

LYME-OLD LYME PUBLIC SCHOOLS

Impassioned with Pride and Purpose

MEETING MINUTES

Special Board of Education Meeting

Lyme-Old Lyme High School

January 15, 2014

Board Present: James Witkins, Chairman; Paul Fuchs, Vice Chair; Michelle Roche, Treasurer; Beth Jones, Secretary; Rick Goulding; Diane Linderman; Nancy Lucas Edson; Sarah Smalley; Jean Wilczynski

Administration Present: Ian Neviasser, Superintendent of Schools; Elizabeth Borden, Director of Curriculum; James Cavalieri, Principal of Lyme School; Patricia Downes, Principal of Mile Creek School; Nancy Johnston, Director of Special Services; Christopher Pomroy, Principal of Lyme-Old Lyme Middle School; John Rhodes, Director of Facilities; Ellen Tyler, Principal of Center School; Marilyn Warren, Business Manager; James Wygonik, Principal of Lyme-Old Lyme High School

Others Present: one Townspeople from LOL

The meeting was called to order by Chairman Witkins at 6:35 p.m. The Pledge of Allegiance was recited. The purpose of the meeting was to hold a budget workshop that included presentations on the proposed 2014-2015 budgets in the areas of Special Education, Facilities, Technology, Operations and Central Services.

Mr. Neviasser reviewed the agenda and the following goals to be served by the budget:

- To preserve and build upon the high standards of education in LOL while remaining fiscally responsible to the communities.
- To support the ongoing renewal of curriculum, instruction, assessment, and staff development activities in response to the expectations of the CCSS.
- To continue to plan and provide technology infrastructure and applications that are consistent with highly effective and efficient programming and operational standards.
- To maintain high facility standards for all District buildings and grounds.
- To continue to monitor, adjust (as needed), and implement next stage of the redistricting plan.
- To maintain a dynamic and responsive approach to programming needs and mandates in special education.
- To maintain both compliance and reasonability in response to state and federal mandates.

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Mr. Neviaser also reviewed the budget development timeline.

A copy of the PowerPoint presentation for all budgets related to Central Services is attached to these minutes for informational purposes.

CURRICULUM PRESENTATION

Beth Borden, Director of Curriculum and Professional Development, presented the proposed budget for curriculum and professional development which included information on scope of program; program initiatives, supports and mandates; and significant changes for 2014-2015.

The curriculum/professional development proposed budget reflected a decrease of \$4,500 from the current year's budget for a total budget of \$94,550.

Discussion, comments and questions were addressed on the following subjects: expenses for teacher evaluation in curriculum budget; staff professional development to enhance instruction; and funding for math, ELA, and Common Core.

SPECIAL EDUCATION PRESENTATION

Nancy Johnston, Director of Special Services, presented the special education budget which included information on the scope of program; program initiatives, supports and mandates; and state performance plan. Mrs. Johnston also reported on prevalence rates for students with disabilities; tuition costs; costs related to therapy and evaluation; high school purchased services; transportation; supplies for staff; administrative costs; professional development; the talented and gifted program; and health services. Mrs. Johnston also reported on the program status for 2014-2015 with the relocation of the preschool program to Center School.

The special education proposed budget for 2014-2015 reflected a decrease of \$98,972 (-8%) from the current year's budget for a total budget of \$1,137,782 (decrease primarily due to decrease in tuition costs).

Discussion, comments and questions were addressed on the following subjects: Tier I, II, III referrals (regular ed) vs. special education referrals; costs associated with DCF out-placements and district responsibility; state reimbursement; increase in transportation costs and reasoning behind increase; efficiency of transporting students; and decrease in out-placements.

FACILITIES AND TECHNOLOGY PRESENTATION

John Rhodes, Director of Facilities and Technology, presented the facilities budget which included information on program scope; initiatives and mandates; budget drivers; and proposed projects.

Mr. Rhodes also presented a decision package for the prekindergarten classroom conversion at

Center School at a cost of \$149,793. In accordance with the Board approved redistricting plan, the prekindergarten students will be moved to Center School during the summer of 2014. To support that move, certain modifications will have to be made to the building. These include dedicated classroom bathrooms and air conditioning.

The total increase of the facilities budget as presented reflected an increase of \$52,233 (2.04%) over the current year's budget for a total budget of \$2,610,298.

