become contaminated with blood or other potentially infectious materials shall be examined prior to servicing or shipping and shall be decontaminated as necessary unless the decontamination of the equipment is not feasible.

Personal Protective Equipment

All personal protective equipment used at this facility will be provided without cost to employees. Personal protective equipment will be chosen based on the anticipated exposure to blood or other potentially infectious materials. The protective equipment will be considered appropriate only if it does not permit blood or other potentially infectious materials to pass through or reach the employees' clothing, skin, eyes, mouth, or other mucous membranes under normal conditions of use and for the duration of time which the protective equipment will be used.

3516.4 (d)

Protective clothing will be provided to employees through the health office. It will be the responsibility of the school nurse and maintenance supervisor to insure maintenance of the supply of said equipment for the custodial staff. Personal protective equipment may include the following:

- _____ Gloves
- _____ Lab coat
- _____ Face Shield
- _____ Clinic Jacket
- _____ Protective Eyewear
(with solid side shield)
- _____ Surgical Gown
- _____ Shoe Covers
- _____ Utility Gloves
- _____ Examination Gloves

All personal protective equipment will be cleaned, laundered, and disposed of by the employer at no cost to employees. All repairs and replacement will be made by the employer at no cost to employees.

All garments which are penetrated by blood shall be removed immediately or as soon as feasible. All personal protective equipment will be removed prior to leaving the work area. The following protocol has been developed to facilitate leaving the equipment at the work area: all personal protective equipment shall be disposable. After use, such equipment shall be double-bagged and placed into bio-hazard bags. The bio-hazard labeled receptacle is located in the health office.

Gloves shall be worn where it is reasonably anticipated that employees will have hand contact with blood, other potentially infectious materials, non-intact skin, and mucous membranes. Gloves will be used whenever contact with blood or body secretions occurs or is suspected.

Disposable gloves used in the system are not to be washed or decontaminated for re-use and are to be replaced as soon as practical when they become contaminated or as soon as feasible if they are torn, punctured, or when their ability to function as a barrier is compromised. Utility gloves may be decontaminated for re-use provided that the integrity of the glove is not compromised. Utility gloves will be discarded if they are cracked, peeling, torn, punctured, or exhibit other signs of deterioration or when their ability to function as a barrier is compromised.

Masks in combination with eye protection devices, such as goggles or glasses with solid side shield, or chin-length face shields, are required to be worn whenever splashes, spray, splatter, or droplets of blood or other potentially infectious materials may be generated and eye, nose, or mouth contamination can reasonably be anticipated.

3516.4 (e)

Bloodborne Pathogens Exposure Control

The OSHA standard also requires appropriate protective clothing to be used, such as lab coats, gowns, aprons, clinic jackets, or similar outer garments.

This facility will be cleaned and decontaminated immediately after any contamination occurs or is suspected.

Decontamination will be accomplished by utilizing the following materials: PSQ germicide solution; 1:10 bleach/H₂O solution.

All contaminated work surfaces will be decontaminated after completion of procedures and immediately or as soon as feasible after any spill of blood or other potentially infectious materials, as well as the end of the work shift if the surface may have become contaminated since the last cleaning.

All bins, pails, cans, and similar receptacles shall be inspected and decontaminated on a regularly scheduled basis as contamination occurs; such inspection will be the responsibility of the health office and custodial staff.

Any broken glassware which may be contaminated will not be picked up directly with the hands. The following procedures will be used: staff will stay at area to prevent further injury/contamination. Custodian will be called to sweep up glass fragments using gloves. Equipment will be immediately decontaminated.

Regulated Waste Disposal

All contaminated sharps shall be discarded as soon as feasible in sharps containers. Sharps containers are located in the health office.

Laundry Procedures

Laundry contaminated with blood or other potentially infectious materials will be handled as little as possible. Such laundry will be placed in appropriately marked bags at the location where it was used. Such laundry will not be sorted or rinsed in the area of use.

All employees who handle contaminated laundry will utilize personal protective equipment to prevent contact with blood or other potentially infectious materials.