Discussion, comments and questions were addressed on the following subjects: funding for playground at Lyme School; efficiency upgrades and obtaining of grants to offset costs; increase in custodial supplies (actual vs. budget); proposed projects from five year plan; inclusion of sound dampening for middle school cafeteria; selections and thought behind decision packages and capital projects; status of generator installation and roof replacement at Lyme School; and accounting of grants.

Mr. Rhodes also presented a significant increase in the technology budget (61.47%) to fund the growing computer/equipment replacement program and licensing and maintenance contracts; to complete the SmartBoard deployment; and to increase student access per the District Technology Plan.

The total increase of the technology budget as presented reflected an increase of \$191,800 (61.47%) over the current year's budget for a total budget of \$503,800.

Discussion, comments and questions were addressed on the following subjects: need for wired lab at Center School; need for laptop carts; taking advantage of wireless technology; technology recommendations geared for equality and the developed plan; national educational technology standards; students being actively engaged and benefitting from technology; progression of technology environment; programmatic issues that cause need; benefit of earlier start with technology; and strategic program to increase access to technology.

CENTRAL SERVICES PRESENTATION

Ian Neviaser, Superintendent of Schools, presented the proposed budget for central services (board of education, central office, and business and operations). Mr. Neviaser also reviewed staffing totals for 2014-2015, a summary of staff changes, and the salary and employee benefit budget.

Mr. Neviaser also reviewed the following decision packages:

5th Grade Teacher at Center School. The total cost for this decision package is \$56,003. The Enrollment Committee reviewed data relative to this class and did not recommend inclusion of an additional staff member at this time.

Nurses' Salary Adjustment. The six nurses have requested a salary adjustment. Total cost would be \$15,726.

Mr. Neviaser reviewed the total proposed budget costs for 2014-2015:

Proposed Operating Budget	Debt Service	Decision Packages	Total
\$27,889,415	\$3,946,101	\$221,522	\$32,057,038
0.65%	(0.35%)	+0.69%	0.99%


Mr. Neviaser reviewed the minimum budget requirement per state statute....for the fiscal year ending June 30, 2015, the budgeted appropriation for education shall be not less than the budget appropriation for education for the fiscal year ending June 30, 2014. The Board discussed MBR penalties and variables for reducing a budgeted appropriation for education.

Mr. Neviaser reviewed the agenda for the next budget meeting of January 22. The Board was directed to email the Superintendent should they want additional information before this meeting occurred.

The special meeting adjourned at 9:02 p.m. upon motion by Dr. Jones and a second by Mr. Fuchs.



Respectfully submitted,

Beth Jones, Secretary



Central Services Budget Proposal for 2014-15

Including: Curriculum Development; Special Education;
Technology; Facilities; Business & Operations;
Personnel Expenses; and BOE/Central Office

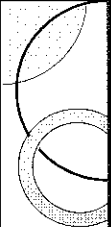
Goals to be Served by Budget

- To preserve and build upon the high standards of education in LOL while remaining fiscally responsible to our communities
- To support the ongoing renewal of curriculum, instruction, assessment, and staff development activities in response to the expectations of the CCSS.
- To continue to plan and provide technology infrastructure and applications that are consistent with highly effective and efficient programming and operational standards.
- To maintain high facility standards for all District buildings and grounds.
- To continue to monitor, adjust (as needed), and implement next stage of the redistricting plan.
- To maintain a dynamic and responsive approach to programming needs and mandates in special education.
- To maintain both compliance and reasonability in response to state and federal mandates.



Budget Development Timeline

Event	Date
Budget Driver Meeting	November 6
Administration prepares budget proposals	October-January
School-Based Budget Presentations	January 8
Central Services Budget Presentations	January 15 (tonight)
Board Discussion/Deliberation/Direction	January 22 (next Wed.)
Review of Budget as Revised	February 5 (Feb. BOE meeting)
Public Budget Forum With Possible Budget Adoption	February 12
District Budget Hearing	April 7
Budget Referendum	May 6



Curriculum Development

Scope of Program

- Math
- Reading/LA
- Science
- Social Studies
- World Language
- Health/PE
- Music
- Art
- Library Media
- Comp. Tech/Business

Program Initiatives, Supports & Mandates

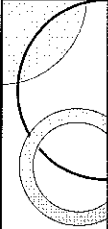
- Common Core Implementation
- Administrative Walk -Throughs
- Curriculum Renewal
- 18 hours Prof Development
- In-service for new initiatives
- Teacher Evaluation
- K-5 Alignment
(Gr level mtgs, report cards, etc)
- CMT (CT Mastery Test-Science)
- SBAC (Smarter Balanced Assessment Consortium)
- TEAM (Teacher Educ & Mentor)
- Grants
- Career Incentive
- State Mandates
- Home Schooling
- *Student Success Plan
- *NEASC (High School Cert)
- *Student Information Mgmt
- *Technology
- *SRBI(CT's Response to Intervention)
- *Shared Program Responsibilities

Total Program Budget

Program	2013-14 Budget	2014-15 Proposal	Difference
Curriculum	\$81,450	\$78,950	(\$2,500)
Professional Development (PD)	\$17,600	\$15,600	(\$2,000)
Total	\$99,050	\$94,550	(\$4,500)


Curriculum and PD Budget Detail

Description	12-13 Actuals	13-14 Budget	14-15 Proposed	\$ Var
Curr Dev Purch Svcs	\$18,515	\$17,780	\$20,780	\$3,000
Curriculum Travel	\$1,310	\$1,200	\$1,200	\$0
Curr Dev Supplies	\$44,330	\$51,500	\$45,500	(\$6,000)
Career Incentive Supplies	\$3,895	\$4,000	\$5,000	\$1,000
Curr Dev Equipment	\$447	\$1,670	\$670	(\$1,000)
Curr Dev Dues	\$5,776	\$5,300	\$5,800	\$500
Prof Dev Purch Svcs	\$15,560	\$14,000	\$12,000	(\$2,000)
Prof Dev Supplies	\$2,660	\$3,600	\$3,600	\$0
Total		\$99,050	\$87,250	(\$4,500)



Significant Changes for 2014-15

	Decreased Need	Continuing Need	Increased Need
Curriculum (\$2500)	<ul style="list-style-type: none"> Curriculum Supplies moved to buildings Copier Costs 	<ul style="list-style-type: none"> NEASC-Curriculum Math & ELA CCSS Instructional Tech 	<ul style="list-style-type: none"> VHS Fee Increase Career Incentive Summer Work
Professional Development (\$2000)	<ul style="list-style-type: none"> More targeted hours for 6-12 Math Consultant 	<ul style="list-style-type: none"> 18 hours PD Math & ELA CCSS Technology Mandated Training Teacher Evaluation 	



Special Education

Scope of Program

- Tuition
- SPED Therapy/Evaluation
- LOLHS Purchased Services
- SPED Transportation
- SPED Instructional Supplies
- SPED Administration
- SPED Professional Development
- Talented & Gifted Supplies
- Medical Advisory Services
- Health Services Supplies and Dues

Program Initiatives, Supports & Mandates

- Child Find
- Preschool Programming
- Parent Training
- Professional Development: Certified Staff Instructional Assistants
- Teacher Evaluation
- Student Information Mgmt (PSIS, SEDAC, IEP Direct)
- Special Education Process/Procedure Oversight
- Homebound Tutoring
- Transition Planning
- IDEA Grants Management
- Extended School Year
- *SRBI (Scientific Research Based Intervention)
- 504 Oversight
- Compliance Review
- State Mandates (e.g. State Performance Plan)
- Title IX/Title IV
- Safe School Climate Plan
- Health Services Program Supervision

*Shared Program Responsibilities

State Performance Plan

In accordance with the Individuals with Disabilities Improvement Act (IDEA), each state must have in place a State Performance Plan (SPP) to evaluate the state's efforts to meet the requirements and purposes of the implementation of IDEA. The SPP assesses Connecticut's performance on 20 indicators.

The indicators relevant to Regional District #18:

- Improve Participation and Performance on Statewide Assessments
- Decrease 10+ Days Out-of-School Suspension and Expulsion Rate
- Increase Placement and Time with Nondisabled Peers (TWNDP)
- Increase Time in Early Childhood Educational Environments
- Measuring Child Progress (Early Childhood Outcomes – ECO)
- Eliminate Disproportionate Representation as a Result of Inappropriate Identification
- Eliminate Disproportionate Representation by Disability as a Result of Inappropriate Identification
- Determine Eligibility in Accordance with State Established Timelines
- Transition: IEPs by Age 3
- Develop Goals and Transition Services
- Increase Postsecondary Employment and Education
- Timely and Accurate Reporting

Total Special Education Budget

2013-2014 = \$1,236,754

2014-2015 = \$1,137,782

Decrease = \$98,972 (8%)

Decrease primarily due to decrease in Tuition costs

Students with Disabilities Prevalence Rates

	K-12 Prevalence	# of K-12 Students
2010-2011	9.7	142
2011-2012	10.5	151
2012-2013	11.0	158
2013-2014	11.2	161

	2011-2012	2012-2013	2013-2014	Anticipated 2014-2015
Outplacements	11	9	8	4*


*Decrease primarily due to the number of outplaced students who will age-out or graduate

Note: Tuition budget also includes additional tuition charges for Special Education students opting to attend area magnet schools.