Laundry at this facility will be cleaned as follows: contaminated student or personnel clothing will be double bagged and then discarded in an appropriate waste container or given to parent or staff to whom it belongs to be cleaned.

Hepatitis B Vaccine

All school employees who administer first aid as a primary duty of their position (e.g., school nurses) will be offered the Hepatitis B vaccine, at no cost to the employee. The vaccine will be

3516.4 (f)

Bloodborne Pathogens Exposure Control

offered within ten working days of their initial assignment unless the employee has previously had the vaccine or who wishes to submit to an anti body testing which shows the employee to have sufficient immunity. Pursuant to the July 6, 1992 opinion of the Occupational Safety and Health Administration, employees who administer first aid as a collateral duty to their work assignments will receive a post exposure vaccination instead of the pre exposure vaccination. Such employees include Special Education teachers and paraprofessionals, athletic instructors and coaches, janitors, and playground monitors.

Employees who decline the Hepatitis B vaccine will sign a waiver.

Employees who initially decline the vaccine but who later wish to have it may then have the vaccine provided at no cost.

Post-Exposure Evaluation and Follow-Up

When the employee incurs an exposure incident, it should be reported to the school nurse.

All employees who incur an exposure incident will be offered post exposure evaluation and follow up.

This follow up will include the following:

- Documentation of the route of exposure and the circumstances related to the incident
- If possible, the identification of the source individual and, if possible, the status of the source individual. The blood of the source individual will be tested (if consent is obtained) for HIV/HBV infectivity.
- Results of testing of the source individual will be made available to the exposed employee with the exposed employee informed about the applicable laws and regulations concerning disclosure of the identity and infectivity of the source individual. (See Conn. Gen.Stat. 19a-581, et seq.)
- The employee will be offered post exposure prophylaxis in accordance with the current recommendations of the U.S. Public Health Service. These recommendations include the Hepatitis B vaccine for those who have not received a pre-exposure vaccine.
- The employee will be given appropriate counseling concerning precautions to take during the period after the exposure incident. The employee will also be given information on what potential illnesses to be alert for and to report any related experiences to appropriate personnel.

3516.4(g)

Bloodborne Pathogens Exposure Control

- The following person has been designated to assure that the policy outlined here is effectively carried out as well as to maintain records related to this policy: The nurse assigned to school.

A written opinion shall be obtained from the health care professional who evaluated employees. Written opinions will be obtained in the following instances:

- 1.) When the employee is sent to obtain the Hepatitis B vaccine.
- 2.) Whenever the employee is sent to a health care professional following an exposure incident.

Health care professionals shall be instructed to limit their opinions to:

- 1.) Whether the Hepatitis B vaccine is indicated and if the employee has received the vaccine, or for evaluation following an incident.
- 2.) That the employee has been informed of the results of the evaluation, and
- 3.) That the employee has been told about any medical conditions resulting from exposure to blood or other potentially infectious materials. (Note that the written opinion to the employer is not to reference any personal medical information)

Training

Training for all employees with occupational exposure will be conducted prior to initial assignment to tasks where occupational exposure may occur. Training will be conducted in the following manner:

Training for employees will include the following explanation of:

- 1) The OSHA standard for Bloodborne pathogens;
- 2) Epidemiology and symptomatology of bloodborne diseases;
- 3) Modes of transmission of bloodborne pathogens;
- 4) This Exposure Control Plan, i.e. points of the plan, lines of responsibility, how the plan will be implemented, etc.;
- 5) Procedures which might cause exposure to blood or other potentially infectious materials;
- 6) Control methods which will be used to control exposure to blood or other potentially infectious materials;
- 7) Personal protective equipment available and who should be contacted concerning,

3516.4(h)

Bloodborne Pathogens Exposure Control

- 8) Post exposure evaluation and follow up;
- 9) Signs and labels used in the school system;
- 10) Hepatitis B vaccine program.

Record Keeping

All records required by the OSHA standard will be maintained by nurses assigned to school and/or maintenance supervisor.