Tuition


	2012-2013 Actuals	Current Budget (2013-2014)	Proposed Budget (2014-2015)
Public CT	\$189,434	\$143,300	\$208,135
Private CT	\$374,307	\$459,310	\$341,473
Private not CT	\$85,200	\$60,000	\$0
Total	\$648,941	\$662,610	\$549,608

Decrease = \$113,002



SPED Therapy/Evaluation
LOLHS Purchased Services
SPED Transportation

	2012-2013 Actuals	Current Budget (2013-2014)	Proposed Budget (2014-2015)
SPED Therapy/Evaluation	\$111,459	\$110,000	\$120,000
LOLHS Purchased Services	\$33,920	\$37,500	\$38,300
SPED Transportation	\$346,579	\$352,600	\$348,364



Supplies: Special Education Staff


	2012-2013 Actuals	Current Budget (2013-2014)	Proposed Budget (2014-2015)
Special Ed Instruction	\$10,293	\$10,900	\$10,650
Speech/Language Pathology	\$2,221	\$2,624	\$2,400
School Psychology	\$3,475	\$3,275	\$2,850
Occupational Therapy	\$3,205	\$3,000	\$3,000
Physical Therapy	\$2,766	\$3,000	\$3,000
Preschool	\$6,076	\$6,500	\$6,500

SPED Administration

	2012-2013 Actuals	Current Budget (2013-2014)	Proposed Budget (2014-2015)
Office Purch Svcs	\$9,039	\$9,200	\$9,650
Office Postage	\$0	\$250	\$250
Office Travel	\$2,155	\$2,000	\$2,000
Office Supplies	\$2,565	\$3,000	\$3,000
Office Equipment	\$0	\$0	\$0
Office Dues	\$385	\$350	\$350


SPED PD, Talented & Gifted, Medical Advisory Services, Health Services

	2012-2013 Actuals	Current Budget (2013-2014)	Proposed Budget (2014-2015)
SPED PD	\$3,348	\$3,500	\$3,500
Talented & Gifted Supplies and Purchased Svcs	\$4,784	\$5,150	\$8,196
Medical Advisory Services	\$12,900	\$13,400	\$13,400
Health Services Supplies/Dues	\$5,335	\$7,895	\$11,775



Program Status for 2014-2015

- Re-location of pre-school program to Center School
- On-going efforts to meet expectations for the State of Connecticut Special Education Compliance Review (Desk Audit – File Review) and State Performance Plan
- Continuation of Post-12th Grade Transition/Life skills Program
- Perennial variables of outplacements, move-ins/move-outs, purchased services, and transportation

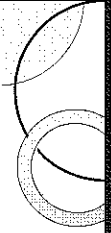


Facilities & Technology



Facilities and Technology Program Scope

- Building Cleanliness
- Building and Grounds Maintenance
- Building Safety and Security
- Technology
- Capital Projects
- Custodial, Maintenance, Technology and Security Staff
- Water and Waste Treatment
- Contracted Services and Equipment Bidding, Selection, Negotiations and Management



Facilities and Technology Initiatives and Mandates

- | | |
|---|--|
| ✓ Building and Fire Codes | ✓ Five Year Capital Projects Program |
| ✓ CT DPH and DEEP water quality and discharge permits | ✓ High School Renovation and Addition Project |
| ✓ Energy Efficiency | ✓ Corrective and Preventative Maintenance Program |
| ✓ Healthy Schools – Tools for Schools, Radon and Water Testing, Asbestos and Pesticide Management, Green Cleaning | ✓ Network Reliability, Capacity, Accessibility, and Security |
| ✓ Annual Staff Safety Training | ✓ Technology Applications and Equipment |
| ✓ Equipment Replacement | ✓ Technology and Energy Grants |
| ✓ Three Year Technology Plan | ✓ School Building Safety |
| ✓ Redistricting Plan | |

Facilities Budget Drivers

- Property and Liability Insurance
- Equipment Leases
- 3 New Athletic Fields
- High School Operating Costs
- Heating Oil Pricing
- Capital Projects
- Center School Pre Kindergarten Conversion
(not included in proposed budget increase)

2.04% Budget Increase

Facilities Proposed Projects

Project Description	2014 – 2015 Operating Funds
Upgrade LC Playground Equipment	\$40,000
Upgrade LC Gym/Aud Sound System	\$3,000
Install Additional MC, MS, LC, CS Security Cameras	\$40,000
MS, MC, CS, LC lighting and motor efficiency upgrade	\$45,000
Replace LC and MC Media Center Carpets	\$50,500
Replace MC Clock System	\$15,000
Install MS Cafeteria Sound Dampening	\$30,000
Install HS Science Lab Sound Systems	\$15,000
2014/2015 Projects Totals	\$238,500
2013/2014 Project Totals	\$200,000

Facilities

Description	2012-2013 Actuals	2013-2014 Budget	2014-2015 Proposed	Dollar Variance	Percentage Variance
Bldg Maint Supplies	\$80,369	\$87,000	\$97,000	\$ 0,000	11.49%
Boathouse Utilities	\$760	\$950	\$850	\$100	-10.53%
Custodial Supplies	\$71,185	\$107,000	\$107,000	\$0	0.00%
Electric	\$570,979	\$730,518	\$588,099	-\$142,419	-19.50%
Facilities Dues	\$511	\$500	\$525	\$25	5.00%
Facilities Travel	\$13,575	\$12,000	\$14,000	\$2,000	16.67%
Food Service Equipment	\$0	\$0	\$1,000	\$1,000	0.00%
Food Service Supplies	\$463	\$2,000	\$1,000	-\$1,000	-50.00%
Gas	\$12,404	\$14,500	\$16,900	\$2,400	16.55%
Grounds Purch Svc	\$201,019	\$144,000	\$160,000	\$16,000	11.11%
Grounds Upkeep Supplies	\$72,889	\$60,000	\$68,000	\$8,000	13.33%
Heating Oil	\$361,703	\$335,397	\$368,409	\$33,012	9.84%
Maint Purch Svc	\$347,060	\$428,500	\$393,500	-\$35,000	-8.17%
Maintenance Equipment	\$42,829	\$42,500	\$72,500	\$30,000	70.59%
Property/Liability Insurance	\$123,625	\$109,000	\$189,000	\$80,000	73.39%
Telephone	\$88,291	\$80,600	\$90,057	\$9,457	11.73%
Water MC	\$3,843	\$3,600	\$3,958	\$358	9.96%
Facilities Operations Total	\$1,991,505	\$2,158,065	\$2,171,798	\$13,733	0.64%
Capital Projects	\$0	\$200,000	\$238,500	\$38,500	19.25%
Contingency Maintenance	\$200,000	\$200,000	\$200,000	\$0	0.00%
Facilities Grand Total	\$2,191,505	\$2,558,065	\$2,610,298	\$52,233	2.04%

Facilities Decision Package

School: Center School

Decision Package Title: Pre Kindergarten Classroom Conversion

Program: Facilities

Package Total: \$149,793

Problem Definition and Goal

The size of the student population is shrinking and is projected to continue to shrink. A redistricting plan has been approved by the Board of Education to consolidate our schools. In accordance with the plan the pre kindergarten students will be all moved to the Center School this Summer. To support that move certain modifications will have to be made to the building. These include dedicated classroom bathrooms and air conditioning.

Target Population

Pre Kindergarten students

Performance Criteria

Support redistricting plan.



Technology Budget Drivers

- Growing computer/equipment replacement program
- Licensing/maintenance contracts
- Complete Smartboard Deployment
- District Technology Plan – increase student access

61.47% Budget Increase

Increased Student Access

Building	2014/2015 Classes	2013/2014 Status				Proposed 2014/2015			
		Wired Labs	Laptop Carts	Tablet Carts	Class to lab/cart ratio	Wired Labs	Laptop Carts	Tablet Carts	Class to lab/cart ratio
High School	20	4	2	2	2.5	4	6	2	1.7
Middle School	18	3	1	0	4.5	3	2	1	3.0
Center School	5	1	0	0	5.0	2	1	1	1.3
Lyme Consolidated	12	1	0	0	12.0	2	1	1	3.0
Mile Creek	15	1	0	0	15.0	2	1	1	3.8