Dates

All provisions required by the standard will be implemented by July 1, 1992.

The training program will include video tapes, an in-service presentation, and written handouts, and will be conducted by the school nurse. The training schedule will be as follows:

~~All employees will receive annual refresher training. (Note that this training is to be conducted within one year of the employee's previous training.)~~

~~The outline for the training material is located in the health office.~~

Regulation approved: May 17, 1993

Regulation revised: _____

WESTON PUBLIC SCHOOLS
Weston, Connecticut

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WESTON BOARD OF EDUCATION

Weston, CT

Meeting Date: June 18, 2018

Information Only

Action Requested

Agenda Item Subject: April 2018 Curriculum Committee Minutes

Submitted by: Kenneth Crow

Document Summary/Purpose and/or Recommended Action:

April 2018 Curriculum Committee minutes for Board review.

For more Board of Education Meeting and Committee Meeting Information, visit:
<https://meeting.cabe.org/public/Agency.aspx?PublicAgencyID=47&AgencyTypeID=1>

Curriculum Committee Meeting

April 18, 2018 8:15 a.m.

Central Office Conference Room

1. Call to Order

Meeting was called to order at 8:17 a.m.

Present Committee Members:

Sara Spaulding (Chairperson), Dan McNeill (by phone), Ellen Uzenoff

Present Administration:

Kenneth Craw, Ed.D., Assistant Superintendent; Dan Doak, WMS Principal; Lisa Deorio, WHS Principal; Pattie Falber, WIS Principal; Mercedes Fernandes, Curriculum Instructional Leader, K-12 World Language

Members of the Public:

Gina Albert

2. Information on the Seal of Biliteracy

Discussion:

- The State of Connecticut has endorsed a State Seal of Biliteracy to recognize public high school graduates who have attained a high level of proficiency in English and one or more languages, including American Sign Language.
- The associated costs for the District would be with respect to external assessments. The cost per language exam is from \$17 to \$20; with the estimated total cost per year approximately \$2,500.
- Spring semester of junior year would be the best time for most students to take the assessment; however, exceptions could be made for seniors.
- The examination is a maximum of two hours and can be taken in parts.
- In order to help mitigate the stress of adding another exam in junior year, an option of possibly taking the State exam in place of the high school final exam was discussed.
- Next steps include further research on the assessments to be employed and how they would be implemented at appropriate times during junior or senior year.

3. Information regarding middle school world language programs in DRG A

Discussion:

- Currently, Weston is the only district in DRG A that does not offer language every day in grade 6 of middle school.
- The administration would like to continue to explore making French and Spanish a daily subject as part of a budget proposal for year FY 2020. The cost would be approximately 0.7 FTE.

4. Discussion of homework practices

Discussion:

- A reference document outlining the homework practices for grades K-12 was devised last year.
- Principals have been strongly monitoring these practices and making clear that teachers should follow this policy with consistency across grade levels.
- At the high school level, most of the reported difficulties regarding homework load tend to come from those who override the recommended courses/course load.
- At the elementary level, homework is individualized but District policy language is currently outdated and does not reflect individualized practice.
- Teachers at the K-5 level communicate that assignments should only take ‘x’ amount of minutes and then the student should stop. As this practice helps inform teachers on individualized practice, this communication may need to be reinforced with parents throughout the year.
- The administration will review the homework policy during the 2018-19 school year, obtaining feedback from stakeholders. This review may result in changes to the District’s homework policy.

5. Information regarding the recent Tri-State visit for Writing Across the Disciplines

Discussion:

- Dr. Craw highlighted the recent Tri-State Consortium visit, which was overall very successful.
- He noted several commendations and recommendations, which will be detailed in the full report in June.

6. Update on WMS proposed master schedule

Discussion:

- Mr. Doak attended teacher team meetings and made some slight modifications to the proposal:
 - Revisions were made so that PFAs were not blocked together. They are spaced so that they are offered in the morning and afternoon.
 - The schedule was reworked so that each block is 43 (instead of the proposed 42) minutes.
 - The extension block was revised to be 40 minutes, which took the extra five minutes off of weekly supervisory duty, keeping it within WTA contract parameters.
- A mock schedule was run in PowerSchool, and the majority of the students were able to get the full complement of PFAs.

7. Approval of March 2018 minutes

Motion Passed: passed with a motion by Sara Spaulding and a second by Ellen Uzenoff.

3 Yeas - 0 Nays.

8. Other curricular issues

No other items were put forth for discussion. Meeting was adjourned at 9:52 a.m.

Respectfully submitted,
June Curiano
Administrative Assistant to the Assistant Superintendent

WESTON BOARD OF EDUCATION

Weston, CT

Meeting Date: June 18, 2018

Information Only

Action Requested

Agenda Item Subject: May 2018 Curriculum Committee Minutes

Submitted by: Kenneth Crow

Document Summary/Purpose and/or Recommended Action:

May 2018 Curriculum Committee minutes for Board review.

For more Board of Education Meeting and Committee Meeting Information, visit:
<https://meeting.cabe.org/public/Agency.aspx?PublicAgencyID=47&AgencyTypeID=1>

Curriculum Committee Meeting

May 9, 2018 8:15 a.m.

WHS Administrative Conference Room

1. Call to Order

Meeting was called to order at 8:15 a.m.

Present Committee Members:

Sara Spaulding (Chairperson), Dan McNeill, Ellen Uzenoff (absent)

Present Administration:

William McKersie, Ph.D., Superintendent; Kenneth Craw, Ed. D., Assistant Superintendent; Lois Pernice, Director of Pupil Services; Laura Kaddis, HES Principal; Pattie Falber, WIS Principal, Dan Doak, WMS Principal; Lisa Deorio, WHS Principal; Andrea Noble, K-5 ELA and Social Studies CIL; Alex Bluestein, K-5 ELA and Social Studies CIL; Carolyn Vinton, K-5 Math and Science CIL; Janine Russo, 6-12 Math CIL; Christine Cincotta, 6-12 ELA CIL; Christina Conetta, 6-12 Social Studies CIL; Jamie Charles, 6-12 Science and Technology CIL; Mercedes Fernandes, K-12 World Language CIL; Sydney Girardi, K-12 Visuals Arts CIL; Elizabeth Morris, K-12 Performing Arts CIL; Patty Powers, Health and Physical Education CIL

Members of the Public:

Gina Albert

Samantha Nestor

2. Annual Instructional Update

Discussion:

The Annual Instructional Update was presented to the Curriculum Committee in the following order:

- Mathematics, Grades K-5, presented by Carolyn Vinton.
- Mathematics, Grades 6-12, presented by Janine Russo.
- Science, Grades K-5, presented by Carolyn Vinton.
- Science, Grades 6-12, presented by Jamie Charles.
- Language Arts, Grades K-5, presented by Alex Bluestein and Andrea Noble.
- English/Language Arts, Grades 6-12, presented by Christine Cincotta.
- Social Studies, Grades K-5, presented by Alex Bluestein and Andrea Noble.
- Social Studies, Grades 6-12, presented by Christina Conetta.
- World Language, Grades K-12, presented by Mercedes Fernandes.
- Visual Arts, Grades K-12, presented by Sydney Girardi.
- Performing Arts, Grades K-12, presented by Liz Morris.
- Health/Physical Education, Grades K-12, presented by Patty Powers.
- Technology, Grades 6-12, presented by Jamie Charles.
- School Counseling, K-12, presented by Lois Pernice.
- Project Challenge, Grades 3-8, presented by Lois Pernice.

3. Approval of minutes

Motion:

Due to time constraints, April Curriculum Committee minutes will be approved at the June 13 meeting.

4. Other curricular issues

Discussion:

No other items were put forth for discussion. Meeting was adjourned at 10:47 a.m.