Technology

Description	2012 - 2013 Actuals	2013 - 2014 Budget	2014 - 2015 Proposed	2013 - 2014 vs 2014 - 2015	
				Dollar Variance	Percentage Variance
Admin Tech Equip	\$2,560.00	\$0.00	\$3,000.00	\$3,000.00	100.00%
Admin Tech Purch Svc	\$117,134.89	\$40,000.00	\$45,000.00	\$5,000.00	12.50%
Admin Tech Supplies	\$16,002.01	\$0.00	\$7,000.00	\$7,000.00	100.00%
Instr Tech Equipment	\$52,786.75	\$11,000.00	\$39,000.00	\$28,000.00	254.55%
Instr Tech Purch Svcs	\$36,912.10	\$128,000.00	\$141,000.00	\$13,000.00	10.16%
Instr Tech Supplies	\$148,354.71	\$133,000.00	\$268,800.00	\$135,800.00	102.11%
Technology Dues and Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Totals	\$373,750.46	\$312,000.00	\$503,800.00	\$191,800.00	61.47%

Business & Operations; Personnel Expenses; and BOE/Central Office

Other Services Administered Centrally

- Board of Education
- Purchasing
- Personnel Management
- Website & Communications
- Insurance
- Budget Control
- Audits/fiscal Services
- Transportation
- Other Public School Placements
- Legal Services
- Debt Services
- State Report Compliance
- Payroll & Benefits
- Contract Management
- Grants Management Including School Construction
- Food Services
- Homeschooling

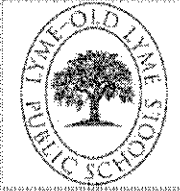
Transportation

- | | |
|--------------------------|--------|
| • Regular Transportation | 14,621 |
| • Fuel | 11,356 |
| • Out of District | 1,373 |


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|----------------|--------|
| • Net Increase | 27,350 |
|----------------|--------|



Tuition	
• Magnet	25,573
• Vo-Ag	(10,337)
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• Net Increase	15,236



B of E, Superintendent & Fiscal	
• Attorney Fees	32,891
• Other	(3,522)
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• Net Increase	29,369



Debt Service

• Bond Redemption	(20,000)
• Bond Interest	(66,581)
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• Net Decrease	(86,581)



District-wide Services

Position	2013-2014	2014-2015
Superintendent	1	1
Curriculum Director	1	1
Director of Special Education	1	1
Business Manager	1	1
Director of Facilities and Technology	1	1
Secretary to the Superintendent/Board	1	1
Curriculum Secretary	1	1
Special Education Secretaries	1.35	1.35
Facilities Secretary	1	1
Payroll Clerk	1	1
Accountant	1	1
Accounts Payable	.75	.75
Maintenance	4	4
Asst. Director of Facilities	1	1
Technology	2	2
Safety/Security	1.4	1.4
Occupational Therapist	1	1
COTA	0	0
Physical Therapist	29 hours	33 hours
Reading/Language Arts Specialist	1	1
Nurse Coordinator	4	4
K-5 SRBI teacher	2	2
Elementary Math Coach	1	1
Net Change		4 hours (grant funded)

High School 2014-15 Staffing Proposal

Grade	Enrollment 2013-2014	Enrollment 2014-2015	Other Certified Staff		
9	120	117	Area	2013-14	2014-15
10	108	123	Principal	1	1
11	89	106	Assistant Principal	1	1
12	112	86	Counselors	3	3
Totals	429	432	Library/Media	1	1
Net Change		+3	Psychologist	1	1
			Athletic Director	3	3
			Speech	4	4
			Net Change		0

Certified Classroom Teachers			Non Certified Staff		
Subject	FTE 2013-14	FTE 2014-15	Area	2013-14	2014-15
English	5	5	Secretary	3.8	3.8
Math	5	6	ISS	1	0
Social Studies	5	5	Greeter	1	0
Science	6	6	Nurse	1	1
Art	2	2	Tech Facilitator	1	1
Music	2	2	Instructional Assistants	Sp. Ed. = 11	Sp. Ed. = 11.5 Reg. Ed. = 1
Physical Education	2	2	Custodians	5.6	5.6
World Language	5	5	Transcriptionist for Blind	1	0
Tech Ed	2	2	Computer Lab Aide	0	0
Business	2	2	Tutor	8	8
Special Education	5	5	Substance Abuse Counselor	0	0
Totals	41	42	Library Aide	1	1
Net Change		+1.0	Net Change		-1.5