Respectfully submitted,

June Curiano

Administrative Assistant to the Assistant Superintendent

**Minutes
Facilities Committee
June 5, 2018**

Present:

Ellen Uzenoff, Committee Chair
Gina Albert, Committee Member
Sara Spaulding, Committee Member
Dr. William McKersie, Superintendent of Schools
Richard Rudl, Director of Finance and Operations
Joseph Olenik, Director of Facilities

Public:

Tony Pesco, Weston Resident

The meeting was called to order by Ms. Uzenoff at 9:02 a.m.

The Committee discussed the following items regarding the WIS knee wall study update:

- Mr. Olenik reported that he attended a pre-construction meeting the previous week with the architect and the roofing contractor. Construction is scheduled to begin on June 26th, and be completed by August 17th. Mr. Olenik will meet with the contractor again to review the staging area for the building materials. Mr. Olenik added that the Town building inspector will be overseeing the project.

The Committee discussed the following items regarding the elementary school walk through:

- Ms. Uzenoff reported that the Committee, along with a member of the Town Building Committee, conducted a walk-through of the elementary school in order to review the improvements and repairs that were recommended by Silver Petrucelli in their 10 Year Facilities Feasibility Study. Ms. Uzenoff added that the building is in very good shape, but the chiller does need to be replaced and this should be moved up on the priority list of capital projects for next year. Additionally, she noted that all the rooms, in all the buildings that make up the school, are currently in use and none of them are being used for storage.

The Committee discussed the following items regarding the intermediate school facilities walk-through:

- Ms. Uzenoff reported that the Committee conducted a walk-through of the intermediate school in order to review the improvements and repairs that were recommended by Silver Petrucelli in their 10 Year Facilities Feasibility Study. Ms. Uzenoff added that other than repairing the knee wall, there is very little work that has to be done at the school.

The Committee discussed the following regarding the next steps for the facilities study:

- Mr. Rudl shared with the Committee a draft of five decision points and options to consider regarding the 10 year facilities plan. These include what level the Board of Education is comfortable in presenting a capital budget that addresses solely deferred maintenance/capital projects for Hurlbutt Elementary, Weston Intermediate and Weston High Schools, from the period of FY20 to FY 30, how should Weston's enrollment impact the footprint of the school system, what happens with central office, what are the options for handling the condition and educational plan for the middle school, and what are the District's expectations for the bus garage. Mr. Rudl added that once the District narrows down from these five points, it can drill down further and decide more specifically how it would like to proceed.
- Dr. McKersie added that the first step is to decide how many schools are necessary and whether the District can function with only three schools.
- The Committee agreed that in order to move forward, all options need to be investigated, including the three school alternative, with all the pros and cons associated with it.
- Mr. Rudl will contact Silver Petrucelli, the company which conducted the 10 year study, and ask them to perform further analysis on the possibility of moving to a three school district. The Committee agreed to hold a special summer Facilities Committee meeting to further discuss the facilities study.

The Committee discussed the following regarding approval of the May minutes:

- The Committee approved the May minutes.

The Committee discussed the following regarding other business:

- Mr. Olenik reported that he was contacted by the State's EPA and was informed that the boilers currently installed throughout the District no longer meet the State's emission requirements. Mr. Olenik completed and submitted all the required paperwork to the State, but added that the District will probably have to make modifications to the boilers, and this will be included in the next capital plan.

- Mr. Olenik informed the Committee that he was also contacted by the Federal EPA in regard to the middle and high school windows and doors projects, which were completed in 2012 and 2013, informing him that the District needs to implement a formal maintenance and monitoring plan for PCB remediation, even though the District is following all the necessary guidelines. Mr. Olenik is currently working on getting all the paper work in place.

- Ms. Albert reported that the Town's Sustainability Committee is looking to replace the street lights along School Rd. with LED lighting. Mr. Olenik added that those lights are actually Town property so they can replace them as needed. He did add that the District is being charged for some of these lights however, and will work with Eversource to have this adjusted.

There being no further business to discuss, the Committee adjourned at 10:26 a.m.

Respectfully submitted,

Andrew Galli

Administrative Assistant to the Director of Finance and Operations

**Minutes
Finance Committee
June 8, 2018**

Present:

Jacqueline Blechinger, Committee Chair
Gina Albert, Committee Member
Dr. William McKersie, Superintendent of Schools
Richard Rudl, Director of Finance and Operations

Absent:

Tony Pesco, Committee Member

Guests:

Ellen Uzenoff, Weston Resident

The meeting was called to order by Ms. Blechinger at 8:18 a.m.

The Committee discussed the following items regarding the FY 2018 financial update for the period of July 2017– May 2018:

- Mr. Rudl reported a projected fund balance for FY 2018 of \$0 with encumbrances totaling \$5,970,731 against a budget of \$50,969,373 after the supplemental appropriation of \$1,061,852 which was approved by the Board of Finance.
- Mr. Rudl informed the Committee that the report reflects transfers totaling \$178,159. Of these transfers, nine are in excess of \$5,000. Among these are included \$17,815 due to the fact that the entitlement cap was changed by the State resulting in a reduction in the final Excess Cost Payment for FY18, \$14,562 to repair the chiller at the elementary school, \$12,749 to cover increased electricity costs, \$10,000 for contracted OT/PT costs, \$7,664 to cover increased heating costs, and \$7,415 for an adjustment to an encumbrance hold for unilateral agreements.
- Regarding the Internal Services Fund, Mr. Rudl reported that the current fund balance is \$1,904,681 and the negative net change is now (\$400,650). Claims for May were higher than anticipated and the same will probably be true for June as well. This is due in large part to the fact that employees are trying to make all their medical appointments before the District switches insurance carriers on July 1.

- Regarding health insurance claims, Mr. Rudl reported that there are nine employees (which is higher than usual) who are above the Individual Stop Loss (\$175,000), seven employees between \$75,000 and \$174,999, and 11 employees between \$50,000 and \$75,000.

- Mr. Rudl identified two areas which account for a total shortfall of (\$77,438). These areas include the technology lease, which was not approved by the Board of Selectmen, and the cost for additional physical therapy requirements for students. Mr. Rudl also identified some surplus areas which will be used to completely offset this deficit, including a proposed draw down on the Internal Services Fund to be repaid back over FY19, an open choice bonus, and non-resident tuition. Once these are applied, the shortfall will be negated and the projected year-end balance will be \$0.

The Committee discussed the following items regarding special education out-of-district tuition:

- Mr. Rudl reported that the current projected Special Education out-of-district tuition has increased slightly from April, and the balance is \$3.08 million. This increase is due to unilateral placements. Taking into account the transfers approved by the Board to date, and the supplemental appropriation approved by the Board of Selectmen, there will be \$67 remaining.

The Committee discussed the following items regarding the Excess Cost Grant:

- Mr. Rudl informed the Committee that the Excess Cost Grant due to Weston, without the initial entitlement cap was \$971,408 and when the 74.5% cap was implemented, the reimbursement was reduced to \$723,830. The State has since revised the cap to 72.7%, lowering again the amount due to the District to \$706,015. This resulted in a reduction in anticipated excess cost revenue of \$17,815.

The Committee discussed the following regarding and update on the science research purchases:

- Mr. Rudl reported that to date \$50,000 worth of equipment has been purchased using a combination of WEF, PTO and Title IV grants. Delivery and installation is being scheduled for this month.

The Committee discussed the following regarding approval of the May minutes:

- Due to the fact that Mr. Pesco was not available, approval of the May minutes was deferred until the next meeting.

The Committee discussed the following regarding other business:

- Mr. Rudl reported that at the end of FY19 the cleaning contract with Shamrock ends, so the District plans to go out to bid in the fall. Also, at the end of FY20 the contract with First Student expires. Replacing the chiller at the elementary school will be included in the FY20 capital budget.