Middle School 2014-15 Staffing Proposal

Academic Classroom Teachers (Includes World Language)					Other Certified Staff		
Grade	Enrollment 2013-14	FTE	Enrollment 2014-15	FTE	Position	2013-14	2014-15
6	128	6	105	6	Principal	1	1
7	116	6	126	6	Assistant Principal	5	5
8	114	6	121	6	Music	2	2
Totals	358	18	352	18	Psychologist	1	1
Net Change			-6	0	Library/Media Specialist	1	1

Non Certified Staff			Other Certified Staff		
Position	2013-14	2014-15	Position	2013-14	2014-15
Instructional Assistants	Sp. Ed. = 12 Reg. Ed. = 1	Sp. Ed. = 13 Reg. Ed. = 3	Physical Education/Health	2	2
Nurse	1	1	Speech	4	4
Custodian	5.1	5.1	Art	1	1
Tutor	1	1	Tech Ed	1	1
Transcriptionist for Blind	0	0	TAG	1	1
Secretary	2.6	2.6	Computers	1	1
Library Assistant	1	1	Family & Consumer Science	1	1
Tech Facilitator	0	.5	Special Education	4.0	4.0
Net Change		+3.5	Counselor	1	1
			Net Change		0

Center School 2014-15 Staffing Proposal

Certified Classroom Teachers

Grade	Enrollment 2013-14	FTE	Enrollment 2014-15	FTE
PK	0	0	50	3.0
3	0	0	0	0
4	92	5	0	0
5	72	4	84	4
Totals	164	9	134	7
Net change			-30	-2.0

Non Certified Staff

Position	2013-14	2014-15
Instructional Assistants	7	PK=6
Special Education		Other=5
Instructional Assistants Non Special Education	2	0
Nurse	1	1
Custodian	3.1	3.1
Tech Facilitator	1	.5
Tutor	5	5
Secretary	1	1
Net Change		+1.5

Other Certified Staff

Position	2013-14	2014-15
Principal	1	1
Music	.6	.6
Psychologist	.6	.6
Library/Media Specialist	.6	.5
Physical Education	.7	.4
Speech	.6	1.0
Art	.4	.3
World Language	.5	.3
Special Education	3	2
TAG	.6	.4
Net Change		-1.5

Lyme Consolidated 2014-15 Staffing Proposal

Certified Classroom Teachers

Grade	Enrollment 2013-14	FTE	Enrollment 2014-15	FTE
K	32	2	25	2
1	35	2	27	2
2	38	2	35	2
3	39	2	38	2
4	36	2	40	2
5	29	2	37	2
Totals	209	12	202	12
Net Change			-7	+0.0

Non Certified Staff

Position	2013-14	2014-15
Instructional Assistants	9	9.5
Special Education		
Instructional Assistants Non Special Education	K=1 Other 2.0	K=1 Other 3.0
Nurse	1	1
Custodian	3.1	3.1
Tech Facilitator	1	1
Tutor	2	2
Secretary	1	1
Net Change		+1.5

Other Certified Staff

Position	2013-14	2014-15
Principal	1	1
Music	.8	.8
Psychologist	1.0	1.0
Library/Media Specialist	.6	.6
Physical Education	1.0	1.0
Speech	1.0	1.0
Art	.6	.6
World Language	.3	.4
Special Education	3	3
TAG	.3	.3
Net Change		+0.1

Mile Creek 2014-15 Staffing Proposal

Certified Classroom Teachers

Grade	Enrollment 2013-14	FTE	Enrollment 2014-15	FTE
PK	50	2.5	0	0
K	45	3	50	3
1	46	3	50	3
2	48	3	42	3
3	58	3	45	3
4	50	0	59	3
Totals	247	14.5	246	15
NET Change			-1	+0.5

Non Certified Staff

Position	2013-14	2014-15
Instructional Assistants- Special Education	PK=5 Other=8	PK=0 Other=9
Instructional Assistants-Non Special Education	K=1.5 Other=4.0	K=1.5 Other=6.5
Nurse	1	1
Custodian	3.6	3.6
Tech Facilitator	1	1
Tutor	1.5	1.5
Secretary	1	1
Net Change		-1.5

Other Certified Staff

Position	2013-14	2014-15
Principal	1	1
Music	6	6
Psychologist	1	1
Library/Media Specialist	8	9
Physical Education	1	1.3
Speech	1.8	1.2
Art	6	7
World Language	2	3
Special Education	3.5	3.5
TAG	1	3
Net Change		+0.2