- Ms. Albert inquired if any thought has ever been given to maintaining a sinking fund for repairs. Mr. Rudl reported that some districts do have a non-lapsing account for this in which they carry over surplus funds at the end of the year. However districts are not allowed to carry over more than 1% of these funds, and it must be approved by the Board of Finance. Over the past few years, the District really hasn't had any funds left over at the end of the fiscal year to carry over. The District's capital budget has averaged \$450,000 - \$475,000 over the last several years. Mr. Rudl will create a snapshot of upcoming capital expenses for the next few years.

There being no further business to discuss, the meeting adjourned at 8:59 a.m.

The next meeting will be held on September 14th.

Respectfully submitted:

Andrew Galli

Administrative Assistant to the Director of Finance and Operations

Policy Committee Meeting

April 17, 2018 8:30 AM

Central Office Conference Room

Members Present:

Jacqueline Blechinger

Daniel McNeill (Via Telephone)

Samantha Nestor

1. Call to Order

Daniel McNeill called the meeting to order at 8:35. In attendance were William McKersie, Ph.D., Superintendent of Schools, Lewis Brey, Director of Human Resources and Internal Counsel, Laura Kaddis, Principal, Hurlbutt Elementary School, Sheryl Zulkeski, Nurse Supervisor, Weston Public Schools, Jen Ryan, HR Specialist, and Gina Albert, member of the public.

2. Approval of Minutes

Discussion:

Both February and March minutes were approved.

3. Discussion of policies, regulations, and bylaws

3.A. Policy and Administrative Regulation 3541, Transportation

Discussion:

Ms. Kaddis discussed the policy and issue the age at which a student can be dropped off at their bus stop without a guardian presence.

It was decided to not change the policy, but communicate and promote the policy more next year, then circle back to the committee with any new feedback.

3.B. Policy and Administrative Regulation 5141.3, Health Assessments and Immunizations

Discussion:

This policy was brought back to the committee to discuss the use of immunization as opposed to vaccination.

Changing the terminology would make it technically correct, but it would not follow state language. The committee agreed to change the terminology and it move forward to the full Board for a first reading.

3.C. New Administrative Regulation 5131.31, Immunizations

Discussion:

This regulation was brought back to the committee for the same language discussion as above.

The terminology will be changed and move forward to a first reading.

4. Discussion of policies, regulations, and bylaws in future meetings

5. Adjourn

9:12

Policy Committee Meeting

May 02, 2018 8:30 AM

Central Office Conference Room

Members Present:

Daniel McNeill

Samantha Nestor

1. Call to Order

Daniel McNeill called the meeting to order at 8:41. In attendance were William McKersie, Ph.D., Superintendent of Schools, Lewis Brey, Director of Human Resources and Internal Counsel, Jen Ryan, HR Specialist, and Gina Albert, member of the public.

2. Approval of Minutes

Discussion:

Both April and May minutes will be presented at the June meeting.

3. Discussion of policies, regulations, and bylaws

3.A. Administrative Regulation 5118, Non-resident Tuition and Fees

Discussion:

The committee agreed to table the discussion of 5118 and 5111 until June, to give the district more time to research past practices of Weston and other districts current practices.

3.B. Policy and Administrative Regulation 5111, Admission/Placement

3.C. Policy 5141.21, Administration of Student Medication

Discussion:

Mr. Brey introduced all the changes to this policy, recommended by Shipman and Goodwin. It was all reviewed and approved by Weston's nurse supervisor. This policy will need to be updated every two years, by state statute. This will be presented to the Board for a first reading in May.

3.D. Policy and Administrative Regulation 3516.4, Bloodborne Pathogen Exposure Control

Discussion:

This policy hadn't been updated since 1993. Based on new Shipman and Goodwin language, Mr. Brey recommends removing the regulation and combining it into a policy. This will go for a first reading at the May Board of Education meeting.

First Reading

4. Discussion of policies, regulations, and bylaws in future meetings

Discussion:

LB - Dress Code - Board of Ed policy is different than WMS Dress Code Issue. Consult with Superintendent if the policy should look at the Dress Code policy.

DM - Homework policy was discussed at Curriculum Committee. Curriculum Committee needs to review and discuss before it comes to Policy.

5. Adjourn 9:26am