Summary of Changes

	2013-2014	2014-2015
Student Count (In House)	1,405	1,371* (projected) (34)
Certified Staff	156.6	154.9 (1.7)
Non-Certified Staff	118.1	121.6 3.5

Salaries - Certified

• Contractual increases, including degree changes	340,012
• Personnel Adjustments	(328,699)
<hr/>	
• Net Increase	11,313



Salaries – Non Certified

• Contractual increases	102,903
• Personnel Adjustments	63,977
<hr/>	
• Net Increase	166,880



Employee Benefits

• Health Insurance	(268,054)
• Life & Disability	4,422
• FICA	30,304
• Retirement, Unemployment, Tuition	2,735
• Worker's Compensation	(2,641)
<hr/>	
• Net Decrease	(233,234)



Decision Package: 5th Grade Teacher

- Problem Definition: The current enrollment for Center School (5th grade 2014-2015) is lower than when the redistricting plan was first developed.
- Performance Criteria: The Enrollment Committee met tonight to review data relative to this class and will make a recommendation this evening in regard to staffing.
- Cost: \$56,003

Decision Package: Nurse Salary Adjustment

- **Problem Definition:** The six nurses have requested a salary adjustment. The HR committee would like to ensure that our salaries are competitive with similar districts in this area.
- **Performance Criteria:** The recommendation of the HR committee will be based on data from surrounding districts who are similar in make up to Region 18. In addition a thorough review of the current job requirements was presented as additional information.
- **Cost:** \$15,726

Overall Budget Summary

	12-13 Actuals	13-14 Budget	14-15 Budget	\$ Increase or (Decrease)	% Inc or (Dec) by Line Item	% Inc or (Dec) of Total Inc
Certified Salaries	\$12,554,444	\$12,893,120	\$12,904,433	\$11,313	0.09%	12.07%
Non-certified Salaries	2,703,497	2,778,390	2,923,223	144,833	5.21%	154.53%
Employee Benefits	3,949,489	4,264,527	4,031,293	(233,234)	(5.47)%	(248.84)%
Instructional Programs	1,257,145	1,300,041	1,483,965	183,924	14.15%	196.23%
Special Education	1,212,975	1,228,859	1,126,007	(102,852)	(8.37)%	(109.74)%
Support Services	74,960	102,500	111,650	9,150	8.93%	9.76%
Administrative Services	513,284	351,234	418,293	67,059	19.09%	71.55%
Pupil Transportation	853,336	874,583	901,933	27,350	3.13%	29.18%
Plant Op & Maintenance	3,634,708	3,915,853	3,988,618	72,765	1.86%	77.64%
OPERATING BUDGET	26,753,838	27,709,107	27,889,415	180,308	0.65%	192.38%
Debt Service	3,710,016	4,032,682	3,946,101	(86,581)	(2.15)%	(92.58)%
TOTAL BUDGET	\$30,463,854	\$31,741,789	\$31,835,516	\$93,727	0.30%	100.00%

Breakdown Of Decision Packages By Percentage Cost

Package	Cost	Percentage increase to total budget	Proposed Budget without Decision packages = 0.30%
Nurses salary adjustment	\$15,726	0.04	0.34%
Grade 5 @ CS	\$56,003	0.18	0.52%
Center School Conversion	\$149,793	0.47	0.99%

2014-2015 Proposed Budget

Proposed Operating Budget	Debt Service	Decision Packages	Total
\$27,889,415	\$3,946,101	\$221,522	\$32,057,038
0.65%	(0.35)%	+0.69%	0.99%

MBR- Minimum Budget Requirement

- Sec. 10-262i

...for the fiscal year ending June 30, 2015, the budgeted appropriation for education shall be not less than the budgeted appropriation for education for the fiscal year ending June 30, 2014... a town may reduce its budgeted appropriation for education for the fiscal year ending June 30, 2015, by one of the following: (A) Any district with a resident student count for October 1, 2013 (1405)...that is lower than such district's resident student count for October 1, 2012 (1446)...may reduce such district's budgeted appropriation for education by the difference in number of resident students for such years (41) multiplied by three thousand (=123,000), provided such reduction shall not exceed one-half of one per cent (=138,546) of the district's budgeted appropriation for education for the fiscal year ending June 30, 2014...

What's Next -- January 22

- Decisions on the inclusion of decision packages.
- Questions/discussion/direction on preparing the budget to be put forth to the public on February 12.

Questions?